

Working Document

# R12 New Functionality

By CMiC





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# R12 New Functionality (Draft)

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## R12 Functionality Enhancements

This DRAFT documentation is provided as an overview for new or enhanced functionality provided in the R12 Open Enterprise system. This document currently covers most new features provided up to the patch V12-015-2HF level.

### Important Note

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Please note that some modifications and enhancements may require licensing and specific configurations and setup, and additional training by CMiC Consultants may be required. For more information, please contact your Account Manager/Project Manager.

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# 1099

## Added 1099-NEC & Modified 1099-MISC (20.29519) & (21.36582)

---

### Overview:

Added 1099-NEC, which is introduced by IRS in the year 2020. This is for reporting Non-Employee Compensation and Non Employee Compensation is no longer reported in 1099-MISC.

### Modifications:

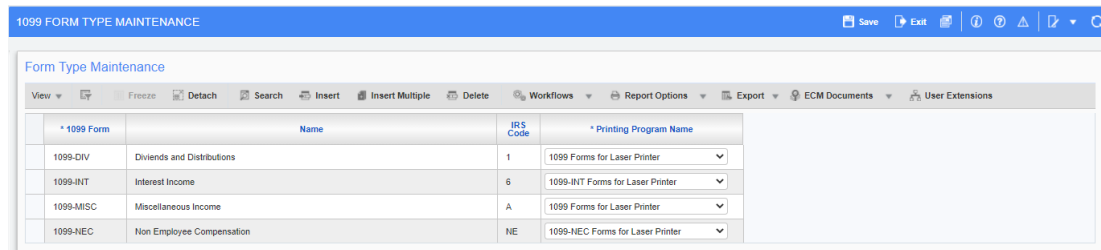
1. 1099- NEC
  - a. Beginning with tax year 2020, IRS recommends use of Form 1099-NEC to report Non-Employee compensation.
2. 1099- MISC
  - a. Due to the creation of Form 1099-NEC, IRS has revised Form 1099-MISC and rearranged box numbers for reporting certain income.

## Setup and Processing - 1099-NEC

---

### Form Codes

Insert a record and select 1099-NEC from the dropdown menu.



The screenshot shows the '1099 FORM TYPE MAINTENANCE' window. It features a table with four columns: '1099 Form', 'Name', 'IRS Code', and 'Printing Program Name'. The table lists five forms: 1099-DIV, 1099-INT, 1099-MISC, and 1099-NEC. Each form has a corresponding IRS Code and a dropdown menu for the Printing Program Name.

* 1099 Form	Name	IRS Code	* Printing Program Name
1099-DIV	Dividends and Distributions	1	1099 Forms for Laser Printer
1099-INT	Interest Income	6	1099-INT Forms for Laser Printer
1099-MISC	Miscellaneous Income	A	1099 Forms for Laser Printer
1099-NEC	Non Employee Compensation	NE	1099-NEC Forms for Laser Printer

## Accumulator Codes

Setup Accumulators as required. Here in this example, the accumulator codes are for most 1099 Form types such as 1099-MISC & 1099-NEC.

1099 TRANSACTION ACCUMULATORS

Accumulator Info

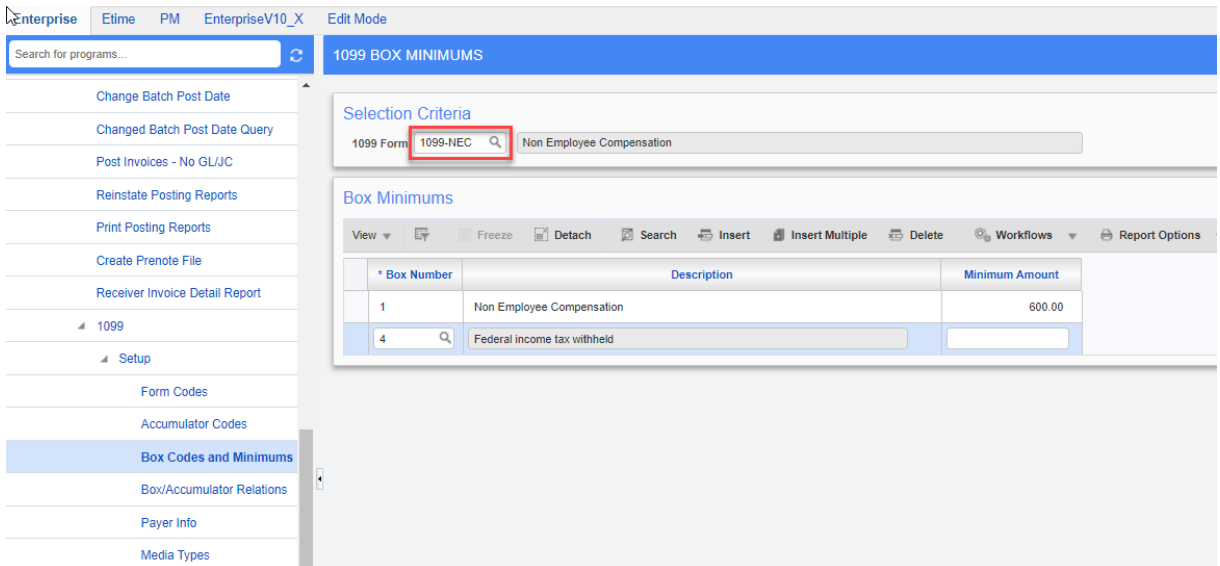
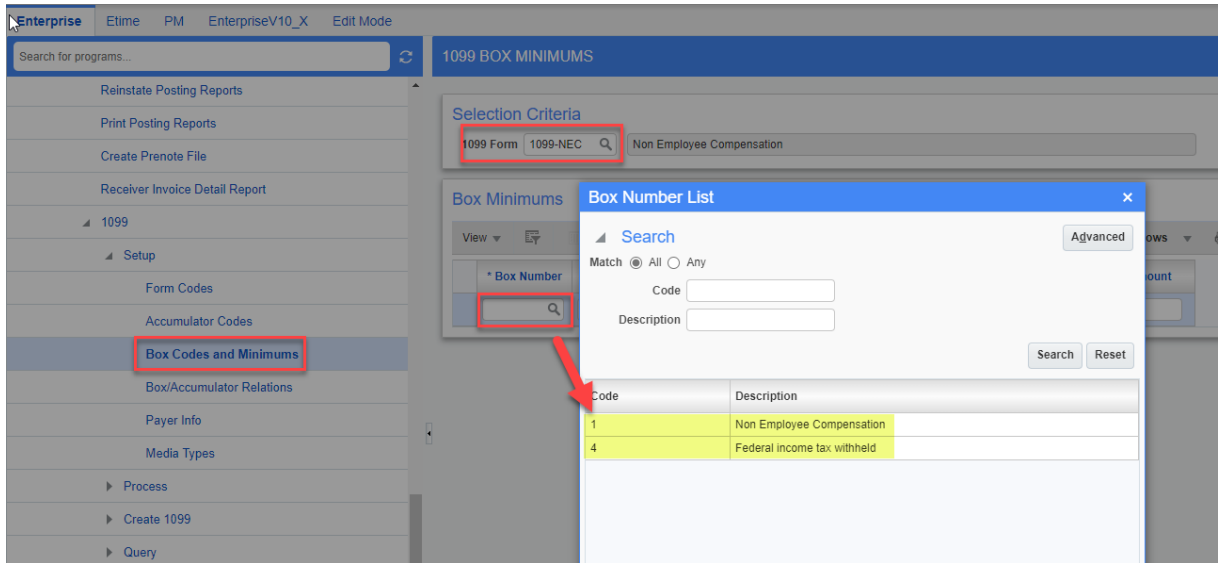
View Freeze Detach Search Insert Insert Multiple Delete Workflows Report C

	* Accumulator	* Name	Temporary Code	1099 Exempt
	1	1099 Rents	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	2	1099 Royalties	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	3	1099 Other Income	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	4	1099 Fed Income Tax Withheld	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	5	1099 Fishing Boats Proceeds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	6	1099 Med and Health Care	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	7	Non Employee Compensation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	8	1099 Sub of payment in Lieu of	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	A	Crop Insurance Proceeds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	B	Excess Golden Parachute Paymen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	C	Gros Proceeds Paid to Attorney	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	D	Nonqualified Deferred Compensa	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	X	Exempt	<input type="checkbox"/>	<input checked="" type="checkbox"/>

## Accumulator Codes

Under Box codes and Minimums, select 1099-NEC and add the below box numbers as shown. These codes/Box Number List are newly created for the purpose of using 1099-NEC.

Also enter any minimum amounts as required.



### Box Code / Accumulator Relations

Maintain the Box/Accumulator relation as per the user setup.

Please note that this may differ based on the user setup. Below screenshot is an example.

**1099 BOX / ACCUMULATOR RELATIONS**

**Selection Criteria**

1099 Form: 1099-NEC

**Box Details**

View  Freeze  Search    Workflows

* Box Number	Description	* Transaction Code	Name
1	Non Employee Compensation	7	Non Employee Compensation
4	Federal income tax withheld	4	1099 Fed Income Tax Withheld

## Process

Perform the following process in steps as required.

1. Maintain Payer Info for 1099-NEC
2. Update Checks if required
3. Update/Create 1099 Info for the required Year (Mandatory Requirement)
4. Adjust 1099 Vendor Balances, if required
5. Create 1099 working files (Mandatory Requirement)
6. Edit 1099 Working Files, if Required. This may be performed to adjust the amounts for reporting.
7. Print 1099 (Jasper Report if printing on IRS Form)
8. Create Media Files (XML Output if using 'Greenshades' to file 1099 reporting to IRS)

## Printing 1099-NEC (Jasper Report)

**PRINT 1099 FORMS**

**Print Forms**

\* Taxpayer ID Number:

\* Year:

\* 1099 Form:

Form:  Type:

From Vendor:

To Vendor:

\* Form Type:

**Report Configuration for: Print N1099NEC Form on Laser Printer (N1099NEC)**

Destination:

Format:

Locale:



**1099-NEC  
Jasper Report**

**RV123456-1099-NEC**  
200, Front Street  
Chicago  
IL 12425  
6664448888

12-3456789      605658893

**A1 Bricks**  
**A1 Bricks Manufacturing Inc.**  
123, Bricker Street  
  
Chicago IL 60606

55926660.17

237600.00

Box#1

Box#4

7171
☐ VOID   ☐ CORRECTED

PAYER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no.		OMB No. 1545-0116  <div style="font-size: 24pt; font-weight: bold;">2020</div> Form <b>1099-NEC</b>		<b>Nonemployee Compensation</b>  <b>Copy A</b> For Internal Revenue Service Center  File with Form 1096.  For Privacy Act and Paperwork Reduction Act Notice, see the <b>2020 General Instructions for Certain Information Returns.</b>		
1 Nonemployee compensation		<div style="border: 1px solid black; height: 100px; width: 100%;"></div>				
PAYER'S TIN	RECIPIENT'S TIN				2	
RECIPIENT'S name					3	
Street address (including apt. no.)					4 Federal income tax withheld	
City or town, state or province, country, and ZIP or foreign postal code					\$	
Account number (see instructions)		FATCA filing requirement <input type="checkbox"/>	2nd TIN not. <input type="checkbox"/>	5 State tax withheld \$ ..... \$ .....	6 State/Payer's state no. \$ ..... \$ .....	7 State income \$ ..... \$ .....

Form **1099-NEC**  
**Do Not Cut or Separate Forms on This Page**

Cat. No. 72590N  
 — **Do Not Cut or Separate Forms on This Page**

[www.irs.gov/Form1099NEC](http://www.irs.gov/Form1099NEC)  
 Department of the Treasury - Internal Revenue Service

## Creating Media File for 1099-NEC (XML Output)

CREATE 1099 MEDIA FILES

### Taxpayer Info

\* Taxpayer ID Number

\* Transmitter Name

\* Contact Name  \* Title Mr.

\* Contact Phone & Ext  Country CA

Contact Email Address

\* Media Code  Electronic File Type E

\* Path and File Name

Size

\* Year

Test/Correct T Replacement Code

TCC Code

☐ Reporting for Prior Year

☐ Include Zero Lines

### Form Selection

View Freeze Detach Search Delete Workflows Report Options Export ECM Documents

Type	Desc	Sel	SeparatorNew	SeparatorNew2	SeparatorNew1
1099-DIV	Dividends and Distributions	<input type="checkbox"/>			
1099-INT	Interest Income	<input type="checkbox"/>			
1099-MISC	Miscellaneous Income	<input type="checkbox"/>			
1099-NEC	Non Employee Compensation	<input checked="" type="checkbox"/>			

☒ Create XML File

```

<?xml version="1.0" encoding="US-ASCII"?>
- <NewDataSet>
  - <Company IsSubmitter="1" CompanyID="RV-N">
    <CompanyName Value="RV123456-1099-NEC"/>
    <EIN Value="123456789"/>
    <cAddress1 Value="200, Front Street"/>
    <cCity Value="Chicago"/>
    <cState Value="IL"/>
    <cZip Value="12425"/>
    <cCountryCode Value="CA"/>
    <ReportingDate Value="2020-12-31"/>
    <CreationDate Value="2021-01-21"/>
  - <Contact>
    <contactname Value="CMIC-Ravi"/>
    <contacttitle Value="A"/>
    <contactphone Value="(999) 999-9999"/>
    <contactemail Value="ravi@cmic.ca"/>
  </Contact>
  - <Company1099Info>
    <TransmitterControlCode Value="TCC"/>
    <PayerNameControl Value="RV-N"/>
    <TerminatingBusinessIndicator Value="0"/>
  </Company1099Info>
  - <Vendors>
    - <Vendor VendorID="A1BRICKS">
      <TIN Value="605658893"/>
      <VendorName Value="A1 Bricks"/>
      <VendorName2 Value="A1 Bricks Manufacturing Inc."/>
      <TinType Value="SSN"/>
      <vAddress1 Value="123, Bricker Street"/>
      <vCity Value="Chicago"/>
      <vState Value="IL"/>
      <vZip Value="60606"/>
      <vCountryCode Value="USA"/>
    - <Form1099 Type="NEC" State="">
      <Box1099 Value="55926660.17" Number="1"/>
      <Box1099 Value="237600.00" Number="4"/>
    </Form1099>
  </Vendor>

```

## Changes to 1099-MISC

As per the new changes to 1099-MISC, the Non-Employee compensation info (Box 7) is no longer a part of the MISC form. This has been removed. The form for 2020 has the following changes.

- Box#7 - Payer made direct sales of \$5,000 or more (Check Box)
- Box#9 - Crop insurance proceeds
- Box#10 - Gross proceeds to an attorney
- Box#14 - Nonqualified Deferred Compensation

### **Users must make the following changes in CMiC to their existing 1099-MISC setup.**

1. Navigate to Box Codes and Minimum (N1099MIN)
  - a. Select 1099-MISC as the form code, select box 7 and delete the entry, as Non-Employee compensation is no longer a part of 1099 Misc. form and 'Save'.
  - b. CMiC created a new box code 'D: Nonqualified Deferred Compensation', for reporting in Box#14. If required, create this new entry, and set any maximums and 'Save'.
2. Navigate to Box/Accumulator Relations (N1099BOX)
  - a. Select 1099-MISC as the form code, select Box 7 if exists, and delete the entry and 'Save'.
  - b. Add Entry 'D', if required to report Nonqualified Deferred Compensation and 'Save'

The following screens show the entries for 1099-MISC after corrections:

**1099 BOX MINIMUMS**

Selection Criteria  
 1099 Form | 1099-MISC | Miscellaneous Income

Box Minimums

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options

* Box Number	Description	Minimum Amount
1	Rents	600.00
2	Royalties	10.00
3	Other Income	600.00
4	Federal income tax withheld	
5	Fishing Boat Proceeds	
6	Medical and health care payments	600.00
8	Substitute payments in lieu of dividends or interest	10.00
A	Crop insurance proceeds	
B	Excess golden parachute payments	
C	Gross proceeds paid to an attorney in connection with legal services	
D	Nonqualified deferred compensation	

Delete Entry 7, if exists

Add the NEW entry 'D' for Nonqualified Deferred Compensation, if required

**1099 BOX / ACCUMULATOR RELATIONS**

Selection Criteria  
 1099 Form | 1099-MISC | Miscellaneous Income

Box Details

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export

* Box Number	Description	* Transaction Code	Name
1	Rents	1	1099 Rents
2	Royalties	2	1099 Royalties
3	Other Income	3	1099 Other Income
4	Federal income tax withheld	4	1099 Fed Income Tax Withheld
5	Fishing Boat Proceeds	5	1099 Fishing Boats Proceeds
6	Medical and health care payments	6	1099 Med and Health Care
8	Substitute payments in lieu of dividends or interest	8	1099 Sub of payment in Lieu of
A	Crop insurance proceeds	A	Crop Insurance Proceeds
B	Excess golden parachute payments	B	Excess Golden Parachute Paymen
C	Gross proceeds paid to an attorney in connection with legal services	C	Gros Proceeds Paid to Attorney
D	Nonqualified deferred compensation	D	Nonqualified Deferred Compensa

Delete Entry 7, if exists

Add Entry 'D', if required to report in Box#14

## Printing 1099-MISC (Jasper Report)

<b>RV123456-1099-MISC</b> 146, Main Street Chicago IL 63214 7774445555		12970.00	<div style="border: 2px solid red; padding: 5px; text-align: center;"> <b>1099-MISC Jasper Report</b> </div>
	860.00	237600.00	
12-3456789	605658893	616386942.23	
<b>A1 Bricks</b> <b>A1 Bricks Manufacturing Inc.</b> 123, Bricker Street Chicago IL 60606		24110458.67	
		1069.47	
		14455563.22	

9595 <input type="checkbox"/> VOID <input type="checkbox"/> CORRECTED				OMB No. 1545-0115 <div style="font-size: 2em; font-weight: bold;">2020</div> Form 1099-MISC		<b>Miscellaneous Income</b>  <b>Copy A</b> <b>For</b> <b>Internal Revenue</b> <b>Service Center</b>  File with Form 1096. For Privacy Act and Paperwork Reduction Act Notice, see the 2020 General Instructions for Certain Information Returns.
PAYER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no.		1 Rents \$	2 Royalties \$	3 Other income \$	4 Federal income tax withheld \$	
PAYER'S TIN	RECIPIENT'S TIN	5 Fishing boat proceeds \$	6 Medical and health care payments \$	7 Payer made direct sales of \$5,000 or more of consumer products to a buyer (recipient) for resale <input type="checkbox"/>	8 Substitute payments in lieu of dividends or interest \$	
RECIPIENT'S name  Street address (including apt. no.)  City or town, state or province, country, and ZIP or foreign postal code		9 Crop insurance proceeds \$	10 Gross proceeds paid to an attorney \$	11 <input type="checkbox"/>	12 Section 409A deferrals \$	
Account number (see instructions)	FATCA filing requirement <input type="checkbox"/>	2nd TIN not <input type="checkbox"/>	13 Excess golden parachute payments \$	14 Nonqualified deferred compensation \$	15 State tax withheld \$	
		16 State/Payer's state no. \$	17 State income \$			
Form 1099-MISC Cat. No. 14425J www.irs.gov/Form1099MISC Department of the Treasury - Internal Revenue Service <b>Do Not Cut or Separate Forms on This Page — Do Not Cut or Separate Forms on This Page</b>						

## Creating Media File for 1099-MISC (XML Output)

```
<?xml version="1.0" encoding="US-ASCII"?>
- <NewDataSet>
  - <Company IsSubmitter="1" CompanyID="CMIC">
    <CompanyName Value="RV123456-1099-MISC"/>
    <EIN Value="123456789"/>
    <cAddress1 Value="146, Main Street"/>
    <cCity Value="Chicago"/>
    <cState Value="IL"/>
    <cZip Value="63214"/>
    <cCountryCode Value="CA"/>
    <ReportingDate Value="2020-12-31"/>
    <CreationDate Value="2021-01-20"/>
  - <Contact>
    <contactname Value="CMIC TEST Company"/>
    <contacttitle Value="A"/>
    <contactphone Value="999 999-9999"/>
    <contactemail Value="ravi@cmic.ca"/>
  </Contact>
  - <Company1099Info>
    <TransmitterControlCode Value="TCC"/>
    <PayerNameControl Value="CMIC"/>
    <TerminatingBusinessIndicator Value="0"/>
  </Company1099Info>
  - <Vendors>
    - <Vendor VendorID="A1ROOF">
      <TIN Value="123456789"/>
      <VendorName Value="A1"/>
      <VendorName2 Value="A1 Roofing Company"/>
      <TinType Value="SSN"/>
      <vAddress1 Value="Queen St"/>
      <vAddress2 Value="8964"/>
      <vCity Value="Detroit"/>
      <vState Value="MI"/>
      <vZip Value="10101"/>
      <vCountryCode Value="USA"/>
    - <Form1099 Type="MISC" State="">
      <Box1099 Value="11342.08" Number="1"/>
      <Box1099 Value="11452598.39" Number="2"/>
      <Box1099 Value="19275.26" Number="3"/>
      <Box1099 Value="158.76" Number="4"/>
      <Box1099 Value="700.00" Number="5"/>
      <Box1099 Value="900.00" Number="8"/>
      <Box1099 Value="35394.16" Number="9"/>
      <Box1099 Value="168380684.97" Number="10"/>
      <Box1099 Value="21056.52" Number="13"/>
      <Box1099 Value="88214251.38" Number="14"/>
    </Form1099>
  </Vendor>
</Vendors>
</NewDataSet>
```

**NOTE:** The accumulator codes, box codes and minimums and the relationship are setup for testing purposes and are indicative only. Users must setup as per their business requirements and as referred to IRS documents.

## 1099 – Name Printing Order in Jasper Report & XML Output Standardization (20.20874)

The 'Recipient's Name' in 1099 forms Jasper printout and in XML Output file are programmed to be identical and match each other.

CMiC supports printing of two names and in different orders as per the client's settings in AP Control File and Business Partner Maintenance screens.

### Check List of settings and their descriptions:

There are three phases of development regarding the 1099 Recipient's Name Printing in 1099 and are described below in the chronological order.

1. Business Partner Maintenance > SSN Flag (Original Implementation in CMiC 1099 application)
  - a. Un-Checked:
    - i. The Registration Number can be of any length
    - ii. Business Partner AKA Name may be left blank
    - iii. The 1099 Jasper Report & XML output will print the names in the following order

**1. Name1: Business Partner Name**

**2. Name2: Business Partner AKA Name**

b. Checked:

- i. The Registration Number must be of 9 digits long
- ii. Business Partner AKA Name must be populated in order to successfully print 1099 reports
- iii. The 1099 Jasper Report & XML output will print the names in the following order

**1. Name1: Business Partner AKA Name**

**2. Name2: Business Partner Name**

2. Business Partner Maintenance > 1099 Print Name (Name to Print on 1099 to substitute AKA Name – Implemented in the year 2008 under issue# 08.25961)

- a. This field is hidden by default. When required, users may unhide using the Lite Editor
- b. This is a free form field and users may enter a Business Partner Name as required
- c. When this field is populated, then

**i. BP AKA Name will be substituted (replaced) with this ‘1099 Print Name’ value.**

3. AP Control File Settings > Other > 1099 Controls > Print Business Partner Legal Name (Implemented in the year 2015, under issue# 14.95789)

a. Un-Checked:

- i. Business Partner Legal Name will NOT be used/printed in 1099 Report/XML output

b. Checked:

**i. Business Partner Legal Name will be printed as First Name**

The following tables show the results of printing Name1 and Name2 as per the three different logics defined above.

	BP Code	BP Name	BP Legal Name	BP AKA Name	1099 Print Name	Registration Code	SSN Flag	Jasper Report	XML File Output
1	VEN-1001	VEN-1001-BP NAME	NOT applicable	VEN-1001-AKA NAME	Blank	777777777	Y	1. BP AKA NAME 2. BP NAME	1. BP AKA NAME 2. BP NAME
2	VEN-1002	VEN-1002-BP NAME		VEN-1002-AKA NAME	Blank	965748536	N	1. BP NAME 2. BP AKA NAME	1. BP NAME 2. BP AKA NAME
3	VEN-1003	VEN-1003-BP NAME		Blank	Blank	324444333	N	1. BP NAME 2. BLANK	1. BP NAME 2. BLANK

SSN Flag and the Name1 & Name2 printing in Jasper Report and XML File output

	BP Code	BP Name	BP Legal Name	BP AKA Name	1099 Print Name	Registration Code	SSN Flag	Jasper Report	XML File Output
4	VEN-1004	VEN-1004-BP NAME	NOT applicable	VEN-1004-AKA NAME	VEN-1004-1099 PRINT NAME	754896333	Y	1. VEN-1004-1099 PRINT NAME 2. BP NAME	1. VEN-1004-1099 PRINT NAME 2. BP NAME
5	VEN-1005	VEN-1005-BP NAME		VEN-1005-AKA NAME	VEN-1005-1099 PRINT NAME	555554444	N	1. BP NAME 2. VEN-1005-1099 PRINT NAME	1. BP NAME 2. VEN-1005-1099 PRINT NAME
6	VEN-1006	VEN-1006-BP NAME		Blank	VEN-1006-1099 PRINT NAME	111000111	N	1. BP NAME 2. VEN-1006-1099 PRINT NAME	1. BP NAME 2. VEN-1006-1099 PRINT NAME

SSN Flag and 1099 Print Name value and the Name1 & Name2 printing in Jasper Report and XML File output

AP Control flag: Print Business Partner Legal Name on 1099s= Y									
	BP Code	BP Name	BP Legal Name	BP AKA Name		Registration Code	SSN Flag	Jasper Report	XML File Output
1	VEN-1001	VEN-1001-BP NAME	VEN-1001-LEGAL NAME	VEN-1001-AKA NAME	Blank	777777777	Y	1. BP LEGAL NAME 2. BP NAME	1. BP LEGAL NAME 2. BP NAME
2	VEN-1002	VEN-1002-BP NAME	VEN-1002-LEGAL NAME	VEN-1002-AKA NAME	Blank	965748596	N	1. BP LEGAL NAME 2. BP AKA NAME	1. BP LEGAL NAME 2. BP AKA NAME
3	VEN-1003	VEN-1003-BP NAME	VEN-1003-LEGAL NAME	Blank	Blank	324444333	N	1. BP LEGAL NAME 2. BLANK	1. BP LEGAL NAME 2. BLANK
4	VEN-1004	VEN-1004-BP NAME	VEN-1004-LEGAL NAME	VEN-1004-AKA NAME	VEN-1004-1099 PRINT NAME	754896333	Y	1. BP LEGAL NAME 2. BP NAME	1. BP LEGAL NAME 2. BP NAME
5	VEN-1005	VEN-1005-BP NAME	VEN-1005-LEGAL NAME	VEN-1005-AKA NAME	VEN-1005-1099 PRINT NAME	555554444	N	1. BP LEGAL NAME 2. VEN-1005-1099 PRINT NAME	1. BP LEGAL NAME 2. VEN-1005-1099 PRINT NAME
6	VEN-1006	VEN-1006-BP NAME	VEN-1006-LEGAL NAME	Blank	VEN-1006-1099 PRINT NAME	111000111	N	1. BP LEGAL NAME 2. VEN-1006-1099 PRINT NAME	1. BP LEGAL NAME 2. VEN-1006-1099 PRINT NAME

AP Company Control > Other > 1099 Controls > Print Business Partner Legal Name on 1099s = Y (Checked)

**NOTE:** There is no change to the name printing and their order. The discrepancies in some scenarios above are corrected and the XML output is adjusted exactly as per the Jasper Report.

## Accounts Payable

### Add Payee Name to the positive Pay File (15.09595)

#### Overview:

CMiC has modified the existing Wells Fargo Positive Pay Format and populate Payee Name when creating Positive Pay File.

#### Settings and examples:

The Positive Pay File format is compliant to the Standard ARP Inbound Specification:





# Standard ARP Inbound Specification

Multiple Accounts (Stacked)

Input File Record Types	File Header Record	Detail Record	Trailer Record	Transaction Code Table
	+0300XXXX00XXXXXXXXXXXXX0			
	000000100102280200XXXXXXXXXXXXX3200000026420MARY MOORE			
	000000100202280200XXXXXXXXXXXXX3200000005624JAMES SMART			
	000000100302280200XXXXXXXXXXXXX3700000084520DEREK HOWELL			
	000000100401060200XXXXXXXXXXXXX4300000000000ETHEL LEE			
	000002 000000084520			
	There should be only one File Header record per file.			
	Sample Data *03 00XXXX 00XXXXXXXXXXXXX0 0			
	Field Name *03 Bank ID Account Number File Status Unused			
	Field Position 1-3 4-5 9-23 24 25-55 or 165			
	Description Always *03 Bank ID provided by Wells Fargo during the implementation process. Right-justified, zero-filled, numeric. Wells Fargo Account Number, Right-justified, zero-filled, numeric. Always zero Space			
	There should be only one Detail Record for each check issued. Multiple accounts must be grouped by account with a trailer record for each group. Each Detail Record must be in the same format and contain an account number.			
	000000100102280200XXXXXXXXXXXXX3200000026420MARY MOORE			
	Sample Data 0000001001 022802 00XXXXXXXXXXXXX320 0000026420 MARY MOORE			
	Field Name Check Serial No. Issue Date Account Number Transaction Code Amount Additional Data/Payee Information Unused			
	Field Position 1-10 11-16 17-31 32-34 35-44 45-54 (or 45-164)* To 85 or 165			
	Description Right-justified, zero-filled, numeric. (Each Serial Number must be unique.) Format MMDDYY. Numeric. Note: Issue Date can be all zeros for stop payment transaction codes. Wells Fargo Account Number, right justified, zero filled, numeric. Transaction code (See Transaction Code Table) Format (\$\$\$\$5555cc). Right-justified, zero-filled, numeric. Left-justified alphanumeric. May contain special characters. Payee Validation Notes: If using the Payee Validation service, Payee information MUST match check issue payee information exactly. (Do not use carriage returns between payee names.) Your payee name does not end until the beginning of your legal street or P.O. Box number. (There is no need to include your city/state in your issue file.) OR Authorize the bank to read your first line only of your payee validation check. Space			
	Sample Data & 0000002 0000000032044 0000000032044			
	Field Name & Spaces Detail Record Count Spaces Total Amount Unused			
	Field Position 1 2-15 16-22 23-25 26-55 56-65 or 165			
	Description Always & 14 spaces Total count of detail records. Right-justified, zero-filled, numeric. 3 spaces Total dollar amount of detail records. Format (\$\$\$\$5555cc). Right-justified, zero-filled, numeric. Spaces			
	Transaction Code Table			
	* Note Regarding Cancel (370) and Void (430) Transaction Codes: Wells Fargo treats Void and Cancel codes differently. Cancel is used to delete an outstanding issue entry. Cancel transactions can be submitted either with or without a dollar amount, however a register entry must be on file to avoid rejected transactions. A cancel without a dollar amount would only be used in place of a Void. Void signifies that a check has been destroyed and will not be issued (does not include a dollar amount). Void transactions must be zero dollar amounts. If your system cannot create both Void and Cancel transaction codes, use the Cancel Transaction Code (370) only.			
	*Note for Payee Validation Service: Wells Fargo can support up to 120 characters of additional data (payee information). Your system must support 165 byte records. The Additional Data field of the Detail record must be expanded to 120 bytes and the header and trailer records must be expanded to 165 bytes (space filled). If you have further questions, contact your			

## Example 1: Create 3 checks to the different payees and then create The Positive Pay File:

1.1. Create 3 vouchers for the following vendors: for ZZ-ACME (\$118.33); ZZ-BCBS(\$222.22); ZZ-HDEPO(\$321.67):

ENTER VOUCHER Table Mode Save ? ? ? ? ? ?

Enter Invoices Print Edit List Post Invoices

**Selection Criteria**

\* Company ZZ   
 \* Batch 33241  Create Batch

**Voucher Detail** Defaults Joint Payee

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User Extensions

\* Vendor ZZ-ACME   
 Address 123 Greenbriar Lane Unit 75 Chicago IL 42098 One Time Vendor Flag N  
 Series MISC Miscellaneous  
 \* Invoice HIRV02 \* Voucher Num 13047 \* Amount 111.11  
 Invoice Date Nov/19/2015 Expense Dept  Retainage   
 Due Date Dec/19/2015 PO Selected ☐ Tax1 7.22  
 Disc Date Nov/19/2015 EFT Flag ☐ Taxes 0.00  
 PO Number  Release  Gross Due 118.33  
 Retainage %  Discount   
 Discount %  Net 118.33  
 Description   
☐ Pay When Paid Days 7 Draw   
 TP Payment Mode BOA Payment   
 \* Distribution Type General Distribution  Department 00  Account 5000.100   
 Job Code  Cost Code   
 Address  Incident Number   
 Check Hdt CHECK1  Payment Type   
 Status Normal   
 Override Status   
 Contract  Chg   
 Cash Dept 00   
 Cash Acc 1000.100   
 Retainage Release   
 Tax on Ret.   
 Category   
Compliance Address Release Retain. PO Selection Registration Re-Calc Distribution Save and New Payment

ENTER VOUCHER Table Mode Save ? ? ? ? ? ?

Enter Invoices Print Edit List Post Invoices

**Selection Criteria**

\* Company ZZ   
 \* Batch 33241  Create Batch

**Voucher Detail** Defaults Joint Payee

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User Extensions

\* Vendor ZZ-BCBS   
 Address  One Time Vendor Flag N  
 Series   
 \* Invoice HIRV02 \* Voucher Num 13049 \* Amount 222.22  
 Invoice Date Nov/19/2015 Expense Dept  Retainage 0.00  
 Due Date Dec/19/2015 PO Selected ☐ Tax1 0.00  
 Disc Date Nov/19/2015 EFT Flag ☐ Taxes 0.00  
 PO Number  Release  Gross Due 222.22  
 Retainage % 0.00 Discount 0.00  
 Discount % 0.00 Net 222.22  
 Description   
☐ Pay When Paid Days 7 Draw   
 TP Payment Mode   
 \* Distribution Type General Distribution  Department 00  Account 5000.100   
 Job Code  Cost Code   
 Address  Incident Number   
 Check Hdt CHECK1  Payment Type   
 Status Normal   
 Override Status   
 Contract  Chg   
 Cash Dept 00   
 Cash Acc 1000.100   
 Retainage Release   
 Tax on Ret.   
 Category   
Compliance Address Release Retain. PO Selection Registration Re-Calc Distribution Save and New Payment

**ENTER VOUCHER** [Table Mode] [Save] [Info] [Help] [Print] [Close]

Enter Invoices | Print Edit List | Post Invoices

**Selection Criteria**

\* Company ZZ CMC Test Company Incorporated  
 \* Batch 33241 DA 2019-03-11 V [Create Batch]

**Voucher Detail** Defaults Joint Payee

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User Extensions

\* Vendor ZZ-HDEPO ZZ - Home Depot  
 Address 1234 Shady Lane IL 60002 One Time Vendor Flag N  
 Series SUBS Subcontractors  
 \* Invoice HNV03 \* Voucher Num 13051 \* Amount 333.33 Address  
 Invoice Date Nov/19/2015 Expense Dept Retainage 33.33 Check Hdr CHECK1 Incident Number  
 Due Date Dec/19/2015 PO Selected Tax1 21.67 Status Normal Payment Type  
 Disc Date Nov/19/2015 EFT Flag Taxes 0.00 Override Status  
 PO Number Release Gross Due 321.67 Contract  
 Retainage % 10.00  
 Discount % 0.00  
 Description  
 TP Payment Mode  
 \* Distribution Type Job Distribution  
 Compliance Address Release

**Additional Distribution**

Type	Comp.	Job/Dept/Equip	CostCode/Acct/Compon	Cat/Tran	WBS Code 1	WBS Code 2	Qty	WM	Debit Amount	Credit Amount	WBS Name
G	ZZ	00	2000.100					NA		321.67	
G	ZZ	00	2000.200					NA		33.33	
J	ZZ	B1	01-100	1000				HR	343.33		
									343.33	355.00	

Comp. CMC Test Company Incorporated Job/Dept/Equip h/h  
 CostCode/Acct/Compon Blue Prints Cat/Tran Materials  
 W-Line Detail TAC Detail Accept Close

- 1.2. After selecting payment, preparing, printing, and posting the checks go to Account Payable -> Check -> Positive Pay Register -> Create Bank Group. Make sure that the bank group exists and Include Void check box is checked:

**CREATE BANK GROUP** [Table Mode] [Save] [Info] [Help] [Print] [Close]

Create Bank Group | Create Register | Create AP/PY Combined Positive Pay

**Bank Group**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Group Code AA aa RID  
 \* Sending Company ZZ CMC Test Company Incorporated BID  
 \* Format Code WELLFARGC Wells Fargo Bank 2 ☒ Include Void ☐ Exclude Third Party Payments

**Bank Accounts**

* Company Code	* Bank Name	* Bank Account Code
ZZ	Bank of America	5344443
ZZ	Bank of America	9764567

- 1.3. Go to Account Payable -> Check -> Positive Pay Register -> Create Register  
 And press [Process] button.

CREATE REGISTER

Save | ? | ? | ? | ? | ?

Create Bank Group    Create Register    Create AP/PPY Combined Positive Pay

**Selection Criteria**

\* From Date: Nov/19/2015

\* To Date: Nov/19/2015

☐ Use Check Release Date

\* Bank Group Code: AA    aa    WELLFARGO2

File Name: C:\rina.Halpern\Documents\Current Issues\15.0

☒ Include new items only

Process

**Note:** If you would like to see new items only please check the Include New Items Only check box.

1.4. The created Positive Pay File will look like:

3checks.txt - Notepad

File Edit Format View Help

```
*03000000000000097645670
00000000621119150000000097645673200000011833ZZ-Acme Supply
0000000063111915000000009764567320000002222Blue Cross Blue shield
00000000641119150000000097645673200000032167ZZ - Home Depot
&
0000003 0000000066222
```

Transaction Code

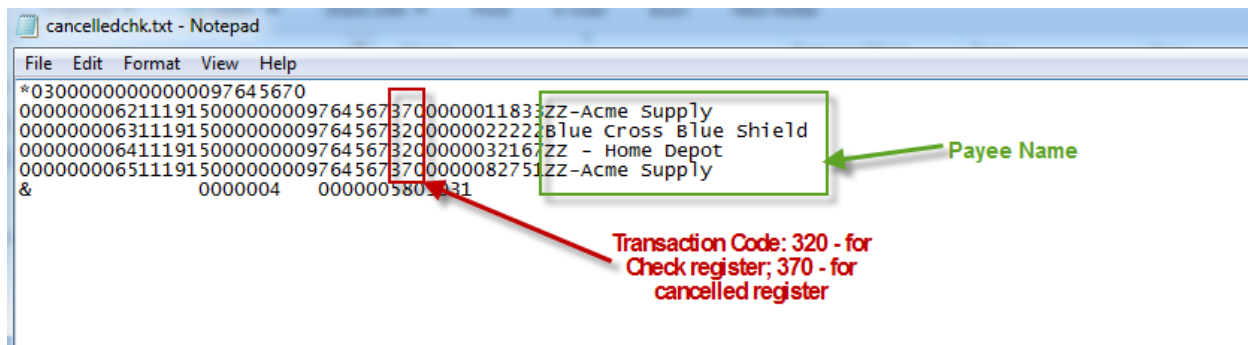
Payee Name

The file includes the payee names equivalent to the names on the vouchers and checks.

**Note:** According to the Standard ARP Inbound Specification the code 320 indicates that these are Check Register items. The next example will show how this code is changed when the checks are voided.

**Example 2:** Create The Positive Pay File with 3 cancelled checks.

- 2.1. Create additional voucher for ZZ – Acme Supply for \$827.51
- 2.2. After posting the check void newly created check and the check for Acme Supply created in the Example 1 (for \$118.33).
- 2.3. Create Register (Include New Items Only check box should be unchecked).
- 2.4. The created Positive Pay File will look like:



The file includes the payee names equivalent to the names on the vouchers and checks.

**Note:** According to the Standard ARP Inbound Specification the code 320 indicates that these are Check Register items and the code 370 indicates the Cancelled Register.

## Bancomer Payment File Modification – Interbank Payments (15.09039)

### Overview:

CMiC has modified the Bancomer Format to identify transactions as International Payments when the type of payment is "PSC" and "OPI".

When the Payment Type is "PSC" then the system will pick up vouchers that have the following conditions:

- Cash Account Bank different from the Vendor Bank
- Cash Account Bank Country is same as Vendor Bank Country
- Voucher Company Currency is same as Vendor Currency

When the Payment Type is "OPI" then the system will pick up vouchers that have either

- Cash Account Bank different from the Vendor Bank
- Cash Account Bank Country different from the Vendor Bank Country
- Voucher Company Currency is same as Vendor Currency

OR

- Cash Account Bank different than the Vendor Bank
- Cash Account Bank Country different from the Vendor Bank Country
- Voucher Company Currency different from the Vendor Currency.

The modifications have not affected the following existing logic: when the Payment Type is "PTC" then the system will pick up vouchers that have Cash Account Bank the same as the Vendor Bank.

## SETTINGS and EXAMPLES:

### Conditions 1: Cash Account Bank is the same as the Vendor Bank

Company ZZ has the following Cash Accounts (Account Payable-> Setup -> Global Tables -> Banking -> Bank Account)

**BANK ACCOUNT MAINTENANCE**

Save Exit [Icons]

**Selection Criteria**

Company: ZZ [Search] CMIC Test Company Incorporated [Search] Bank Control [Search]

**Bank Accounts**

View [Icons] Freeze [Icon] Detach [Icon] Search [Icon] Insert [Icon] Insert Multiple [Icon] Delete [Icon] Workflows [Icon] Report Options [Icon] Export [Icon] ECM Documents [Icon] User Extensions [Icon]

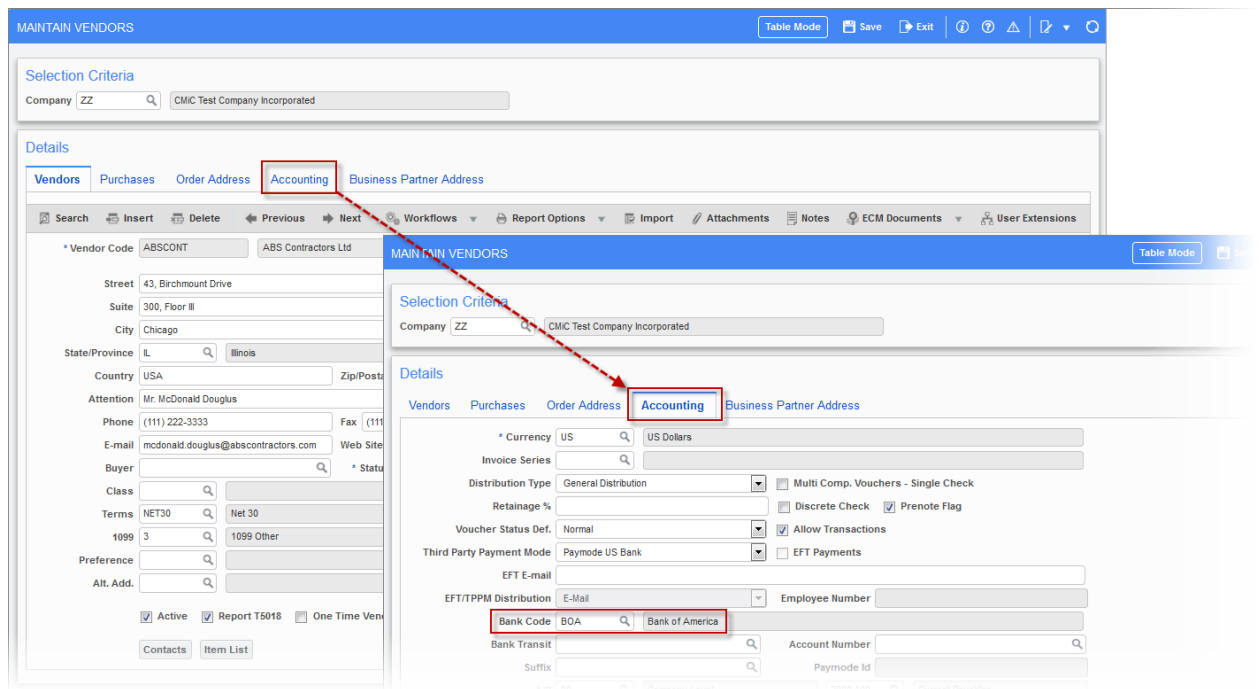
* Dept	* Account	* Bank Code	Branch	Account Prefix	* Bank Account Number	* Acct Type	Last Check Number	CRS Account Number	CDA Account Number	* Curr Code	Title	Transit	Routing A	Routing B
00	1000.002.0123456	BBT	MAIN		5116397791	C	0			US				
00	1000.100	BOA			9764567	Z1	212			US	Operating Account	2464656	5545	12
00	1000.100.7365465	BOA	01001	06540	7365004456	C	654			US	Large GL Account Ba	06540	2008	2010
00	1000.200	BOA	NA		5344443	PY	1029			US	Payroll Account	5439944	3232	29
00	1000.300	BANAMEX			123123123	Z1				MX	Operating Account			
00	1000.600	BOM			012345	C				CA				
00	1050.200	CTI			12345	C				US				
30	1000.001.0123456	987654321	NEW		11111111	C	0			US				

Dept Name: Company Level  
Account Name: Bank of America (Operating)  
Bank Name: Bank of America  
Branch Name: [Search]  
Account Type Name: Operating Accounts  
Currency Name: US Dollars

Susp Rec Dept Name: Company Level  
Susp Rec Acct Name: Bank of America (Operating)  
Susp Pay Dept Name: Company Level  
Susp Pay Acct Name: Bank of America (Operating)

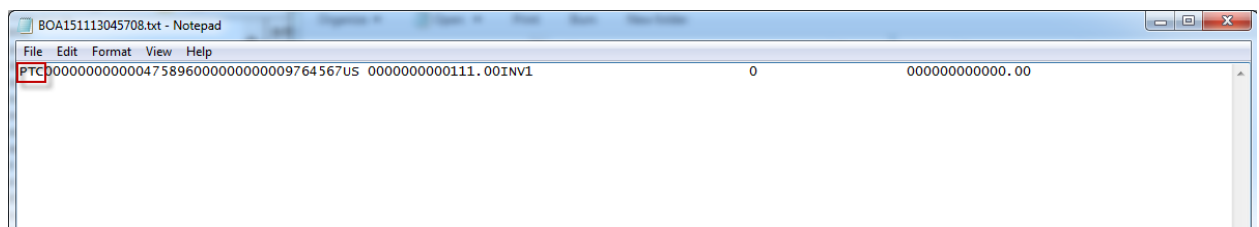
Transactions First Signatures Upload 1st Signature File Upload 2nd Signature File Upload Company Logo File

The vendor ASCCONT has the following settings (Account Payable-> Setup -> Vendor Maintenance -> press [Accounting] button):



In this setting vendor ABSCONT and company ZZ both have BOA banks.

The resulting EFT file starts with PTC:



## Conditions 2:

- Cash Account Bank different from the Vendor Bank
- Cash Account Bank Country is same as Vendor Bank Country
- Voucher Company Currency is same as Vendor Currency

Change bank for vendor ABSCONT:

**MAINTAIN VENDORS** Table Mode Save Exit

**Selection Criteria**  
Company ZZ CMIC Test Company Incorporated

**Details**  
Vendors Purchases Order Address **Accounting** Business Partner Address

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User Extensions

\* Vendor Code ABSCont ABS Contractors Ltd

Street 43, Birchmount Drive  
Suite 300, Floor II  
City Chicago  
State/Province IL Illinois  
Country USA Zip/Post  
Attention Mr. McDonald Douglas  
Phone (111) 222-3333 Fax (111) 222-3333  
E-mail mcdonald.douglas@abscontractors.com Web Site  
Buyer  
Class  
Terms NET30 Net 30  
1099 3 1099 Other  
Preference  
Alt. Add.  
☒ Active ☒ Report T5018 ☐ One Time Ver  
Contacts Item List

**MAINTAIN VENDORS** Table Mode

**Selection Criteria**  
Company ZZ CMIC Test Company Incorporated

**Details**  
Vendors Purchases Order Address **Accounting** Business Partner Address

\* Currency US US Dollars  
Invoice Series  
Distribution Type General Distribution ☐ Multi Comp. Vouchers - Single Check  
Retainage % ☐ Discrete Check ☒ Prenote Flag  
Voucher Status Def. Normal ☒ Allow Transactions  
Third Party Payment Mode Paymode US Bank ☐ EFT Payments  
EFT E-mail  
EFT/TPPM Distribution E-Mail Employee Number  
Bank Code HBSC HBSC Bank  
Bank Transit 33 Account Number 86696876  
Suffix Paymode Id

HSBC bank, HSBC branch (Account Payable -> Setup -> Global Variables -> Banking -> Branch Maintenance -> press Address button) has country “US”; the address of the Company ZZ Cash account 1000.100.7365465 (Bank BOA, branch 01001) has also “US” as a country code.

The setting also shows that both vendor and the company have the same currency US, and they are using different banks. In this case EFT file will start with ‘PSC’:

```

BOA151113060139.txt - Notepad
File Edit Format View Help
PSC00000000000866968760000000007365004456US 00000000000222.00
INV6709
M0
000000000000.00

```

### Conditions 3:

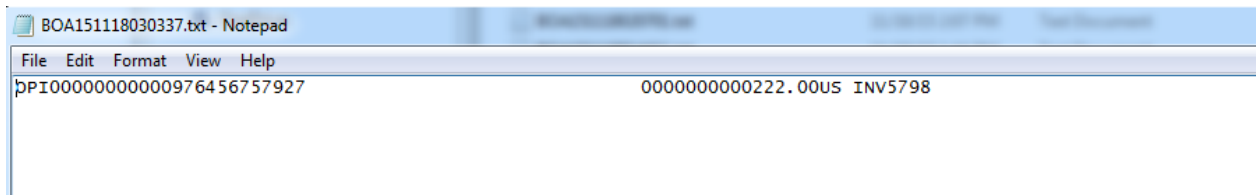
Setting 3.1.

- Cash Account Bank different from the Vendor Bank
- Cash Account Bank Country different than the Vendor Bank Country
- Voucher Company Currency is same as Vendor Currency.

New setting: for Company ZZ department 00 and G/L account 1000.100.7365465 (corresponds to the branch with the address = ‘US’); change the bank for the vendor ABSCount to MEXBANK – the address for the bank for vendor ABSCount is ‘MX’).



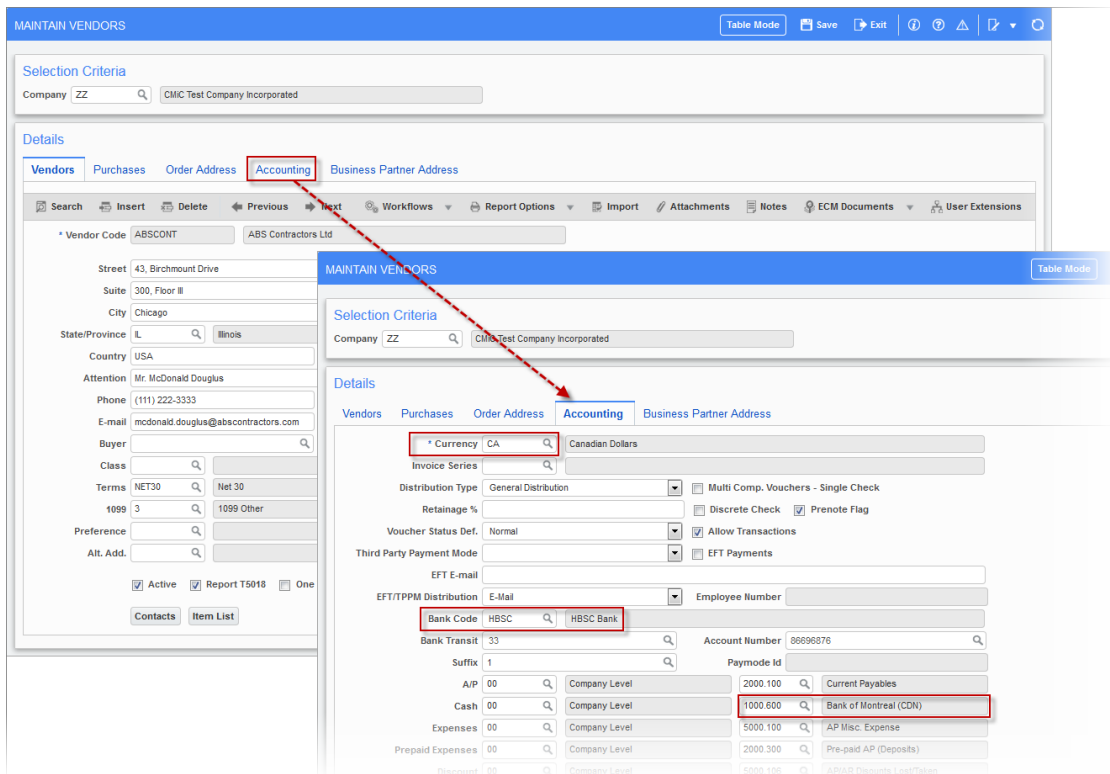
EFT file will start from 'OPI':



### Setting 3.2.

- Cash Account Bank different from the Vendor Bank
- Cash Account Bank Country is the same as the Vendor Bank Country
- Voucher Company Currency is different from Vendor Currency

In this case the vendor ABSCOUNT is set up to use CAN \$ as currency through the HSBC bank.



The Bank Branch address for the vendor could be verified in Account Payable -> Setup -> Global Variables -> Banking -> Branch Maintenance and press Address button. In this case the country of the branch is US.

The company ZZ has US currency. Company ZZ also has a CAN cash account in the CITI bank, CITI branch:

**BANK ACCOUNT MAINTENANCE**

Selection Criteria  
 Company ZZ CMIC Test Company Incorporated Bank Control

**Bank Accounts**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Dept	* Account	* Bank Code	Branch	Account Prefix	* Bank Account Number	* Acct Type	Last Check Number	CRS Account Number	CDA Account Number	* Curr Code	Title	Transit	Routing A	Routing B
00	1000.002.012345	BBT	MAIL		5116397791	C	0			US				
00	1000.100	BOA			9764567	Z1	212			US	Operating Account	2464656	5545	12
00	1000.100.12345	HSBC			86696876	C				US				
00	1000.100.7365465	BOA	01001	06540	7365004456	C	654			US	Large GL Account Ba	06540	2008	2010
00	1000.200	BOA	NA		5344443	PV	1029			US	Payroll Account	5439944	3232	29
00	1000.300	BANAMEX			123123123	Z1				MX	Operating Account			
00	1000.600	BOM			012345	C				CA				
00	1050.200	CITI	CITI	0987	12345	C				CA	Operating Account			
30	1000.001.0123456	987654321	NEW		11111111	C	0			US				

Dept Name Company Level  
 Account Name Bank of America - Mexican C  
 Bank Name BB&T Bank  
 Branch Name BB&T Bank Main  
 Account Type Name Checking Account  
 Currency Name US Dollars

Susp Rec Dept Name  
 Susp Rec Acct Name  
 Susp Pay Dept Name  
 Susp Pay Acct Name

Transactions First Signatures Upload 1st Signature File Upload 2nd Signature File Upload Company Logo File

After the verification of the CITI bank, CITI branch address (Account Payable -> Setup -> Global Variables -> Banking -> Branch Maintenance -> press Address button), it is established that the country code for this branch is US, the same as for HSBC bank for the vendor ABSCONT).

In this case the EFT file will also start with OPI:

CITI15118041308.txt - Notepad

File Edit Format View Help

OPI0000000000964686686696876 0000000000444.00CA INV565

## Ability to query AP invoices by Department in Voucher/Registry Query (15.09770)

### Overview:

CMiC has modified the Voucher/Registry List screen: the new Department field has been added to provide a new parameter to the query – Department Code. When this parameter is specified, only vouchers/registered invoices with the same department code on the header will be shown.

CMiC has also introduced additional functionality: either Job or Vendor values must be entered in order for the query to take place.

### Modifications:

#### Department field is added to the Voucher/Registry List

Treeview Path for the screen: Account Payable -> Query -> Registry/Invoice Query

If the user enters an existing Department Code into the Department field or select the value from the Department List the program will retrieve all the vouchers and registered invoices that have this department code defined as the Expense Department Code.

### Additional functionality

Either Job or Vendor value must be entered in order for the query to take place. If the user does not enter either Job, or Vendor and press [Query Data] button, the program will issue the following alert in a pop-up window: *"Alert: Either Job or Vendor must be entered"*.

In this case the user has to press OK button on the alert popup window and return to Voucher/Registry List screen.

## Allow securing Check Release All/Unrelease All buttons (15.11066)

### Overview:

CMiC has added a new negating privilege to disable the [Release All/Unrelease All] buttons on the AP Check Release program. If the privilege is given to a User, then the Release Check program will disable the buttons; otherwise the existing functionality is intact.

**NOTE:** If enabled the button [Release All/Unrelease All] changes the name upon a click. If the button is disabled the name by default stays as [Release All].

### Modifications:

CMiC has created a new negative privilege CHQRELBT. If given to a User, then this user will have the button [Release All/Unrelease All] disabled on the Release Check program screen.

### Settings and Examples:

1. User DA has the privilege CHQRELBT assigned:

USER MAINTENANCE

Table ModeExit ⓘ ? ⚠ ↵ ▼ ⌂

User

\* User  Save/Refresh

GeneralAssign RolesSystem PrivilegesConfiguration PrivilegesConsolidations AccessCompany AccessEmployee SecurityCompliance Security

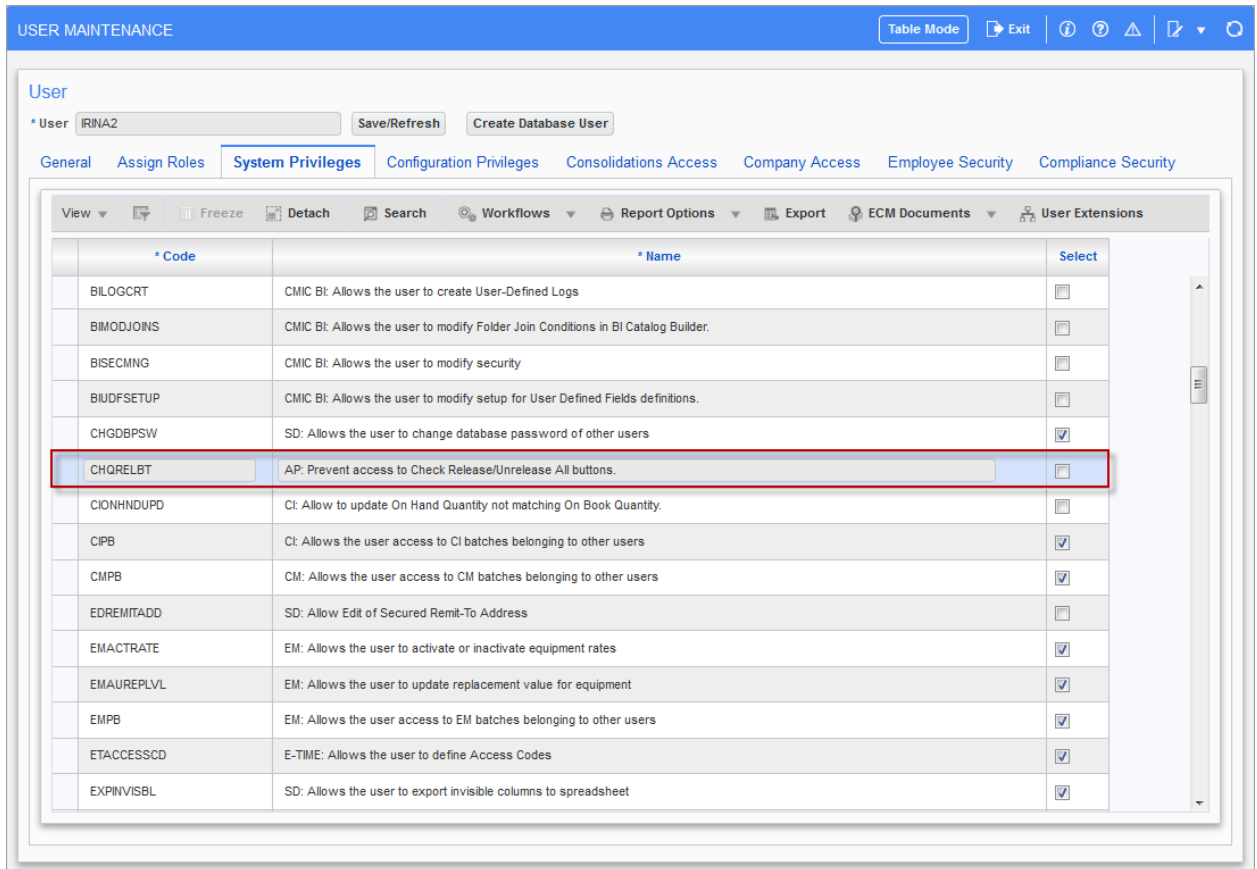
View▼FreezeDetachSearchWorkflows▼Report Options▼ExportECM Documents▼User Extensions

* Code	* Name	Select
BISECMNG	CMIC BI: Allows the user to modify security	<input checked="" type="checkbox"/>
BIUDFSETUP	CMIC BI: Allows the user to modify setup for User Defined Fields definitions.	<input checked="" type="checkbox"/>
CHGDBPSW	SD: Allows the user to change database password of other users	<input checked="" type="checkbox"/>
CHQRELBT	AP: Prevent access to Check Release/Unrelease All buttons.	<input checked="" type="checkbox"/>
CIONHNDUPD	CI: Allow to update On Hand Quantity not matching On Book Quantity.	<input checked="" type="checkbox"/>
CIPB	CI: Allows the user access to CI batches belonging to other users	<input checked="" type="checkbox"/>
CMPB	CM: Allows the user access to CM batches belonging to other users	<input checked="" type="checkbox"/>
EDREMITADD	SD: Allow Edit of Secured Remit-To Address	<input checked="" type="checkbox"/>
EMACTRATE	EM: Allows the user to activate or inactivate equipment rates	<input checked="" type="checkbox"/>
EMAUREPLVL	EM: Allows the user to update replacement value for equipment	<input checked="" type="checkbox"/>
EMPB	EM: Allows the user access to EM batches belonging to other users	<input checked="" type="checkbox"/>
ETACCESSCD	E-TIME: Allows the user to define Access Codes	<input checked="" type="checkbox"/>
EXPINVISBL	SD: Allows the user to export invisible columns to spreadsheet	<input checked="" type="checkbox"/>
FAPB	FA: Allows the user access to FA batches belonging to other users	<input checked="" type="checkbox"/>
FIELDSEC	SD: Allows the user to apply field security	<input checked="" type="checkbox"/>

For the User DA the Release Check program screen will disable the button [Release All/Unrelease All]. As noted above the name of the button, if disabled, stays as [Release All].

The button [Released] is intact – enabled and fully functional.

2. The User Irina2 does not have the negative privilege CHQRELBT assigned.



For the User Irina2 the Release Check program screen enables the buttons [Release All/Unrelease All].

All buttons on the screen are fully functional.

## Business Partner AKA name fields (14.95789)

### Overview:

CMiC has introduced a new flag "Print Business Partner Legal Name" on AP Control File. This flag allows the users to choose whether AKA Name or Business Partner Legal Name will be printed on 1099s Reports.

If this flag is unchecked the system will print the 1099s Reports as before using both Business Partner Name as well as AKA Name in the following fashion:

- If the SSN box is un-checked then the system will use the Business Partner Name as the 1st line followed by AKA name on 1099 Reports.
- If the SSN box is unchecked and AKA Name does not exist, then the system will use the Business Partner Name on 1099 Reports.
- If the SSN box is checked then the system will use AKA Name as the 1st line followed by the Business Partner Name on 1099 Reports.

## Modifications:

The new flag “Print Business Partner Legal Name” is located on the **Other** tab of AP Control File:

The screenshot shows the 'AP CONTROL FILE' application window. At the top, there's a blue header bar with 'AP CONTROL FILE' on the left and 'Table Mode', 'Save', 'Exit', and help icons on the right. Below the header is a 'Selection Criteria' section with a 'Company' dropdown set to 'ZZ' and a search button, a text field containing 'CMIC Test Company Incorporated', and a 'Copy Control File' button. The main area has several tabs: 'System Defaults', 'Voucher', 'Check', 'Accounting', and 'Other' (which is selected). Under the 'Other' tab, there are several sections of controls: 'Subcontract Controls' with checkboxes for 'Default Invoice Registry Detail Distribution', 'Is Subcontract Management Installed', 'Validate Subcontract Entry', and 'Validate Subcontract CostCode/Category Structure'; 'Material Receipt Controls' with a checkbox for '\* Automatic Numbering Of Material Receipt' and a 'Number Mask' field showing 'MR\*\*\*\*\*' and 'MR012345'; 'Purchase Order Controls' with checkboxes for 'Validate PO Entry', 'Automatically Close 0 PO Receipt Lines', 'Verify Invoice PO Amounts', 'PO Line Variance Allowance', 'PO Line Variance Apply To Overages Only.', 'Invoice Variance Allowance', 'Invoice Variance % Allowance', 'Raise Error When Variance Limit Is Exceeded', 'Utilize Variance Privilege Code', 'Use PO Terms', and 'Do Not Allow Closed PO To Be Assigned To The Voucher (Available Only With Automatic PO Receipt)'; 'Tax Code Controls' with a 'Default VAT Rate Code' field; and '1099 Controls' with a checkbox for 'Print Business Partner Legal Name on 1099s' which is highlighted with a red box.

## New functionality:

If the flag “Print Business Partner Legal Name” is checked on the AP Control File then, while printing 1099 Report, the system will replace the 1<sup>st</sup> line with Business Partner Legal Name (or empty line if Business Partner Legal Name is not entered).

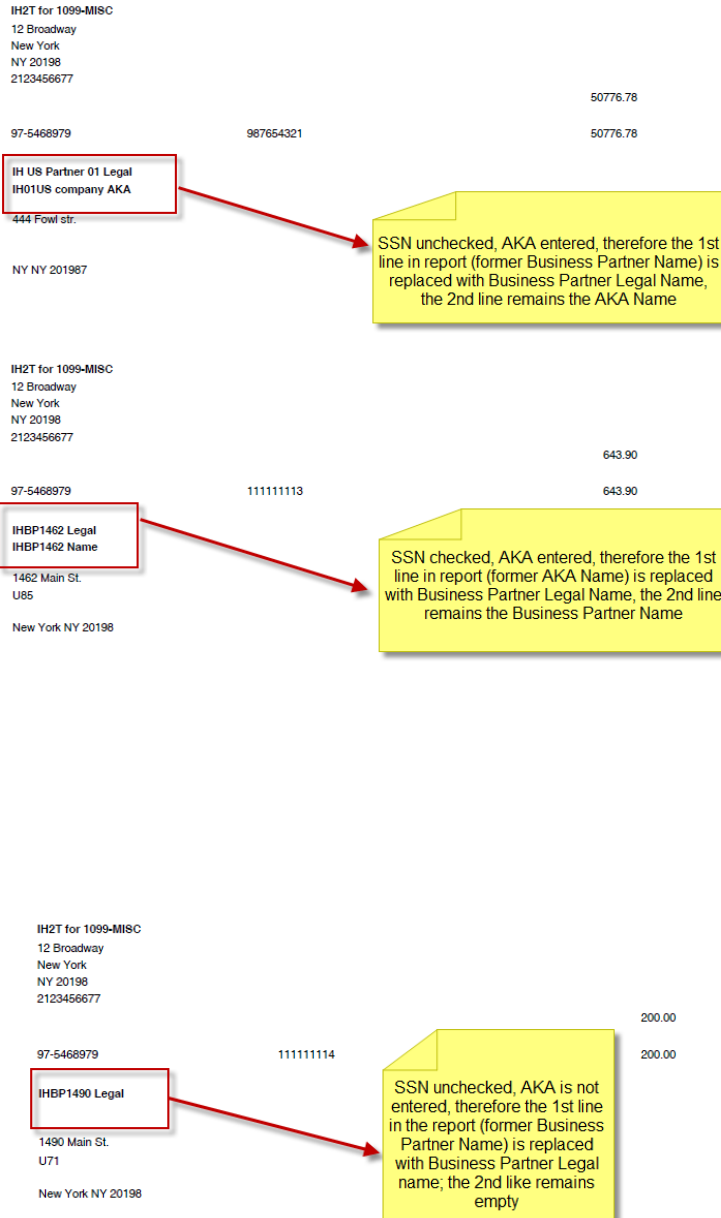
For the Business Partners above the 1099s Report will print the following:

- If the SSN box is un-checked, then the system will use the Business Partner Legal Name as the 1<sup>st</sup> line followed by AKA name on 1099 Reports.
- If the SSN box is checked then the system will use the Business Partner Legal Name as the 1<sup>st</sup> line followed by the Business Partner Name on 1099 Reports.
- If the SSN box is unchecked and AKA Name is not entered, then the system will use the Business Partner Legal Name as the 1<sup>st</sup> line and the 2<sup>nd</sup> line remains empty on 1099 Reports.

**Example:**

1. Business Partner IH01US has SSN flag unchecked; AKA Name entered ("IH01US company AKA"); Legal Name is "IHUS Partner 01 Legal".
2. Business Partner IHBP1490 has SSN flag unchecked and no AKA Name entered; Legal Name is "IHBP1490 Legal".
3. Business Partner IHBP1462 has SSN flag checked and AKA Name entered (in this case AKA Name is mandatory). AKA Name is "IHBP1462 AKA", Legal Name is "IHBP1462 Legal".

The 1099s Report will print the following:



## Invoice Series Code on Adjust Voucher Status (15.12502)

---

### Overview and Modification:

CMiC has modified the Adjust Voucher Status Program to add the display only Invoice Series Code and Discount Amount fields from the Voucher Header populated as a column on both Normal Vouchers and Deferred Vouchers Tabs.

---

**NOTE:** This change is for ADF only.

---

## AP Invoice Date and Posting date on Same Date (16.14829)

---

The AP Invoice Posting program has been modified to use the Invoice Date as the Voucher Posting Date (the Date of Record) based on the AP Control File flag "Invoice Date Is Voucher Post Date". The system will prevent the posting if the Invoice Date is in a closed period.

This new functionality is available to all invoices regardless if they were manually entered, or came through the imaging system or from the Invoice Register. If the flag "Invoice Date Is Voucher Post Date" is unchecked the system works as before: it uses the Batch Posting Date as the official Date of Record.

---

**NOTE:** No other transaction types, such as Debit/Credit Notes, Manual Checks, or Invoice Adjustments have been modified to alter the Date of Record in such a way. They all continue to use the Date of Record as associated with the Batch.

---

### Setting:

In order to set up the system to use the Invoice Date as the Voucher Posting Date the user first should check the flag "Invoice Date Is Voucher Post Date" in AP Control File:



AP CONTROL FILE Table Mode Save Exit ? ? ? ? ? ?

---

**Selection Criteria**

Company ZZ

---

System Defaults **Voucher** Check Accounting Other

Invoice Method

Age Vouchers By

Default AP Accounts

\* Default Voucher Status

Discount Cost Code

☐ Hold All New AP Vouchers

☐ Use Invoice Series Code

☐ Series Code Is Mandatory

☒ Default System Date To Voucher Date

☐ Mandatory Voucher Description

☐ \* Use Bank Accounts By Job

☒ Allow Invoice Date In A Future Period

☐ Restrict Invoice Date To Current Period

☐ Allow Only Single Job per Voucher

☐ \* Registered Invoice Distribution Cannot Exceed The Invoice Amount

☐ Warn When Invoice Number Duplicated Across Vendors

☐ \* Use Inventory Item Market Price As Bill Rate

☐ Check For Duplicate Voucher Amount On Vendor

☒ Invoice Date Is Voucher Post Date

Minimum Amount

Number Of Months To Check

\* Default Term Code

Recurring Voucher Prefix

Next Recurring Voucher Sequence #

\* Default Status Of Partially Paid Vouchers

Discount Category Code

☐ Require Approval Of Registered Invoices

☐ Allocate Items In Registry Details

☐ Use Job Department for Discounts

☒ Do Not Allow To Enter Memo For Closed Vouchers

Vendor Address Code On Invoice Is Mandatory

☒ \* Warn For Alternate Addresses

☒ Use Pay When Paid Days

☐ \* Keep Future Due Date

☒ Use Auto Draw Number

☐ Use Pre-lien Compliance

Pre-lien Rules

\* Update Date Sensitive Compliance

### New functionality summary:

The AP Invoice Posting program has been modified. The new flag “Invoice Date Is Voucher Post Date” has been introduced to AP Control File.

If the flag “Invoice Date Is Voucher Post Date” is checked the system will use the Invoice Date as the Voucher Posting Date (the Date of Record). The system will validate the Invoice Date and prevent the posting if the Invoice Date is in a closed period.

If the flag “Invoice Date Is Voucher Post Date” is unchecked the system works as before: it uses the Batch Posting Date as the official Date of Record.

## Limit the Alternate Address selection for AP (15.11860)

CMiC has added a new flag in System Options “Display Only Remit to Addresses for Alternate Address Codes”. When this flag is checked the AP Voucher Entry, AP Recurring Entry, AP Invoice Registry, Enter Subcontract/Change Order would validate the List of Values for Alternate Addresses and display only the Alternate Addresses that are marked as "Remit To".

### Settings and Examples for ADF (based on example in V10\_x standard environment):

1. In order to activate this new functionality, the user has to check the flag “Display Only Remit To Addresses For Alternate Address Codes”. The flag could be found in System -> Setup -> System Option -> Financials Tab).

SYSTEM OPTIONS

Table Mode Save Exit

### System Options

General Licenses Reports Global **Financials** Projects Forecast Assets Payroll Human Resource E-TimeSheet Help Logo Path

Workflows Report Options ECM Documents User Extensions

#### General

\* Transaction Numbering Type: GL numbering by Journal

- ☒ Auto-populate Batch Number
- ☐ Change EFT Vouchers To Non-EFT When A Joint Payee Is Entered
- ☒ Display Only Remit To Addresses For Alternate Address Codes
- ☒ Display Selection Criteria on Invoice/Registry Query
- ☒ Show Reference and Source Code on GL Posting Report
- ☒ Summarize GL Posting Report

#### Checks

- ☐ Automatically Prepared Checks Will Belong to Paying Company
- ☐ Group AP Checks by Selection
- ☐ Use Aka Name In Check Preparation
- ☐ Use User's Email Address As Sender's Email Address

#### Compliance

Compliance Code to be used in Pre-lien Set Up: PRE-LIEN Pre-Lien Compliance

Compliance Code to be Used in Certificate Import: SURETY-200 Surety 2000 Compliance

Compliance Code to be used for Waiver: WAIVER Waiver Compliance Code

☒ Automatically Update Compliances

- The Business Partner IH-PC has been selected to demonstrate the new functionality. The Business Partner IH-PC settings include 4 alternate addresses. The alternate addresses with Address Codes IH001, IH002 have the "Remit To" flag checked while the alternate addresses with Address Codes IH003, IH004 have this flag unchecked.

### Register Invoice screen (Treeview path: Account Payable -> Voucher -> Register Invoices):

A Register Invoice INV001 has been created for the Vendor IH-PC. In accordance with the System Option settings (paragraph 1) the Address Code LOV for the Register Invoice shows only the Address Codes IH001, IH002 which have the "Remit To" flag checked.

Register Invoice

Address Code LOV

Code	Name	Address	City	State	Zip	Remit To
IH001	1111111	1111111	1111111	1111111	1111111	<input checked="" type="checkbox"/>
IH002	1111111	1111111	1111111	1111111	1111111	<input checked="" type="checkbox"/>

If the user manually types in any of the existing alternate address codes that do not have the "Remit To" flag checked (such as IH003 or IH004 for this example) and try to save the record the system will issue the validation error: "Only alternate address codes are allowed that are marked as Remit To":

**REGISTER INVOICE**

Only alternate address codes are allowed that are marked as Remit To

Table Mode Save Exit Help Print F12

Register Invoice Approve Registered Invoice AP Prepare Vouchers

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECH Documents User Extensions

\* Group: IHREG  
 \* Vendor: IH-PC  
 Adjusting Inv Num:  
 Invoice Series: IHINV001  
 \* Invoice Number: IHINV001  
 \* Invoice Date: 10/Mar/2016  
 Due Date: 09/Apr/2016  
 Discount Date: 20/Mar/2016  
 PO Number:  
 Invoice Amount: 100.00 \* Currency: US US Dollars  
 Retainage %: 0 Retainage Amount: 0.00 Gross: 100.00  
 Discount %: 2 Discount Amount: 2.00 Net Amount: 98.00  
 Tax1: Tax1 Taxable Amt: Tax1 Amt: ☐ Tax1 Taxable  
 Tax2: Tax2 Taxable Amt: Tax2 Amt: ☐ Tax2 Taxable  
 Tax3: Tax3 Taxable Amt: Tax3 Amt: ☐ Tax3 Taxable  
 Description: alternative address demonstration  
 Expense Dept:  
 Job Code: Contract:  
 Cash Dept: Account: Discount Allocation Method: AP Discount Department and Account  
 1099 Code: 3  
 Check Handle: ☒ EFT Flag: Address: IH003 ☐ Discrete Check: ☐ Pay By Manual Check: Valid: N Third Party Payment Mode:  
 PO Selection Compliance Joint Payee Address Details Call/Re-Calc

The same functionality will be demonstrated for AP Voucher Entry, AP Recurring Entry, and Enter Subcontract / Change Order further in this document.

### Enter Voucher screen (Treeview path: Account Payable -> Voucher -> Enter Vouchers):

A sample invoice IHINV009 has been created for the Vendor IH-PC. According to the System Option Settings (paragraph 1) the Address Code LOV shows only the Address Codes IH001, IH002 which are marked as "Remit To".

**ENTER VOUCHER**

Table Mode Save Exit Help Print F12

Enter Invoices Print Edit List Post Invoices

SELECTION CRITERIA  
 \* Company: IHGT  
 \* Batch: 32889  
 \* Invoice: IHINV009

Voucher Detail Defaults Joint Payee  
 Search Insert Delete  
 \* Vendor: IH-PC  
 Address: 123 S. Dearborn  
 Series: AP1  
 \* Invoice: IHINV009  
 Invoice Date: 09/Mar/2016  
 Due Date: 08/Apr/2016  
 Disc Date: 19/Mar/2016  
 PO Number:  
 Retainage %:  
 Discount %:  
 Description: desc  
 Pay When:  
 TP Payment Mode:  
 \* Distribution Type: Multi Distrib

Address List  
 Search  
 Match: All Any  
 Code:  
 Name:  
 Address:  
 Search  

Code	Name	Address
IH001	111 First Str. Unit 24 Chicago IL 60636	
IH002	222 Second Str. IH002 New York NY 60636	

 OK Cancel

Vendor Flag: N  
 Status: Normal  
 Contract: Chg  
 Chg: 00  
 Chg: 1000.100  
 Chg: 1000.100  
 Chg: 1000.100  
 Category:

If the user types in an existing alternate address code that is not marked as "Remit To" (such as IH003 or IH004 for this example) and attempts to save the record the system will issue the validation error: "Only alternate address codes are allowed that are marked as Remit To":

**ENTER VOUCHER**

Only alternate address codes are allowed that are marked as Remit To

Enter Invoices | Print Edit List | Post Invoices

**SELECTION CRITERIA**

\* Company: IHQT | IH US Company  
 \* Batch: 32889 | IRIINA2 2016-03-07 V

**Voucher Detail** | Defaults | Joint Payee

\* Vendor: IH-PC | Iria's Publishing Company  
 Address: 44 Fourth St., Fort Lee NJ 07039  
 Series: API | API's Invoice Series

\* Invoice: IHINV009  
 Invoice Date: 09/Mar/2016  
 Due Date: 08/Apr/2016  
 Disc Date: 19/Mar/2016  
 PO Number:   
 Retainage %: 0.00  
 Discount %: 2.00  
 Description: desc

\* Voucher Num: 12827  
 Expense Dept:   
 PO Selected:   
 EFT Flag: ☒  
 Release:   
 Days:   
 Draw:   
 TP Payment Mode:   
 Distribution Type: Multi Distribution

\* Amount: 1,000.00  
 Retainage: 0.00  
 Tax1: 0.00  
 Taxes: 0.00  
 Gross Due: 1,000.00  
 Discount: 20.00  
 Net: 1,000.00

\* Address: IH004  
 Check Hdr: CHE  
 Status: Normal  
 Override Status:   
 Contract:   
 Cash Dept: 00  
 Cash Acc: 1000.100  
 Retain. Rel:   
 Tax on Rel:   
 Chq:   
 Category:   
 One Time Vendor Flag: N

Compliance | Release Entries | Registration | Re-Calc | Distribution | Save and New

## Setup Recurring Entries screen (Treeview path: Account Payable -> Voucher -> Process Recurring Entries):

A sample Recurring Invoice has been created for the Vendor IH-PC. According to the System Option Settings (paragraph 1) the Address Code LOV shows only the Address Codes IH001, IH002 which are marked as "Remit To".

**SETUP RECURRING ENTRIES**

Enter Vendor's Address Code Or Leave Blank For Default Address.

Setup Recurring Invoices | Activate Recurring Invoices | Edit Transactions | Print Edit List | Post Invoices

**SELECTION CRITERIA**

\* Company: IHQT | IH US Company

**Voucher Detail** | Defaults

\* Group: MONTH | Monthly  
 \* Vendor: IH-PC | Iria's Publishing Company  
 Invoice Series Code: API | API's Invoice Series

Selection Code:   
 Retainage %: 5  
 Term: NET30  
 Discount %: 2  
 1099 Code: 3

Amount: 200.00  
 Retainage: 10.00  
 Tax1 total: 0.00  
 Other Taxes: 0.00  
 Gross Amt: 190.00  
 Discount: 3.80  
 Net Amt: 190.00

\* Cash Acc: 00 | 1000.100  
 \* Currency: US  
 Job Code:   
 Contract:   
 Chk hand: CHE  
 Retain Rel:   
 Discrete Check:   
 Start Date:   
 End Date:   
 Description:   
 Recalculate | Distribution

**Address List**

Search:   
 Match: All | Any  
 Code:   
 Name:   
 Search | Reset

Code	Name
IH001	IH Code 1
IH002	IH002

OK | Cancel

The print screen below demonstrates the validation error occurred when the user had tried to save a record with typed-in existing alternate address that is not marked as "Remit To" ("IH004" in this example).

**SETUP RECURRING ENTRIES**

Only alternate address codes are allowed that are marked as Remit To

Table Mode Save Exit

Setup Recurring Invoices Activate Recurring Invoices Edit Transactions Print Edit List Post Invoices

**SELECTION CRITERIA**

\* Company IHQT [IH US Company]

**Voucher Detail Defaults**

\* Group MONTH [Monthly] \* Entry Code IH

\* Vendor IH-PC [Irina's Publishing Company]

Invoice Series Code API [API Invoice Series]

Selection Code [ ] Amount 200.00 \* Cash Acc 00 [1000.100]

Retainage % 5 Retainage 10.00 \* Currency US [ ]

Term NET30 [ ] Tax total 0.00 Job Code [ ]

Discount % 2 Other Taxes 0.00 Contract [ ]

1099 Code 3 Gross Amt 190.00 Chk Handl [ ]

Start Date [ ] Discount 3.80 Address IH004 [ ]

End Date [ ] Net Amt 190.00 Remittance [ ]

Discrete Check [ ]

Description [ ]

Recalculate Distribution

### Subcontract Maintenance screen (Treeview path: Subcontract Management -> Contracts -> Enter Subcontract/Change Order):

A sample subcontract 009 has been created for the Vendor IH-PC. As in the previously described screens the Address Code LOV shows only the Address Codes IH001, IH002 which are marked as "Remit To" in accordance with the System Option settings (see the paragraph 1).

**SUBCONTRACT MAINTENANCE**

Enter Alternate Address For Vendor

**SELECTION CRITERIA**

Company IHQT-CA [Irina's Enterprise 2 CAN]

Project IH000007 [IH New Project for the job IH000007]

**SUBCONTRACT INFORMATION**

Post Original Participation Overall Participation Compliance Joint Check Copy From Contract

\* Vendor IH-PC [Irina's Publishing Company]

Contract 009 Description 009

**Summary General Schedule of Values Change Orders Dates Text Codes Free Form Attachments**

Contract [ ]

Address [ ]

Corresp Address [ ]

\* Currency CA [Canadian Dollars]

Terms 210N30 [2% Discount Net 30]

Check Hdl [ ]

Bank Account [ ]

Rating [ ]

Orig Amt From Bid Package [ ]

Invoiced Via Subcontract [ ]

Pay When Paid [ ] and hold payment for another 5 day(s)

Schedule Level / Retainage Release [ ]

Default Taxes [ ]

Allow Only Single Job, CO Per RFP [ ]

**Alternate Addresses List**

Search Match All Any

Code [ ]

Name [ ]

Address [ ]

Order From [ ]

Remit To [ ]

Ship To [ ]

Bill To [ ]

Code	Name	Address	Order From
IH001	IH Code 1	111 First Str. Unit 24 Chic...	Y
IH002	IH002	222 Second Str. IH002 Ne...	Y

Search Reset

OK Cancel

**Note:** This alternate address LOV limitation is not applicable for the Corresp. Address LOV (the field Corresp. Address locates right below the field Address on the picture above). LOV for the Corresp. Address will show all four Address Codes: IH001, IH002, IH003, and IH004.

The print screen below shows the validation error when the user had tried to save a record with an existing alternate address that is not marked as "Remit To" ("IH003" in this example).

The same functionality has been introduced for the corresponding screens in FORMS (AP Invoice Registration Form; AP Voucher Entry Form; AP Recurring Voucher Setup Form; PM – Enter Subcontract/Change Order Form; Enter Subcontracts and Changes) and PM JSP Subcontract Entry screen.

### New Functionality Summary:

CMiC has added a new flag in System Options “Display Only Remit to Addresses for Alternate Address Codes”. When this flag is checked the AP Voucher Entry, AP Recurring Entry, AP Invoice Registry, Enter Subcontract/Change Order for both ADF and FORMS would validate the List of Values for Alternate Addresses and display only the Alternate Addresses that are marked as "Remit To". The same functionality is also applicable to PM JSP Subcontract Enter screen.

In addition to the existing LOV validations the system issues one more: if the user types in an existing alternate address code that is not marked as “Remit To” and attempts to save the record the system will issue the validation error: “Only alternate address codes are allowed that are marked as Remit To”:

## Override Unit Price on Receiver Entry Screen (15.07393)

### Overview:

CMiC has introduced a new privilege “MSMROPDPRC” to allow the user to override the Item Price field on Enter Receipt screen (APMATERIALRECEIPT). In the meantime, the changes described below are applicable to FORMS only.

### Settings and Examples:

1. The Enter Receipt screen could be accessed either from Material Management or Account Payable.

To access the program from the Material Management:

Search programs...

- Material Sales**
  - Setup
  - Production
  - Sales Order
  - Ticket
  - Customer Billing
  - Truckers Payroll
  - Material Invoice**
    - Enter Purchase Agreement
    - Enter Receipt**
    - Enter External Invoice
    - Enter Internal Invoice
    - Print Invoice Detail Report
    - Print Subledger Report
    - Internal Ticket Receipt
  - Report
  - Utilities
- Fixed Assets
- US Payroll

**MATERIAL RECEIPTS** Table Mode Exit ? ? ? ? ?

**Selection Criteria**

\* Company ZZ CMIC Test Company Incorporated  
 Job Company Job

**Receipt**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Type External - Vendor  
 \* Receive From \* Receipt No. \* Date Received  
 Description  
 Shipping Location  
 Item Class \* Item Type Agreement  
 \* Received Qty \* WM \* Price Extended Amount  
 Discount Amount Tax Amount Total Amount  
 Distribution DT J \* Company  
 Production Quantity WM  
 Job  
 Cost Code  
 Cost Type

Create CC / CT Save and Post

To access the program from the Account Payable:

Search programs...

- General Ledger
  - Accounts Payable**
    - Setup
    - Voucher
      - Register Invoices
      - Enter Vouchers
      - Void Vouchers
      - Enter Debit/Credit Memos
      - Adjust Distributions
      - Process Recurring Entries
      - Material Invoice**
        - Enter Purchase Agreement
        - Enter Receipt**
        - Enter External Invoice
        - Enter Internal Invoice
        - Internal Ticket Receipt
      - Post Batches
    - Payment
    - Check

**MATERIAL RECEIPTS** Table Mode Exit ? ? ? ? ?

**Selection Criteria**

\* Company ZZ CMIC Test Company Incorporated  
 Job Company Job

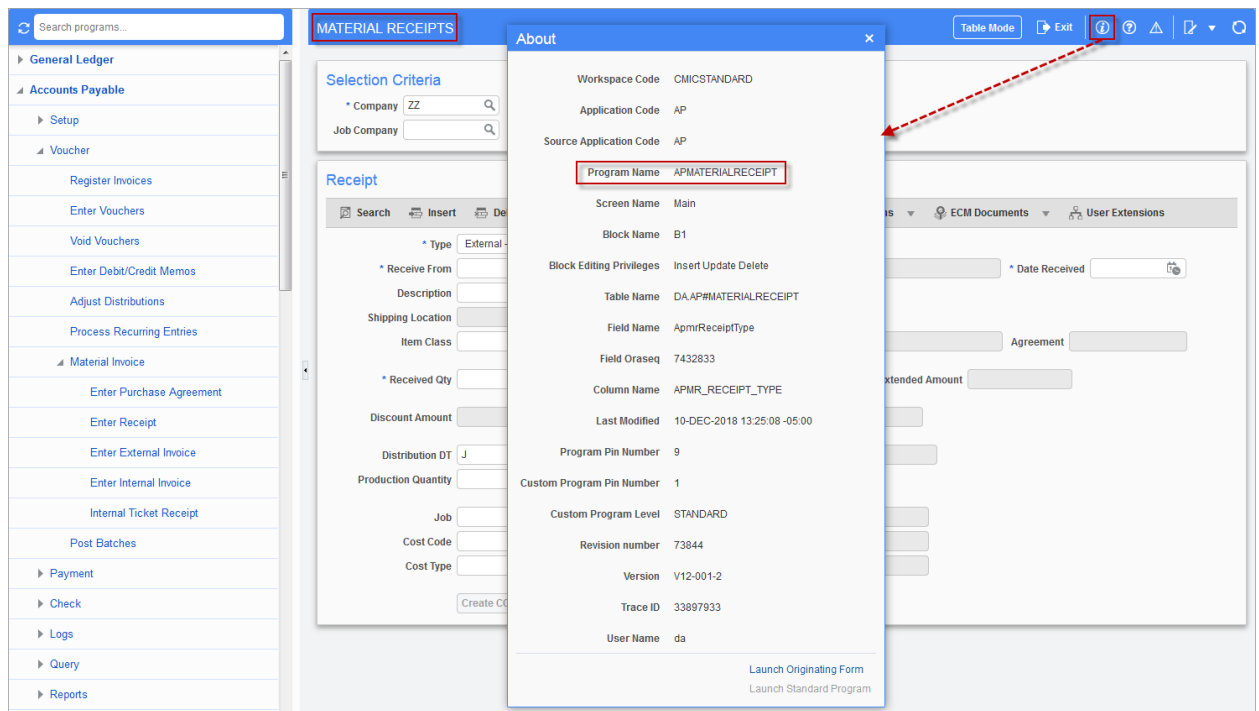
**Receipt**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Type External - Vendor  
 \* Receive From \* Receipt No. \* Date Received  
 Description  
 Shipping Location  
 Item Class \* Item Type Agreement  
 \* Received Qty \* WM \* Price Extended Amount  
 Discount Amount Tax Amount Total Amount  
 Distribution DT J \* Company  
 Production Quantity WM  
 Job  
 Cost Code  
 Cost Type

Create CC / CT Save and Post

The both paths lead to the same form – APMATERIALRECEIPT:



2. The new privilege “MSMROPDPRC” should be assigned to the user in order to enable him to override the price field on the receipt. Otherwise, the price field will be disabled.

Example 2.1: The privilege “MSMROPDPRC” is not assigned to the user.



USER MAINTENANCE

Table Mode

Exit

User

User DA

Save/Refresh

General

Assign Roles

System Privileges

Configuration Privileges

Consolidations Access

Company Access

Employee Security

Compliance Security

View

Freeze

Detach

Search

Workflows

Report Options

Export

ECM Documents

User Extensions

* Code	* Name	Select
MSIMPUSRTK	MS: Allows the user to see and edit the imported tickets by other users	<input checked="" type="checkbox"/>
MSLOCKPDTL	MS: Allows the user to lock and unlock a price list detail	<input checked="" type="checkbox"/>
MSMRUPDPRC	Allow override of Price on MS Material Receipt.	<input type="checkbox"/>
MSPRICEOVR	MS: Allows the user to modify the unit price on ticket entry	<input checked="" type="checkbox"/>
NEGMANCHK	AP: Allows the user to enter negative manual checks	<input checked="" type="checkbox"/>
PMBIDCRT	PM: Allows the user to create a bid job from within Project Management	<input checked="" type="checkbox"/>
PMCMPINF	PM: Allows user to change overall participation information	<input checked="" type="checkbox"/>
PMCRTVEN	PM: Allows the user to create a vendor from a BP on the fly	<input checked="" type="checkbox"/>
PMJOB CRT	PM: Allows the user to create a job from within Project Management	<input checked="" type="checkbox"/>
PMJOUR LAB	PM: Allows the user to access the Labor Tab within the Daily Journal	<input checked="" type="checkbox"/>
PMMRALLJOB	PM: Allows user to create markup rules for ALL jobs	<input checked="" type="checkbox"/>
PMOWNEQUIP	PM: Access Own Equipment tab in the PM Daily Report form.	<input checked="" type="checkbox"/>
PMPROJQST	PM: Allows the user to access the Questionnaire Tab within the Project Maintenance	<input checked="" type="checkbox"/>
PMSYSOPT	PM: Allows the user access to PM System Options	<input checked="" type="checkbox"/>
PMTRNQ	PM: Allows the user to access Transmittal Records belonging to other users	<input checked="" type="checkbox"/>

In this case the Price field on the Material Receipt Entry form is disabled and could not be overridden by the user:

MATERIAL RECEIPTS
Table Mode
Exit
?
?
?
?
?

### Selection Criteria

\* Company
ZZ
CMIC Test Company

Job Company
ZZ
Job
ZZ-WMT
Test Project

### Receipt

Search
Insert
Delete
Previous
Next
Workflows
Report Options
ECM Documents
User Extensions

\* Type
Internal - Company

\* Receive From
ZZ
CMIC Test Company
\* Receipt No.
MR000001
\* Date Received
11-Mar-2019

Description
DUMPFEE2

Shipping Location
MAIN
Main Warehouse

Item Class
1000
\* Item
BRICK1
Type
1
BRICK1
Agreement
DUMPFEE2

\* Received Qty
2.000
\* WM
EA
\* Price
12.000
Extended Amount
24.00

Discount Amount
0.00
Tax Amount
0.00
Total Amount
24.00

Distribution DT
J
\* Company
ZZ

Production Quantity
WM
NA

Job
ZZ-WMT
Test Project

Cost Code
01-103
Site Office

Cost Type
4000
Materials

Create CC / CT
Save and Post

Example 2.2: The privilege “MSMROPDPRC” is assigned to the user.

USER MAINTENANCE Table Mode Exit ? ? ? ? ?

User

\* User DA Save/Refresh

General Assign Roles **System Privileges** Configuration Privileges Consolidations Access Company Access Employee Security Compliance Security

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

* Code	* Name	Select
MSIMPUSRTK	MS: Allows the user to see and edit the imported tickets by other users	<input checked="" type="checkbox"/>
MSLOCKPDTL	MS: Allows the user to lock and unlock a price list detail	<input checked="" type="checkbox"/>
MSMRUPDPRC	Allow override of Price on MS Material Receipt.	<input checked="" type="checkbox"/>
MSPRICEOVR	MS: Allows the user to modify the unit price on ticket entry	<input checked="" type="checkbox"/>
NEGMANCHK	AP: Allows the user to enter negative manual checks	<input checked="" type="checkbox"/>
PMBIDCRT	PM: Allows the user to create a bid job from within Project Management	<input checked="" type="checkbox"/>
PMCMPIFN	PM: Allows user to change overall participation information	<input checked="" type="checkbox"/>
PMCRTVEN	PM: Allows the user to create a vendor from a BP on the fly	<input checked="" type="checkbox"/>
PMJOB CRT	PM: Allows the user to create a job from within Project Management	<input checked="" type="checkbox"/>
PMJOUROLAB	PM: Allows the user to access the Labor Tab within the Daily Journal	<input checked="" type="checkbox"/>
PMMRALLJOB	PM: Allows user to create markup rules for ALL jobs	<input checked="" type="checkbox"/>
PMOWNEQUIP	PM: Access Own Equipment tab in the PM Daily Report form.	<input checked="" type="checkbox"/>
PMPROJQST	PM: Allows the user to access the Questionnaire Tab within the Project Maintenance	<input checked="" type="checkbox"/>
PMSYSOPT	PM: Allows the user access to PM System Options	<input checked="" type="checkbox"/>
PMTRNQ	PM: Allows the user to access Transmittal Records belonging to other users	<input checked="" type="checkbox"/>

In this case the Price field on the Material Receipt Entry form is enabled and could be overridden by the user:



Header: (Total fields = 39; Total length of header record = 891)

#	Field Name	Req	Start Position	Length	Format	Comments																																																																					
1	Tag	M	1	1	AN	<b>“H” for header</b> <table><tr><td>A</td><td>FEDI Only</td><td>Financial EDI pay only (No Remittance Delivery)</td></tr><tr><td>B</td><td>FEDI with EDI Remit</td><td>Financial EDI pay/EDI remittance</td></tr><tr><td>C</td><td>FEDI with Fax Remit</td><td>Financial EDI pay/fax remittance</td></tr><tr><td>D</td><td>FEDI with eMail Remit</td><td>Financial EDI pay/eMail remittance</td></tr><tr><td>E</td><td>PDS with Optional Remittance</td><td>ACH Direct Deposit (PDS) (Remittance Delivery Optional-Payments Outside Canada ONLY)</td></tr><tr><td>F</td><td>PDS with Fax Remit</td><td>ACH Direct Deposit pay/fax remittance (PDS)</td></tr><tr><td>G</td><td>PDS with eMail Remit</td><td>ACH Direct Deposit pay/eMail remittance (PDS)</td></tr><tr><td>H</td><td>PDS Payroll</td><td>ACH Direct Deposit Payroll (No Remittance Delivery)</td></tr><tr><td>I</td><td>PAD with Optional Remittance</td><td>ACH Personally Approved Debits (PAD) (Remittance Delivery Optional-Payments Outside Canada ONLY)</td></tr><tr><td>J</td><td>PAD with Fax</td><td>ACH Personally Approved Debits/fax remittance (PAD)</td></tr><tr><td>K</td><td>PAD with eMail</td><td>ACH Personally Approved Debits/email remittance (PAD)</td></tr><tr><td>L</td><td>CHQ</td><td>Cheque</td></tr><tr><td>M</td><td>CHQ/DA</td><td>Cheque/Disbursement Auditor</td></tr><tr><td>N</td><td>CHQ/DA/PM</td><td>Cheque/Disbursement Auditor/Payee Match</td></tr><tr><td>O</td><td>DA</td><td>Disbursement Auditor</td></tr><tr><td>P</td><td>Wires Only</td><td>Wires pay only (No Remittance Delivery)</td></tr><tr><td>Q</td><td>Wires with Fax</td><td>Wires with Fax</td></tr><tr><td>R</td><td>Wires with eMail</td><td>Wires with eMail</td></tr><tr><td>S</td><td>Payee Match</td><td>Payee Match</td></tr><tr><td>T</td><td>Payee Match/CHQ</td><td>Payee Match/Cheque Issuance</td></tr><tr><td>U</td><td>Payee Match/DA</td><td>Payee Match/DA</td></tr><tr><td>V</td><td>Fax Only</td><td>FAX Remittance Only</td></tr><tr><td>W</td><td>eMail Only</td><td>eMail Remittance Only</td></tr></table>	A	FEDI Only	Financial EDI pay only (No Remittance Delivery)	B	FEDI with EDI Remit	Financial EDI pay/EDI remittance	C	FEDI with Fax Remit	Financial EDI pay/fax remittance	D	FEDI with eMail Remit	Financial EDI pay/eMail remittance	E	PDS with Optional Remittance	ACH Direct Deposit (PDS) (Remittance Delivery Optional-Payments Outside Canada ONLY)	F	PDS with Fax Remit	ACH Direct Deposit pay/fax remittance (PDS)	G	PDS with eMail Remit	ACH Direct Deposit pay/eMail remittance (PDS)	H	PDS Payroll	ACH Direct Deposit Payroll (No Remittance Delivery)	I	PAD with Optional Remittance	ACH Personally Approved Debits (PAD) (Remittance Delivery Optional-Payments Outside Canada ONLY)	J	PAD with Fax	ACH Personally Approved Debits/fax remittance (PAD)	K	PAD with eMail	ACH Personally Approved Debits/email remittance (PAD)	L	CHQ	Cheque	M	CHQ/DA	Cheque/Disbursement Auditor	N	CHQ/DA/PM	Cheque/Disbursement Auditor/Payee Match	O	DA	Disbursement Auditor	P	Wires Only	Wires pay only (No Remittance Delivery)	Q	Wires with Fax	Wires with Fax	R	Wires with eMail	Wires with eMail	S	Payee Match	Payee Match	T	Payee Match/CHQ	Payee Match/Cheque Issuance	U	Payee Match/DA	Payee Match/DA	V	Fax Only	FAX Remittance Only	W	eMail Only	eMail Remittance Only
A	FEDI Only	Financial EDI pay only (No Remittance Delivery)																																																																									
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T	Payee Match/CHQ	Payee Match/Cheque Issuance																																																																									
U	Payee Match/DA	Payee Match/DA																																																																									
V	Fax Only	FAX Remittance Only																																																																									
W	eMail Only	eMail Remittance Only																																																																									
2	Payment Type	M	2	1	AN																																																																						
<b>Mandatory that field is input in UPPERCASE LETTERS</b>																																																																											
3	Payment Amount	M	3	15*	N RJ/ZF		(Services A,B,C,D,P,Q,R,S,V,W default = 15) (including decimal point and 2 decimal places 9999999999.99) (Services = E,F,G,H,I,J,K,L,M,N,O,T,U) Max for ACH PDS/PAD = 11 including decimal point and 2 decimal places (99999999.99) Max for Cheque, DA = 11 including decimal point and 2 decimal places (99999999.99)																																																																				
4	Payment Date	M	18	8	Date	CCYYMMDD																																																																					
5	Cheque/Trace/ Payment Number	M	26	30*	AN LJ/SF	Max for Services A, B, C, D, V, W default = 30 Max for ACH PDS/PAD = 15 (Services = E, F, G, H, I, J, K) Max for Wires = 8 numeric (Services = P, Q, R) Max for Cheques/Payee Match/DA = 8 (Services = L, M, N, O, S, T, U)																																																																					
6	Reference Information	O	56	30*	AN LJ/SF	Payment information at header level for FEDI, Fax or Email (Services A,B,C,D,V) Cheques - for memo information on the face of the cheque. (Max = 24) (Services = L,M,N,T) Wires - to report Bank to Bank information 1 <sup>st</sup> Occurrence. The 2nd occurrence is located at position 709 for 35 characters. Note: Used to report payment detail information.																																																																					
7	Currency (Originator)	O	86	3	AN LJ/SF	Currency of originator's account (debit account) "CAD" or "USD"																																																																					
8	Source Bank/Branch Number	O	89	9	AN	Format: 000300002 (must be an RBC account) 0003 = bank number 00002 = branch number - All 9 characters must be filled. Mandatory - If NOT using the vendor database																																																																					
9	Source Bank Account Number	O	98	7	AN	All Royal Bank accounts are 7 digits. All 7 characters must be filled. Mandatory - If NOT using the vendor database																																																																					
10	Vendor ID	O	105	15*	AN LJ/SF	Mandatory - If using the vendor database (Min = 2)																																																																					
11	Vendor Name	M	120	60*	AN LJ/SF	Max for ACH PDS/PAD = 35 (Services = E, F, G, H, I, J, K) Max for Cheque Issuance = 35 (Services = L,M,N,T) Max for Wires = 35 (Services = P, Q, R) Max for Remittance Fax/email = 35 (Service V, W) Max for Payee Match = 35 (Services = T) Max for Payee Match = 60 (Services = S, U)																																																																					
12	Additional Vendor Name	O	180	60	AN LJ/SF	Payee Match Only or Payee Match/DA (Services = S,U) Note: Not applicable for Payee Match/Cheque Issuance (Service = T)																																																																					
13	Vendor Address Line 1	O	240	55*	AN LJ/SF	Mandatory – Max = 35* ACH PDS/PAD outside Canada (Services = E,F,G,H,I,J,K) NOTE: P O Boxes are not acceptable, this field must include full street address. Mandatory - Cheque Issuance when Delivery Option = 000 Max = 35* (Services = L,M,N) Mandatory – Max for Wires = 35* (Services P, Q, R) Mandatory – Max for Payee Match = 55 (Services = S, U) Mandatory – Max for Payee Match = 35* (Services = T)																																																																					

#	Field Name	Req	Start Position	Length	Format	Comments
14	Vendor Address Line 2 / OR GSAN (ACH)	O	295	55*	AN LJ/SF	<b>Optional</b> - Cheque Issuance when Delivery Option = 000 Max = 35 (Services = L,M,N,T) <b>Optional</b> - Max for Payee Match = 35 (Services = T, U) Max for Payee Match = 55 (Services = S)  <b>Optional</b> - ACH GSAN Max = 10 (Services = E,F,G,H,I,J,K)
15	Vendor Address Line 3 / OR Short Name (ACH)	O	350	55*	AN LJ/SF	<b>Optional</b> - Cheque Issuance when Delivery Option = 000 Max = 35* (Services = L,M,N,T) <b>Optional</b> - Max for Payee Match = 35* (Services = T, U) Max for Payee Match = 55 (Services = S) <b>Optional</b> Max for ACH Short Name = 15* (Domestic ACH Payments) Max for ACH Short Name = 35* (Cross Border ACH Payments) (Services = E,F,G,H,I,J,K)
16	Vendor City	O	405	30*	AN LJ/SF	<b>Mandatory</b> - ACH PDS/PAD outside Canada (Services = E,F,G,H,I,J,K) <b>Mandatory</b> - Max for Wires = 20* (Services = P,Q,R) <b>Mandatory</b> - Payee Match (Services = N,S,T,U) <b>Mandatory</b> - Cheque Issuance when Delivery Option = 000 (Services = L,M,N,T)
17	Vendor Province/State	O	435	2	AN LJ/SF	<b>Mandatory</b> - ACH PDS/PAD outside Canada (Services = E,F,G,H,I,J,K) <b>Mandatory</b> - Wires, Payee Match (Services = N,P,Q,R,S,T,U) <b>Mandatory</b> - Cheque Issuance when Delivery Option = 000 (Services = L,M,N,T)
18	Vendor Postal Code/Zip Code	O	437	15*	AN LJ/SF	<b>Mandatory</b> - ACH PDS/PAD outside Canada (Services = E,F,G,H,I,J,K) <b>Mandatory</b> - Wires, Payee Match (Services = N,P,Q,R,S,T,U) <b>Mandatory</b> - Cheque Issuance when Delivery Option = 000 (Max = 9*) (Services = L,M,N,T) For U.S. Zip Codes do not include the '-', numbers only
19	Vendor Country Code	O	452	2	AN LJ/SF	<b>Mandatory</b> - Wires, Payee Match (Services = N,P,Q,R,S,T,U) <b>Mandatory</b> - Cheque Issuance when Delivery Option = 000 (Services = L,M,N,T) <b>Mandatory</b> - ACH PDS/PAD outside Canada (Services = E,F,G,H,I,J,K)
20	Vendor Contact Name	O	454	35	AN LJ/SF	<b>Mandatory</b> - Fax or email remittances (Services = C, D, F, G, J,K,Q,R,V,W)
21	Vendor Fax Number	O	489	15	AN LJ/SF	<b>Mandatory</b> - Fax remittances (Services = C, F, J,Q,V) Format: 9051231234 - no "-" or "("
22	Vendor Email Address	O	504	80	AN LJ/SF	<b>Mandatory</b> - Email remittances (Services = D,G,K, R, W) Format: john.smith@abccompany.com
23	Remittance Language	O	584	1	AN	E = English, F = French, Blank = bilingual
24	Vendor Bank/Branch Number	O	585	9	AN RJ/ZF	For Canadian Banks - 0003 bank number (4) 00002 branch number (5) For US Banks - ABA routing number (9) Not Required for Cheque, DA, Payee Match (Services = L,M,N,O,S,T,U,V,W) <b>Mandatory</b> - If NOT using the vendor database
25	Vendor Bank Account Number / IBAN #	O	594	35	AN LJ/SF	Not Required for Cheque, DA, Payee Match (Services = L,M,N,O,S,T,U,V,W) <b>Mandatory</b> - If NOT using the vendor database
26	Cheque Issuance Delivery Options/ OR ACH PDS/PAD Outside Canada Transaction Code	O	629	3	AN RJ/SF	<b>Mandatory</b> (Services = L,M,N,T) "000" = Mail Cheque to Payee "999" = Return Cheque to Originating Client  <b>Mandatory</b> - ACH PDS/PAD outside of Canada – add Transaction code. (Services = E,F,G,H,I,J,K) ACH-PDS – Payment outside Canada DCC = Demand Credit PDC = Savings Credit ACH-PAD – Payment outside Canada DCD = Demand Debit PDD = Savings Debit
27	D/A and Payee Match Transaction Code/ OR ACH PDS/PAD Outside Canada Transaction Type	O	632	3	AN RJ/SF	<b>Mandatory</b> - (Services = M,N,O,S,T,U) 300 Issued Cheque ANY OTHER CHANGES OR QUERIES TO DA CHEQUES SHOULD BE DONE VIA RBC EXPRESS.  <b>Mandatory</b> - ACH PDS/PAD outside of Canada – add Transaction Type code (Services = E,F,G,H,I,J,K) ANN (Annuity) BUS (Business/Commercial) DEP (Deposit) LOA (Loan) MIS (Miscellaneous) MOR (Mortgage) PEN (Pension) RLS (Rent/Lease) SAL (Salary/Payroll) TAX (Tax) WEB (Internet Initiated Transaction) <b>Optional</b> - ACH PDS/PAD inside Canada – add CPA Transaction code (Services = E,F,G,H,I,J,K) <b>Refer to CPA website for details. <a href="http://www.cdnpay.ca">http://www.cdnpay.ca</a></b>
28	Currency (Receiver)	O	635	3	AN LJ/SF	Currency of receiver's account (credit account) <b>Mandatory</b> for Wire Payments (Services = P,Q,R) <b>Mandatory</b> for ACH Currency Conversion (Services = E, F,G,H,I,J,K)
29	Currency Conversion Code	O	638	1	AN LJ/SF	<b>Mandatory</b> for Wire Payments Only (Services = P,Q,R) "1" = No currency conversion required "2" = Currency conversion required
30	Special Instructions 1	O	639	35	AN LJ/SF	Used for cheque printing (Cheque stub descriptive message) (Services = L,M,N,T) 1 <sup>st</sup> occurrence For Wires to report Bank to Bank information <b>OR</b> For Wires to provide Branch to Branch information (RBC to RBC payments) (Services = P,Q,R) 1 <sup>st</sup> occurrence <b>Mandatory If Applicable</b> - ACH PDS/PAD outside of Canada – Correspondent Bank Name (Services = E,F,G,H,I,J,K) <i>NOTE: This field is mandatory if Correspondent Bank other than RBC is used.</i>

#	Field Name	Req	Start Position	Length	Format	Comments
31	Special Instructions 2	O	674	35	AN LJ/SF	Used for cheque printing (Cheque stub descriptive message) (Services = L,M,N) 2 <sup>nd</sup> occurrence For Wires to report Bank to Bank information (Services = P,Q,R) 2 <sup>nd</sup> occurrence <b>Mandatory If Applicable</b> - ACH PDS/PAD outside of Canada – Correspondent Bank ID Qualifier (2) / Bank/Branch Country Code (3) o <b>National Clearing System</b> = 01 o <b>BIC</b> = 02 o <b>IBAN</b> = 03 (Services = E,F,G,H,I,J,K) <i>NOTE: This field is mandatory if Correspondent Bank other than RBC is used.</i>
32	Special Instructions 3	O	709	35	AN LJ/SF	Used for cheque printing (Cheque stub descriptive message) (Services = L,M,N) 3 <sup>rd</sup> Occurrence For Wires to report Bank to Bank information (Services = P, Q, R) 2 <sup>nd</sup> occurrence. The 1 <sup>st</sup> occurrence is located at position 56 for 30 characters. <b>Note:</b> Used to report payment detail information. Only available for Bank to Bank wires. <b>Mandatory If Applicable</b> - ACH PDS/PAD outside of Canada – Correspondent Bank Routing Number (Max = 34) (Services = E,F,G,H,I,J,K) <i>NOTE: This field is mandatory if Correspondent Bank other than RBC is used.</i>
33	Vendor Bank Name OR Originator Bank Name / Country Code	O	744	35	AN LJ/SF	<b>Mandatory</b> for Wires outside of Canada (Services = P,Q,R) <b>Mandatory If Applicable</b> - ACH PDS/PAD outside of Canada – Originator Bank Name (32) / Country Code (3) (Services = E,F,G,H,I,J,K) <i>NOTE: This field is mandatory if Originator Bank if different than RBC.</i>
34	Vendor Bank Address Line 1 OR Originator Bank Routing Number / Qualifier	O	779	35	AN LJ/SF	<b>Mandatory</b> for Wires outside of Canada (Services = P,Q,R) <b>Mandatory If Applicable</b> - ACH PDS/PAD outside of Canada – Originator Bank Routing Number (34) / Qualifier (1) o <b>National Clearing System</b> = 1 o <b>BIC</b> = 2 o <b>IBAN</b> = 3 (Services = E,F,G,H,I,J,K) <i>NOTE: This field is mandatory if Originator Bank if different than RBC.</i>
35	Vendor Bank Address Line 2	O	814	35	AN LJ/SF	Optional for Wires outside of Canada (Services = P,Q,R)
36	Vendor Bank City	O	849	30*	AN LJ/SF	<b>Mandatory</b> for Wires outside of Canada (Max = 18 ) (Services = P,Q,R)
#	Field Name	Req	Start Position	Length	Format	Comments
37	Vendor Bank Province/State	O	879	2	AN LJ/SF	<b>Mandatory</b> for Wires outside of Canada (Services = P,Q,R)
38	Vendor Bank Postal Code/Zip Code	O	881	9	AN LJ/SF	<b>Mandatory</b> for Wires outside of Canada (Services = P,Q,R)
39	Vendor Bank Country Code	O	890	2	AN LJ/SF	<b>Mandatory</b> for Wires (Services = P,Q,R) <b>Mandatory</b> for ACH PDS/PAD outside Canada (Services = E, F,G,H,I,J,K)

#### Record Format:

##### DETAIL RECORD:

Detail records are NOT required for: Pay Only Transactions, Disbursement Auditor or Payee Match (Services A, H, O, P, S, U)  
Detail records are OPTIONAL for: Services E, I

#	Field Name	Req	Start Position	Length	Format	Comments
1	Tag	M	1	1	AN	"D" for detail
2	Reference Number	O	2	24	AN LJ/SF	ACH PDS/PAD outside of Canada – optional remittance information passed to the ACH addenda record (Services = E,I) ACH PDS outside of Canada – US Tax Payments ONLY (Services = E) = TAX
3	Reference Description	O	26	30	AN LJ/SF	ACH PDS/PAD outside of Canada – optional remittance information passed to the ACH addenda record (Services = E,I) Not applicable for cheques, use Reference Information field for cheques.
4	Invoice Date	O	56	8	Date	CCYYMMDD
5	Net Amount	O	64	15	N RJ/ZF	99999999999.99 <b>Note:</b> Max for cheque printing is 10 <b>Note:</b> To indicate a credit note use a hyphen, i.e. \$5.00 credit note is: -0000000005.00
6	Gross Amount	O	79	15	N RJ/ZF	99999999999.99 <b>Note:</b> Max for cheque printing is 10
7	Discount Amount	O	94	15	N RJ/ZF	99999999999.99 <b>Note:</b> Max for cheque printing is 9
8	Reference Information	O	109	80	AN LJ/SF	Cheque Issuance Description (Services = L, M, N, T) Max =30 ACH PDS outside of Canada – US Tax Payments ONLY (Services = E) Refer to the NACHA Web site for the free publication of the <b>Tax Payment (TXP) Banking Convention - A Guide for Formatting Electronic Tax Payments</b> available at the following URL <a href="http://www.nacha.org/c/content.cfm/AID/753">http://www.nacha.org/c/content.cfm/AID/753</a>

Total fields in detail record = 8, Total length of detail record = 188

The new Royal Bank EFT File Format is named as ROYAL BANK MARANT; the new EFT File Code is ROYAL\_BANK as shown on the print screen below:

**PRINT CHECK** [Save] [Info] [Help] [Print] [Dropdown] [Refresh]

Progress: Prepare Checks | 2nd Party Check | **Print Check** | Post Check Run

**Selection Criteria**

\* Company: CCC [Search] CMiC Test Construction Co

Pay Run Group Code: [Search]

\* Selection: 01 [Search] AP Payment Selection 01 12/March/2019

☒ \* Create EFT File Form: 1 EFT Payment per page

☐ \* Create Third Party Paymode File

☐ \* EFT/TPPM Distribution EFT File Format: ROYAL BANK MARANT

☐ Print Waiver File EFT File Code: ROYAL\_BANK

☐ Print SC Waiver Report Select SC Waiver Report: SC Waiver Report 1

Create EFT File: EFTFile

Company Code: CCC CMiC Test Construction Co

Department Code: 00

Bank Cash G/L Code: 1000.650 Royal Bank Of Canada

Bank Account Number: 77777777

Bank Account Description: Royal Bank of Canada Checking Account

\* Check Form: Single Stub AP Check for Laser Printer (CPA 006)

\* Language: English

First Signature Name: [Search]

Starting Check: [Search]

Ending Check: [Search]

[Print Checks]

## AP: Select Payment Enhancement (16.16218)

1. CMiC has modified the AP Control File to have a new flag "User in Payment Selection is the one who posted the Voucher".

**AP CONTROL FILE** [Table Mode] [Save] [Exit] [Info] [Help] [Print] [Dropdown] [Refresh]

**Selection Criteria**

Company: ZZ [Search] CMiC Test Company [Copy Control File]

System Defaults | Voucher | **Check** | Accounting | Other

\* Name Of Check: Single Stub AP Check for Laser Printer (Std) [Dropdown]

☒ Automatically Start Check Posting Program After Printing

**EFT Defaults**

EFT Stub Printing Report: 1 EFT Payment per page [Dropdown]

\* Voucher Payment Type Default: ☒ EFT ☐ PCARD ☐ None

EFT File Format: Standard EFT File Format [Dropdown]

EFT File Code: STD\_EFT [Search]

\* Order Checks By: Vendor Code [Dropdown]

Default ACH Email: [Search]

☐ Send a Copy of EFT to E-mail Address Below

**AP Check Options**

☐ Print Zero Checks

☐ Use Check Release Feature

☐ Automatically Populate Check Release Date

☐ \* Automatically Populate Check Reconciliation Date

☐ Summarize Retainage Invoices

☒ Track 1099 Information

☒ Multi-company Vouchers - Single Check

☐ Group Checks By Joint Payee Name

☐ Group Checks By Sub-Contact

☒ User in Payment Selection is the one who posted the Voucher

☐ Allow Duplicate Check Numbers

☒ Use Voucher Bank Cash Account

☒ Use Accounts Payable Check

☒ Allow Pre-Dated Checks

☐ Check And Post Date In The Same GL Period

☐ Warn If User Is Null In Payment Selection Entry

☒ Default Value For T5018 In Vendor Maintenance

☐ Record Unprepared Checks As Wasted

☐ Use Invoice Date As Cutoff Date For Payment Selection

If the new AP Control flag is checked, then the program will select vouchers that are *posted* by the User specified for that Payment Selection. If the flag is unchecked, then the program will behave as before – the program will select vouchers that are *created* by the User specified for that Payment Selection.



- CMiC has modified The AP Payment Selection program to have new selection criteria for Job Department; the new button **Job Department** has been added to Select Payment screen.

If the Job Department is specified, then the program will select only the vouchers that have a Job Distribution and the Job has the Default Department specified for that Payment Selection.

## Change to Private Bank Upload Format (16.19118)

### Overview:

CMiC has modified the existing Private Bank Format for the Bank Reconciliation file according to the provided specification to comply with Private Bank's modified Trailer Record format.

### Settings:

The CITI Bank was set up to have the modified Private Bank Reconciliation Format (PVT-BANK2):

**BANKS** Save Exit ? ? ? ? ? ? ? ?

**Bank Details**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Code	* Name	* Short Name	Routing Code	File Format	ID	Pwd	Positive Pay File Format	Positive Pay Output File Name	User Logon Text	Zero Filled Account Num?
BANK14	National Bank	NB	NB	NATIONAL						<input type="checkbox"/>
CITI	Citi Bank	CITI	2222	PVT-BANK2						<input type="checkbox"/>
BOA	Bank of America	BOA	1111							<input type="checkbox"/>
DKBANK	American Bank	AB	AB	ACH						<input type="checkbox"/>

Newly modified Private Bank Reconciliation Format

The Company ZZ is setup to have GL account 1000.400 associated with CITI Bank:

**BANK ACCOUNT MAINTENANCE** Save Exit ? ? ? ? ? ? ? ?

**Selection Criteria**

Company ZZ CMIC Test Company Incorporated Bank Control

**Bank Accounts**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Dept	* Account	* Bank Code	Branch	Account Prefix	* Bank Account Number	* Acct Type	Last Check Number	CRS Account Number	CDA Account Number	* Curr Code	Title	Transit	Routing
00	1000.002.0123456	BBT	MAIN		5116397791	C	0			US			
00	1000.100	BOA			9764567	Z1	212			US	Operating Account	2464656	5545
00	1000.100.12345	HSBC			86696876	C				US			
00	1000.100.7365465	BOA	01001	06540	7365004456	C	654			US	Large GL Account Bar	06540	2008
00	1000.200	BOA	NA		5344443	PY	1029			US	Payroll Account	5439944	3232
00	1000.300	BANAMEX			123123123	Z1				MX	Operating Account		
00	1000.600	BOM			012345	C				CA			
00	1000.400	CITI	CITI		9876543210	Z1				US			
30	1000.001.0123456	987654321	NEW		11111111	C	0			US			

Dept Name Company Level Susp Rec Dept Name

Account Name FEX: Bank Of America P Susp Rec Acct Name

Bank Name Citi Bank Susp Pay Dept Name

Branch Name CITI BANK, Newyork Susp Pay Acct Name

Account Type Name Operating Account

Currency Name US Dollars

Transactions First Signatures Upload 1st Signature File Upload 2nd Signature File Upload Company Logo File

## The Modified Private Bank Format for Bank Reconciliation:

### Format 4

Modified Format 4  
with expanded Trailer  
Record Totals Field

This format is the standard format used for paid only items.

Transmissions have a record size of 80. Positions 57 through 80 are filled with spaces. PC transmissions are sent in ASCII, not EBCDIC.

Record size = 56, Block size = 1680. EBCDIC. Record Format = FB.

Field #	Positions	Length	Characteristics	Description
<b>Detail Record</b>				
001	001 - 010	10	Numeric Pic 9(10)	Account Number
002	011 - 020	10	Numeric Pic 9(8)V99	Check Amount
003	021 - 030	10	Numeric Pic 9(10)	Check Serial Number
004	031 - 036	6	Numeric Pic 9(6)	Date Paid (MMDDYY)
005	037 - 056	20	Alph/Numeric Pic X(20)	Customer Information User Defined
<b>Trailer Record</b>				
001	001 - 010	10	Numeric Pic 9(10)	Account Number
002	011 - 020 011-025	10	Numeric Pic 9(8)V99	Total Amount
003	021 - 026 026-031	6	Numeric Pic 9(6)	Total Item Count
004	027 - 032 032-037	6	Numeric Pic 9(6)	Processing Date (MMDDYY)
005	033 - 042 038-047	10	Numeric Pic 9(10)	Filler-Nines (9)
006	043 - 056 048-061	14	Alpha/Numeric Pic X(14)	Filler-Blanks/Spaces

Note: The revised  
field formats are listed  
in the red squares.

### Summary:

CMiC has modified the existing Private Bank Format according to the provided specification to comply with Private Bank's modified Trailer Record format. The reconciliation functionality remained intact.

## Joint Checks and EFT (16.15972)

### Overview:

CMiC has modified the System Options program and add a new flag "Change EFT Vouchers To Non-EFT When A Joint Payee Is Entered". If this option is checked, the system will update the EFT Flag on the voucher and make it Non-EFT if the Joint Payee has been defined.

### Settings and Examples:

The new flag is added to the System Options:

**SYSTEM OPTIONS** Table Mode Save Exit ? ? ? ? ? ? ? ?

**System Options**

General Licenses Reports Global **Financials** Projects Forecast Assets Payroll Human Resource E-TimeSheet Help Logo Path

Workflows Report Options ECM Documents User Extensions

**General**

\* Transaction Numbering Type GL numbering by Journal

☒ Auto-populate Batch Number

☒ **Change EFT Vouchers To Non-EFT When A Joint Payee Is Entered**

☐ Display Only Remit To Addresses For Alternate Address Codes

☒ Display Selection Criteria on Invoice/Registry Query

☐ Summarize GL Posting Report

**Checks**

☒ Automatically Prepared Checks Will Belong to Paying Company

☐ Group AP Checks by Selection

☐ Use Aka Name In Check Preparation

**Compliance**

Compliance Code to be used in Pre-lien Set Up

Compliance Code to be used in Certificate Import

Compliance Code to be used for Waiver

☒ Automatically Update Compliances

Create EFT voucher; distribute:

**ENTER VOUCHER** Table Mode Save ? ? ? ? ? ?

Enter Invoices  Print Edit List  Post Invoices

\* Company ZZ CMIC Test Company

\* Batch 153 DA 2019-03-12 V Create Batch

**Voucher Detail** Defaults Joint Payee

Search  Insert  Delete  Previous  Next  Workflows  Report Options  Import  Attachments  Notes  ECM Documents  User Extensions

\* Vendor ZZ-ACME ZZ-Acme Supply

Address 123 Greenbriar Lane Unit 75 Chicago IL One Time Vendor Flag N

Series MISC Miscellaneous

\* Invoice MDR-1203 \* Voucher Num 3049 \* Amount 2,000.00 Address  Incident Number

Invoice Date 12-Mar-2019 Expense Dept  Retainage 0.00 Check Hdl  Payment Type

Due Date 11-Apr-2019 PO Selected  Tax1 130.00 Status Normal

Disc Date 12-Mar-2019 ☒ **EFT Flag** Taxes 0.00 Override Status

PO Number  Release  Gross Due 2,130.00 Contract  Chg

Retainage % 0.00 Discount 0.00 Cash Dept 00

Discount % 0.00 Net 2,130.00 Cash Acc 1000.100

Description MDR Voucher Details Retainage Release  Tax on Ret.

☐ Pay When Paid Days 0 Draw

TP Payment Mode  \* Distribution Type General Distribution Department 00 Account 5000.100 AP Misc. Expense

Job Code  Cost Code  Category

Compliance Address Release Retain. PO Selection Registration Re-Calc Distribution Save and New Payment

Define additional payee and Save:

**ENTER VOUCHER**

Table Mode Save [Info] [Help] [Print] [Close]

Enter Invoices Print Edit List Post Invoices

**Selection Criteria**

\* Company ZZ CMIC Test Company

\* Batch 153 DA 2019-03-12 V Create Batch

**Voucher Detail Defaults Joint Payee**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Payee Name	Job Code	* Amount
Additional_Payee_01		800.00

As the result of adding joint payee the EFT flag on the Voucher Detail tab gets unchecked automatically.

**ENTER VOUCHER**

Table Mode Save [Info] [Help] [Print] [Close]

Enter Invoices Print Edit List Post Invoices

**Selection Criteria**

\* Company ZZ CMIC Test Company

\* Batch 153 DA 2019-03-12 V Create Batch

**Voucher Detail Defaults Joint Payee**

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User Extensions

\* Vendor ZZ-ACME ZZ-Acme Supply

Address 123 Greenbriar Lane Unit 75 Chicago IL One Time Vendor Flag N

Series MISC Miscellaneous

\* Invoice MDR-1203 \* Voucher Num 3049 \* Amount 2,000.00

Invoice Date 12-Mar-2019 Expense Dept Retainage 0.00

Due Date 11-Apr-2019 PO Selected Tax1 130.00

Disc Date 12-Mar-2019 **EFT Flag** Taxes 0.00

PO Number Release Gross Due 2,130.00

Retainage % 0.00 Discount 0.00

Discount % 0.00 Net 2,130.00

Description MDR Voucher Details

TP Payment Mode

\* Distribution Type General Distribution Department 00 Account 5000.100

Job Code Cost Code

Compliance Address Release Retain. PO Selection Registration Re-Calc Distribution Save and New Payment

Please note that if the user checks off the EFT flag again and clicks the Save or Distribution/Accept buttons, the EFT flag gets unchecked again. Clicking Post Invoices will also uncheck the EFT flag.

Then the voucher is treated as a non-EFT voucher with joint payees.

If the flag in the System Option is unchecked the system behaves as before the changes.

### Summary:

CMiC has introduced the new flag "Change EFT Vouchers To Non-EFT When A Joint Payee Is Entered" in the System Options. When this flag is checked off, the system will uncheck the EFT Flag on the voucher if the Joint Payee has been defined; then the voucher will be treated as NON-EFT.

## Positive Pay Format for First Bank (16.21664)

### Overview:

CMiC has created a new AP Positive Pay Format for First Bank per the format provided:

<Account Number>, <Payment Amount>, <Check Date>, <Check Payee Name>, (the last character of each line is coma).

### Settings and Examples:

- 3 vouchers have been created:
  -

**ENTER VOUCHER** Table Mode

Enter Invoices | Print Edit List | Post Invoices

**SELECTION CRITERIA**

\* Company: IH2T | IH US Company  
\* Batch: 38713 | IH PO Create Quick

**Voucher Detail** | Defaults | Joint Payee

Search | Insert | Delete | Previous | Next | Workflows | Report Options | Import | Attachments | Notes | ECM Documents | User Extensions

\* Vendor: IH-PC | Irina's Publishing Company  
Address: 123 Suncrest Dr. Toronto ONT M3C 2L3  
Series: | One Time Vendor Flag: N

\* Invoice: IH-PPF-01  
Invoice Date: 22/Nov/2016  
Due Date: 22/Dec/2016  
Disc Date: 02/Dec/2016  
PO Number: | Expense Dept: | \* Voucher Num: 16553  
Retainage: 50.00  
Tax1: 0.00  
Taxes: 0.00  
Gross Due: 950.00  
Discount: 19.00  
Net: 950.00

Retainage %: 5.00  
Discount %: 2.00  
Description: Positive Pay Format - First Bank 01  
TP Payment Mode: | Days: | Draw: |  
\* Distribution Type: General Distribution | Department: 00 | Account: 5000.108  
Job Code: | Cost Code: |

Address: | Check Hst: CHI | Status: Normal  
Override Status: | Contract: | Chg: |  
Cash Dept: 00  
Cash Acc: 1000.300  
Retain. Ret: | Tax on Ret: | Category: |

Compliance Address Release Retain. PO Selection Registration Re-Calc Distribution Save and New

- 

**ENTER VOUCHER** Table Mode

Enter Invoices | Print Edit List | Post Invoices

**SELECTION CRITERIA**

\* Company: IH2T | IH US Company  
\* Batch: 38713 | IH PO Create Quick

**Voucher Detail** | Defaults | Joint Payee

Search | Insert | Delete | Previous | Next | Workflows | Report Options | Import | Attachments | Notes | ECM Documents | User Extensions

\* Vendor: IH01US | IH US Partner 01 Name  
Address: 444 Fowl str. NY NY 201987  
Series: | One Time Vendor Flag: N

\* Invoice: IH-PPF-02  
Invoice Date: 22/Nov/2016  
Due Date: 22/Dec/2016  
Disc Date: 02/Dec/2016  
PO Number: | Expense Dept: | \* Voucher Num: 16554  
Retainage: 100.00  
Tax1: 0.00  
Taxes: 0.00  
Gross Due: 1,900.00  
Discount: 38.00  
Net: 1,800.00

Retainage %: 5.00  
Discount %: 2.00  
Description: Positive Pay Format - First Bank 02  
TP Payment Mode: | Days: | Draw: |  
\* Distribution Type: General Distribution | Department: 00 | Account: 1250.65  
Job Code: | Cost Code: |

Address: | Check Hst: CHI | Status: Normal  
Override Status: | Contract: | Chg: |  
Cash Dept: 00  
Cash Acc: 1000.300  
Retain. Ret: | Tax on Ret: | Category: |

Compliance Address Release Retain. PO Selection Registration Re-Calc Distribution Save and New

C.

**ENTER VOUCHER** Table Mode

Enter Invoices    Print Edit List    Post Invoices

**SELECTION CRITERIA**

\* Company: IH2T    IH US Company  
 \* Batch: 38713    IH PO    [Create Batch](#)

---

**Voucher Detail**    Defaults    Joint Payee

Search    Insert    Delete    Previous    Next    Workflows    Report Options    Import    Attachments    Notes    ECM Documents    User Extensions

\* Vendor: IH1TBP    IH One Time Business Partner  
 Address: 12 One time str. Toronto ON 12345    One Time Vendor Flag: N  
 Series:    [Series](#)

\* Invoice: IH-PPF-03    \* Voucher Num: 16555    \* Amount: 3,000.00  
 Invoice Date: 22/Nov/2016    Expense Dept:    Retainage: 150.00  
 Due Date: 22/Dec/2016    PO Selected:    Tax1: 0.00  
 Disc Date: 02/Dec/2016    EFT Flag:    Taxes: 0.00  
 PO Number:    Release:    Gross Due: 2,850.00  
 Retainage %: 5.00    Discount: 57.00  
 Discount %: 2.00    Net: 2,850.00  
 Description: Positive Pay Format - First Bank 03  
 TP Payment Mode:    Days:    Draw:    Address:    Check Hdl: CHI    Status: Normal  
 \* Distribution Type: General Distribution    Department: 00    Account: 5000.108    Override Status:    Contract:    Chg:    Cash Dept: 00  
 Retain. Rel:    Tax on Ret:    **Cash Acc: 1000.300**    Category:    [Release Retain.](#)    [PO Selection](#)    [Registration](#)    [Re-Calc](#)    [Distribution](#)    [Save and New](#)

2. Select Payment (the screen below allows to verify the payment amount per vendor: \$2793.00 for the Vendor IH1RBP; \$1862.00 for the Vendor IH01US; \$931.00 for the Vendor IH-PC):

**SELECT PAYMENTS** Table Mode Save Exit Print Help Search

Select Payments    Create Payrun Groups

**SELECTION CRITERIA**

\* Company: IH2T    IH US Company    [Hold Vendor](#)    [Adjust Voucher Status](#)    [Change Compliance Status](#)

---

**PAYMENT**

Search    Insert    Delete    Previous    Next    Workflows    Report Options    ECM Documents    User Extensions

\* Selection: 01    AP Payment Selection 01  
 Currency: US    US Dollars  
 User:    [User](#)  
☐ EFT Payments    ☒ Non EFT Payments    ☐ EFT and Non EFT Payments    ☐ Third Party Payment Mode  
 Cut Off Date: 25/Dec/2016    ☐ Select Only SC Vouchers  
 Check Date: 22/Nov/2016    ☐ Select Only AP Vouchers  
 Next Pay Date: 26/Dec/2016    ☐ Select AP Back Charges Vouchers  
☐ Select Material Only Vouchers  
 Bank Account:    [Bank Account](#)  
 Invoice Series:    [Invoice Series](#)  
☒ Past Due Invoices    ☒ Current Invoices    ☒ Discount Invoices    ☐ Force Discounts  
[Vendor](#)    [Job](#)    [Vendor Class](#)    [Vendor Preferences](#)    [Job Department](#)    [Select Invoices](#)

---

**SELECTED INVOICES**

[Add Invoices](#)    [Select All](#)    [Unselect All](#)

View    Freeze    Detach    Search    Insert    Insert Multiple    Workflows    Report Options    Export    ECM Documents    User Extensions

Sel	Vendor	Vendor Name	Address	Address Name	Voucher	Invoice Number	Invoice Date	Due Date	Discount Date	Outstanding Amt	Discount Taken	Payment Amount	Selected Amt
<input checked="" type="checkbox"/>	IH1TBP	IH One Time Business Partner			16555	IH-PPF-03	22/Nov/2016	22/Dec/2016	02/Dec/2016	2850.00	57.00	2793.00	2793.00
<input checked="" type="checkbox"/>	IH01US	IH US Partner 01 Name			16554	IH-PPF-02	22/Nov/2016	22/Dec/2016	02/Dec/2016	1900.00	38.00	1862.00	1862.00
<input checked="" type="checkbox"/>	IH-PC	Irina's Publishing Company			16553	IH-PPF-01	22/Nov/2016	22/Dec/2016	02/Dec/2016	950.00	19.00	931.00	931.00
												5586.00	

3. Prepare 3 checks and Post the Check Run:

## PREPARE CHECKS

**Info:** Total 3 check(s) prepared

● **Prepare Checks**
○ 2nd Party Check
○ Print Check
○ Post Check Run

### SELECTION CRITERIA

Company	IH2T	IH US Company	
Check Form	Double Stub AP Check for Laser Printer (Std)		
Pay Run Group			
Selection Code	01	01	
<input type="checkbox"/> Use Voucher Bank Acc			
Company Code	IH2T	IH US Company	
Department Code	00	Company Level	Check Date 22/Nov/2016
Bank Cash G/L Code	1000.300	Bank of the West	Currency Code US
Bank Account Num	9998763321	Standard Operating Account	
<input type="checkbox"/> By Job Code			
Minimum Amount		Assign Starting Check Number	5
Starting Check		Vendor	
Ending Check		Vendor	
<input type="checkbox"/> Group Checks By Sub-Contract			

**Renumber Checks**

4. In order to verify the functionality of the AP Positive Pay Register for the new format we will void one of the check (for the Vendor IH1TBP for the sum of \$2,793.00):

## VOID CHECKS

### SELECTION CRITERIA

* Company	IH2T	IH US Company	
* Batch	38812	Void the check	<b>Create Batch</b>
* Cash Account	IH2T	00	1000.300
Bank	Bank of the West 9998763321		
* Void Date	22/Nov/2016		
Start Date		End Date	
Start Vendor		End Vendor	
<input type="checkbox"/> Preview Posting <input type="checkbox"/> Print Reports Immediately <b>Wasted Checks</b>			

### CHECKS

View ▾
Freeze
Detach
Search
Workflows
Report Options ▾
Export
Attachments
Notes
ECM Documents
User Extension

Vendor	Name	Check Date	Post Date	Check #	Amount	Void Chk	Void Vou
IH-PC	Irina's Publishing Company	22/Nov/2016	22/Nov/2016	5	931.00	<input type="checkbox"/>	<input type="checkbox"/>
IH01US	IH US Partner 01 Name	22/Nov/2016	22/Nov/2016	6	1,862.00	<input type="checkbox"/>	<input type="checkbox"/>
IH1TBP	IH One Time Business Partner	22/Nov/2016	22/Nov/2016	7	2,793.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Select Vouchers
**Void**
**Edit List**



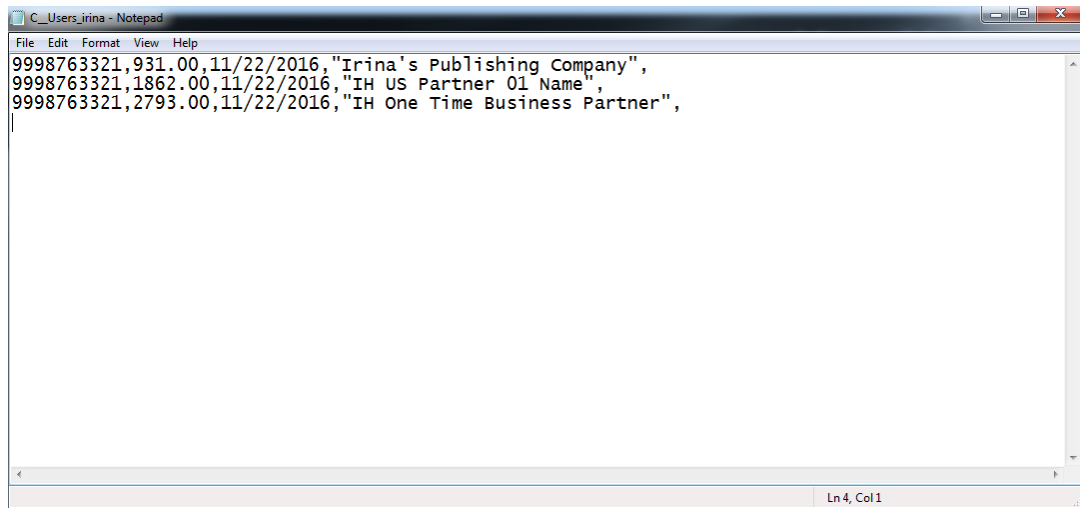
5. Create a Bank Group for the created new Format FIRSTBANK and the bank account used for the prepared vouchers (Account Payable -> Check -> Positive Pay Register):

The screenshot shows the 'CREATE BANK GROUP' form with three steps: 'Create Bank Group', 'Create Register', and 'Create AP/PY Combined Positive Pay'. The first step is active. The form includes fields for 'Group Code' (IHFB), 'Sending Company' (IH2T), 'Format Code' (FIRSTBANK), 'RID', 'IH US Company', and 'BID'. A red box highlights the 'Include Void' checkbox, which is checked. A yellow callout box points to this checkbox with the text: 'Voided check should be included in the Positive Pay Register'. Below the 'BANK GROUP' section is the 'BANK ACCOUNTS' section, which includes a table with columns 'Company Code', 'Bank Name', and 'Bank Account Code'. The table contains one row: 'IH2T', 'Bank of the West', and '9998763321'. A red box highlights the 'Bank Account Code' field, and a yellow callout box points to it with the text: 'The same account as in the vouchers (corresponding to Bank Cash G/L Code 1000.300)'.

6. Create the Register:

The screenshot shows the 'CREATE REGISTER' form with three steps: 'Create Bank Group', 'Create Register', and 'Create AP/PY Combined Positive Pay'. The second step is active. The form includes fields for 'From Date' (01/Nov/2016), 'To Date' (31/Dec/2016), 'Bank Group Code' (IHFB), and 'Format Code' (FIRSTBANK). There is a checkbox for 'Use Check Release Date' and a checkbox for 'Include new items only' which is checked. A 'Process' button is visible. Below the form, a file dialog is open, asking 'Do you want to open or save C:\Users\irina.halpern\Documents\Positive Pay\Files\Created\_FirstBank01 (179 bytes) from test4v10.cmic.ca?'. The dialog has 'Open', 'Save', and 'Cancel' buttons.

7. The following csv file has been created:

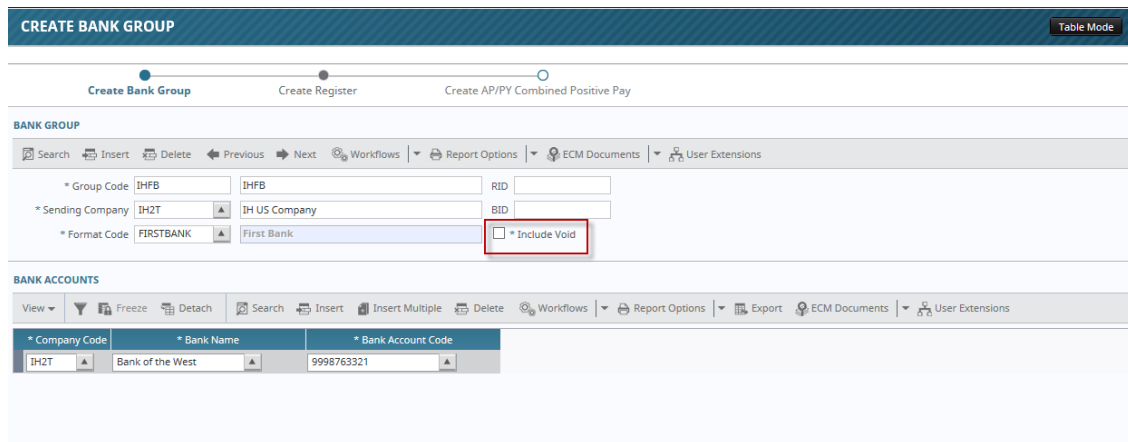


```
C:\Users\irina - Notepad
File Edit Format View Help
9998763321,931.00,11/22/2016,"Irina's Publishing Company",
9998763321,1862.00,11/22/2016,"IH US Partner 01 Name",
9998763321,2793.00,11/22/2016,"IH One Time Business Partner",
Ln 4, Col 1
```

The File Format corresponds to the requested format (Account Number, Amount, Check Date, Check Payee Name).

Note: The void check (payment of \$2793.00) is included in the csv file because the flag “Include Void” was checked off during Bank Group creation.

8. Modify The Bank Group to exclude the void checks:



The screenshot shows the 'CREATE BANK GROUP' web application. The interface includes a progress bar with three steps: 'Create Bank Group' (active), 'Create Register', and 'Create AP/PY Combined Positive Pay'. Below the progress bar, the 'BANK GROUP' section contains several input fields: '\* Group Code' (IHFB), '\* Sending Company' (IH2T), '\* Format Code' (FIRSTBANK), 'RID', and 'BID'. A checkbox labeled '\* Include Void' is highlighted with a red box and is currently unchecked. Below this section, the 'BANK ACCOUNTS' section displays a table with three columns: '\* Company Code', '\* Bank Name', and '\* Bank Account Code'. The table contains one row with the values 'IH2T', 'Bank of the West', and '9998763321'.

* Company Code	* Bank Name	* Bank Account Code
IH2T	Bank of the West	9998763321

9. Create Register again (uncheck the flag “Include new items only”):

**CREATE REGISTER**

Create Bank Group      **Create Register**      Create AP/PY Combined Positive Pay

**SELECTION CRITERIA**

\* From Date: 01/Nov/2016

\* To Date: 31/Dec/2016

☐ Use Check Release Date

\* Bank Group Code: IHFB

File Name: C:\Users\irina.halpern\Documents\Positive Pay File

☐ Include new items only

☐ Test

**Process**

10. The resulting csv file has only 2 records – the void check payment is not included in the file:

C:\Users\irina.halpern\Documents\Positive Pay Files\Created\_First Bank 02 - Notepad

File Edit Format View Help

9998763321,931.00,11/22/2016,"Irina's Publishing Company",  
9998763321,1862.00,11/22/2016,"IH US Partner 01 Name",

### Summary:

A new AP Positive Pay Format for First Bank has been created according to the new format provided. Each record (line) in the file consists of:

<Account Number>, <Payment Amount>, <Check Date>, <Check Payee Name>, (the last character of each line is coma).

## The EFT Harris Bank Format adjustment: eliminate prefix 1 for the Company ID (16.24632)

### Overview:

CMiC has created a new EFT Format for Harris Bank (Harris Bank 2). This format is the same as the existing Harris Bank format, but without the prefix 1 before Company ID.

### Settings and Examples:

ADF:

1. Set Company ID (Company ID is populated from Tax Registration2 field):

**COMPANY SETUP** Table Mode Save Exit Print Help Workflow Report Options Attachments Notes

**COMPANY DETAIL**

Search Insert Delete Previous Next Workflows Report Options Attachments Notes

\* Company Code  IH US Company

\* Chart Code  Irina's Chart 2

\* Consolidation Code

Street

Suite

City

State/Province  New York

Country  Zip/Postal Code

Phone Number    Cable

Fax Number    Telex

\* Currency Code  US Dollars

\* Fiscal Year  \* Current Period

\* Archive Date  00 Clearing Department

☒ Departments Supported

☒ Use Transaction Allocation Codes

Legal Name

Tax Registration1

Tax Registration2

Federal Vendor Code

Tax District

VAT Registration

Web Site

E-Mail

Contact Name

T619 Registration Code

Company Logo

Invoice Logo

Income Close Dept   Miscellaneous Income

Inter-Company Setup Address

## 2. Select Payments:

**SELECT PAYMENTS** Table Mode Save Exit Help Info Alert Print

**Select Payments** Create Payrun Groups

**SELECTION CRITERIA**

\* Company IH2T IH US Company Hold Vendor Adjust Voucher Status Change Compliance Status

**PAYMENT**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Selection 01 AP Payment Selection 01 - Third Party Payment Mode - ADF

Currency US US Dollars

User

☒ EFT Payments ☐ Non EFT Payments ☐ EFT and Non EFT Payments ☐ Third Party Payment Mode

Cut Off Date 30/Nov/2016 Select Only SC Vouchers

Check Date 20/Oct/2016 Select Only AP Vouchers

Next Pay Date 01/Dec/2016 Select AP Back Charges Vouchers

Select Material Only Vouchers

Bank Account

Invoice Series

☒ Past Due Invoices ☒ Current Invoices ☒ Discount Invoices ☐ Force Discounts

Vendor Job Vendor Class Vendor Preferences Job Department Select Invoices

**SELECTED INVOICES**

Add Invoices Select All Unselect All

View Freeze Detach Search Insert Insert Multiple Workflows Report Options Export ECM Documents User Extensions

Sel	Vendor	Vendor Name	Address	Address Name	Voucher	Invoice Number	Invoice Date	Due Date	Discount Date	Outstanding Amt	Discount Taken	Payment Amount
<input checked="" type="checkbox"/>	IH-PC	Irina's Publishing Company			15585	IH-DIV-CON1	26/Sep/2016	26/Oct/2016	06/Oct/2016	115.90	0.00	115.90
<input checked="" type="checkbox"/>	IH-PC	Irina's Publishing Company			15605	IHOOR-02	26/Sep/2016	26/Oct/2016	06/Oct/2016	1140.00	0.00	1140.00
<input checked="" type="checkbox"/>	IH01US	IH US Partner 01 Name			13240	IH-10	03/May/2016	02/Jun/2016	13/May/2016	95.00	0.00	95.00
<input checked="" type="checkbox"/>	IH2-BP1V	General Office Supply			13839	IH-0001	30/Jun/2016	30/Jul/2016	10/Jul/2016	285.00	0.00	285.00

## 3. Prepare and Print the Check:

**PRINT CHECK**

Enter An EFT File Code.

**Prepare Checks** **2nd Party Check** **Print Check** **Post Check Run**

**SELECTION CRITERIA**

\* Company IH2T IH US Company

Pay Run Group Code

\* Selection 01 AP Payment Selection 01 - Third Party Payment 20/Oct/2016

☒ \* Create EFT File Form 1 EFT Payment per page

☐ \* Create Third Party Paymode File

☐ \* EFT/TPPM Distribution

☐ Print Waiver File

Create EFT File file

Company Code

Department Code

Bank Cash G/L Code

Bank Account Number

Bank Account Description

\* Check Form Double Stub AP Check for Laser Printer (Std)

\* Language English

First Signature Name

Starting Check  Ending Check

Print Checks

EFT File Format Harris Bank 2

EFT File Code HARRIS\_2

**For new Harris Bank Format**



## 1. Company IH2T setting:

**COMPANY SETUP** Table Mode Save Exit Print Help

**COMPANY DETAIL** Search Insert Delete Previous Next Workflows Report Options

\* Company Code: IH2T IH US Company

\* Chart Code: IH2CHRT Irina's Chart 2

\* Consolidation Code: ALL

Street: 12 Broadway

Suite: 334

City: New York

State/Province: NY New York

Country: US Zip/Postal Code:

Phone Number: Cable:

Fax Number: Telex:

\* Currency Code: US US Dollars

\* Fiscal Year: 2016 \* Current Period: 11

\* Archive Date: 31/Dec/2013 Clearing Department: 00

☒ Departments Supported

☒ Use Transaction Allocation Codes

Legal Name: IH2T - IH US Company

Tax Registration1: 987654321 Company Type:

Tax Registration2: 734987339 Number of Employees: 77

Federal Vendor Code: 55555555 Controlling Company:

Tax District: Ownership %: 100

VAT Registration: Date Established: 01/Jan/2012

Web Site: www.cmic.ca

E-Mail: irina.halpern@cmic.ca

Contact Name:

T619 Registration Code: 99999999

Company Logo: \pdc2000\sys2\cmibin16\PTF2004\companylogodirectory\RC-LOGO.jpg

Invoice Logo:

Income Close Dept: 00 4000.200 Miscellaneous Income

Inter-Company Setup Address

**Note:** This is Federal Tax ID of the sending company IH2T. This data will populate the Field 4 of '1' Record "ACH File Header"; the Field 5 of '5' Record "ACH Company Batch Header"; and the Field 7 of the '8' Record "ACH Company Batch Control" in the EFT File.

## 2. Vendor IH-PC setting:

**MAINTAIN VENDORS**

Enter Company Code:

**SELECTION CRITERIA**

Company: IH2T x IH US Company

**DETAILS**

Vendors Purchases Order Address Accounting Business Partner Address

\* Currency: US US Dollars

Invoice Series:

Distribution Type: General Distribution ☒ Multi Comp. Vouchers - Single Check

Retainage %: ☐ Discrete Check

Voucher Status Def: Normal ☒ Allow Transactions

Third Party Payment Mode: ☒ EFT Payments EFT/TPPM Distribution E-Mail ☒ Employee Number:

\* Bank Code: HSBC HSBC Bank

\* Bank Transit: 111222333 \* Account Number: 789456123 Suffix: 55555555

Paymode Id:

A/P	00	Company Level	2000.100	Current Payables
Cash	00	Company Level	1000.300	Banamex
Expenses	00	Company Level	5000.108	AP Expense/WIP
Prepaid Expenses	00	Company Level	2000.200	Retainage Payable
Discount	00	Company Level	5000.106	AP/AR Discounts Lost/Taken
Retainage	00	Company Level	2000.200	Retainage Payable
Tax1 Code				Exemption License#
Tax2 Code				Exemption License#
Tax3 Code				Exemption License#
Tax4 Code				Exemption License#
Tax5 Code				Exemption License#

**Note:** This Vendor bank Account # populates Field 5 ( Bank Account Number) in the '6' Record ( ACH Entry Detail Record)

### 3. Vendor IH01US setting:

**MAINTAIN VENDORS**

Enter Company Code

**SELECTION CRITERIA**

Company: IH2T | IH US Company

**DETAILS**

Vendors | Purchases | Order Address | **Accounting** | Business Partner Address

\* Currency: US | US Dollars

Invoice Series:

Distribution Type: General Distribution | Multi Comp. Vouchers - Single Check

Retainage %: 5 | Discrete Check

Voucher Status Def: Normal | Allow Transactions

Third Party Payment Mode: | EFT Payments | EFT/TPPM Distribution | E-Mail | Employee Number

\* Bank Code: BOA | Bank of America

\* Bank Transit: 12377885 | \* Account Number: 2277654387 | Suffix: 8888888

Paymode Id:

A/P	00	Company Level	2000.100	Current Payables
Cash	00	Company Level	1000.100	Bank of America (Operating Ac)
Expenses	00	Company Level	5000.108	AP Expense/WIP
Prepaid Expenses	00	Company Level	2000.200	Retainage Payable
Discount	00	Company Level	5000.106	AP/AR Discounts Lost/Taken
Retainage	00	Company Level	2000.200	Retainage Payable
Tax1 Code				Exemption License#
Tax2 Code				Exemption License#
Tax3 Code				Exemption License#
Tax4 Code				Exemption License#
Tax5 Code				Exemption License#

**Note:** This Vendor bank Account # populates Field 5 ( Bank Account Number) in the '6' Record ( ACH Entry Detail Record)

### 4. Vendor IH1TBP setting:

**MAINTAIN VENDORS**

Enter Company Code

**SELECTION CRITERIA**

Company: IH2T | IH US Company

**DETAILS**

Vendors | Purchases | Order Address | **Accounting** | Business Partner Address

\* Currency: US | US Dollars

Invoice Series:

Distribution Type: General Distribution | Multi Comp. Vouchers - Single Check

Retainage %: | Discrete Check

Voucher Status Def: Normal | Allow Transactions

Third Party Payment Mode: | EFT Payments | EFT/TPPM Distribution | E-Mail | Employee Number

\* Bank Code: AMEGY | AMEGY BANK

\* Bank Transit: 007008003 | \* Account Number: 074287642 | Suffix: 444444444

Paymode Id:

A/P	00	Company Level	2000.100	Current Payables
Cash	00	Company Level	1000.100	Bank of America (Operating Ac)
Expenses	00	Company Level	5000.108	AP Expense/WIP
Prepaid Expenses	00	Company Level	2000.200	Retainage Payable
Discount	00	Company Level	5000.106	AP/AR Discounts Lost/Taken
Retainage	00	Company Level	2000.200	Retainage Payable
Tax1 Code				Exemption License#
Tax2 Code				Exemption License#
Tax3 Code				Exemption License#
Tax4 Code				Exemption License#
Tax5 Code				Exemption License#

**Note:** This Vendor bank Account # populates Field 5 ( Bank Account Number) in the '6' Record ( ACH Entry Detail Record)

Three vouchers for the vendors above have been selected for the payment:



**SELECT PAYMENTS** Table Mode Save Exit Help

Select Payments Create Payrun Groups

**SELECTION CRITERIA**

\* Company: IH2T IH US Company Hold Vendor Adjust Voucher Status Change Compliance Status

**PAYMENT**

\* Selection: 01 AP Payment Selection 01

Currency: US US Dollars

User:

☒ EFT Payments ☐ Non EFT Payments ☐ EFT and Non EFT Payments ☐ Third Party Payment Mode

Cut Off Date: 29/Dec/2016 Select Only SC Vouchers

Check Date: 28/Nov/2016 Select Only AP Vouchers

Next Pay Date: 30/Dec/2016 Select AP Back Charges Vouchers

Bank Account:  Select Material Only Vouchers

Invoice Series:

☒ Past Due Invoices ☒ Current Invoices ☒ Discount Invoices ☐ Force Discounts

Vendor Join Vendor Class Vendor Preferences Job Department Select Invoices

**SELECTED INVOICES**

Add Invoices Select All Unselect All

View: Freeze Detach Search Insert Insert Multiple Workflows Report Options Export ECM Documents User Extensions

Sel	Vendor	Vendor Name	Address	Address Name	Voucher	Invoice Number	Invoice Date	Due Date	Discount Date	Outstanding Amt	Discount Taken	Payment Amount	Selected Amt
<input checked="" type="checkbox"/>	IH-PC	Irina's Publishing Company				16605	IH-EFT-11	28/Nov/2016	28/Dec/2016	08/Dec/2016	950.00	19.00	931.00
<input checked="" type="checkbox"/>	IH01US	IH US Partner 01 Name	IH01US	Alternative Address for IH01US		16606	IH-EFT-12	28/Nov/2016	28/Dec/2016	08/Dec/2016	2375.00	47.50	2327.50
<input checked="" type="checkbox"/>	IH1TBP	IH One Time Business Partner				16607	IH-EFT-13	28/Nov/2016	28/Dec/2016	08/Dec/2016	2850.00	57.00	2793.00
													6051.50

Print Check:

**PRINT CHECK**

Enter An EFT File Code.

Prepare Checks 2nd Party Check **Print Check** Post Check Run

**SELECTION CRITERIA**

\* Company: IH2T IH US Company

Pay Run Group Code:

\* Selection: 01 AP Payment Selection 01 28/Nov/2016

☒ \* Create EFT File Form: 1 EFT Payment per page

☐ \* Create Third Party Paymode File

☐ \* EFT/TPPM Distribution

☐ Print Waiver File

Create EFT File: file

Company Code:

Department Code:

Bank Cash G/L Code:

Bank Account Number:

Bank Account Description:

\* Check Form: Double Stub AP Check for Laser Printer (Std)

\* Language: English

First Signature Name:

Starting Check:  Ending Check:

Print Checks

**EFT File Format**

EFT File Format: BBT Bank

EFT File Code: BBTBANK

**New EFT File Format for BB&T**

## Checks stubs:

5675 Hunt Street Suite 500  
Chicago, IL 60601 USA

Vendor IH-PC Irina's Publishing Company

The Check # populates the Field 7 "Individual ID Number" of '6' Record "ACH Entry Detail"

#.: 90000006933 Inv Date Nov 28, 2016

No.	Invoice	Inv Date	Description	Invoice Amount	Deduction	Pay
1	IH-EFT-11	Nov 28, 2016	BB&T EFT format 01	1,000.00	69.00	931.00
				<b>Total:</b>		<b>931.00</b>

5675 Hunt Street Suite 500  
Chicago, IL 60601 USA

Vendor IH01US IH US Partner 01 Name

#.: 90000006934 Inv Date Nov 28, 2016

No.	Invoice	Inv Date	Description	Invoice Amount	Deduction	Pay
1	IH-EFT-12	Nov 28, 2016	BB&T EFT Format 02	2,500.00	172.50	2,327.50
				<b>Total:</b>		<b>2,327.50</b>

5675 Hunt Street Suite 500  
Chicago, IL 60601 USA

Vendor IH1TBP IH One Time Business Partner

#.: 90000006935 Inv Date Nov 28, 2016

No.	Invoice	Inv Date	Description	Invoice Amount	Deduction	Pay
1	IH-EFT-13	Nov 28, 2016	BB&T EFT Format 03	3,000.00	207.00	2,793.00
				<b>Total:</b>		<b>2,793.00</b>

## EFT File has been created:

file (65) - Notepad

101 053101121734987339 1611280611A094101BRANCH BANKING & TRUST IH US COMPANY	1053101120000001
5200IH US COMPANY	0053101120000001
622007008003074287642 000027930090000006935 IH ONE TIME BUSINESS P	0053101120000002
6221237778852277654387 000023275090000006934 IH US PARTNER 01 NAME	0053101120000003
62211222333789456123 000009310090000006933 IRINA'S PUBLISHING COM	053101120000001
820000000300220082100000000000000000605150734987339	
90000010000010000000300242008210000000000000000605150	

Vendor bank Account #

Federal Tax ID # for the sending company

The created EFT file is consistent with the specification provided.

## Summary:

CMiC has created a new EFT Format for BB&T Bank according to the specification attached to the issue.

## New Compass Bank EFT File for PCard (16.22151)

### Overview:

CMiC has created a new Compass Bank EFT File for PCard processing per customer requirements.

### Settings and Examples:

According to the user requirements, each record in the CSV file should have the following format:

Vendor ID (up to 255 characters)
Invoice # (up to 50 chars)
Invoice Date (MM/DD/YYYY)
Invoice Amount (up to 10 chars, decimal point included)
User Defined Field 1 Label (UDF1 Label) set as TOTALPAY ()
UDF1 value (voucher total pay)
UDF2 Label set as COMPANYCODE
UDF2 value (Company Code)
UDF3 Label set as COMPANYNAME
UDF3 value (Company Name)
UDF4 Label set as CHECKNUM
UDF4 value (Check Number)
UDF5 Label set as BANKACCT
UDF5 value (Bank Account Number)
UDF6 Label set as VOUCHERNUM
UDF6 value (Voucher Number)
UDF7 Label set as JOBCODE
UDF7 value (Job Code)

**Note:** The CVS file does not have a Header row; the records are created only for the positive check amount.

ADF:

1. Set up Vendor IH-PC for Third Party Payment with Compass Bank:

2. Set up Vendor IH01US for Third Party Payment with Compass Bank:

**MAINTAIN VENDORS** Table Mode Save

**SELECTION CRITERIA**  
Company: IH2T ▲ IH US Company

**DETAILS**

**Vendors** **Purchases** **Order Address** **Accounting** **Business Partner Address**

\* Currency: US ▲ US Dollars

Invoice Series: ▲

Distribution Type: General Distribution ▼ ☐ Multi Comp. Vouchers - Single Check

Retainage %: 5 ▲ ☐ Discrete Check

Voucher Status Def.: Normal ▼ ☒ Allow Transactions

Third Party Payment Mode: **Paymode Comp** ▼ ☐ EFT Payments EFT/TPPM Distribution: E-Mail ▼ Employee Number: ▲

Bank Code: BOA ▲ Bank of America

Bank Transit: 12377885 ▲ Account Number: 2277654387 ▲ Suffix: 888888 ▲

Paymode Id: ▲

A/P: 00 ▲ Company Level ▲ 2000.100 ▲ Current Payables

Cash: 00 ▲ Company Level ▲ 1000.100 ▲ Bank of America (Operating Ac)

Expenses: 00 ▲ Company Level ▲ 5000.108 ▲ AP Expense/WIP

Prepaid Expenses: 00 ▲ Company Level ▲ 2000.200 ▲ Retainage Payable

Discount: 00 ▲ Company Level ▲ 5000.106 ▲ AP/AR Discounts Lost/Taken

Retainage: 00 ▲ Company Level ▲ 2000.200 ▲ Retainage Payable

Tax1 Code: ▲ Exemption License#: ▲

Tax2 Code: ▲ Exemption License#: ▲

Tax3 Code: ▲ Exemption License#: ▲

Tax4 Code: ▲ Exemption License#: ▲

Tax5 Code: ▲ Exemption License#: ▲

3. Verify the Bank Account settings for the company IH2T:

**BANK ACCOUNT MAINTENANCE** Save Exit Print Help Info Warning Refresh Undo Redo

**SELECTION CRITERIA**  
Company: IH2T × ▲ IH US Company Bank Control

**BANK ACCOUNTS**

View ▼ Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Dept	* Account	* Bank Code	Branch	Account Prefix	* Bank Account Number	* Acct Type	Last Check Number	CRS Account Number	CDA Account Number	* Curr Code	Title	Transit	Routing A	Routing B	Customer I
00	1000.100	BOA	NA		889987434	ST	415			US		444444			
00	1000.200	AMEGY	MAIN		056239876-99	PY				US					
00	1000.300	BOW	44776		9998763321	1	7			US		87654			
00	1000.555	RBC	01021		4164443818	ST	4			US		111111			
00	1000.700	PNC	NA		9754685122	ST	1			US		1212121			
00	1000.777	CITIZEN	MAIN		1199887734	ST				EUR					

GL account 1000.100 corresponds to the Bank Account Number 88997434.

Dept Name: ▲ Comp  
Account Name: ▲ Bank of America  
Bank Name: ▲ Bank of America  
Branch Name: ▲ Not Applicable  
Account Type Name: ▲ Standard Operating Ac  
Currency Name: ▲ US Dollars

Susp Rec Dept Name: ▲  
Susp Rec Acct Name: ▲  
Susp Pay Dept Name: ▲  
Susp Pay Acct Name: ▲

Transactions First Signatures Upload 1st Signature File Upload 2nd Signature File Upload Company Logo File

4. Create 3 vouchers (one for the vendor IH-PC and two – for IH01US):

a.

ENTER VOUCHER

Table Mode Save

Enter Invoices

Print Edit List

Post Invoices

SELECTION CRITERIA

\* Company IH2T IH US Company

\* Batch 39615 IRINA2 2017-01-03 V Create Batch

Voucher Details Defaults Joint Payee

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User Extensions

\* Vendor IH-PC Irina's Publishing Company

Address

Series

One Time Vendor Flag N

\* Invoice IH-30

Invoice Date 03/Jan/2017

Due Date 02/Feb/2017

Disc Date 13/Jan/2017

PO Number

Retainage % 5.00

Discount % 2.00

Description J-distribution

Pay When Paid

Days 0

Draw 1

TP Payment Mode Paymode Compass E

\* Distribution Type Job Distribution

\* Voucher Num 17019

Expense Dept

PO Selected

EFT Flag

Release

\* Amount 3,000.00

Retainage 150.00

Tax1 0.00

Taxes 0.00

Gross Due 2,850.00

Discount 57.00

Net 2,850.00

Address

Check Hdl

Status Normal

Override Status

Contract

Chg

Cash Dept 00

Cash Acc 1000.100

Retain. Rel.

Tax on Ret.

Department

Account

Job Code JIH070416

Cost Code 01

Category 1000

Compliance

Address

Release Retain.

PO Selection

Registration

Re-Calc

Distribution

Save and New

b.

**ENTER VOUCHER** Table Mode Save Exit

Enter Invoices Print Edit List Post Invoices

**SELECTION CRITERIA**

\* Company    
\* Batch   Create Batch

**Voucher Detail** **Defaults** **Joint Payee**

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User Extensions

\* Vendor    
Address   
Series   
\* Invoice   
Invoice Date  Calendar  
Due Date  Calendar  
Disc Date  Calendar  
PO Number   
Retainage %   
Discount %   
Description   
☐ Pay When Paid  
TP Payment Mode  ▼  
\* Distribution Type  ▼

\* Voucher Num   
Expense Dept   
PO Selected ☐  
EFT Flag ☐  
Release   
Days   
Draw   
Department   
Job Code

\* Amount   
Retainage   
Tax1   
Taxes   
Gross Due   
Discount   
Net   
Account   
Cost Code

Address   
Check Hdl   
Status  ▼  
Override Status   
Contract   
Chg   
Cash Dept   
Cash Acc  ▼  
Retain. Rel.   
Tax on Ret.

Compliance Address Release Retain. PO Selection Registration Re-Calc Distribution Save and New

c.

**ENTER VOUCHER** Table Mode Save Exit

Enter Invoices Print Edit List Post Invoices

**SELECTION CRITERIA**

\* Company    
\* Batch   Create Batch

**Voucher Detail** **Defaults** **Joint Payee**

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User Extensions

\* Vendor    
Address   
Series   
\* Invoice   
Invoice Date  Calendar  
Due Date  Calendar  
Disc Date  Calendar  
PO Number   
Retainage %   
Discount %   
Description   
☒ Pay When Paid  
TP Payment Mode  ▼  
\* Distribution Type  ▼

\* Voucher Num   
Expense Dept   
PO Selected ☐  
EFT Flag ☒  
Release   
Days   
Draw   
Department   
Job Code

\* Amount   
Retainage   
Tax1   
Taxes   
Gross Due   
Discount   
Net   
Account   
Cost Code

Address   
Check Hdl   
Status  ▼  
Override Status   
Contract   
Chg   
Cash Dept   
Cash Acc  ▼  
Retain. Rel.   
Tax on Ret.

Compliance Address Release Retain. PO Selection Registration Re-Calc Distribution Save and New

## 5. Select Payment:

**SELECT PAYMENTS** Table Mode Save Exit Print Help Refresh Undo Redo

**Select Payments** Create Payrun Groups

**SELECTION CRITERIA**

\* Company: IH2T IH US Company Hold Vendor Adjust Voucher Status Change Compliance Status

**PAYMENT**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Selection: 01 AP Payment Selection 01

Currency: US US Dollars

User:

☐ EFT Payments ☐ Non EFT Payments ☒ Third Party Payment Mode

Third Party Payment Mode: ☒ Paymode Compass Bank These options have to be selected

Cut Off Date: 31/Jan/2017 Select Only SC Vouchers

Check Date: 04/Jan/2017 Select Only AP Vouchers

Next Pay Date: 01/Feb/2017 Select AP Back Charges Vouchers

Bank Account: 00 1000.100 Bank of America

Invoice Series:  Select Material Only Vouchers

☒ Past Due Invoices ☒ Current Invoices ☒ Discount Invoices ☐ Force Discounts

Vendor Job Vendor Class Vendor Preferences Job Department Select Invoices

**SELECTED INVOICES**

Add Invoices Select All Unselect All

View Freeze Detach Search Insert Insert Multiple Workflows Report Options Export ECM Documents User Extensions

Sel	Vendor	Vendor Name	Address	Address Name	Voucher	Invoice Number	Invoice Date	Due Date	Discount Date	Outstanding Amt	Discount Taken	Payment Amount
<input checked="" type="checkbox"/>	IH-PC	Irina's Publishing Company			17019	IH-30	03/Jan/2017	02/Feb/2017	13/Jan/2017	2850.00	57.00	2793.00
<input checked="" type="checkbox"/>	IH-PC	Irina's Publishing Company			17021	IH-31	03/Jan/2017	02/Feb/2017	13/Jan/2017	1900.00	38.00	1862.00
<input checked="" type="checkbox"/>	IH01US	IH US Partner 01 Name			17022	IH-32	03/Jan/2017	02/Feb/2017	13/Jan/2017	2850.00	57.00	2793.00

## 6. Print Check

**PRINT CHECK** Print

Check If You Want To Create A Third Party Payment Mode File

**Prepare Checks** 2nd Party Check **Print Check** Post Check Run

**SELECTION CRITERIA**

\* Company: IH2T IH US Company

Pay Run Group Code:

\* Selection: 01 AP Payment Selection 01 04/Jan/2017

☐ \* Create EFT File Form: 1 EFT Payment per page

☒ \* Create Third Party Paymode File EFT File Format:

☐ \* EFT/TPPM Distribution EFT File Code:

☐ Print Waiver File

Create EFT File: file

Company Code: IH2T IH US Company

Department Code: 00

Bank Cash G/L Code: 1000.100 Bank of America

Bank Account Number: 889987434

Bank Account Description: Standard Operating Account

\* Check Form: Double Stub AP Check for Laser Printer (Std)

\* Language: English

First Signature Name:

Starting Check:  Ending Check:

Print Checks

The flag has to be checked off

7. Check stubs:

IH2T - IH US Company

12 Broadway 334  
New York, NY US

Vendor IH-PC

Irina's Publishing Company

#.: 9000007002 Inv Date Jan 04, 2017

No.	Invoice	Inv Date	Description	Invoice Amount	Deduction	Pay
1	IH-30	Jan 03, 2017	J-distribution	3,000.00	207.00	2,793.00
2	IH-31	Jan 03, 2017	G-distribution	2,000.00	138.00	1,862.00
				<b>Total:</b>		<b>4,655.00</b>

IH2T - IH US Company

12 Broadway 334  
New York, NY US

Vendor IH01US

IH US Partner 01 Name

#.: 9000007003 Inv Date Jan 04, 2017

No.	Invoice	Inv Date	Description	Invoice Amount	Deduction	Pay
1	IH-32	Jan 03, 2017	J-distribution	3,000.00	207.00	2,793.00
				<b>Total:</b>		<b>2,793.00</b>

The Third Party Paymode File has been prepared:

PRINT CHECK

Save Exit

Prepare Checks

2nd Party Check

Print Check

Post Check Run

SELECTION CRITERIA

\* Company IH2T IH US Company

Pay Run Group Code

\* Selection 01 AP Payment Selection 01 04/Jan/2017

☐ \* Create EFT File
 ☒ \* Create Third Party Paymode File
 ☐ \* EFT/TPPM Distribution
 ☐ Print Waiver File

Create EFT File file

Company Code IH2T IH US Company

Department Code 00

Bank Cash G/L Code 1000.100 Bank of America

Bank Account Number 889987434

Bank Account Description Standard Operating Account

\* Check Form Double Stub AP Check for Laser Printer (Std)

\* Language English

First Signature Name

Starting Check Ending Check

Print Checks

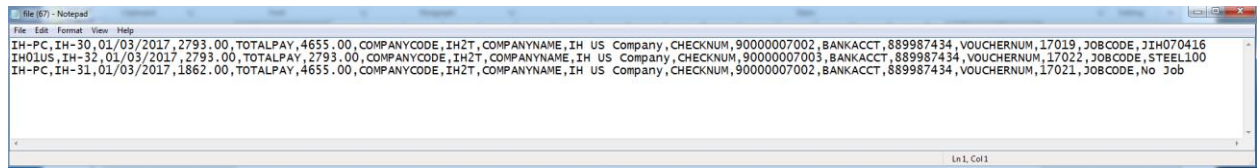
Operation Successful, No errors

Do you want to save file (498 bytes) from test4v10.cmic.ca?

Save Cancel



The CSV File has been created:



The file is created according to the specification provided by the customer.

### Summary:

A new Compass Bank EFT File for PCard processing has been created per specification provided by the customer.

## Cut-Off Date to be Sole Payment Selection Criteria (16.23474)

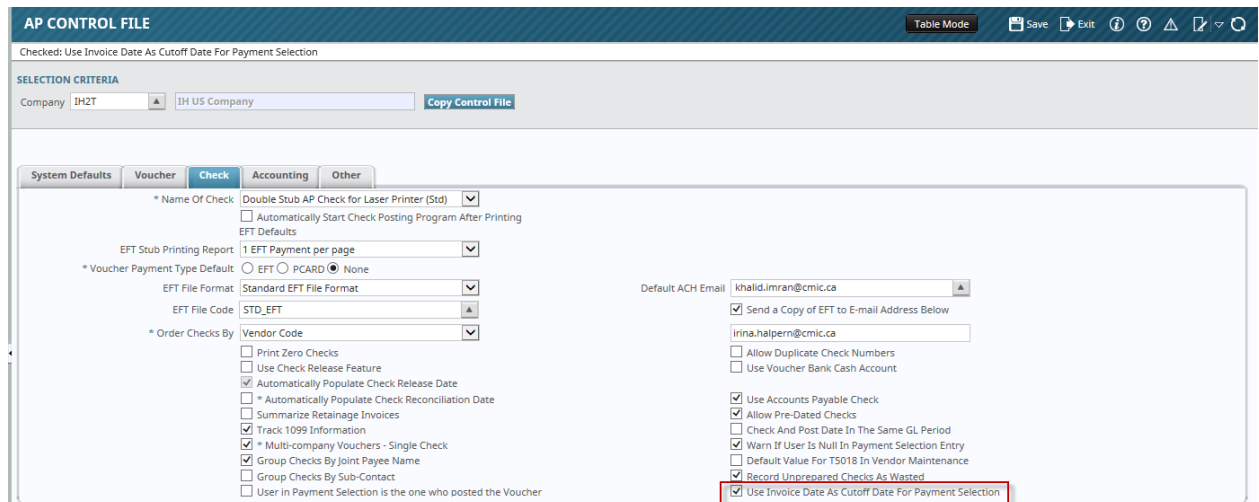
### Overview:

The existing AP Control file flag "Use Invoice Date As Cut-off Date For Payment Selection" is used for this functionality. When this flag is checked, then the Payment Date and Next Pay Date fields are ignored for payment selection purposes, and payment selection is solely based on the Cut Off Date field (used as invoice date); i.e. ONLY invoices on or before the Cut Off Date would be included in the selection process regardless of the Payment Date and Next Pay Date.

### Settings and Examples:

#### IN ADF:

Check off the flag "Use Invoice Date as Cut-off Date for payment selection" in AP Control file:



## Create a Payment Selection:

**SELECT PAYMENTS**

Info: Number of invoice(s) selected: 13 with total amount: 13,371.55

**Select Payments**    Create Payrun Groups

Cut Off Date: 29/Nov/2016    ☐ Select Only SC Vouchers

Check Date: 07/Dec/2016    ☐ Select Only AP Vouchers

Next Pay Date: 30/Nov/2016    ☐ Select AP Back Charges Vouchers

☐ Select Material Only Vouchers

Bank Account:

Invoice Series:

☐ Past Due Invoices    ☐ Current Invoices    ☒ Discount Invoices    ☐ Force Discounts

**Vendor**    **Job**    **Vendor Class**    **Vendor Preferences**    **Job Department**    **Select Invoices**

---

**SELECTED INVOICES**

**Add Invoices**    **Select All**    **Unselect All**

View    Freeze    Detach    Search    Insert    Insert Multiple    Workflows    Report Options    Export    ECM Documents    User Extensions

Set	Vendor	Vendor Name	Address	Address Name	Voucher	Invoice Number	Invoice Date	Print Date	Discount Date	Outstanding Amt	Discount Taken	Payment Amount	Selected Amt
<input checked="" type="checkbox"/>	IH-PC	Irina's Publishing Company			16623	IH-TP-01	29/Nov/2016	29/Dec/2016	09/Dec/2016	190.00	3.80	186.20	186.20
<input checked="" type="checkbox"/>	IH-PC	Irina's Publishing Company			16605	IH-EFT-11	28/Nov/2016	28/Dec/2016	08/Dec/2016	950.00	19.00	931.00	931.00
<input checked="" type="checkbox"/>	IH1TBP	IH One Time Business Partner			16607	IH-EFT-13	28/Nov/2016	28/Dec/2016	08/Dec/2016	2850.00	57.00	2793.00	2793.00
<input checked="" type="checkbox"/>	IH-PC	Irina's Publishing Company			16541	IH999	17/Nov/2016	17/Dec/2016	27/Nov/2016	500.00	0.00	500.00	500.00
<input checked="" type="checkbox"/>	IH-PC	Irina's Publishing Company			16398	IHHS5	11/Nov/2016	11/Dec/2016	21/Nov/2016	1178.47	0.00	1178.47	1178.47
<input checked="" type="checkbox"/>	IH-PC	Irina's Publishing Company			16225	IH-INV-R-01	26/Oct/2016	27/Nov/2016	07/Nov/2016	316.75	0.00	316.75	316.75
<input checked="" type="checkbox"/>	IH1TBP	IH One Time Business Partner			16082	IH-152	24/Oct/2016	23/Nov/2016	03/Nov/2016	3167.29	0.00	3167.29	3167.29
<input checked="" type="checkbox"/>	IH-PC	Irina's Publishing Company			16080	IH-150	24/Oct/2016	23/Nov/2016	03/Nov/2016	1425.00	0.00	1425.00	1425.00
<input checked="" type="checkbox"/>	IH-PC	Irina's Publishing Company			15585	IH-INV-CONTAM	26/Sep/2016	26/Oct/2016	06/Oct/2016	115.90	0.00	115.90	115.90
<input checked="" type="checkbox"/>	IH-PC	Irina's Publishing Company			15605	IHDOOR-Q2	26/Sep/2016	26/Oct/2016	06/Oct/2016	1140.00	0.00	1140.00	1140.00
<input checked="" type="checkbox"/>	IH-PC	Irina's Publishing Company			15544	IH-EFT-01	20/Sep/2016	20/Oct/2016	30/Sep/2016	950.00	0.00	950.00	950.00
<input checked="" type="checkbox"/>	IH1TBP	IH One Time Business Partner			13596	IH-1116	31/May/2016	30/Jun/2016	10/Jun/2016	570.94	0.00	570.94	570.94
<input checked="" type="checkbox"/>	IH-PC	Irina's Publishing Company			13532	IH-400	26/May/2016	25/Jun/2016	05/Jun/2016	95.00	0.00	95.00	95.00
													13371.55

Only the invoices with the Invoice Date equal or early than Select Payments Cut-Off Date are included in the selected.

## Summary:

The AP Control file flag "Use Invoice Date As Cut-off Date For Payment Selection" is used to alter the Selection Payments procedure: if the flag is checked, the payment selection will include ONLY the invoices that have the Invoice Date on or before the Select Payments Cut Off Date. If the flag "Use Invoice Date As Cut-off Date For Payment Selection" is unchecked, the Select Payments program functions as before.

## BMO Harris File Format (16.27015)

### Overview:

CMiC has created a new EFT Format for BMO Harris Bank.

### Settings and Examples:

In the example described in this document, the system creates an EFT file that includes the payments coming from 2 different cash accounts (GL account 1000.100 corresponds to the Bank Account 123456789; GL account 1000.160 corresponds to the Bank Account 975468777) for the sending company IH2T; as the result the EFT file will have 2 blocks.

1. Bank Setting (System -> Global Tables -> Banking -> Bank Account):

**BANK ACCOUNT MAINTENANCE**

SELECTION CRITERIA  
Company: H2T x [IH US Company] Bank Control

BANK ACCOUNTS

* Dept	* Account	* Bank Code	Branch	Account Prefix	* Bank Account Number	* Acct Type	Last Check Number	CRS Account Number	CDA Account Number	* Curr Code	Title	Transit	Routing A
00	1000.100	BMO	NA		123456789	C	47			US			
00	1000.160	BMO	MAIN1		975468777	C				US			

Dept Name: Company Level  
Account Name: Bank of America (Operating)  
Bank Name: Bank of Montreal  
Branch Name: Not Applicable  
Account Type Name: Checking Account  
Currency Name: US Dollars

Susp Rec Dept Name:   
Susp Rec Acct Name:   
Susp Pay Dept Name:   
Susp Pay Acct Name:

Transactions First Signatures Upload 1st Signature File Upload 2nd Signature File Upload Company Logo File

2. EFT Format Setting for the new format BMO\_HARRIS (Account Payable -> Setup -> Global Tables -> EFT Formats):

**EFT FILE FORMAT**

SELECTION CRITERIA  
\* EFT Format: BMO\_HARRIS BMO Harris Bank

FILE DEFINITION

* File Code	Code 2	Code 3	Code 4	Code 5	Code 6	Code 7	Code 8	Code 9	Code 10	Code 11	Code 12	Code 13	Code 14	Code 15	Code 16	Code 17	Code 18
BMO_HARRIS	01	071000288	094	10	1	5	200		CCD		1	07100028	6	27			0

Blocking Factor: this value indicated how many records in the EFT file comprise the block; by default it is 10

Addenda Record Indicator: if set to '1', the optional Addenda Records (Record Type '7' in the file specification) will appear in the EFT file; if set to '0' - no Addenda Records in the EFT file

**Note:** The value in the column Code 5 defines how many records will be in the EFT file block (by default it is set to be 10 – as per file specification provided); the value in the column Code 18 defines if the addenda records will be included in the EFT file (by default it is set to be 0 – no addenda records).

From the Company setup (General Ledger -> Setup -> Company Setup -> Company Detail

3. From the Company setup (General Ledger -> Setup -> Company Setup -> Company Detail button) the system takes Company Tax Id (please see the screenshot below).

**Note:** To comply with the EFT file specification, the 10-digit Company Tax ID must have the first character as '1'.

**COMPANY SETUP** Table Mode Save Exit Print Help Refresh

Enter Company Contact Name

**COMPANY DETAIL**

Search Insert Delete Previous Next Workflows Report Options Attachments Notes

\* Company Code: IH2T IH US Company

\* Chart Code: IHCHART Irina's Chart Code

\* Consolidation Code: ALL

Street: 12 Broadway

Suite: 334

City: New York

State/Province: NY New York

Country: US Zip/Postal Code

Phone Number: Cable

Fax Number: Telex

\* Currency Code: US US Dollars

\* Fiscal Year: 2016 \* Current Period: 6

\* Archive Date: 31052015 Clearing Department

☒ Departments Supported  
☐ Use Transaction Allocation Codes

Legal Name: IH2T - IH US Company

Tax Registration1: Company Type

Tax Registration2: 1234567869 Number of Employees

Federal Vendor Code: 55555555 Controlling Company

Tax District: Ownership %

VAT Registration: Date Established

Web Site: www.cmic.ca

E-Mail: irina.halpern@cmic.ca

Contact Name: Company Tax ID

T619 Registration Code: Company Logo

Invoice Logo: Income Close Dept

Income Close Dept: 00 4000.200 Miscellaneous Income

[Inter-Company Setup](#) [Address](#)

- The vouchers used in the example are created for the Vendors IHBP1, IHREGINV, IHBP113, IHBP2711, and IHBP5965. The system uses the Bank Transit and Account Number information from the vendors' settings to create fields 3, 4, and 5 in the Entry Detail Record (Record Type '6') in the EFT file.

Here is the example of the vendor's setting:

**MAINTAIN VENDORS**

**SELECTION CRITERIA**  
Company: IH2T | IH US Company

**DETAILS**

Vendors | Purchases | Order Address | **Accounting** | Business Partner Address

\* Currency: US | US Dollars

Invoice Series:

Distribution Type: General Distribution | ☒ Multi Comp. Vouchers - Single Check

Retainage %: | ☐ Discrete Check

Voucher Status Def: Normal | ☒ Allow Transactions

Third Party Payment Mode: | ☒ EFT Payments | EFT/TPM Distribution: E-Mail | Employee Number:

\* Bank Code: NATIONAL | National Bank

\* Bank Transit: 4444 | \* Account Number: 9876543210 | Suffix:

Paymode Id:

A/P	00	Company Level	2000.100	Current Payables
Cash	00	Company Level	1000.100	Bank of America (Operating)
Expenses	00	Company Level	5000.108	Broker Expense Account
Prepaid Expenses	00	Company Level	2000.200	Retainage Payable
Discount	00	Company Level	5000.106	AP/AR Discounts Lost/Taken
Retainage	00	Company Level	2000.200	Retainage Payable
Tax1 Code				Exemption License#
Tax2 Code				Exemption License#
Tax3 Code				Exemption License#
Tax4 Code				Exemption License#
Tax5 Code				Exemption License#

**For the Vendor IHREGINV**

The vouchers included in the EFT have been created using two different cash accounts for the paying company IH2T (GL 1000.100 and GL 1000.160) to demonstrate that the resulting EFT file will have 2 blocks. Below is the example of one of the vouchers created:

**ENTER VOUCHER** | Table Mode | Save | Exit

Enter Invoices | Print Edit List | Post Invoices

**SELECTION CRITERIA**  
\* Company: IH2T | IH US Company  
\* Batch: 8429 | IH | [Create Voucher](#)

Voucher Detail | Defaults | Joint Payee

Search | Insert | Delete | Previous | Next | Workflows | Report Options | Import | Attachments | Notes | ECM Documents | User Extensions

\* Vendor: IHBP1 | IH Supply International Inc.  
Address: 12 Boulder Ave. Syracuse NY  
Series:

\* Invoice: IH-PO-01  
Invoice Date: 25012017  
Due Date: 24022017  
Disc Date: 04022017  
PO Number: PO000004  
Retainage %: 0.00  
Discount %: 2.00  
Description:

\* Voucher Num: 3332  
Expense Dept: | PO Selected: ☒ | EFT Flag: ☒ | Release: 1  
Days: | Draw:

\* Amount: 18,909.90  
Retainage: 0.00  
Tax1: 0.00  
Taxes: 0.00  
Gross Due: 18,909.90  
Discount: 378.20  
Net: 18,909.90

Address: | One Time Vendor Flag: N  
Check Hdi: CH1  
Status: Normal  
Override Status: | Contract: | Chg: |  
Cash Dept: 00  
Cash Acc: 1000.160  
Retain. Rel: | Tax on Ret: |  
Category:

**Corresponding to BMO in Bank Setting**

Compliance | Address | Release Retain. | PO Selection | Registration | Re-Calc | Distribution | Save and New

The following payments have been selected to create BMO Harris File format EFT file:

**MAINTAIN VENDORS**

**SELECTION CRITERIA**

Company: IH2T | IH US Company

**DETAILS**

Vendors | Purchases | Order Address | **Accounting** | Business Partner Address

\* Currency: US | US Dollars

Invoice Series:

Distribution Type: General Distribution | ☒ Multi Comp. Vouchers - Single Check

Retainage %: | ☐ Discrete Check

Voucher Status Def: Normal | ☒ Allow Transactions

Third Party Payment Mode: | ☒ EFT Payments | EFT/TPPM Distribution | E-Mail | Employee Number:

\* Bank Code: NATIONAL | National Bank

\* Bank Transit: 4444 x | \* Account Number: 9876543210 | Suffix:

Paymode Id:

A/P	00	Company Level	2000.100	Current Payables
Cash	00	Company Level	1000.100	Bank of America (Operating)
Expenses	00	Company Level	5000.108	Broker Expense Account
Prepaid Expenses	00	Company Level	2000.200	Retainage Payable
Discount	00	Company Level	5000.106	AP/AR Discounts Lost/Taken
Retainage	00	Company Level	2000.200	Retainage Payable
Tax1 Code				Exemption License#
Tax2 Code				Exemption License#
Tax3 Code				Exemption License#
Tax4 Code				Exemption License#
Tax5 Code				Exemption License#

**For the Vendor IHREGINV**

After preparing the checks, the Print Check screen should have The EFT File Format field set BMO Harris Bank (the selection is available in the field LOV), and EFT File Code field should be set as BMO\_HARRIS:

PRINT CHECK

Enter An EFT File Code.

Prepare Checks

2nd Party Check

Print Check

Post Check Run

SELECTION CRITERIA

\* Company

IH2T

IH US Company

Pay Run Group Code

\* Selection

02

AP Payment Selection 02

25012017

☒ \* Create EFT File

Form 1 EFT Payment per page

☐ \* Create Third Party Paymode File

EFT File Format BMO Harris Bank

☐ \* EFT/TPPM Distribution

EFT File Code BMO\_HARRIS

☐ Print Waiver File

Create EFT File

file

Company Code

Department Code

Bank Cash G/L Code

Bank Account Number

Bank Account Description

\* Check Form

Single Stub AP Check for Laser Printer (Std)

\* Language

English

First Signature Name

Starting Check

Ending Check

Print Checks

Below is the EFT file created.

Note: The file does not have optional Entry Detail Addenda Records in accordance with the EFT Format Setting (the value in the Code 18 column is set as '0').





## Settings and Examples:

1. Create an Invoice IH-55 with Distribution Type “General Distribution” on the Invoice Header:

**ENTER VOUCHER** Table Mode

Enter Invoices | Print Edit List | Post Invoices

**SELECTION CRITERIA**

\* Company: IH2T | IH US Company  
\* Batch: 40690 | IRINA2 2017-02-08 V Create Batch

**Voucher Detail** | Defaults | Joint Payee

Search | Insert | Delete | Previous | Next | Workflows | Report Options | Import | Attachments | Notes | ECM Documents | User Extensions

\* Vendor: IHREGINV | IHREGINV US Vendor  
Address: 96 Chestnut Str Boston MA 02108  
Series: | One Time Vendor Flag: N

\* Invoice: IH-55  
Invoice Date: 08/Feb/2017  
Due Date: 10/Mar/2017  
Disc Date: 18/Feb/2017  
PO Number: |  
Retainage %: 5.00  
Discount %: 2.00  
Description: General Distribution in the header  
TP Payment Mode: |  
\* Distribution Type: **General Distribution**

\* Voucher Num: 17661  
Expense Dept: |  
PO Selected: ☐  
EFT Flag: ☐  
Release: |  
Days: |  
Draw: |

\* Amount: 3,500.00  
Retainage: 175.00  
Tax1: 0.00  
Taxes: 0.00  
Gross Due: 3,325.00  
Discount: 66.50  
Net: 3,325.00

Address: |  
Check Hdl: |  
Status: Normal  
Override Status: |  
Contract: | Chg: |  
Cash Dept: 00  
Cash Acc: 1000.100  
Retain. Rel: |  
Tax on Ret: |

Department: 00  
Job Code: |  
Account: 5000.108  
Cost Code: |  
Category: |

Compliance Address Release Retain. PO Selection Registration Re-Calc Distribution Save and New

2. Create an Invoice IH-56 with Distribution Type “Job Distribution” on the Invoice Header:

**ENTER VOUCHER** Table Mode Save Exit

Enter Invoices | Print Edit List | Post Invoices

**SELECTION CRITERIA**

\* Company: IH2T | IH US Company  
\* Batch: 40690 | IRINA2 2017-02-08 V Create Batch

**Voucher Detail** | Defaults | Joint Payee

Search | Insert | Delete | Previous | Next | Workflows | Report Options | Import | Attachments | Notes | ECM Documents | User Extensions

\* Vendor: IHREGINV | IHREGINV US Vendor  
Address: 96 Chestnut Str Boston MA 02108  
Series: | One Time Vendor Flag: N

\* Invoice: IH-56  
Invoice Date: 08/Feb/2017  
Due Date: 10/Mar/2017  
Disc Date: 18/Feb/2017  
PO Number: |  
Retainage %: 5.00  
Discount %: 2.00  
Description: Job distribution  
TP Payment Mode: |  
\* Distribution Type: **Job Distribution**

\* Voucher Num: 17662  
Expense Dept: |  
PO Selected: ☐  
EFT Flag: ☐  
Release: |  
Days: 2  
Draw: |

\* Amount: 2,900.00  
Retainage: 145.00  
Tax1: 0.00  
Taxes: 0.00  
Gross Due: 2,755.00  
Discount: 55.10  
Net: 2,755.00

Address: |  
Check Hdl: |  
Status: Normal  
Override Status: |  
Contract: | Chg: |  
Cash Dept: 00  
Cash Acc: 1000.100  
Retain. Rel: |  
Tax on Ret: |

Department: |  
Job Code: IHARJOB  
Account: |  
Cost Code: 01  
Category: 1000

Compliance Address Release Retain. PO Selection Registration Re-Calc Distribution Save and New

**Job Code, Cost Code, and Category will be shown in AP Invoice Query and AP Invoices Log**

- a. Invoice IH-59: Actual Distribution for this invoice has J-line:

Compliance Address Release Retain. PO Selection Registration Re-Calc Distribution Save and New

[W-Line Detail](#)
[TAC](#)
[Detail](#)
[WBS](#)
[Accept](#)
[Close](#)

- b. Invoice IH-60: Actual Distribution for this invoice has E-line:

**ENTER VOUCHER**

Enter Invoices    Print Edit List    Post Invoices

**SELECTION CRITERIA**

\* Company: IH2T    IH US Company  
 \* Batch: 40694    IRINA2 2017-02-08 V    [Create Batch](#)

**Voucher Detail**    Defaults    Joint Payee

Search    Insert    Delete    Previous    Next    Workflows    Report Options    Import    Attachments    Notes    ECM Documents    User Extensions

\* Vendor: IHREGINV    IHREGINV US Vendor  
 Address: 96 Chestnut Str Boston MA 02108    One Time Vendor Flag: N  
 Series:   
 \* Invoice: IH-60    \* Voucher Num: 17663    \* Amount: 1,500.00  
 Invoice Date: 08/Feb/2017    Expense Dept:    Retainage: 75.00  
 Due Date: 10/Mar/2017    PO Selected:    Tax1: 0.00  
 Disc Date: 18/Feb/2017    EFT Flag:    Taxes: 0.00  
 PO Number:    Release:    Gross Due: 1,425.00  
 Retainage %: 5.00    Discount: 28.50  
 Discount %: 2.00    Net: 1,425.00  
 Description: M distribution  
 TP Payment Mode:    Days:    Draw:    Contract:    Chg:    Cash Dept: 00  
 Cash Acc: 1000.100  
 Retain. Rel:    Tax on Ret:    Category:   
 \* Distribution Type: **Multi Distribution**    Department:    Account:    Job Code:    Cost Code:      
 Compliance    Address    Release Retain.    PO Selection    Registration    Re-Calc    Distribution    Save and New

**ENTER VOUCHER**

**ADDITIONAL DISTRIBUTION**

View    Freeze    Detach    Search    Insert    Insert Multiple    Delete    Workflows    Report Options    Export    Import    ECM Documents

Type	Comp.	Job/Dept/Equip	CostCode/Acc/C	Cat/Tran	WBS Code 1	WBS Code 2	WBS Code 3	WBS Code 4	Qty	WM	Debit Amount	Credit Amount
G	IH2T	00	2000.100							NA		1,425.00
G	IH2T	00	2000.200							NA		75.00
<b>E</b>	<b>IH2T</b>	<b>IHEQ001</b>	<b>ALL</b>	<b>1002</b>						<b>NA</b>	<b>1,500.00</b>	
											<b>1,500.00</b>	<b>1,500.00</b>

Comp: IH US Company    Job/Dept/Equip: IH Equipment 001  
 CostCode/Acc/Compon: No Components    Cat/Tran: Labour  
[W-Line Detail](#)    [TAG](#)    [Detail](#)    [WBS](#)    [Accept](#)    [Close](#)

4. The invoices above will be shown on the AP Invoice Query (Account Payable -> Query -> Invoice Query) as following:

**AP INVOICE QUERY**

SELECTION CRITERIA  
 \* Company: IH2T [IH US Company] ☐ Show Voided Vouchers  
 Vendor: IHREGINV [IHREGINV US Vendor]  
 From Date: [ ] To Date: [ ] Query Date: [ ]

VOUCHER DETAILS  
 View: [Freeze] [Detach] [Search] [Workflows] [Report Options] [Export] [Attachments] [Notes] [ECM Documents] [User Extensions]

Vendor	Invoice #	Retainage Amount	Entered Amount	On Hold	Exceed Hold	PaP Hold	Status	Name	Close Status	Voucher #	Series Code	Job Code	Cost Code	Category	Due Date	Discount Date	PO
IHREGINV	IH-55	175.00	3,500.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N	Normal	O	17661		No Job			10/Mar/2017	16/Feb/2017	
IHREGINV	IH-56	145.00	2,900.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N	Normal	O	17662		IHARJOB	01	1000	10/Mar/2017	16/Feb/2017	
IHREGINV	IH-59	250.00	5,000.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N	Normal	O	17658		STEEL100			09/Mar/2017	17/Feb/2017	
IHREGINV	IH-60	75.00	1,500.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N	Normal	O	17663		No Job			10/Mar/2017	16/Feb/2017	

Vendor Name: IHREGINV US Vendor Description: General Distribution in the header  
 Paid Sales Orders | Participations | GL Dist. | Attached Dates | Payments | Comments

5. The invoices above will be shown on the AP - Invoice Log (Account Payable -> Log -> Invoices) as following:

**AP - INVOICE LOG**

Search: Match: ☒ All ☐ Any  
 Company: [ ] Invoice Total Amount: [ ] Equals [ ] Compliance Status: [ ] Tax2: [ ]  
 Vendor: IHREGINV Outstanding Amount: [ ] Equals [ ] Contract: [ ] Tax2 Amount: [ ]  
 Vendor Name: [ ] Job Code: [ ] Series Code: [ ] Tax2 Retainage Amount: [ ]  
 Invoice Code: [ ] Description: [ ] Discount Date: [ ] Tax3: [ ]  
 Batch # [ ] Equals [ ] Entered Amt: [ ] Equals [ ] PO Number: [ ] Tax3 Amount: [ ]  
 Payment Status: [ ] On Hold: [ ] Release: [ ] Equals [ ] Tax4: [ ]  
 Post Date: [ ] Exceeded Hold: [ ] Chg Ord: [ ] Tax4 Amount: [ ]  
 Invoice Date: [ ] PaP Hold: [ ] Discount Amount: [ ] Equals [ ] Tax5: [ ]  
 Due Date: [ ] Close Status: [ ] Discount Amount: [ ] Tax5 Amount: [ ]  
 Invoice Amount: [ ] Voucher # [ ] Equals [ ] Bank Dept: [ ]  
 Retainage Amt: [ ] Void Flag: [ ] Bank GL Account: [ ]  
 Original Invoice Amount: [ ] Memo Amount: [ ] Equals [ ] Freight Amount: [ ]  
 Tax Amount: [ ] Paid Amount: [ ] Equals [ ]

Job Code is populated from the Invoice Header for the invoices with Job Distribution on the Header (as for the invoice IH-56);  
 Job Code will also be populated if the invoice has M-distribution on the Invoice Header and the actual invoice's distribution has a J-line (as for the invoice IH-59)

Cost Code and Category are populated only for the invoices with Job Distribution on the Invoice Header (as for the invoice IH-56)

Invoice Code	Batch #	Post Date	Invoice Date	Due Date	Invoice Amount	Retainage Amt	Tax Amount	Invoice Total Amount	Outstanding Amount	Job Code	Cost Code	Category	Description
IH-55	40690	08/Feb/2017	08/Feb/2017	10/Mar/2017	3,325.00	175.00	0.00	3,325.00	3,325.00	No Job			General Distribution in the header
IH-56	40690	08/Feb/2017	08/Feb/2017	10/Mar/2017	2,755.00	145.00	0.00	2,755.00	2,755.00	IHARJOB	01	1000	Job distribution
IH-59	40684	07/Feb/2017	07/Feb/2017	09/Mar/2017	4,750.00	250.00	0.00	4,750.00	4,750.00	STEEL100			Multi distribution in the header
IH-60	40694	08/Feb/2017	08/Feb/2017	10/Mar/2017	1,425.00	75.00	0.00	1,425.00	1,425.00	No Job			M distribution
					12,255.00	645.00	0.00	12,255.00	12,255.00				

### Summary:

The AP Invoice Query has been modified to display Category Code and Cost Code for the invoice; The AP Invoices Log has also been modified to display Job Code, Category Code and Cost Code. Category Code and Cost Code data are populated from the Invoice Header only.

## AP Positive Pay Format for PNC Bank(PNC\_2) (17.44096)

A new AP Positive Pay Format for PNC Bank(PNC\_2) has been added.

**CREATE BANK GROUP**

Table Mode Save [Icons]

Create Bank Group Create Register Create AP/PY Combined Positive Pay

**Bank Group**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Group Code BOA RID  
\* Sending Company CMC Construction Company BID  
\* Format Code PNC\_2 PNC Bank - 2 ☒ Include Void

**Bank Accounts**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Company Code	* Bank Name	* Bank Account Code
----------------	-------------	---------------------

## Third Party payment format for US Bank (Paymode US Bank 2) (18.57746)

A New Third Party payment format for US Bank (Paymode US Bank 2) has been added. While Printing Checks some information like Company name(file header) and Zip/Postal Code(payment record) will get the values from Third Party Payment setup.

**ENTER VOUCHER**

Table Mode Save [Icons]

Enter Invoices Print Edit List Post Invoices

**Voucher Detail** Defaults Joint Payee

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User Extensions

\* Vendor [Field] One Time Vendor Flag [Field]  
Address [Field]  
Series [Field]  
\* Invoice [Field] \* Voucher Num 6088 \* Amount [Field]  
Invoice Date 20190308 Expense Dept [Field] Retainage [Field]  
Due Date [Field] PO Selected [Field] Tax1 [Field]  
Disc Date [Field] EFT Flag [Field] Taxes [Field]  
PO Number [Field] Release [Field] Gross Due [Field]  
Retainage % [Field] Discount [Field]  
Discount % [Field] Net [Field]  
Description [Field]  
Pay When Paid [Field] Days 7 Draw [Field]  
TP Payment Mode Paymode US Bank 2  
\* Distribution Type [Field] Department [Field] Account [Field]  
Job Code [Field] Cost Code [Field] Category [Field]

Address [Field] Incident Number [Field]  
Check Hdi [Field] Payment Type [Field]  
Status Normal  
Override Status [Field]  
Contract [Field] Chg [Field]  
Cash Dept 00  
Cash Acc 1000.100  
Retainage Release [Field]  
Tax on Ret. [Field]

Compliance Address Release Retain. PO Selection Registration Re-Calc Distribution Save and New Payment

## **AP Positive Pay Format for FULTON Bank (FULTON) (18.68267)**

A new AP Positive Pay Format for FULTON Bank (FULTON) has been added

## **Pos Pay, ACH & Bank Recon. file formats for CITI Bank (19.70918)**

### **Overview:**

To create new ACH, Positive Pay and Bank Reconciliation file formats for CITI Bank.

### **Modifications:**

The following programs are modified to include CITI Bank in the ACH, positive pay file creation and the bank reconciliation programs

- |                   |   |   |
|-------------------|---|---|
| 1. apchqprt.pb    | - | Added new ACH format CITIBANK                 |
| 2. appospay.pb    | - | Added new Positive Pay format CITIBANK        |
| 3. GT_BACHKREC.pb | - | Added new Bank Reconciliation format CITIBANK |

Users must setup necessary Banking Information for Citi Bank. The Payable entries must have the cash account associated with the Citi Bank.

## 1. ACH File:

The following screen shows the ACH/EFT file format layout. The column fields must be updated by the user according to Banker's instruction.

The screenshot shows the 'EFT FILE FORMAT' window. The 'Selection Criteria' section has a search bar with 'CITIBANK' entered. The 'File Definition' section contains a table with columns for File Code, File Description, and Codes 1 through 9. The table is currently empty, showing only the headers.

* File Code	File Description	Code 1	Code 2	Code 3	Code 4	Code 5	Code 6	Code 7	Code 8	Code 9
CITIBANK	CITI Bank	1	01	02800001	094	10	1	CITIBANK, N.A.		5

Once a Payment selection is created using EFT Payments, Checks can be prepared using the same Payment Selection Code.

The following screen shows the check preparation and ACH/EFT file generation.

The screenshot shows the 'PRINT CHECK' window with a progress bar at the top indicating the current step is 'Print Check'. The 'Selection Criteria' section includes fields for Company (RV123456), Pay Run Group Code, Selection (CT), and CITI BANK. There are checkboxes for 'Create EFT File', 'Create Third Party Paymode File', 'EFT/TPPM Distribution', 'Print Waiver File', and 'Print SC Waiver Report'. The 'Form' section has dropdowns for '1 EFT Payment per page', 'CITI Bank', and 'CITIBANK'. The 'Create EFT File' section has a text field for '000001'. The 'Company Code', 'Department Code', 'Bank Cash G/L Code', 'Bank Account Number', and 'Bank Account Description' fields are also present. The 'Check Form' is set to 'Single Stub AP Check for Laser Printer (Std)' and the 'Language' is 'English'. The 'First Signature Name' field is empty. The 'Starting Check' and 'Ending Check' fields are also empty. At the bottom, there are buttons for 'Print Checks' and 'Generate EFT'.

*Financials>AP>Check>Print Check screen*

[illegible]



The following file format shows the EFT specification document provided by CITI Bank.

## ACH Format Specifications for Confirmation File Header Record

Field	Position	Length	Contents	Data Element Name/Comments
1	01-01	1	1	Record Type Code
2	02-03	2	01	
3	04-13	10	bTTTTAAAC	Immediate Destination <i>See Note #1</i>
4	14-23	10	bTTTTAAAC	Immediate Origin <i>Note #2</i>
5	24-29	6	YYMMDD	File Creation Date
6	30-33	4	HHMM	File Creation Time
7	34-34	1	Upper Case A-Z; Numeric 0-9	File I.D. Modifiers <i>See Note #3</i>
8	35-37	3	094	Record Size
9	38-39	2	10	Blocking Factor
10	40-40	1	1	Format Code
11	41-63	23	Alphanumeric	Immediate Destination <i>See Note #4</i>
12	64-86	23	Alphanumeric	Immediate Origin Name <i>See Note #5</i>
13	87-94	8	Alphanumeric	Reference Code

## ACH Format Specifications for Confirmation File Batch Header Record

Field	Position	Length	Contents	Data Element Name/Comments
1	01-01	1	5	Record Type Code
2	02-04	3	200	Service Class Code
3	05-20	16	Alphanumeric	Company Name of Batch <i>See Note #1</i>
4	21-40	20	Alphanumeric	Company Discretionary Data <i>See Note #2</i>
5	41-50	10	nnnnnnnnnn	Company Identification <i>See Note #3</i>
6	51-53	3	Alphanumeric	Standard Entry Class <i>See Note #4</i>
7	54-63	10	Alphanumeric	Company Entry Description <i>See Note #5</i>
8	64-69	6	Alphanumeric	Company Descriptive Date
9	70-75	6	YYMMDD	Effective Entry Date <i>See Note #6</i>
10	76-78	3	Blank	Settlement Date/Inserted by ACH Operator
11	79-79	1	1	Originator Status Code
12	80-87	8	TTTTAAAA	Originating DFI <i>See Note #7</i>
13	88-94	7	Numeric	Batch Number/Incremental

## ACH Format Specifications for Confirmation File Detail Record

Field	Position	Length	Contents	Data Element Name/Comments
1	01-01	1	6	Record Type Code
2	02-03	2	Numeric	Transaction Code <i>See Note #1</i>
3	04-11	8	Alphanumeric	Receiving DFI/ID <i>See Note #2</i>
4	12-12	1	Numeric	Check Digit/Ninth Digit of T/R#
5	13-29	17	Alphanumeric	DFI Account Number <i>See Note #3</i>
6	30-39	10	\$\$\$\$\$\$cc	Amount/Decimal Point Assumed
7	40-54	15	Alphanumeric	Individual I.D. Number
8	55-76	22	Alphanumeric	Individual Name
9	77-78	2	Blank	Discretionary Data
10	79-79	1	Numeric	Addenda Record Indicator <i>See Note #4</i>
11	80-94	15	Numeric	Trace Number <i>See Note #5</i>

## ACH Format Specifications for Confirmation File Addenda Record

Field	Position	Length	Contents	Data Element Name/Comments
1	01-01	1	7	Record Type Code
2	02-79	78	Alphanumeric	<i>See Note #1</i>
3	80-94	15	Alphanumeric	<i>See Note #2</i>

## ACH Format Specifications for Confirmation File Batch Control/Trailer Record

Field	Position	Length	Contents	Data Element Name/Comments
1	01-01	1	8'	Record Type Code
2	02-04	3	Numeric	Service Class Code
3	05-10	6	Numeric	Entry/Addenda Count
4	11-20	10	Numeric	Entry Hash
5	21-32	12	\$\$\$\$\$\$cc	Total Debit Entry Dollar Amount in batch
6	33-44	12	\$\$\$\$\$\$cc	Total Credit Entry Dollar Amount in batch
7	45-54	10	Alphanumeric	Company Identification
8	55-73	19	Alphanumeric	Message Authentication Code
9	74-79	6	Blank	Reserved
10	80-87	8	TTTTAAA	Originating DFI ID See Note #1
11	88-94	7	Numeric	Batch Number/Incremental

## ACH Format Specifications for Confirmation File Control/Trailer Record

Field	Position	Length	Contents	Data Element Name/Comments
1	01-01	1	9	Record Type Code
2	02-07	6	Numeric	Batch Count
3	08-13	6	Numeric	Block Count
4	14-21	8	Numeric	Entry/Addenda Count
5	22-31	10	Numeric	Entry Hash
6	32-43	12	\$\$\$\$\$\$cc	Total Debit Entry Dollar Amount in File
7	44-55	12	\$\$\$\$\$\$cc	Total Credit Entry Dollar Amount in File
8	56-94	39	Blank	Reserved

## 2. Positive Pay File:

The following screens show the positive pay file format layout.

**CREATE BANK GROUP**

Progress: Create Bank Group | Create Register | Create API/PY Combined Positive Pay

**Bank Group**

Search | Insert | Delete | Previous | Next | Workflows | Report Options | ECM Documents | User Extensions

\* Group Code: CITI | CITI BANK | RID: |

\* Sending Company: RV123456 | RV123456 - Test Company | BID: |

\* Format Code: CITIBANK | CITI Bank | ☒ Include Void

**Bank Accounts**

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | ECM Documents

* Company Code	* Bank Name	* Bank Account Code
RV123456	CITI Bank	66889977

Financials>AP>Check>Positive Pay Register screen– TRAIN (Create Bank Group)

**CREATE REGISTER**

Progress: Create Bank Group | Create Register | Create API/PY Combined Positive Pay

**Selection Criteria**

\* From Date: 01-Jan-2019 | \* To Date: 31-Dec-2019 | ☐ Use Check Release Date

\* Bank Group Code: CITI | CITI BANK | CITIBANK

File Name: file

☒ Include new items only | ☐ Test

Process

alert  
Data Prepared Successfully  
OK

Financials>AP>Check>Positive Pay Register screen – TRAIN (Create Register)

Users have to Select the From & To Date, the Bank Group Code (CITI in this case), and the File name and press [Process].

The following screen shows the Positive Pay file generated.

file-1.txt - Notepad

File Edit Format View Help

#NAD#ISSUE#66889977#SINGLE###20190916#8820.00#1###A1 Bricks Manufacturing Inc.###20190930#####  
#NAD#ISSUE#66889977#SINGLE###20190916#529.20#2###A1 Cement Inc.###20190930#####  
#NAD#ISSUE#66889977#SINGLE###20190916#3988.40#3###A1 Cement Inc.###20190930#####  
#NAD#ISSUE#66889977#SINGLE###20190916#3969.00#4###A1 Electric Inc.###20190930#####  
#NAD#ISSUE#66889977#SINGLE###20190916#6675.86#5###A1 Electric Inc.###20190930#####  
#NAD#ISSUE#66889977#SINGLE###20190916#4419.00#6###A1GARDEN Subcontractor Vendor###20190930#####  
#NAD#ISSUE#66889977#SINGLE###20190916#4047.50#7###A1GARDEN Subcontractor Vendor###20190930#####  
#NAD#ISSUE#66889977#SINGLE###20190916#69639.19#8###A1 Heating and Cooling Inc.###20190930#####  
#NAD#ISSUE#66889977#SINGLE###20190916#482.19#9###A1 Heating and Cooling Inc.###20190930#####  
#NAD#ISSUE#66889977#SINGLE###20190916#1398.85#10###A1 Masons Inc.###20190930#####  
#NAD#ISSUE#66889977#SINGLE###20190916#131252.40#11###A1 Masons Inc.###20190930#####  
#NAD#ISSUE#66889977#SINGLE###20190916#6690.85#12###A1 Mechanical Services###20190930#####  
#NAD#ISSUE#66889977#SINGLE###20190916#15420.01#13###A1 Mechanical Services###20190930#####

The following file format shows the Positive Pay specification document provided by CITI Bank.

M/O/N Legend: M = Mandatory, O = Optional, N = Not used/Not applicable (do not use)

Note – Fields with no value and Place Holder fields must be delimited with a # symbol if any subsequent field contains data

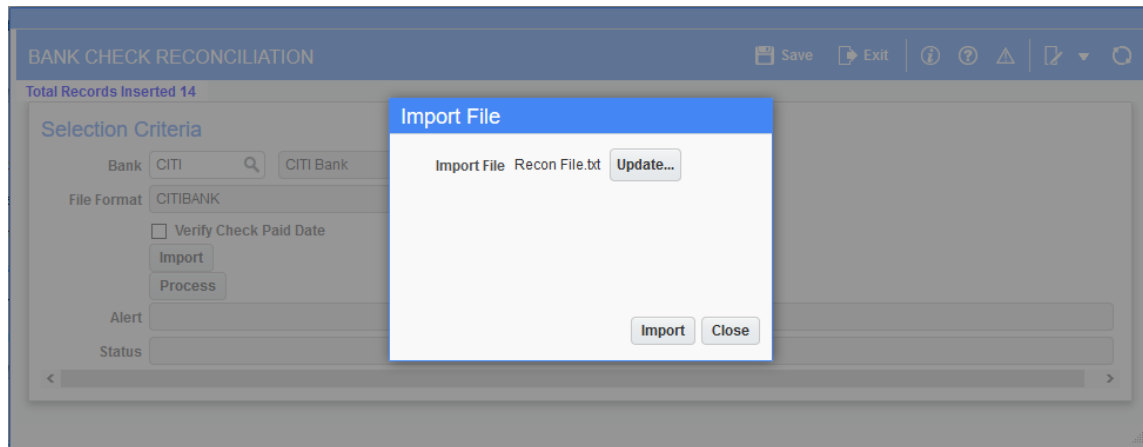
Field Seq.	CitiDirect Field Name	M/O/N	Max Field Size/Type	Business Rules
1	Placeholder	M	-	Field must be delimited by a # symbol
2	Payment Method	M	3X	Value "NAD" should be passed. This field will not be mapped.
3	Service Request Type	M	5X	Applicable values are: STOP – Stop Check ISSUE – Add Issuance VOID – Void Issuance
4	Account Number	M	10X	
5	Single / Range	M	6X	Default "SINGLE"
6	Account Currency	N	3X	Customer need not pass value for this field. It will be augmented based on the account number.
7	Account Name	N	35X	Customer need not pass value for this field. It will be augmented based on the account number.
8	Issue date	M	8X	Mandatory & Applicable for Add Issuance. Format: YYYYMMDD
9	Check Amount	M	9.2X	Mandatory & Applicable for Add Issuance & Stop Check. Length will be up to 8.2. If length of the amount field exceeds 8.2, L2 error.
10	Check serial number	M	12X	Mandatory for NA Disbursements - Add Issuance, Void Issuance & Stop Check. Length will be supported up to 12X.
11	Plan Number	O	10X	Applicable only for Add Issuance.

Field Seq.	CitiDirect Field Name	M/O/N	Max Field Size/Type	Business Rules
12	Additional Data	O	45X	Applicable only for Add Issuance. Length will be supported up to 30X. Otherwise, L2 error.
13	Issued Payee Name 1	O	60X	Applicable only for Add Issuance.
14	Issued Payee Name 2	O	60X	Applicable only for Add Issuance.
15	FSI	O	5X	Not applicable
16	Rule-off Date	M	8X	Applicable only for Add Issuance. Format: YYYYMMDD Convert to Date rule apply
17	Placeholder	O	1x	
18	Placeholder	O	35x	
19	Placeholder	O	5x	
20	Stop	N	1X	Not applicable
21	Void Date	O	1X	Applicable ONLY for Void Issuance. Applicable values are "Y" & "N". Default = N.
22	Placeholder	O	12X	
23	Placeholder	O	35X	
24	Cents Compare	O	1X	Applicable only for Stop Check. Applicable values are "Y" & "N". Default = Y
25	Void	O	1X	Applicable only for Stop Check. Applicable values are "Y" & "N". Default = N
26	Placeholder	O	1X	
27	Comments	O	50X	Applicable only for Stop Check.
28	Payee	O	25X	Applicable only for Stop Check.

#NAD#ISSUE#38822465#SINGLE###20101215#111.11#147258###DONALD THE DUCK#FLORIDA##20101231##### End of File

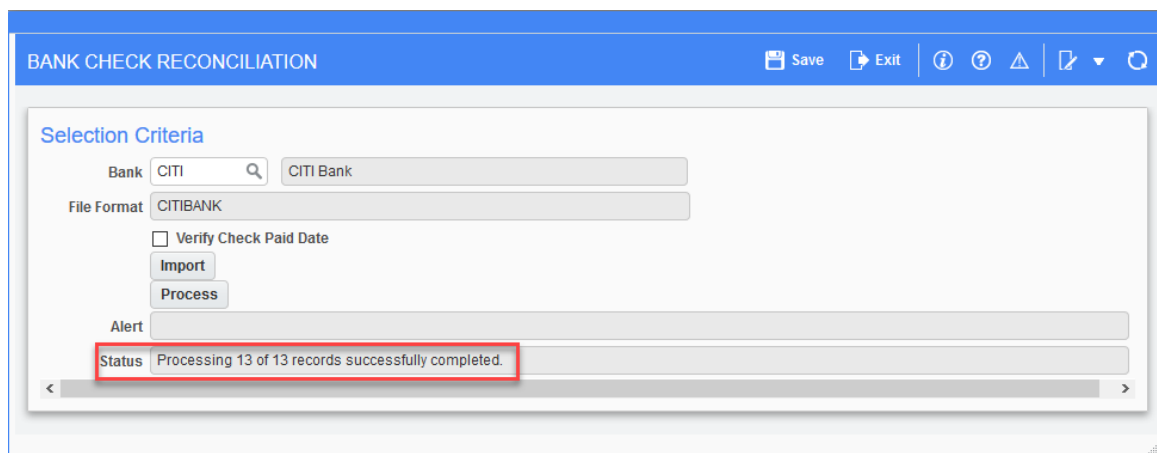
### 3. Bank Reconciliation

The following screen shows importing the Reconciliation file



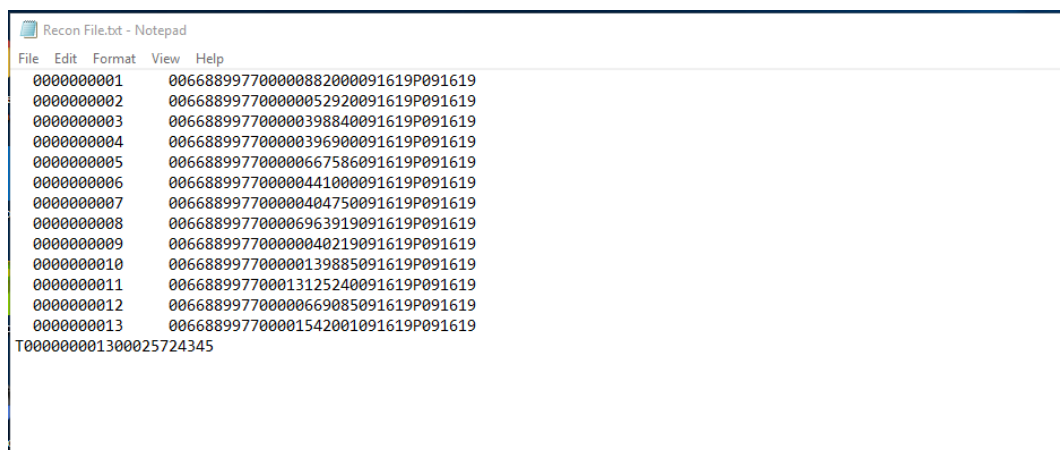
System>Global Tables>Banking>Electronic Reconciliation>Bank Reconciliation

The following screen shows the processing of Recon File.



System>Global Tables>Banking>Electronic Reconciliation>Bank Reconciliation

The following screen shows the Reconciliation File.



The above Reconciliation File created follows the Bank specification documentation as shown below.

#### Record Length 80

ACCOUNT DETAIL RECORD				
Field	Start	Size	Contents	Comments
1	01	02	Space Fill	
2	03	10	Check Number	Right justified, zero filled
3	13	05	Space Fill	
4	18	10	Account Number	Right justified, zero filled
5	28	11	Check Amount	Right justified, zero filled
6	39	06	Paid Date	MMDDYY
7	45	01	Output Constant	P = Paid O = Outstanding S = Stop M = Match Paid V = Voids W = PWI's
8	46	06	Issue Date	MMDDYY
9	52	29	Space Fill	

Note: The standard file contains only one type of output and one bank account.  
If you would like to receive more than one type of output (i.e. Match Paid and Outstanding) or if you would like to receive more than one bank account on a single transmission file, then this will require the need for programming by Citi.

TRAILER RECORD				
Field	Start	Size	Contents	Comments
1	01	01	Trailer Indicator	'T' For a Single account OR 'T' & 'F' for Multi account
2	02	10	Trailer Item Count	Count of all detail records. Right justified, zero filled
3	12	11	Trailer Amount	Sum of all detail records. Right justified, zero filled
4	23	58	Space Fill	

Note: Trailer records and format deviations are not part of our standard file layout, however can be accommodated per request. This will require the need for programming by Citi.

## Selection Criteria of Register/Invoice Query screen to have Invoice Number Field (19.76623)

AP Register/Invoice Query screen will have a new field "Invoice Number" for selection criteria on header.

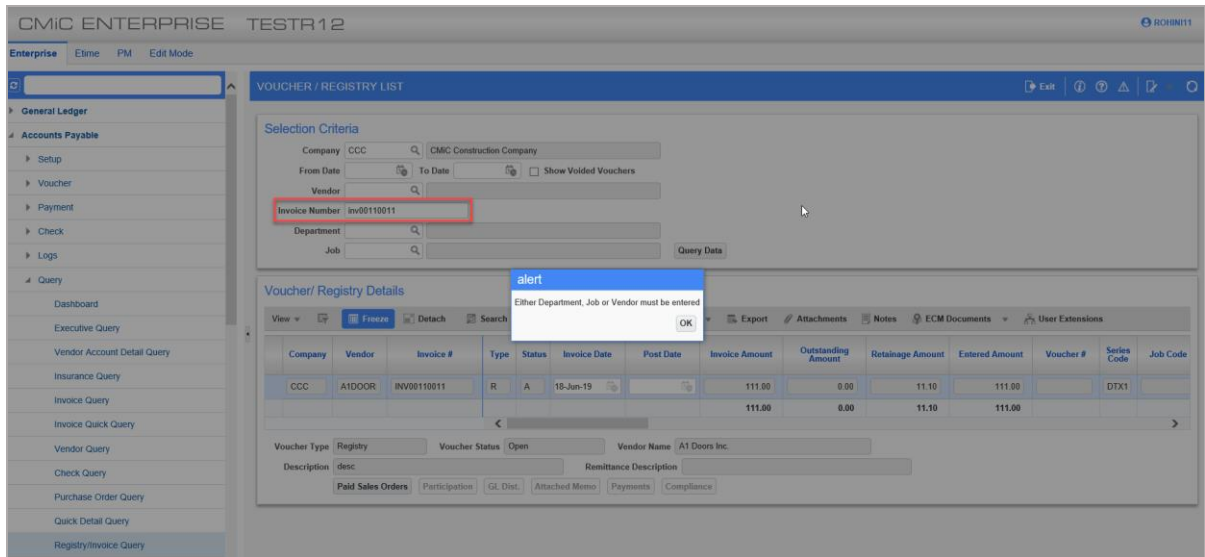
This new field is hidden by default. Can be added using Lite Editor.

Invoice Number field is not case sensitive for searching records.

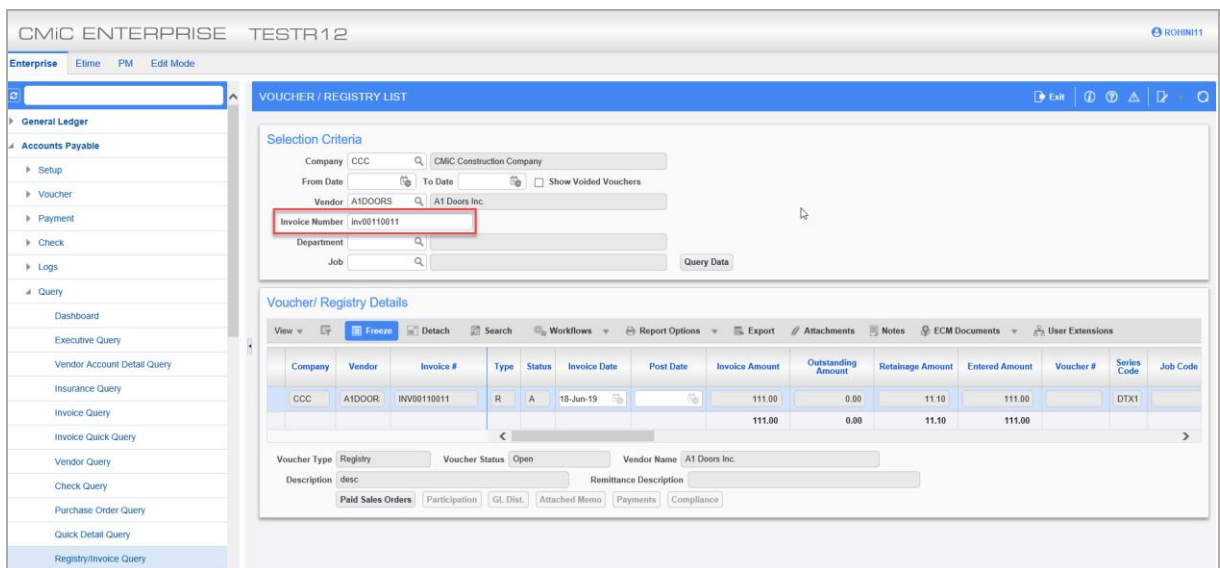
New field searches with wildcard characters as well.

Invoice Number must be entered along with either Department, Job or Vendor.

Below screenshot shows the alert message when only Invoice number is mentioned.



Below screenshot shows the newly added “Invoice Number” field in TESTR12. Querying with just the Invoice number gives specific details of only those invoices which matches the invoice number from various vendors having same invoice number.



Added new field “Invoice Number” to Register/Invoice Query Selection Criteria screen.

## Signature Bank – Multi positive Pay Format (19.84254)

There is a requirement to create POSITIVE PAY format for Signature BANK. The requirement details are further mentioned.

A new Multi-positive pay format (AP/PY combined) for SIGNATURE BANK based on the Specification document has been created.

Following screen shows the new positive pay file format code created and associated to the Signature Bank.



BANKS											
Bank Details											
View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions											
* Code	* Name	* Short Name	Routing Code	File Format	ID	Pwd	Positive Pay File Format	Positive Pay Output File Name	User Logon Text	Zero Filled Account Num?	
010	CIBC	CIBC	071006486	CIBC						<input type="checkbox"/>	
BANK	Bank Name									<input type="checkbox"/>	
BANK14	National Bank	NB	NB	NATIONAL						<input type="checkbox"/>	
BMO	Bank of Montreal	BMO	BMO							<input type="checkbox"/>	
BOA	Bank of America	BOA	1111	WELLSFARI						<input type="checkbox"/>	
CAPITAL1	Capital One	Capital1	CAPITAL1							<input type="checkbox"/>	
CITI	CITI Bank	CITI	091000022	CITIBANK						<input type="checkbox"/>	
CITIZEN	Citizens Bank	Citizen	10	CITZN-BANI	CTZN					<input type="checkbox"/>	
FTB	Fifth Third bank	Fifth Third bank	FTB	FTB						<input type="checkbox"/>	
HST BANK	HST BANK	hst	HST BANK							<input type="checkbox"/>	
JPMC	JP Morgan Chase Bank, N.A	JPMorgan	322271627	JPM-CHASE	3222		JPMCHASEBK	JPMC		<input type="checkbox"/>	
NB	National Bank	NB	NB							<input type="checkbox"/>	
SB	SIGNATURE BANK	SB	SB				SIGNBNK	SIGNBNK.TXT		<input type="checkbox"/>	
TAN	Tangerine	TA	123456	BMO_2						<input type="checkbox"/>	
TD	TD Bank	TD	1234	BOA						<input type="checkbox"/>	

Systems>Global Tables>Banking>Banks screen

Following screen shows how to generate the file using multi-positive pay.

User must click on Create “AP/PY Combined Positive Pay” button on the train before generating the file. Once after entering all the details like company, Bank Code, check date and file path where the file needs to be stored, click on Process and the file is generated.

MULTI POSITIVE PAY	
<div> <div>Create Bank Group</div> <div>Create Register</div> <div>Create AP/PY Combined Positive Pay</div> </div>	
<b>Selection Criteria</b>	
Company	RV123456 RV123456 - Test Company
Bank Code	SB SIGNATURE BANK
Check As Of Date	07-Oct-2019
File Path	file
<input type="checkbox"/> Include previous process checks <input type="checkbox"/> Include void checks	
<div>Process</div>	

AP>Check>Positive Pay Register screen

The below screen shows the specification document, which specifies the file format.

## POSITIVE PAY PAYEE (PPP)

Field Name	Data Type	Start	Width	
Check Date	Date (MMDDYY)	1	6	
Check Amt	0 filled right justified	7	11	
Check No	0 filled right justified	18	10	
Payee Name 1	Text (NO SYMBOLS)	28	40	
Payee Name 2 / Address 1	Text (NO SYMBOLS)	68	40	optional
Address 2	Text (NO SYMBOLS)	108	40	optional
Account Number	Text	148	10	
void ind	Text	158	1	("v" = void" else " ")

**FILE REQUIRED IN TXT FORMAT and MUST CARRIAGE RETURN AT 158**

The following screen shows the sample file generated using multi-positive pay.

```

file.txt - Notepad
File Edit Format View Help
1007190000045880000000000001A1 Electric Inc. 999888777
1007190000045780000000000002A1 Electric Inc. 999888777
10071900000124570000000000003A1 Mechanical Services 999888777
1007190000058960000000000004A1 Mechanical Services 999888777
1007190000045002300000000005A1 Roofing Company 999888777
1007190000001542500000000006A1 Roofing Company 999888777
1007190000010005600000000007BP100 999888777
1007190000045780000000000008BP100 999888777
1007190000045872300000000009Para const 999888777
1007190000045892300000000010Para const 999888777
  
```

## Wells Fargo Positive Pay file – Positive Pay Format (19.85258)

There is a requirement to create POSITIVE PAY format for Wells Fargo BANK. The requirement details are further mentioned.

A new positive pay format WFARGO\_DSG in R12 ADF for Wells Fargo BANK based on the Specification document has been created.

In R12 this format will only be available in ADF.

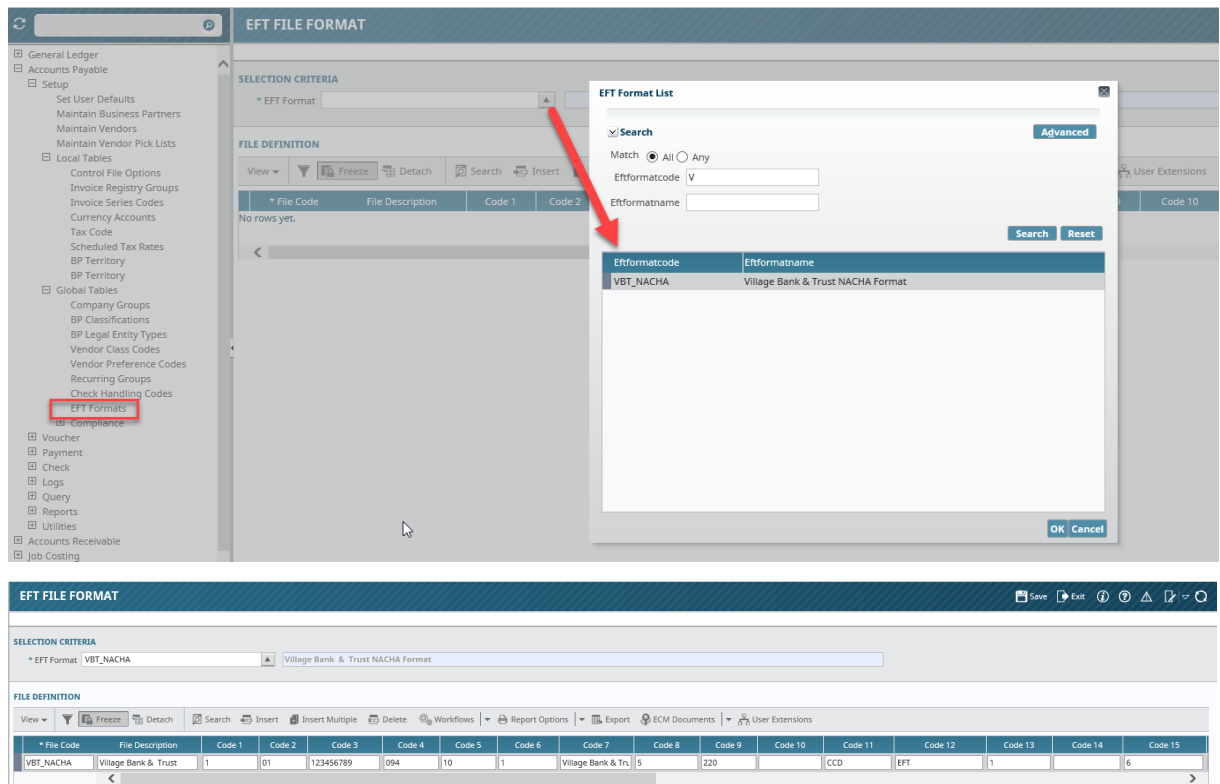
## FCBUILD EFT Format for Village Bank & Trust (19.87990)

Created a new EFT/ACH – NACHA file format for Village Bank & Trust.

Modifications:

Created an entry VBT\_NACHA in EFT Format setup.

The following screens show the typical setup for the EFT Format. Users may update the code values as required.



## Bank Format for Cheque Fraud Prevention Program (19.86724)

Client request for new AP positive pay file format.

CMIC will create a new AP positive pay file format as per the file specification "CFPIssuedChequeFileFormat.pdf"

New Format Code: TD\_BANK\_4

Description: TD Bank (Format# 4)

Two new fields Positive Pay Cust Id. and TD PosPay Last File Number added to Bank Account Maintenance Screen.

## HORIZON Positive Pay file – Positive Pay Format Enhancement (19.83748)

Client (HORIZON) would like a quote on a positive pay format - They currently use the ASCII Text Comma Delimited option, and include the Payee (optional) but don't include anything in the User Data column (optional).

CMIC created AP Positive pay format as per the sample file "WBTUpload 07-31-2019(1).csv" attached to the issue.

## Positive Pay File for National Exchange Bank (19.91821)

Added a Positive Pay File Format for 'National Exchange Bank'. The following 6 fields are available in the following format and sequence.

Issue Type	Account Num.	Check Num.	Issued Date	Amount	Payee
I = issue V = void	Up to 17 numeric digits.	Up to 15 numeric digits.	In MMDDYY format.	Between 00-100,000,000.00	Vendor name up to 96 characters (accepts special characters)

There is a new entry ('NATEXGBANK') added to the LOV for the 'Format Code' list field in bank group maintenance program.

Users may create a new group for National Exchange Bank by choosing the format code 'NATEXGBANK' and associate Company, Bank Account combinations as required.

**CREATE BANK GROUP**

Bank Group

\* Group Code: NEB National Exchange Bank Group RID:

\* Sending Company: RV123456 RV123456 - Test Company BID:

\* Format Code: NATEXGBNK National Exchange Bank ☒ Include Void

Bank Accounts

\* Company Code: RV123456 \* Bank Name: National Exchange Bank \* Bank Account Code: 11223344556677889

**Format List**

Match: ☒ All ☐ Any

Code:  Name:

Search Reset

Code	Name
NATEXGBNK	National Exchange Bank
LA_SALLE	La Salle Bank
MECHANICS	Mechanics Bank
MECHS(CC)	Mechanics Bank(Cleared Check) CSV Format
MERCHANTS	Merchants Bank
NATBNKIOIP	National Bank of Indianapolis
NATEXGBNK	National Exchange Bank
NATNL_CITY	National City
NORTHTRUST	Northern Trust
PNC	PNC Bank
PNCBANKCSV	PNC Bank CSV

OK Cancel

AP>Checks>Positive Pay Register>Create Bank Group

To create the Positive Pay Register, click on the create register in the process train.

Select the bank group that was created for this purpose.

Enter the From / To dates to limit the checks selection for which you want to print the positive pay file.

Click on Process to proceed.

CREATE REGISTER

○ Create Bank Group
● Create Register
○ Create AP/PY Combined Positive Pay

**Selection Criteria**

\* From Date: 21-02-2020

\* To Date: 21-02-2020

☐ Use Check Release Date

\* Bank Group Code: NEB National Exchange Bank Group NATEXGBNK

File Name: file

☐ Include new items only

☐ Test

Process

AP>Checks>Positive Pay Register>Create Register

file-1 - Notepad

File Edit Format View Help

V,11223344556677889,10000000001,022120,882.00,"A1 Bricks Manufacturing Inc.",  
 I,11223344556677889,10000000002,022120,105870.54,"A1 Doors Inc.",  
 I,11223344556677889,10000000003,022120,168373976.84,"A1 Roofing Company",  
 I,11223344556677889,10000000004,022120,88200000.00,"A1 Roofing Company",  
 |

National Exchange Bank Positive Pay File Format Sample generated from CMiC

## Positive Pay File Format for Union Bank (20.18504)

Added an AP Positive Pay Format (comma delimited) for 'Union Bank'. The 4 fields are available in the following format and sequence.

Check Num.	Issue Date	Amount	Issue Type
Up to 10 numeric digits.	In MM/DD/YYYY format.	Cents must be separated by decimal point. (Note: voided check records must contain zeroes in this field)	I = issue V = void

There is a new entry ('UNIONBANK') added to the LOV for the 'Format Code' list field in bank group maintenance program.

Users may create a new group for Union Bank by choosing the format code 'UNIONBANK' and associate Company, Bank Account combinations as required.

**CREATE BANK GROUP**

Bank Group

\* Group Code: UBG Union Bank Group

\* Sending Company: RV123456 RV123456 - Test Company

\* Format Code: UNIONBANK Union Bank

Bank Accounts

\* Company Code: RV123456 \* Bank Name: Union Bank \* Bank A: 998877665544

**Format List**

Search

Match: ☒ All ☐ Any

Code:

Name:

Search Reset

Code	Name
TD_BANK_4	TD Bank (Format# 4)
TD_BANK_NA	TD Bank - NA
UBC	Union Bank Of California
UMB	UMB DIRECT
UMB_BANK	UMB Financial Corporation
UNIONBANK	Union Bank
USBANK_CSV	US Bank CSV
WACHOVIA	Wachovia Bank
WACHOVIA_N	Wachovia Bank(New)
WACHOVIA_R	Wachovia Bank(Check Reconciliation)

OK Cancel

AP>Checks>Positive Pay Register>Create Bank Group

To create the Positive Pay Register, click on the create register in the process train.

Select the bank group that was created for this purpose.

Enter the from/to dates to limit the checks selection for which you want to print the positive pay file.

Click on Process to proceed.

**CREATE REGISTER**

Selection Criteria

\* From Date: 26-02-2020

\* To Date: 26-02-2020

☐ Use Check Release Date

\* Bank Group Code: UBG Union Bank Group UNIONBANK

File Name: file

☐ Include new items only

☐ Test

Process

AP>Checks>Positive Pay Register>Create Register

```

98000000018,02/26/2020,496022.89,I
98000000019,02/26/2020,0.00,V
98000000020,02/26/2020,882.00,I
98000000021,02/26/2020,22662753.31,I

```

Union Bank Positive Pay File Format Sample generated from CMiC

## Positive Pay File Format for Hartland Financials (19.83748)

Added a new AP Positive Pay Format (comma delimited) for 'Heartland Financials'.

The new Positive Pay format for 'Heartland Financials' will have 8 fields. There is a new entry ('HEARTLAND') added to the LOV for the 'Format Code' list field in bank group maintenance program. Users may create a new group for Heartland Financials by choosing the format code 'HEARTLAND' and associate Company, Bank Account combinations as required.

**CREATE BANK GROUP**

**Bank Group**

Search Insert Delete

\* Group Code **HF** Heartland

\* Sending Company **RV123456** RV123456

\* Format Code **HEARTLAND** Heartland

**Bank Accounts**

View Freeze Detach

\* Company Code **RV123456** \* Bank Name **Heartland Financial US**

**Format List**

Search Advanced

Match ☒ All ☐ Any

Code

Name

Search Reset

Code	Name
FULTON	Fulton Bank
HARRISBK_1	Harris Bank 1
HAWAI-BANK	First Hawaiian Bank
<b>HEARTLAND</b>	<b>Heartland Financial USA</b>
KEYBANK	key Bank
KEYBANK_2	Key Bank 2
LA_SALLE	La Salle Bank
MECHANICS	Mechanics Bank
MECHS(CC)	Mechanics Bank(Cleared Check) CSV Format
MERCHANTS	Merchants Bank

OK Cancel

Tree view: Financials>AP>Checks>Positive Pay Register>Create Bank Group

To create the Positive Pay Register, click on the create register in the process train.

Select the bank group that was created for this purpose.

Enter the from / To dates to limit the checks selection for which you want to print the positive pay file.

Click on Process to proceed.

CREATE REGISTER

Create Bank Group Create Register

Selection Criteria

\* From Date 02-03-2020

\* To Date 02-03-2020

☐ Use Check Release Date

\* Bank Group Code HF Heartland Financial US HEARTLAND

File Name file

☐ Include new items only

☐ Test

Process

Tree view: Financial>AP>Checks>Positive Pay Register>Create Register

file - Notepad

File Edit Format View Help

0123456789,03022020,5000000001,127966.66,A1 Bricks Manufacturing Company,,R,A  
0123456789,03022020,5000000002,2376.42,A1 CEMENT INDUSTRIES.-BP NAME,,R,A  
0123456789,03022020,5000000003,3691284.98,A1DOORS' - 'Company RRR',,R,A  
0123456789,03022020,5000000004,39072.09,A1GARDEN Subcontractor Vendor,,R,A

Heartland Financials Positive Pay File Format Sample generated from CMiC

## AP/PY Combined Positive Pay File for Regions Bank (20.18508)

Added an AP/PY combined Positive Pay File Format for 'Regions Bank' with 6 data fields.

Users will be able to add the 'REGIONSBANK' Positive pay File Format to Bank maintenance, upon entering a new bank or to an existing bank record.



**BANKS** Save

* Code	* Name	* Short Name	Routing Code	File Format	ID	Pwd	Positive Pay File Format	Positive Pay Output File Name
001	Union Bank	UB	UB001		100	100		
008	REGIONS BANK	RB	RB008		800	800		
002	National Exchange Bank	NEB	NEB002		200	200		
003	Royal Bank of Canada	R						
004	Regions Bank	R						REGIONS BANK.TXT
007	Regions - Bank	R						RB.TXT
010	CIBC	C						
BANK	Bank Name							
BANK14	National Bank	N						
BMO	Bank of Montreal	B						
BOA	Bank of America	B						TEST
BRF	BANK RECON FORMAT BOA_4	B						
CAPITAL1	Capital One	C						
CITI	CITI Bank	C						
CITIZEN	Citizens Bank	C						
FTB	Fifth Third bank	F						
HST BANK	HST BANK	h						
JPMC	JP Morgan Chase Bank, N.A	J						JPMC

**Positive Pay File Format List**

Search Advanced

Match ☒ All ☐ Any

Code

Name

Search Reset

Code	Name
HARRISBA...	Harris Bank
JPMCHAS...	JP Morgan Chase Bank
NICOLETB...	NICOLET NATIONAL BANK
PVT-BANK	Private Bank
REGIONB...	Regions Bank
SIGNBNK	Signature Bank
SOUTHTR...	South Trust Bank
TD_BANK	Toronto-Dominion Bank
UMPQUAB...	Umpqua Bank
UNITEDBA...	United Bank

OK Cancel

System Data>Global Tables>Banking>Banks

The following screen shows the Bank Account maintenance program, where an account is associated with the bank that is created with the specific file format.

**BANK ACCOUNT MAINTENANCE**

Selection Criteria

Company   Bank Control

**Bank Accounts**

View

* Dept	* Account	* Bank Code	Branch	Account Prefix	* Bank Account Number	* Acct Type	Last Check Number	CRS Account Number	CDA Account Number	* Curr Code
00	1000.800	008	011		0123456789	C	5000000000			USD
00	1000.700	007	NY		0123456789	C	2000000012			USD
00	1000.600	SB	HEAD		999888777	1	10			USD
00	1000.575	CITI	MAIN		66889977	C	15			USD
00	1000.500	004	001		1122334455	C	1000000012			USD

System Data>Global Tables>Banking>Bank Account

In AP Positive Pay Register go to the 'Create AP/PY Combined Positive Pay' in the process train. Select the same bank code that was associated with the 'REGIONS BANK' Positive pay File Format. Select the date as of the checks to be printed for. Enter the path where it needed to be saved after file generation.

**MULTI POSITIVE PAY**

Progress: ○ Create Bank Group ○ Create Register ● Create AP/PY Combined Positive Pay

**Selection Criteria**

Company: RV123456  RV123456 - Test Company

Bank Code: 008  REGIONS BANK

Check As Of Date: 26-02-2020

File Path: Desktop

☐ Include previous process checks

☐ Include void checks

Financials>AP>Check>Positive Pay Register>Create AP/PY Combined Positive Pay

Check the 'Include previous process checks' to add the previous checks according to the selection.

Check the 'Include void checks' to get the void checks data printed in the file.

```

Desktop (1) - Notepad
File Edit Format View Help
01234567895000000010000439555022620A1 Bricks Manufacturing Inc.      I
01234567895000000020000405564022620A1 Bricks Manufacturing Inc.      V
01234567895000000035727046762022620A1 Doors Inc.                    I
01234567895000000046048737623022620A1 Electric Inc.                 I
01234567895000000050000371547022620A1GARDEN Subcontractor Vendor      V
01234567895000000060000495183022620A1GARDEN Subcontractor Vendor      I

```

The following is the File Format Specifications from Regions Bank.

Input 156				
File Format:				
Format:	Fixed			
Record Length:	52			
Ascii:	Y			
Issue Record Format:				
	Starting Positic	Field Length	Data Format	Comments
Account Number	1	10	Numeric	RJZF
Serial Number	11	10	Numeric	RJZF
Amount	21	10	Numeric	Implied Dec 2 places RJZF
Issue Date	31	6	Date	MMDDYY
Payee Name	37	40	Character	LJSF
Transaction Code	77	1	Character	Anything other than "V"
Void Record Format:				
	Starting Positic	Field Length	Data Format	Comments
Account Number	1	10	Numeric	RJZF
Serial Number	11	10	Numeric	RJZF
Amount	21	10	Numeric	Implied Dec 2 places RJZF
Issue Date	31	6	Date	MMDDYY
Payee Name	37	40	Character	LJSF
Transaction Code	77	1	Character	"V"

## New 'Account Name' Columns in AP invoice Log (19.91131)

Added the following two columns to the AP Invoices Log View (DA.AP\_INVOICE\_LOG\_V):

VOU\_CASH\_ACC\_NAME

VOU\_DIST\_ACC\_NAME

Users may create new AP Invoices Logs, based on the existing log view DA.AP\_INVOICE\_LOG\_V.

These columns can be repositioned and made visible as required.

<div> <div>Search</div> <div> <div>View</div> <div>Format</div> <div>Freeze</div> <div>Detach</div> <div>Wrap</div> <div>Clear Query</div> <div>Export</div> <div>ECM Documents</div> </div> </div>								
Find	Go							
Vou1099Code	VouBchNum	VouCashAccCode	VouCashAccName	VouChgCode	VouChgHandleCode	VouCompCode	Comp Name	VouContCode
1	1454	9999	Not Used Account			ALI	Alex LI Company	
1	1712	1000.100	Bank- \$USD Operating...			CCC	CMIC Construction Co...	
1	1712	1000.100	Bank- \$USD Operating...			CCC	CMIC Construction Co...	
1	2696	1000.100	Bank- \$USD Operating...		CHI	CCC	CMIC Construction Co...	
1	3447	1000.8999	FTB Cash Account			CCC	CMIC Construction Co...	
1	3768	1000.8999	FTB Cash Account		CHI	CCC	CMIC Construction Co...	
1	4130	1000.100	US		CHI	ZZ	CMIC Test Company	
1	4365	1000.100	US	000		ZZ	CMIC Test Company	19.74365-A
1	4549	1000.100	Bank- \$USD Operating...			CCC	CMIC Construction Co...	
1	4991	1000.100	US	000		ZZ	CMIC Test Company	LGP-006
1	4992	1000.100	US	000		ZZ	CMIC Test Company	CONT1
1	5558	1000.100	Bank- \$USD Operating...	000		CCC	CMIC Construction Co...	CCCTJ1000001
1	5605	1000.100	Bank- \$USD Operating...			CCC	CMIC Construction Co...	
1	5611	1000.100	Bank- \$USD Operating...			CCC	CMIC Construction Co...	

AP INVOICE LOG						
<div> <div>Search</div> <div>Advanced Layout Saved Search All Fields</div> </div>						
<div> <div>View Format Freeze Detach Wrap Clear Query Export ECM Documents</div> <div>Find Go</div> </div>						
VouCatCode	VouCostCode	VouUserField2	VouUserField3	VouDistAccName	VouUserField4	Type
		00	5000.100	AP Misc. Expense		V
		LGJOB				V
		LGJOB				V
		LGJOB				V
		00	5000.100	AP Misc. Expense		V
		00	5000.100	AP Misc. Expense		V
		00	5000.100	AP Misc. Expense		V
		00	5000.100	AP Misc. Expense		V
		00	5000.100	AP Misc. Expense		V
		00	5000.100	AP Misc. Expense		V

## EFT File Format for Regions Bank (20.18787)

Added a new entry ('REGIONSBANK') added to the LOV for the 'EFT Format' list field in global tables of AP setup.

Users may create a new file for Regions Bank by choosing the EFT format 'Regions Bank'.

EFT FILE FORMAT

Save

Selection Criteria

\* EFT Format REGIONBANK

File Definition

View Freeze Detach

\* File Code File Desc

REGIONBANK Regions Bank ACH

EFT Format List

Search

Advanced

Match All Any

Eftformatcode

Eftformatname

Search Reset

Eftformatcode	Eftformatname
PNCBANK	PNC Bank
RBCBANKACH	Royal Bank ACH Format
RBCBNKACH	ACH-Royal Bank Of Canada
REGIONBANK	Regions Bank
ROYAL	Royal Bank - ACH
ROYAL_BANK	Royal Bank Input File v. 8.0.0, 2011
SCOTIA_BNK	Scotia Bank
SOUTHACH	SouthTrust Bank - ACH
STD_EFT	Standard EFT File Format
TD	Toronto Dominion Bank

OK Cancel

Financials>AP>Setup>Global Tables>EFT Format

To print the EFT file for Regions Bank, go to AP print check. Activate the 'Create EFT File' flag and select the 'EFT File Format' and 'EFT File Code' from the list. Give the file name by which EFT file should be saved.

Financial>AP>Check>Print Check>Print Check

*Regions Bank EFT File Format Sample generated from CMiC*

File Header Record Type Code	Priority Code	Immediate Destination	Record Size	Blocking Factor	Format Code	Originating Bank	Reference Code
1	01	083901744	094	10	1	Regions Bank	

Batch Header Record	Service Class Code	Comp Discretionary Data	Standard Entry Class Code	Company Entry Description	Originator Status Code	Originating DFI Id
5	200		CCD	Payables	1	08390174

Entry Detail Record Type Code	Transaction Code	Discretionary Data	Addenda Record Indicator	Trace Number
6	22		0	08390174

Addenda Record Type Code	Addenda Type Code	Payment Related Info
7	05	

Batch Control Record Type Code	Service Class Code	Message Authentication Code	Reserved	Originating DFI Identification
8	200	(13 blank spaces)	(6 Blanks)	08390174

File Control Record Type Code	Reserved
9	

*Regions Bank Prescribed EFT File Format*

## EFT File Format for RBC Bank (19.79780)

Added a new entry ('RBCBANKACH') added to the LOV for the 'EFT Format' list field in global tables of AP setup.

Users may create a new file for RBC Bank by choosing the EFT format 'RBCBANKACH'.

The screenshot shows the 'EFT FILE FORMAT' setup window. In the 'Selection Criteria' section, the 'EFT Format' is set to 'RBCBANKACH'. The 'File Definition' section shows a table with 'File Code' and 'File Description' columns, containing 'TEST' and 'Test File'. An 'EFT Format List' dialog is open, displaying a search for 'RBCBANKACH'. The list shows various EFT formats, with 'RBCBANKACH' (Royal Bank ACH Format) highlighted. A red arrow points from the 'EFT Format' field in the background to the highlighted entry in the list.

Eftformatcode	Eftformatname
NATIONAL	National Bank Format
PARAGONEFT	PARAGON BANK - EFT FILE FORMAT
PNCBANK	PNC Bank
RBCBANKACH	Royal Bank ACH Format
RBCBNKACH	ACH-Royal Bank Of Canada
REGIONBANK	Regions Bank
ROYAL	Royal Bank - ACH
ROYAL_BANK	Royal Bank Input File v. 8.0.0, 2011
SCOTIA_BNK	Scotia Bank

*Financials>AP>Setup>Global Tables>EFT Format*



## EFT File Format for Village Bank and Trust (19.87990)

Added a new AP EFT file format for 'Village Bank and Trust'.

There is a new entry ('VBT\_NACHA') added to the LOV for the 'EFT Format' list field in global tables of AP setup.

Users may create a new file for Village Bank and trusts by choosing the EFT format 'VBT\_NACHA'.

**EFT FILE FORMAT**

**Selection Criteria**

\* EFT Format:  Village Bank & Trust NACHA Format

**File Definition**

View Freeze Detach Search

* File Code	File Description
VBT_NACHA	Village Bank & Trust

**EFT Format List**

Search Match: ☒ All ☐ Any

Eftformatcode:   
Eftformatname:

Search Reset

Eftformatcode	Eftformatname
UMPQUABANK	Umpqua Bank
USBANKACH	US Bank ACH Format
VBT_NACHA	Village Bank & Trust NACHA Format
WACHACH	Wachovia format
WACHACH_2	New EFT Wachovia Bank
WACHACH_A	Wachovia ACH format

Financials>AP>Setup>Global Tables>EFT Format

Enter the bank account number under Code 3.

**EFT FILE FORMAT**

**Selection Criteria**

\* EFT Format:  Village Bank & Trust NACHA Format

**File Definition**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export

* File Code	File Description	Code 1	Code 2	Code 3	Code 4	Code 5	Code 6
VBT_NACHA	Village Bank & Trust	1	01	123456789	094	10	1

To print the EFT file for Village Bank and Trust, go to AP print check.

- Activate the 'Create EFT File' flag.
- Select 'Village Bank & Trust NACHA Format' for EFT File Format.
- Select 'VBT\_NACHA' for EFT File Code from the list.
- Give the file name by which EFT file should be saved.

User can press 'Generate EFT' button on the bottom if only the EFT file needs to be printed or can press 'Print Checks' button if the checks and EFT both need to be printed.





Choose the EFT Format 'SUNTRSTBNK'. Users may have to update the code values as required by the SunTrust Bank.

The screenshot shows the 'EFT FILE FORMAT' window. In the 'Selection Criteria' section, the 'EFT Format' is set to 'SUNTRSTBNK' and 'SunTrust Bank' is entered in the search field. The 'File Definition' section shows a table with columns for File Code, File Description, and various Code fields (Code 1 through Code 12). The first row shows 'SUNTRSTBNK' as the File Code and 'SunTrust Bank' as the File Description. The Code fields contain values: Code 1: 1, Code 2: 01, Code 3: 08100104, Code 4: 004, Code 5: 10, Code 6: 1, Code 7: SUNTRUST BAN, Code 8: 5, Code 9: 200, Code 10: 200, Code 11: CCD, Code 12: .

AP>Setup>Global Tables>EFT Format

To print the EFT file for SunTrust Bank, go to AP print check.

Activate the 'Create EFT File' flag and select the 'EFT File Format' and 'EFT File Code' from the list.

The screenshot shows the 'PRINT CHECK' window. The 'Selection Criteria' section is active. The 'Company' is set to 'CCC' (CMIC Test Company). The 'Pay Run Group Code' is empty. The 'Selection' is set to 'ST' (Sun Trust Bank) with a date of '30-Oct-20'. The 'Create EFT File' checkbox is checked. The 'Form' is set to '1 EFT Payment per page'. The 'EFT File Format' is set to 'SunTrust Bank' and the 'EFT File Code' is set to 'SUNTRSTBNK'. Other options include 'Create Third Party Paymode File', 'EFT/TPPM Distribution', 'Print Waiver File', and 'Print SC Waiver Report'. The 'Create EFT File' section has fields for 'file', 'Company Code', 'Department Code', 'Bank Cash G/L Code', 'Bank Account Number', and 'Bank Account Description'. The 'Check Form' is set to 'Single Stub AP Check for Laser Printer (Std)' and the 'Language' is set to 'English'. The 'First Signature Name' is empty. The 'Starting Check' and 'Ending Check' fields are empty. The 'Print Checks' and 'Generate EFT' buttons are at the bottom.

AP>Check>Print Checks>Print Check



## SunTrust Bank Prescribed EFT File Format:

### File Header Record

Field	Position	Description	Length	Type	Comments/Contents
1	01-01	Record Type Code	1		1
2	02-03	Priority Code	2		01
3	04-13	Immediate Destination	10	Numeric	b061000104 Position 4 is blank
4	14-23	Immediate Origin	10	Numeric	bNNNNNNNN Position 14 is blank, then the company's tax ID number
5	24-29	File Creation Date	6		YYMMDD Must be in YYMMDD format
6	30-33	File Creation Time	4		HHMM Must be in HHMM format
7	34-34	Field ID Modifier	1	Alphanumeric	Must be uppercase A-Z or 0-9. Use a higher letter or number for subsequent files in one day
8	35-37	Record Size	3		094
9	38-39	Blocking Factor	2		10
10	40-40	Format Code	1		1
11	41-63	Immediate Destination Name	23	Alphanumeric	SunTrust Bank; Must be uppercase A-Z or 0-9
12	64-86	Immediate Origin Name	23	Alphanumeric	Your company name; Must be uppercase A-Z or 0-9
13	87-94	Reference Code	8	Alphanumeric	For your company's use; Must be uppercase A-Z or 0-9

### Batch Header Record

Field	Position	Description	Length	Type	Comments/Contents
1	01-01	Record Type Code	1		5
2	02-04	Service Class Code	3		200 - Both credit and debit 220 - Credit only 225 - Debit only
3	05-20	Company Name	16	Alphanumeric	Your company's name The information in this field will appear on the bank statement of the receiver of the transaction.
4	21-40	Company Discretionary Data	20	Alphanumeric	Optional field for company use
5	41-50	Company ID	10	Alphanumeric	For multiple batches settling to different accounts, call your Treasury Management Implementation Project Manager (or ACH Support Services) for appropriate numbers.
6	51-53	Standard Entry Class Code	3	Alphanumeric	CCD For other applications, see ACH Rules Book.
7	54-63	Company Entry Description	10	Alphanumeric	Example: Trade Pay The information in this field will appear on the bank statement of the receiver of the transaction.
8	64-69	Company Descriptive Date	6	Alphanumeric	Example: Jan 00 or Jan 25
9	70-75	Effective Entry Date	6		YYMMDD Desired settlement date
10	76-78	Settlement Date (Julian)	3		Leave blank Julian date: to be inserted by ACH Operator only.
11	79-79	Originator Status Code	1		1
12	80-87	Originating DFI ID	8	Numeric	06100010
13	88-94	Batch Number	7	Numeric	Should start with 0000001 and increment by 1 for next batch.

## Entry Detail Record

Field	Position	Description	Length	Type	Comments/Contents
1	01-01	Record Type Code	1		6
2	02-03	Transaction Code	2	Numeric	Refer to transaction code definitions in the ACH Rules book. Example: <u>Cr</u> <u>Dr</u> 22   27 if DDA account 23   28 if DDA prenote
3	04-11	Receiving DFI Identification	8	TTTTAAAA	TTTTAAAA Must be a valid receiving bank ABA number
4	12-12	Check Digit	1	Numeric	Check digit of previous Receiving ABA Number
5	13-29	DFI Account Number	17	Alphanumeric	Must be left justified, blank filled. The receiver's bank account number.
6	30-39	Amount	10	SSSSSSSS€€	Must be right justified and zero filled, no signs.
7	40-54	Identification Number	15	Alphanumeric	Optional (Required for Online Treasury Manager ACH Recipient Import)
8	55-76	Receiving Company Name	22	Alphanumeric	Name of Receiver
9	77-78	Discretionary Data	2	Alphanumeric	Optional - for company's use
10	79-79	Addenda Record Indicator	1	Numeric	0 (or 1) Use "1" if including an addenda record with this entry detail.
11	80-94	Trace Number	15	Numeric	Unique number within each file.

## Batch Control Record

Field	Position	Description	Length	Type	Comments/Contents
1	01-01	Record Type Code	1		8
2	02-04	Service Class Code	3		200
3	05-10	Entry/Addenda Count	6	Numeric	Must equal the number of entry detail and addenda records within the batch.
4	11-20	Entry Hash	10	Numeric	The sum of positions 4-11 of all entry detail records in the batch.
5	21-32	Total Debit Entry Dollar Amount	12	Numeric	Must equal the total debit dollar amount in the batch. Format: SSSSSSSSS€€; zero filled and right justified
6	33-44	Total Credit Entry Dollar Amount	12	Numeric	Must equal the total credit dollar amount in the batch. Format: SSSSSSSSS€€; zero filled and right justified
7	45-54	Company ID	10	Alphanumeric	Must match positions 41-50 in the batch header (5) record.
8	55-73	Reserved	19		Leave blank
9	74-79	Reserved	6		Leave blank
10	80-87	Originating DFI Identification	8	Numeric	Must match positions 80-87 in the batch header (5) record.
11	88-94	Batch Number	7	Numeric	Same as positions 88-94 in the batch header (5) record.

## File Control Record

Field	Position	Description	Length	Type	Comments/Contents
1	01-01	Record Type Code	1		9
2	02-07	Batch Count	6	Numeric	Must be equal to the number of batches in the file.
3	08-13	Block Count	6	Numeric	Must be equal to the number of blocks in the file. Compute by dividing the total number of records in the file by 10 and round up to the nearest whole number.
4	14-21	Entry/Addenda Count	8	Numeric	Must equal the number of entry detail and addenda records within the file.
5	22-31	Entry Hash	10	Numeric	The sum of positions 4-11 of all entry detail records in the file.
6	32-43	Total Debit Entry Dollar Amount in File	12	Numeric	Must equal the total debit dollar amount in the file. Format: \$\$\$\$\$\$\$\$cc; zero filled and right justified
7	44-55	Total Credit Entry Dollar Amount in File	12	Numeric	Must equal the total credit dollar amount in the file. Format: \$\$\$\$\$\$\$\$cc; zero filled and right justified
8	56-94	Reserved	39		Leave blank

## Addenda Record\*

Field	Position	Description	Length	Type	Comments/Contents
1	01-01	Record Type Code	1		'7'
2	02-03	Addenda Type Code	2		'05'
3	04-83	Payment Related Information	80	Alphanumeric	Optional
4	84-87	Addenda Sequence Number	4	Numeric	
5	88-94	Entry Detail Sequence Number	7	Numeric	

\* Addenda records for CTX transactions must conform to NACHA standards and should include a valid ANSI ASC X12 EDI 820. For additional information on formatting EDI 820 files, please refer to the SunTrust standard EDI file specifications.

## New Third Party Payment Mode Added – SunTrust Bank (20.30024)

### Change Request:

To add a Third Party Payment Mode selection for 'SunTrust Bank'.

### Modifications:

There is a new entry ('Paymode Suntrust bank') added to the drop-down list for the 'Third Party Payment Mode' field in the following screens:

1. Maintain Vendors Program under Accounting tab:

**MAINTAIN VENDORS**

**Selection Criteria**

Company

**Details**

Vendors
Purchases
Order Address
Accounting
Business Partner Address

\* Currency

Invoice Series

Distribution Type  ☒ Multi Comp. Vouchers - Single Check

Retainage %  ☐ Discrete Check ☐ Prenote Flag

Voucher Status Def.  ☒ Allow Transactions

Third Party Payment Mode  ☐ EFT Payments

EFT E-mail

EFT/TPPM Distribution   Employee Number

Bank Code

Bank Transit   Account Number

Suffix   Paymode Id

IBAN Number  Swift BIC Code

A/P	<input type="text" value="00"/> <input type="button" value="Q"/>	<input type="text" value="Company Level"/>	<input type="text" value="2000.100"/> <input type="button" value="Q"/>	<input type="text" value="Current Payables"/>
Cash	<input type="text" value="00"/> <input type="button" value="Q"/>	<input type="text" value="Company Level"/>	<input type="text" value="1000.100"/> <input type="button" value="Q"/>	<input type="text" value="Bank of America (Operating)"/>
Expenses	<input type="text" value="00"/> <input type="button" value="Q"/>	<input type="text" value="Company Level"/>	<input type="text" value="5000.100"/> <input type="button" value="Q"/>	<input type="text" value="AP Misc. Expense"/>
Prepaid Expenses	<input type="text" value="00"/> <input type="button" value="Q"/>	<input type="text" value="Company Level"/>	<input type="text" value="2000.300"/> <input type="button" value="Q"/>	<input type="text" value="Pre-paid AP (Deposits)"/>
Discount	<input type="text" value="00"/> <input type="button" value="Q"/>	<input type="text" value="Company Level"/>	<input type="text" value="5000.106"/> <input type="button" value="Q"/>	<input type="text" value="AP/AR Discounts Lost/Taken"/>
Retainage	<input type="text" value="00"/> <input type="button" value="Q"/>	<input type="text" value="Company Level"/>	<input type="text" value="2000.200"/> <input type="button" value="Q"/>	<input type="text" value="Retainage Payable"/>
Tax1 Code	<input type="text" value=""/> <input type="button" value="Q"/>	<input type="text" value=""/>	Exemption License#	<input type="text" value=""/>
Tax2 Code	<input type="text" value=""/> <input type="button" value="Q"/>	<input type="text" value=""/>	Exemption License#	<input type="text" value=""/>
Tax3 Code	<input type="text" value=""/> <input type="button" value="Q"/>	<input type="text" value=""/>	Exemption License#	<input type="text" value=""/>
Tax4 Code	<input type="text" value=""/> <input type="button" value="Q"/>	<input type="text" value=""/>	Exemption License#	<input type="text" value=""/>
Tax5 Code	<input type="text" value=""/> <input type="button" value="Q"/>	<input type="text" value=""/>	Exemption License#	<input type="text" value=""/>

AP < Setup < Maintain Vendors

## 2. AP Enter Voucher Screen:

**ENTER VOUCHER** Table Mode Save Print Help Exit

**Selection Criteria**

\* Company  CMIC Test Company

\* Batch  SWETA 2020-10-30 V Create Batch

**Voucher Detail** Defaults Joint Payee

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User Extensions

\* Vendor

Address  One Time Vendor Flag ☐

Series

\* Invoice

Invoice Date

Due Date

Disc Date

PO Number

Retainage %

Discount %

Description

TP Payment Mode

\* Distribution Type

\* Voucher Num

Expense Dept

PO Selected ☐

EFT Flag ☐

Release

Days

Department

Job Code

\* Amount

Retainage

Tax1

Taxes

Gross Due

Discount

Net

Account

Cost Code

Address

Check Hdt

Status

Override Status

Contract

Chg

Cash Dept

Cash Acc

Retainage Release

Tax on Ret.

Incident Number

Payment Type

Compliance Address Release Retain. PO Selection Registration Re-Calc Distribution Save and New Payment

AP < Voucher < Enter Vouchers

## 3. Select Payments Program:

**SELECT PAYMENTS** Table Mode Save Print Help Exit

**Selection Criteria**

\* Company  CMIC Test Company Hold Vendor Adjust Voucher Status Change Compliance Status

**Payment**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Selection  Sun Trust Bank - Third Party Pay Mode

Currency  US Dollar

User

☐ EFT Payments ☐ Non EFT Payments ☐ EFT and Non EFT Payments ☒ Third Party Payment Mode

Third Party Payment Mode Paymode Suntrust Bank

Cut Off Date  ☐ Select Only SC Vouchers

Check Date  ☐ Select Only AP Vouchers

Next Pay Date  ☐ Select AP Back Charges Vouchers

Invoice Series

Bank Account

☒ Past Due Invoices ☒ Current Invoices ☒ Discount Invoices ☐ Force Discounts

Vendor Job Vendor Class Vendor Preferences Job Department Select Invoices

**Selected Invoices**

Add Invoices

View Freeze Detach Search Insert Insert Multiple Workflows Report Options Export ECM Documents User Extensions

Set	Vendor	Vendor Name	Address	Address Name	Voucher	Invoice Number	Invoice Date	Due Date	Discount Date	Outstanding Amt	Discount Taken	Payment Amount
<input checked="" type="checkbox"/>	A1BRICK	A1BRICK			9494	BR-2001	02-Nov-20	02-Dec-20	07-Nov-20	5600.00	0.00	5600.00
<input checked="" type="checkbox"/>	A1BRICK	A1BRICK			9495	BR-2002	02-Nov-20	02-Dec-20	07-Nov-20	45600.00	0.00	45600.00
<input checked="" type="checkbox"/>	A1DOORS	A1DOORS LTD			9498	DR-2001	02-Nov-20	02-Dec-20	07-Nov-20	7890.00	0.00	7890.00
<input checked="" type="checkbox"/>	A1DOORS	A1DOORS LTD			9500	DR-2002	02-Nov-20	02-Dec-20	07-Nov-20	34800.00	0.00	34800.00

AP < Payment < Select Payments



To print the 'Third Party Payment Mode' file for SunTrust Bank, go to AP print check.  
 Activate the 'Create Third Party Paymode File' flag and click on Print Checks.

**PRINT CHECK**

Prepare Checks 2nd Party Check **Print Check** Post Check Run

**Selection Criteria**

\* Company CCC CMiC Test Company

Pay Run Group Code

\* Selection SU SunTrust Bank - Third party Payment 03-Nov-20

☐ \* Create EFT File

☒ \* Create Third Party Paymode File

☐ \* EFT/TPPM Distribution

☐ Print Waiver File

☐ Print SC Waiver Report

Form

EFT File Format

EFT File Code

Select SC Waiver Report

Create EFT File file

Company Code

Department Code

Bank Cash G/L Code

Bank Account Number

Bank Account Description

\* Check Form Single Stub AP Check for Laser Printer (Std)

\* Language English

First Signature Name

Starting Check

Ending Check

Print Checks Generate EFT

Operation Successful, No errors

AP>Check>Print Checks>Print Check

file (1) - Notepad

PAYABLES	SA-2001	78900.00	Samsung1 - V8	SAMSUNG	90000000376		11/02/2020
PAYABLES	INV-V7	132.30	V7	90000000385		10/30/2020	
PAYABLES	DR-2001	7890.00	DR1 - V16	A1DOORS	90000000359		11/02/2020
PAYABLES	OR-2002	1500.00	Orionm2 - V19	ORION	90000000375		11/02/2020
PAYABLES	INV-V9	396.90	V9	90000000387		10/30/2020	
PAYABLES	FX-2002	37500.00	Fedex2 - V4	FEDEX	90000000369		11/02/2020
PAYABLES	AZ-2002	5600.00	Amazon2 - V11	AMAZON	90000000362		11/02/2020
PAYABLES	OR-2001	45600.00	Orion1-V18	ORION	90000000374		11/02/2020
PAYABLES	CS-2001	30000.00	Cisco1 - V1	CISCO	90000000363		11/02/2020
PAYABLES	INV-V3	396.90	V3	90000000381		10/30/2020	
PAYABLES	LO-2001	745000.00	Logitech1 - V7	LOGITECH	90000000372		11/02/2020
PAYABLES	CS-2002	45000.00	Cisco2 - V2	CISCO	90000000364		11/02/2020
PAYABLES	BR-2002	45600.00	BR2 - V15	A1BRICK	90000000358		11/02/2020
PAYABLES	INV-V2	264.60	V2	90000000380		10/30/2020	
PAYABLES	LO-2002	468000.00		LOGITECH	90000000373		11/02/2020
PAYABLES	INV-V10	573.30	V10	90000000379		10/30/2020	
PAYABLES	INV-V1	132.30	V1	90000000378		10/30/2020	
PAYABLES	DL-2001	700.00	Dell11- V12	DELL	90000000365		11/02/2020
PAYABLES	SA-2002	94500.00	Samsung2 - V9	SAMSUNG	90000000377		11/02/2020
PAYABLES	INV-V4	529.20	V4	90000000382		10/30/2020	
PAYABLES	INV-V6	793.80	V6	90000000384		10/30/2020	
PAYABLES	AZ-2001	56000.00	Amazon1 - V10	AMAZON	90000000361		11/02/2020
PAYABLES	INV-V5	661.50	V5	90000000383		10/30/2020	
PAYABLES	DE-2002	1200.00	Dell12 - V13	DELL	90000000366		11/02/2020
PAYABLES	FX-2001	600.00	Fedex1 - V3	FEDEX	90000000368		11/02/2020
PAYABLES	BR-2001	5600.00	Brick1-V14	A1BRICK	90000000357		11/02/2020
PAYABLES	DR-2002	34800.00	DR2-V17	A1DOORS	90000000360		11/02/2020
PAYABLES	FX-2002	600.00	Foxwell12 - v6	FOXWELL	90000000371		11/02/2020
PAYABLES	FX-2001	8900.00	Foxwell11 - V5	FOXWELL	90000000370		11/02/2020
PAYABLES	D1	700.00	Test	DELL	90000000367		11/02/2020
PAYABLES	INV-V8	264.60	V8	90000000386		10/30/2020	

SunTrust Bank Third Party Payment Mode File Format Sample generated from CMiC

## SunTrust Bank Prescribed Third Party Payment Mode File Format:

Field	Data type	Max length	Mandatory	Notes
Interface Type	Alphanumeric	8	Yes	Constant 'PAYABLES'
Invoice Number	Alphanumeric	100	Yes	The invoice number of the invoice being loaded as part of this payment to the supplier.
Amount	Numeric (16,2)	16,2	Yes	Numeric values only. Two decimals allowed.  Comma separators are not allowed in the Amount field if the AP interface is created as a tab-delimited text file. Comma separators are ignored when using Excel format.  For example, the amount can be <b>1000.00</b> but not <b>1,000.00</b> . (If a negative amount is required, use a -1000 representation).  Note: The total value of all invoices uploaded via the interface for a given supplier must be positive.
Purchase Order Number	Alphanumeric	100	No	The purchase order number of the invoice being loaded as part of this payment to the supplier.
Supplier Description	Alphanumeric	100	No	An invoice description. This information will be included on the notification email to the supplier. <i>The supplier name may be used as the supplier description.</i>
Supplier Number	Alphanumeric	30	Yes	The supplier number assigned to the payables card. This must match and existing payables management card account that exists within your company instance.
Contact Text	Alphanumeric	100	No	Text to send to the <u>payables</u> supplier with details of who to contact with questions. This text is displayed against each invoice number on the notification to the supplier.
Check ID	Alphanumeric	100	No	The check ID of the invoice being loaded as part of this payment to the supplier.
Supplier Sub Number	Alphanumeric	30	No	If supplied, the supplier number and the sub-supplier number must match corresponding supplier/sub supplier combination in your company instance.
Tax Amount	Numeric (16,2)	16,2	No*	Numeric values only. Two decimals allowed.  Comma separators are not allowed. For example, the amount can be <b>1000.00</b> but not <b>1,000.00</b> . (If a negative amount is required, use a -1000 representation).  Note: The total Tax value of all invoices uploaded via the interface for a given supplier must be positive. Default to 0 if no sales tax.

Field	Data type	Max length	Mandatory	Notes
Discount Amount	Numeric (16,2)	16,2	No*	Numeric values only. Two decimals allowed. Comma separators are not allowed. For example, the amount can be <b>1000.00</b> but not <b>1,000.00</b> . (If a negative amount is required, use a -1000 representation). Note: The total discount value of all invoices uploaded via the interface for a given supplier must be positive. Default to 0 if no discount.
Freight Amount	Numeric (16,2)	16,2	No*	Numeric values only. Two decimals allowed. Comma separators are not allowed. For example, the amount can be <b>1000.00</b> but not <b>1,000.00</b> . (If a negative amount is required, use a -1000 representation). Note: The total Freight value of all invoices uploaded via the interface for a given supplier must be positive. Default to 0 if no freight.
Invoice Date	Date (MM/DD/YYYY)	10	No	This field is optional and if not entered, the field remains empty. Format is specifically MM/DD/YYYY. Note: The year format must be 4 digits, MM/DD/YY for example 11/19/16 is invalid.

\*Mandatory for BIP payments.

## New AP EFT File Format Added – BMO Bank (20.32984)

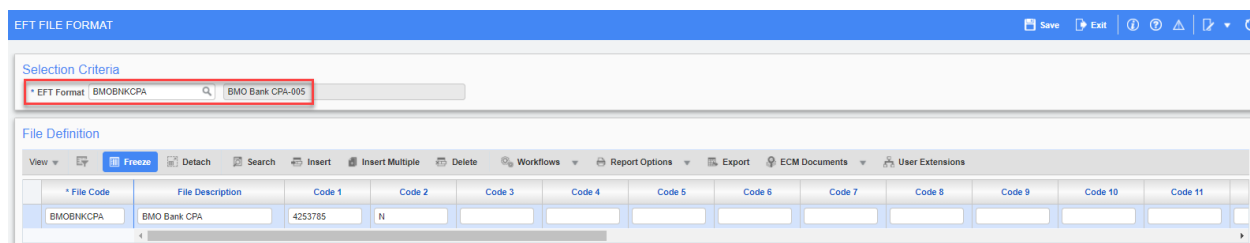
### Change Request:

To add a new AP EFT file format for 'BMO Bank' (BMO Bank CPA-005).

### Modifications:

There is a new entry ('BMOBNKCPA') added to the LOV for the 'EFT Format' list field in Global tables of AP setup.

Choose the EFT Format 'BMOBNKCPA'. Users may have to update the code values as required by the BMO Bank.



AP>Setup>Global Tables>EFT Format

To print the EFT file for BMO Bank, go to AP print check.

Activate the 'Create EFT File' flag and select the 'EFT File Format' and 'EFT File Code' from the list.

AP>Check>Print Checks>Print Check

1. If Code 2 if value is 'N' then 'Actual Sequence Number' will print.

BMO Bank EFT File Format Sample generated from CMiC when Code 2 – 'N'

2. If Code 2 if value is 'Y' then 'Test' will print.

*BMO Bank EFT File Format Sample generated from CMiC when Code 2 – 'Y'*

### Change Request:

### Modifications:

Choose the EFT Format 'UNIONBNK'. Users may have to update the code values as required by the Union Bank.

*AP>Setup>Global Tables>EFT Format*

Activate the 'Create EFT File' flag and select the 'EFT File Format' and 'EFT File Code' from the list.



## Union Bank Prescribed EFT File Format:

File header record (all entries) record "1"

Record length 94

POSITION	DATA ELEMENT NAME	SIZE	CONTENTS	REQUIRED
01-01	Record Type Code	1	'1'	Mandatory
02-03	Priority Code	2	'01'	Required
04-13	Immediate Destination (MUB's Transit Routing Number)	10	'B122000496' B=blank	Mandatory
14-23	Immediate Origin (Your Company ID as agreed to by MUB)	10	Bnnnnnnnn B=blank	Mandatory
24-29	File Creation Date	6	YYMMDD	Mandatory
30-33	File Creation Time	4	HHMM	MUB Required
34-34	File ID Modifier - Only upper case A-Z or numeric 0-9 is permitted	1	Unique to each file	Mandatory
35-37	Record Size	3	'094'	Mandatory
38-39	Blocking Factor - see Below	2	'10'	Mandatory
40-40	Format code	1	'1'	Mandatory
41-63	Immediate Destination Name	23	"UNION BANK or MUFG UNION BANK"	MUB Required
64-86	Immediate Origin Name (Company Name)	23	Alphanumeric	MUB Required
87-94	Reference Code	8	Alphanumeric	Optional

### Blocking factor

**Note:** The blocking factor is hard coded '10'. The number of records must be divisible by 10. The end of your file must be padded with 9's to make it divisible by 10. Example, if the total number of records in your file was 98, you would create 2 records at the end of the file with 9's in position 01-94.

Batch header record (all entries except IAT) record "5"

Record length 94

POSITION	FIELD	DATA ELEMENT NAME	SIZE	CONTENTS	REQUIRED
01-01	1	Record Type Code	1	'5'	Mandatory
02-04	2	Service Class Code - see Below	3	Numeric	Mandatory
05-20	3	Company Name (Printed on receiver's statement)	16	Alphanumeric	Mandatory
21-40	4	Company Discretionary Data	20	Alphanumeric	Optional
41-50	5	Company Identification (Your Company ID as agreed to by MUB)	10	Alphanumeric	Mandatory
51-53	6	Standard Entry Class Code - see Below	3	Alphanumeric	Mandatory
54-63	7	Company Entry Description (Printed on receiver's statement)	10	Alphanumeric	Mandatory
64-69	8	Company Descriptive Date	6	Alphanumeric	Optional
70-75	9	Effective Entry Date	6	YYMMDD	Required
76-78	10	Settlement Date Julian	3	Blank	Inserted by ACH Operator
79-79	11	Originator Status Code	1	'1'	Mandatory
80-87	12	ODFI Identification (MUB Transit Routing Number)	8	'12200049'	Mandatory
88-94	13	Batch Number - Ascending Sequence Number	7	Numeric	Mandatory

**Service class codes**

200 Mixed Debits and Credits  
 220 Credits Only  
 225 Debits Only

**Standard entry class codes**

PPD – Prearranged Payment and Deposit Entry  
 CCD – Cash Concentration or Disbursement  
 CTX – Corporate Trade Exchange  
 IAT – Corporate International ACH Transaction (IAT) Payment  
 RCK – Re-presented Check Entry  
 TEL – Telephone-Initiated Entry  
 WEB – Internet-Initiated Entry  
 ARC – Accounts Receivable Entry

**Entry detail record (ppd, ccd, or tel entries) record "6"****Record length 94**

POSITION	DATA ELEMENT NAME	SIZE	CONTENTS	REQUIRED
01-01	Record Type Code	1	'6'	Mandatory
02-03	Transaction Code – see Below	2	Numeric	Mandatory
04-11	RDFI Identification Number (Transit Routing Number)	8	TTTTAAA	Mandatory
12-12	Check Digit of RDFI	1	Numeric	Mandatory
13-29	RDFI Account Number	17	Alphanumeric	Required
30-39	Amount	10	\$\$\$\$\$\$\$¢	Mandatory
40-54	Individual's Identification Number	15	Alphanumeric	Optional
55-76	Individual / Receiving Company Name Field	22	Alphanumeric	Required
77-78	Discretionary Data	2	Unless used	Optional
79-79	Addenda Record Indicator – see Below	1	Numeric	Mandatory
80-94	Trace Number - Ascending Sequence number	7	Trace number	Mandatory

**Transaction codes**

	PRENOTE ENTRIES	MONETARY ENTRIES
Credit to Checking	23	22
Credit to Savings	33	32
Debit to Checking	28	27
Debit to Savings	38	37

**Addenda record indicator**

0 = No Addenda Record is Present

1 = One or more Addenda Record(s) is following



**Addenda record (ppd, ccd, ctx, or web) record "7"****Record length 94**

POSITION	DATA ELEMENT NAME	SIZE	CONTENT	REQUIRED
01-01	Record Type Code	1	'7'	Mandatory
02-03	Addenda Type Code	2	'05'	Mandatory
04-83	Payment Related Information	80	Alphanumeric	Optional
84-87	Addenda Sequence Number (must start with "1")	4	Numeric	Mandatory
88-94	Entry Detail Sequence Number	7	Numeric	Mandatory

Formats for addenda records (in the Payment Related Info field) vary depending on the type of transaction originated.

**Addenda record (IAT) First IAT addenda record****Record length 94**

POSITION	DATA ELEMENT NAME	SIZE	CONTENT	REQUIRED
01-01	Record Type Code	1	'7'	Mandatory
02-03	Addenda Type Code	2	'16"	Mandatory
04-06	Transaction Type Code	3	Alphanumeric	Required
07-24	Foreign Payment Amount	18	Numeric	Required
25-46	Foreign Trace Number	22	Alphanumeric	Optional
47-81	Receiving Company Name Individual Name	35	Alphanumeric	Mandatory
82-87	Reserved	6	Blank	N/A
88-94	Entry Detail Sequence	7	Numeric	Numeric

**Addenda record (IAT) Second IAT addenda record****Record length 94**

POSITION	DATA ELEMENT NAME	SIZE	CONTENT	REQUIRED
01-01	Record Type Code	1	'7'	Mandatory
02-03	Addenda Type Code	2	'11"	Mandatory
04-38	Originator Name	35	Alphanumeric	Mandatory
39-73	Originator Street Address	35	Alphanumeric	Mandatory
74-87	Reserved	14	Blank	N/A
88-94	Entry Detail Sequence	7	Numeric	Mandatory

**Addenda record (IAT) Third IAT addenda record****Record length 94**

POSITION	DATA ELEMENT NAME	SIZE	CONTENT	REQUIRED
01-01	Record Type Code	1	'7'	Mandatory
02-03	Addenda Type Code	2	'12"	Mandatory
04-38	Originator City & State/Province	35	Alphanumeric	Mandatory
39-73	Originator Country & Postal Code	35	Alphanumeric	Mandatory
74-87	Reserved	14	Blank	N/A
88-94	Entry Detail Sequence	7	Numeric	Mandatory

**Addenda record (IAT) Fourth IAT addenda record****Record length 94**

POSITION	DATA ELEMENT NAME	SIZE	CONTENT	REQUIRED
01-01	Record Type Code	1	'7'	Mandatory
02-03	Addenda Type Code	2	'13"	Mandatory
04-38	Originating DFI Name	35	Alphanumeric	Mandatory
39-40	Originating DFI Identification Number Qualifier	2	Alphanumeric	Mandatory
41-74	Originating DFI Identification	34	Alphanumeric	Mandatory
75-77	Originating DFI Branch Country Code	3	Alphanumeric	Mandatory
78-87	Reserved	10	Blank	N/A
88-94	Entry Detail Sequence	7	Numeric	Mandatory

**Addenda record (IAT) Fifth IAT addenda record****Record length 94**

POSITION	DATA ELEMENT NAME	SIZE	CONTENT	REQUIRED
01-01	Record Type Code	1	'7'	Mandatory
02-03	Addenda Type Code	2	'14"	Mandatory
04-38	Receiving DFI Name	35	Alphanumeric	Mandatory
39-40	Receiving DFI Identification Number Qualifier	2	Alphanumeric	Mandatory
41-74	Receiving DFI Identification	34	Alphanumeric	Mandatory
75-77	Receiving DFI Branch Country Code	3	Alphanumeric	Mandatory
78-87	Reserved	10	Blank	N/A
88-94	Entry Detail Sequence	7	Numeric	Mandatory

**Addenda record (IAT) Sixth IAT addenda record****Record length 94**

POSITION	DATA ELEMENT NAME	SIZE	CONTENT	REQUIRED
01-01	Record Type Code	1	'7'	Mandatory
02-03	Addenda Type Code	2	'15"	Mandatory
04-18	Receiver Identification Number	15	Alphanumeric	Optional
19-53	Receiver Street Address	35	Alphanumeric	Mandatory
54-87	Reserved	34	Blank	N/A
88-94	Entry Detail Sequence	7	Numeric	Mandatory

**Addenda record (IAT) Seventh IAT addenda record****Record length 94**

POSITION	DATA ELEMENT NAME	SIZE	CONTENT	REQUIRED
01-01	Record Type Code	1	'7'	Mandatory
02-03	Addenda Type Code	2	'16"	Mandatory
04-38	Receiver City & State/Province	35	Alphanumeric	Mandatory
39-73	Receiver Country & Postal Code	35	Alphanumeric	Mandatory
74-87	Reserved	14	Blank	N/A
88-94	Entry Detail Sequence	7	Numeric	Mandatory

**Batch control record (all entries) record "8"**

**Record length 94**

POSITION	DATA ELEMENT NAME	SIZE	CONTENT	REQUIRED
01-01	Record Type Code	1	'8'	Mandatory
02-04	Service Class Code (Same as Batch Header)	3	Numeric	Mandatory
05-10	Entry / Addenda Count – Number of 6 and 7 Records in Batch	6	Numeric	Mandatory
11-20	Entry Hash – see Below	10	Numeric	Mandatory
21-32	Total Debit Entry Dollar Amount	12	\$\$\$\$\$\$\$\$\$€€	Mandatory
33-44	Total Credit Entry Dollar Amount	12	\$\$\$\$\$\$\$\$\$€€	Mandatory
45-54	Company Identification (Same as Batch Header)	10	Alphanumeric	Required
55-73	Message Authentication Code	19	Alphanumeric	Optional
74-79	Reserved	6	N/A	N/A
80-87	ODFI Identification (MUB Transit Routing Number)	8	'12200049'	Mandatory
88-94	Batch Number (Same as Batch Header)	7	Numeric	Mandatory

**Hash total calculation**

Accumulate the transit routing number of each "6" record (position 4-11). This is the only record that should be used for hash accumulation. Do not include the check digit (position 12) of the transit routing number in the hash total calculations:

Transit Routing Number	12200049-6 (Check Digit is the last 6)
Transit Routing Number	<u>12200049-6</u>
Hash Total	24400098

The batch level hash total is the accumulation of details within a batch. The hash total should be right justified and zero filled (i.e., 0024400098).

If the hash total exceeds 10 positions, the overflow out of the high order (leftmost) position is ignored.

Example: If the sum of the 8-digit transit routing numbers is 681764871643:

68 | 1764871643

The hash total (position 11-20) would be 1764871643.

File control record (all entries) record "9"

Record length 94

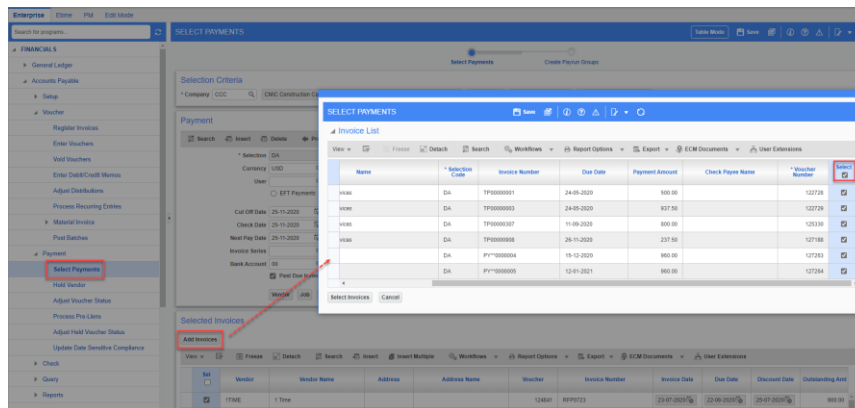
POSITION	DATA ELEMENT NAME	SIZE	CONTENT	REQUIRED
01-01	Record Type Code	1	'9'	Mandatory
02-07	Batch Count – Total Number of 5 Records	6	Numeric	Mandatory
08-13	Block Count – The Number of Physical Blocks (groups of 10 entries) in the File. Include the 1 and 9 record	6	Numeric	Mandatory
14-21	Entry / Addenda Count – The Total Number of 6 and 7 Records in the File	8	Numeric	Mandatory
22-31	Entry Hash – Should calculate the hash entry from the 6 records for security purposes.	10	Numeric	Mandatory
32-43	Total Debit Entry Dollar Amount in File	12	\$\$\$\$\$\$\$\$\$¢¢	Mandatory
44-55	Total Credit Entry Dollar Amount in File	12	\$\$\$\$\$\$\$\$\$¢¢	Mandatory
56-94	Reserved	39	Blank	N/A

## Added Select All option in Invoice Selection Screen (20.34145)

### Change Request:

To add a Select All option in Invoice Selection Screen.

### Modifications:



AP>Payment>Select Payments>Select Payments

## Ability to Group Checks by Approver (Beta Release) (20.32165)

### Overview

New flags are added in the following screens:

- 1) AP Control File: Group Checks by Approver
- 2) Prepare Checks: By Approver

### Modifications

- 'Group Checks by Approver' is checked by default as per existing logic.

- 'By Approver' flag will default from 'Group Checks by Approver' flag in AP control file. Flag is checked by default and user can override it.

When the 'Group Checks by Approver' is checked, existing logic applies.

When Un-checked, the invoices with different approvers will be put under the same check.

### Group Checks by Approver:

The screenshot shows the 'AP CONTROL FILE' window with the 'Check' tab selected. Under the 'AP Check Options' section, the checkbox for 'Group Checks By Approver' is checked and highlighted with a red box. Other visible options include 'Print Zero Checks', 'Use Check Release Feature', 'Automatically Populate Check Release Date', 'Automatically Populate Check Reconciliation Date', 'Summarize Retainage Invoices', 'Track 1099 Information', 'Multi-company Vouchers - Single Check', 'Group Checks By Joint Payee Name', 'Group Checks By Sub-Contract', 'User in Payment Selection is the one who posted the Voucher', 'Allow Duplicate Check Numbers', 'Use Voucher Bank Cash Account', 'Use Accounts Payable Check', 'Allow Pre-Dated Checks', 'Check And Post Date In The Same GL Period', 'Warn If User Is Null In Payment Selection Entry', 'Default Value For T5018 In Vendor Maintenance', 'Record Unprepared Checks As Wasted', and 'Use Invoice Date As Cutoff Date For Payment Selection'.

AP > Setup > Local Tables > Control File – Checks

### By Approver:

The screenshot shows the 'PREPARE CHECKS' window. In the 'Selection Criteria' section, the 'By Approver' checkbox is checked and highlighted with a red box. Other visible fields include 'Company' (CCC), 'Check Form' (Single Stub AP Check for Laser Printer (Std)), 'Pay Run Group', 'Selection Code', 'Use Voucher Bank Acc' (checked), 'Company Code', 'Department Code', 'Bank Cash G/L Code', 'Bank Account Num', 'By Job Code' (unchecked), 'Minimum Amount', 'Assign Starting Check Number', 'Starting Check', 'Ending Check', 'Group Checks By Sub-Contract' (unchecked), and 'Prepare Checks' button.

AP > Checks > Print Checks

**IMPORTANT NOTE:** This is to support the new functionality of AP Workflow approvers for invoices from the payment selection program, which is not in the standard release yet.

## Added New Label 'Print Company Legal Name' (21.42531)

---

### Overview

Added new Label 'Print Company Legal Name' on T5018 Forms.

### Modifications

1. Added new Label 'Print Company Legal Name' on T5018 Forms.

STATEMENT OF CONTRACT PAYMENTS

Selection Criteria

\* Business Number

\* Company

\* From Date

\* To Date

From Legal Entity Type

To Legal Entity Type

From Vendor

To Vendor

Cutoff Amount

☐ Use Check Release Date

☒ **Print Company Legal Name**

☐ Create XML File

☒ Original ☐ Amended

\* Print Type

*Financials> Account Payables > Utilities> Print T5018 Forms*

### Implementation

Provide Company's Legal name in Company setup.

**COMPANY SETUP** Table Mode Save Exit ? ! ↗ ▼

---

\* Currency Code

Reporting Currency 1

Reporting Currency 2

Reporting Currency 3

\* Fiscal Year   \* Current Period

\* Archive Date

Income Close Dept

☒ Departments Supported Clearing Department

☐ Use Transaction Allocation Codes

☒ Allow to recognize Unrealized FX Gain/Loss

☒ Maintain Currency Balances

Remeasurement Adjustment Account

---

**General Information**

Tax Registration1  Company Type

Tax Registration2  Number of Employees

Federal Vendor Code  Controlling Company

Tax District  Ownership %

VAT Registration  Date Established

Web Site

E-Mail

Financials> General Ledger> Setup> Maintain Companies

Upon checking 'Print Company Legal Name' checkbox would print company's legal name in XML and T5018 report.

2 0 2 1 1 2 3 1

281,410.92

7 5 4 8 5 9 6 6 6

A1 Architects  
46 Main Street  
500  
Rockford IL  
61106

**Ravi's Construction Co Ltd.**

4 6 3 7 8 9 6

T5018 Report



```

<?xml version="1.0" encoding="UTF-8"?>
<Submission xsi:noNamespaceSchemaLocation="layout-topologie.xsd" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance">
  - <T619>
    <sbmt_ref_id>00000001</sbmt_ref_id>
    <rpt_tcd>0</rpt_tcd>
    <trnmtr_nbr>MM000000</trnmtr_nbr>
    <trnmtr_tcd>3</trnmtr_tcd>
    <summ_cnt>1</summ_cnt>
    <lang_cd>E</lang_cd>
    - <TRNMTR_NM>
      <l1_nm>Ravi's Construction Co Ltd.</l1_nm>
    </TRNMTR_NM>
    - <TRNMTR_ADDR>
      <addr_l1_txt>100, Downtown </addr_l1_txt>
      <addr_l2_txt>500, Floor V </addr_l2_txt>
      <cty_nm>Chicago </cty_nm>
      <prov_cd>IL</prov_cd>
      <cntry_cd>US </cntry_cd>
      <pstl_cd>62541 </pstl_cd>
    </TRNMTR_ADDR>
    - <CNTC>

```

XML File

## Added New LOV in 'Print T5018 Forms' (21.40809)

### Overview

Added 2 new LOVs that allow users to select print type option – T5018 Forms.

### Modifications

1. Added following 2 new LOVs that allow users to select print type option – T5018 Forms.
  - a. Print on pre-printed form
  - b. Print on blank page

STATEMENT OF CONTRACT PAYMENTS

Selection Criteria

\* Business Number: 4637896

\* Company: RV123456 (RV123456 - Test Company)

\* From Date: 01-Jan-2020

\* To Date: 31-Aug-2021

From Legal Entity Type:

To Legal Entity Type:

From Vendor:

To Vendor:

Cutoff Amount: 500.00

☐ Use Check Release Date

☒ Print Company Legal Name

☐ Create XML File (cm.xml)

☒ Original ☐ Amended

\* Print Type: Print on Pre-Printed Form (selected)

Print on Pre-Printed Form


Print on Blank Page

Financials> Account Payable> Utilities> Print T5018 Forms


'Print on pre-printed form' option is selected by default.

## Implementation

If user selects 'Print on blank page', T5018\_BOX prints data in CRA format.

	Canada Revenue Agency Agence du revenu du Canada	Protected B when completed Protégé B une fois rempli
<b>T5018</b> Statement of Contract Payments État des paiements contractuels		
20	For the period ending Pour la période se terminant le	22
Year - Année	Month - Mois	Day - Jour
2 0 2 1	0 8	3 1
281,499.12		24
Construction subcontractor payments Paiements à un sous-traitant de la construction		Recipient's program account number Numéro de compte de programme du bénéficiaire
Acct no. N° de compte		Social insurance number (SIN) Numéro d'assurance sociale (NAS)
7 5 4 8 5 9 6 6 6		Payer's name - Nom du payeur Ravi's Construction Co Ltd.
Payer's program account number - Numéro de compte de programme du payeur		4 6 3 7 8 9 6
Recipient's business name and address - Nom et adresse de l'entreprise du bénéficiaire		
A1 Architects 46 Main Street 500 Rockford IL 61106		
See the privacy notice on your return. Consultez l'avis de confidentialité dans votre		
Canada		

---

	Canada Revenue Agency Agence du revenu du Canada	Protected B when completed Protégé B une fois rempli
<b>T5018</b> Statement of Contract Payments État des paiements contractuels		
20	For the period ending Pour la période se terminant le	22
Year - Année	Month - Mois	Day - Jour
2 0 2 1	0 8	3 1
711,311,659.98		24
Construction subcontractor payments Paiements à un sous-traitant de la construction		Recipient's program account number Numéro de compte de programme du bénéficiaire
Acct no. N° de compte		Social insurance number (SIN) Numéro d'assurance sociale (NAS)
6 0 5 6 5 8 8 9 3		Payer's name - Nom du payeur Ravi's Construction Co Ltd.
Payer's program account number - Numéro de compte de programme du payeur		4 6 3 7 8 9 6
Recipient's business name and address - Nom et adresse de l'entreprise du bénéficiaire		
A1 Bricks Manufacturing Inc. 123, Bricker Street  Chicago IL 60563		

Financials> Account Payable> Utilities> Print T5018 Forms

If user selects 'Print on pre-printed form', T5018 prints data in a pre-defined format.

2 0 2 1 0 8 3 1

281,499.12

7 5 4 8 5 9 6 6 6

A1 Architects  
46 Main Street  
500  
Rockford IL  
61106

Ravi's Construction Co Ltd.

4 6 3 7 8 9 6

2 0 2 1 0 8 3 1

711,311,659.98

6 0 5 6 5 8 8 9 3

A1 Bricks Manufacturing Inc.  
123, Bricker Street

Ravi's Construction Co Ltd.

Chicago IL  
60563

4 6 3 7 8 9 6

*Financials> Account Payable> Utilities> Print T5018 Forms*

Similarly for summary reports, if user selects 'Print on blank page', T5018S\_BOX prints data in CRA format.



Summary of Contract Payments  
Sommaire des paiements contractuels

T5018  
Summary – Sommaire

For the period ending Pour la période se terminant le		Payer's program account number – Numéro de compte de programme du payeur		Do not use this area – N'inscrivez rien ici	
Year – Année	Month – Mois	Day – Jour			
2	0	2	1	0	8
3	1	4	6	3	7
8	9	6			
Payer's information – Renseignements sur le payeur					
Legal name – Nom légal					
Ravi's Construction Co Ltd.					
Trade name (if different from legal name) – Nom commercial (s'il diffère du nom légal)					
RV123456 - Test Company					
Address – Adresse					
100, Downtown 500, Floor V					
City – Ville		Province	Postal code – Code postal		
Chicago		IL	62541		
Indicate your choice of language for correspondence. Indiquez dans quelle langue vous désirez recevoir votre correspondance.					
English Anglais		Français French			

<b>Totals – Totaux</b>		
Total number of T5018 slips filed Nombre total de feuillets T5018 produits	80	11
Total construction subcontractor payments Total des paiements à des sous-traitants de la construction	82	662,940,37

<b>Person to contact about this return – Personne avec qui communiquer au sujet de cette déclaration</b>		
First name – Prénom	Last name – Nom de famille	Telephone number – Numéro de téléphone

<b>Certification – Attestation</b>	
I certify that the information given on this information return and on related slips is correct and complete. J'atteste que les renseignements fournis dans cette déclaration de renseignements et sur tous les feuillets connexes sont exacts et complets.	
Name of authorized person (print) – Nom d'une personne autorisée (en lettres moulées)	Position or office – Titre ou poste
Signature of person named above – Signature de la personne indiquée ci-dessus	Date

Canada

T5018 SUM (21)

Financials> Account Payable> Utilities> Print T5018 Forms

Similarly for summary reports, if user selects 'Print on' pre-printed form, T5018S prints data in a pre-defined format.

2 0 2 1 0 8 3 1 4637896

Ravi's Construction Co Ltd.

RV123456 - Test Company

100, Downtown

500, Floor V

Chicago

IL

62541

11.00

662,940.37

Financials> Account Payable> Utilities> Print T5018 Forms

## BBVA Cash Net USA Positive Pay File Format (20.35679)

Created a Positive Pay Format File 'BBVA Net Cash'. Users must create a bank group code, select the format code and assign companies and bank accounts as required.

CREATE BANK GROUP

Create Bank Group Create Register Create AP/PY Combined Positive Pay

Bank Group

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Group Code BBVA BBVA Positive Pay File RID

\* Sending Company CCC CMIC Construction Company BID

\* Format Code BBVANC BBVA Net Cash ☒ \* Include Void

Bank Accounts

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export

* Company Code	* Bank Name	* Bank Account Code
CCC	BBVA Net Cash USA	9658749

AP > Check > Positive Pay Register > Create Bank Group

*AP > Check > Positive Pay Register > Create Register*

[illegible]

## Bank Specifications:



### Upload an Issue File using Secure Transmit

You can upload an issue file through Secure Transmit, which is an HTTPS connection that is separate from BBVA Net Cash. The standard format is shown below, but you may request a custom format through your treasury management officer.

Field Name	Format	Mandatory	Starting Point	Ending Position	Length	Example Value	Comments
Account Number	Numeric	Yes	1	10	10	1234567890	Zero fill on left if account number is less than 10 digits
Check (Serial) Number	Numeric	Yes	11	25	15	000000009999991	Zero fill on left if account number is less than 15 digits

Field Name	Format	Mandatory	Starting Point	Ending Position	Length	Example Value	Comments
Issue Dollar Amount	Numeric	Yes	26	40	15	1200.55	Cannot contain currency, symbols or commas. Amounts interpreted using implied decimals. This means if the amount in the file is 123, it will be interpreted as USD \$1.23.
Issue Date	MMDDYYYY	Yes	41	48	8	12312017	Must use MMDDYYYY format
Issue / Void Indicator	Alpha	Yes	49	49	1	V	I = Issue / V = Void
Payee Name	Alphanumeric	Yes	50	119	70	Al B. Zienya	Left justify payee name and space/blank fill on right. Must exactly match payee name shown on check. For example, cannot have Al B. Zienya in issue file and Zienya, Al written on the check. Do not include special characters (e.g. & or ' or ")

## CNBANK Positive Pay Format (20.35880)

Modified the CNBANK Positive Pay File Format

### Modifications:

The CNBANK Positive Pay format will be modified to:

- Include all 10 digits of the bank account number.

## Setup and Creation of the File:

The image shows two screenshots of a software interface. The top screenshot is the 'CREATE BANK GROUP' screen. It has a blue header with the title 'CREATE BANK GROUP' and a 'Table Mode' button. Below the header is a progress bar with three steps: 'Create Bank Group' (active), 'Create Register', and 'Create API/PY Combined Positive Pay'. The main area is titled 'Bank Group' and contains a toolbar with icons for Search, Insert, Delete, Previous, Next, Workflows, Report Options, ECM Documents, and User Extensions. Below the toolbar are input fields: '\* Group Code' (K2), 'CN Bank Pay', 'RID', '\* Sending Company' (KMCOM), 'Kejal's Group', 'BID', '\* Format Code' (CNBANK), 'Bank City National', and a checked box for '\* Include Void'. The bottom section is titled 'Bank Accounts' and has a similar toolbar. It contains a table with three columns: '\* Company Code', '\* Bank Name', and '\* Bank Account Code'. The table has one row with values: KMCOM, KIWI BANK, and 123 4850000121. The bottom screenshot is the 'CREATE REGISTER' screen. It has a blue header with the title 'CREATE REGISTER' and a 'Table Mode' button. Below the header is a progress bar with three steps: 'Create Bank Group', 'Create Register' (active), and 'Create API/PY Combined Positive Pay'. The main area is titled 'Selection Criteria' and contains input fields: '\* From Date' (06/06/2021), '\* To Date' (06/18/2021), a checkbox for 'Use Check Release Date', '\* Bank Group Code' (K2), 'CN Bank Pay', 'CNBANK', 'File Name' (file), a checked box for 'Include new items only', and a checkbox for 'Test'. At the bottom is a red 'Process' button.

The following sample Positive pay file is created. The comma from the payee's name will not be removed and all 10 digits of the bank account number will be printed in the Register.

```
123 485000,7,22.82,06/18/21,"K-Designers,KMCOM",I
123 485000,8,839.79,06/18/21,"K-Docks,KMCOM",I
123 485000,9,4024.76,06/18/21,"K-Greens,KMCOM",I
123 485000,10,.76,06/18/21,"K-Homes,KMCOM",I
123 485000,11,6242.83,06/18/21,"K-Sunshine,KMCOM",I
123 485000,12,5432.53,06/18/21,"K-Vendor, KMCOM",I
123 485000,13,538.90,06/18/21,"K-Wellness,KMCOM",I
```

## AMERIS Bank EFT Format (21.36848)

Created an EFT File Format 'AMERISBNK'.

### Modifications:

The EFT Format Setup has an entry for 'AMERISBNK' and the code values may be set as required by the bank or the customer. During check printing, users must select this format code to produce an EFT File.



#### Batch Header Record - Record# 5

- Service Class Code "220" will be used in the file.
- Standard Entry Class "CCD" will be used in the file.
- Company entry description "PAYMENTS" will be used in the file.
- Company Identification "Company Tax Reg 2" field value will be used in the file.

#### Entry Detail Record - Record# 6

- Transaction Code "22" will be used.

#### Batch Control Record - Record# 8

- Service Class Code "220" will be used in the file.
- Company Identification "Company Tax Reg 2" field value will be used in the file.

#### Setup and Printing EFT File:

The screenshot shows the 'EFT FILE FORMAT' window. The 'Selection Criteria' section has a red box around the 'EFT Format' field, which is set to 'AMERISBNK'. The 'File Definition' section shows a table with columns for File Code, File Description, and various Code fields (Code 1 through Code 11). The table contains one row with the following values:

* File Code	File Description	Code 1	Code 2	Code 3	Code 4	Code 5	Code 6	Code 7	Code 8	Code 9	Code 10	Code 11	
AMERISBNK	Ameris Bank	1	01	061000146	061201754	094	10	1	FRB-Atlanta	Ameris Bank		5	22

AP > Setup>Global Tables > EFT Formats

The screenshot shows the CMiC ENTERPRISE TESTR12 interface. The 'PRINT CHECK' button is highlighted with a red box. The 'Selection Criteria' section shows the following fields:

- \* Company: ZZ (CMiC Test Company)
- Pay Run Group Code: (empty)
- \* Selection: K3 (Issue#20.18005 Payments)
- \* Create EFT File: ☒ (Form: 1 EFT Payment per page)
- \* Create Third Party Paymode File: ☐
- \* EFT/TPPM Distribution: ☐
- Print Waiver File: ☐
- Print SC Waiver Report: ☐
- Create EFT/TPPM File: file
- Company Code: (empty)
- Department Code: (empty)
- Bank Cash G/L Code: (empty)
- Bank Account Number: (empty)
- Bank Account Description: (empty)
- \* Check Form: Double Stub AP Check with 16 lines
- \* Language: English
- First Signature Name: (empty)
- Starting Check: (empty)
- Ending Check: (empty)
- Print Checks: (highlighted with a red box)
- Generate EFT: (button)

The 'EFT File Format' and 'EFT File Code' fields are also highlighted with a red box, showing 'AMERISBNK'.

AP > Check>Print Checks

The following is a test EFT file generated for AMERISBNK format.



### Batch Header Record

Field	1	2	3	4	5	6	7	8	9	10	11	12	13
Data Element Name	Record Type Code	Service Class Code	Company Name	Company Discretionary Data	Company Identification	Standard Entry Class Code	Company Entry Description	Company Descriptive Date	Effective Entry Date	Settlement Date (Julian)	Originator Status Code	Originating DFI Identification	Batch Number
Field Inclusion Requirement	M	M	M	O	M	M	M	O	R	Inserted by ACH Operator	M	M	M
Contents	'5'	NNN	Alphanumeric	Alphanumeric	NNNNNNNN	Alpha	Alphanumeric	Alphanumeric	YYMMDD	Blanks	1	061201754	Numeric
Length	1	3	16	20	10	3	10	6	6	3	1	8	7
Position	01-01	02-04	05-20	21-40	41-50	51-53	54-63	64-69	70-75	76-78	79-79	80-87	88-94

<b>Field Name</b>	<b>Entry Information</b>	<b>Field Name</b>	<b>Entry Information</b>
1. Record Type Code	The code identifying the Batch Header record is 5.	8. Company Descriptive date	The Date you choose to identify the transactions. This date may be printed on the participants' bank statement. Date Transactions are to be posted to the participants' account
2. Service Class Code	Identifies the type of entries in the batch: 200 – ACH Entries Mixed Debits and Credits 220 – ACH Credits Only 225 – ACH Debits Only	9. Effective Entry Date	
3. Company Name	Your company name, up to 16 characters.	10. Reserved	Leave this field blank
4. Discretionary Data	For your company's internal use, if desired.	11. Originator Status Code	Enter "1".
5. Company Identification	Your 10-digit company number.	12. Origination Financial Institution	Enter Ameris Bank's routing number 061201754
6. Standard Entry Class	Identifies the entries in the batch	13. Batch Number	Number batches sequentially.
7. Company Entry Description	Your description of the transaction. This may be printed on the receivers' bank statement by the Receiving Financial Institution. (i.e. Payroll)		

### CCD Entry Detail Record

Field	1	2	3	4	5	6	7	8	9	10	11
Data Element Name	Record Type Code	Transaction Code	Receiving DFI Identification	Check Digit	DFI Account Number	Amount	Individual Identification Number	Individual Name	Discretionary Data	Addenda Record Indicator	Trace Number
Field Inclusion Requirement	M	M	M	M	R	M	O	R	O	M	M
Contents	'6'	Numeric	TTTTAAAA	Numeric	Alpha-Numeric	\$\$\$\$\$\$cc	Alpha-Numeric	Alpha-Numeric	Alpha-Numeric	Numeric	Numeric
Length	1	2	8	1	17	10	15	22	2	1	15
Position	01-01	02-03	04-11	12-12	13-29	30-39	40-54	55-76	77-78	79-79	80-94

<b>Field Name</b>	<b>Entry Information</b>	<b>Field Name</b>	<b>Entry Information</b>
1. Record Type Code	The code identifying the Batch Header record is 6.	5. DFI Account Number	Receiver's account number at their financial institution. Left justify
2. Transaction Code	Two digit code identifying the account type at the receiving financial institution: 22 – Deposit destined for a checking account 23 – Prenotification for a checking credit 24 – Zero dollar with remittance into Checking Account 27 – Debit destined for a Checking Account 28 – Prenotification for a checking debit 29 – Zero dollar with remittance into Checking Account 32 – Deposit destined for a Savings Account 33 – Prenotification for a savings credit 34 – Zero dollar with remittance into Savings Account 37 – Debit destined for a Savings Account 38 – Prenotification for a Savings debit 39- Zero dollar with remittance into Savings Account	6. Amount	Transaction amount in dollars with two decimal places. Left zero fill if necessary. Enter 10 zeros for prenotes.
3. Receiving DFI Identification	Transit routing number of the receiver's financial institution	7. Individual Identification Number	Receiver's identification number. This number may be printed on their bank statement.
4. Check Digit	The ninth digits of the receiving financial institutions transit routing number.	8. Individual Name	Name of receiver
		9. Discretionary Data	For your company's internal use if desired. No specific format is required
		10. Addenda Record Indicator	If there is no addenda accompanying this transaction enter "0". If addenda is accompanying the transaction enter "1"
		11. Trace Number	The Bank will assign a trace number.

#### Batch Control Record

Field	1	2	3	4	5	6	7	8	9	10	11
Data Element Name	Record Type Code	Service Class Code	Entry / Addenda Count	Entry Hash	Total Debit Entry Dollar Amount	Total Credit Entry Dollar Amount	Company Identification	Message Authentication Code	Reserved	Originating DFI Identification	Batch Number
Field Inclusion Requirement	M	M	M	M	M	M	R	O	N/A	M	M
Contents	'8'	Numeric	Numeric	Numeric	\$\$\$\$\$\$\$cc	\$\$\$\$\$\$\$cc	NNNNNNNNNN	Blank	Blank	061201754	Numeric
Length	1	3	6	10	12	12	10	19	6	8	7
Position	01-01	02-04	05-10	11-20	21-32	33-44	45-54	55-73	74-79	80-87	88-94

<b>Field Name</b>	<b>Entry Information</b>	<b>Field Name</b>	<b>Entry Information</b>
1. Record Type Code	The code identifying the Batch Header record is 8.	7. Company Identification.	This should match the company identification number used in the corresponding batch header record, field 5.
2. Service Class Code	Identifies the type of entries in the batch: 200 – ACH Entries Mixed Debits and Credits 220 – ACH Credits Only 225 – ACH Debits Only	8. Message Authentication Code	This is an optional field. Please leave this field blank.
3. Entry / Addenda Count	Total number of entry detail and addenda records processed within the batch.	9. Reserved	This field is reserved for Federal Reserve use. Please leave this field blank.
4. Entry Hash	Total of all positions 4-11 on each 6 record (Detail). Only use the final 10 positions in the entry	10. Originating Financial Institution ID	Enter Ameris Bank's routing number 061201754
5. Total Debit Entry Dollar Amount	Dollar totals of debit entries within the batch. If none, zero fill the field	11. Batch Number	Number of the batch associated with this control record.
6. Total Credit Entry Dollar Amount	Dollar totals of credit entries within the batch. If none, zero fill the field		

#### File Control Record

Field	1	2	3	4	5	6	7	8
Data Element Name	Record Type Code	Batch Count	Block Count	Entry / Addenda Count	Entry Hash	Total Debit Entry Dollar Amount in File	Total Credit Entry Dollar Amount in File	Reserved
Field Inclusion Requirement	M	M	M	M	M	M	M	N/A
Contents	'9'	Numeric	Numeric	Numeric	Numeric	\$\$\$\$\$\$\$cc	\$\$\$\$\$\$\$cc	Blank
Length	1	6	6	8	10	12	12	39
Position	01-01	02-07	08-13	14-21	22-31	32-43	44-55	56-94

<b>Field Name</b>	<b>Entry Information</b>	<b>Field Name</b>	<b>Entry Information</b>
1. Record Type Code	The code for the File Control Record is 9.	5. Entry Hash	Total of all positions 4-11 on each 6 record (Detail). Only use the final 10 positions in the entry
2. Batch Count	The total number of batch header records in the file.	6. Total Debit Entry Dollar Amount in File	Dollar totals of debit entries within the file. If none, Zero fill the field.
3. Block Count	The total number of physical block on the file, including the File Header and File Control records.	7. Total Credit Entry Dollar Amount in File	Dollar totals of credit entries within the file. If none, zero fill the field.
4. Entry / Addenda Count	Total number of entry detail and addenda records on the file.	8. Reserved	Leave this field blank.

## TRUSTMARK Bank EFT Format (20.35555)

Created an EFT File Format 'TRUSTMARK'.

### Modifications:

The EFT Format Setup has an entry for 'TRUSTMARK' and the code values may be set as required by the bank or the customer. During check printing, users must select this format code to produce an EFT File.

#### Batch Header Record - Record# 5

- Service Class Code "220" will be used in the file.
- Standard Entry Class "CCD" will be used in the file.
- Company entry description "PAYMENTS" will be used in the file.
- Immediate Destination will read from EFT setup.
- Immediate Origin, Company Identification "Company Tax Reg 2" field value will be used in the file.

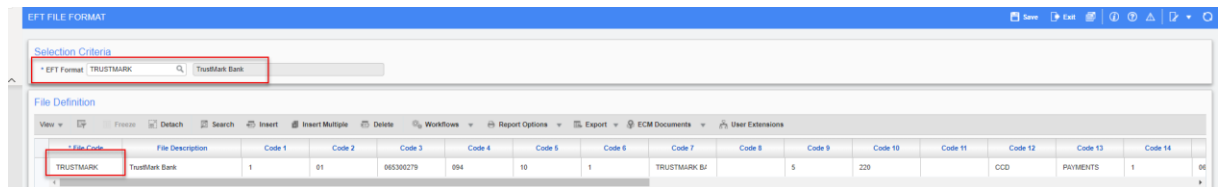
#### Entry Detail Record - Record# 6

- Transaction Code "22" will be used.
- ORIGINATING DFI IDENTIFICATION will read from EFT setup.

#### Batch Control Record - Record# 8

- Service Class Code "220" will be used in the file.
- Company Identification "Company Tax Reg 2" field value will be used in the file.

### Setup and Printing EFT File:



File Code	File Description	Code 1	Code 2	Code 3	Code 4	Code 5	Code 6	Code 7	Code 8	Code 9	Code 10	Code 11	Code 12	Code 13	Code 14
TRUSTMARK	TrustMark Bank	1	01	00300279	004	10	1	TRUSTMARK B/	5	220		CCD	PAYMENTS	1	00

AP > Setup>Global Tables > *EFT* Formats



1. First line is removed.
2. On detail record (Type C), Customer ID all ten characters will be read from the Code 4 field from EFT setup.

## Setup and printing EFT File formats

**EFT FILE FORMAT**

Selection Criteria  
EFT Format: ROYAL

File Definition

* File Code	File Description	Code 1	Code 2	Code 3	Code 4	Code 5	Code 6	Code 7	Code 8	Code 9	Code 10	Code 11
ROYAL_TEST	Test File	000001	A	HDR	1234888879		TEST	CAD	1			

**EFT FILE FORMAT**

Selection Criteria  
EFT Format: SCOTIABANK

File Definition

* File Code	File Description	Code 1	Code 2	Code 3	Code 4	Code 5	Code 6	Code 7	Code 8	Code 9	Code 10	Code 11
SCOTIABANK	Scotia Bank	000001	A	HDR	1234888879		TEST	CAD	1			

AP > Setup > Global Tables > EFT Formats

**CMIC ENTERPRISE TESTR12**

Enterprise Field ETIME Non-BI OM HCM Enterprise V10X Edit Mode

Search for programs...

**PREPARE CHECKS**

Info: Total 14 check(s) prepared

Prepare Checks 2nd Party Check Print Check Post Check Run

Selection Criteria

Company: ZZ CMIC Test Company

Check Form: Single Stub AP Check for Laser Printer (Std)

Pay Run Group:

Selection Code: K2 Scotiabank EFT Test

☒ Use Voucher Bank Acc

Company Code:

Department Code:

Bank Cash G/L Code:

Bank Account Num:

☐ By Job Code ☒ By Approver

Minimum Amount:

Assign Starting Check Number:

Starting Check: Vendor

Ending Check: Vendor

☐ Group Checks By Sub-Contract

Check Date: 28/Apr/2021

Currency Code:

Renumber Checks





- Field#3(Transaction Type Code) - AP EFT SETUP - '430'
- Field#4(Funds are payable) - Payment Date - Format 0YYDDD
- Field#5(Originator's Short Name) - Company Code (Company Setup)
- Field#6(Originator's Long Name) - Company Name (Company Setup)
- Field#7(Premforms Bank & transit) - Cash Account Bank Transit Number (Bank Account Setup)
- (0BBBTTTT) 0 - Constant, BBB - Bank number 001, Branch Transit# 04702  
Note: Whole 9-digit value must be setup on Bank Account Transit field
- Field#8(Premforms account) - Cash Account Bank Account Number (Bank Account Setup)
- Field#9(Blanks) - Space fill

#### Detail Record Type C (80 Character)

- Field#1(logical Record ID) - AP EFT SETUP - 'C'
- Field#2(Amount) - Cheque Amount
- Field#3(Payee Institution ID) - Vendor's Bank Transit Number (Vendor Setup)  
(0BBBTTTT) 0 - Constant, BBB - Bank number xxx, Branch Transit# xxxxx
- Note: Whole 9-digit value must be setup on Vendor's setup field Transit Number
- Field#4(Payee Account#) - Vendor's Bank Account Number (Vendor Setup)
- Field#5(Payee Name) - Vendor Name (Business Partner Setup - Field BP\_NAME)
- Field#6(Blanks) - Space fill

#### Batch Control Record Type Y (80 Character)

- Field#1(logical Record ID) - AP EFT SETUP - 'Y'
- Field#2(Batch Payment Type) - AP EFT SETUP - 'C'
- Field#3(Batch Record Count) - Total Batch Records
- Field#4(Batch Amount) - Total Batch Amount
- Field#5(Blanks) - Space fill

#### File Control Record Type Z (80 Character)

- Field#1(logical Record ID) - AP EFT SETUP - 'Z'
- Field#2(Blanks) - Zero fill
- Field#3(Blanks) - Zero fill
- Field#4(Total value of C records) - Total value of C records
- Field#5(Total number of C records) - Total number of C records
- Field#6(Blanks) - Space fill

#### Setup and Printing EFT File:

**EFT FILE FORMAT**

Selection Criteria

EFT Format : BMOBNK30CH

File Definition

* File Code	File Description	Code 1	Code 2	Code 3	Code 4	Code 5	Code 6	Code 7	Code 8	Code 9	Code 10	Code 11
BMOBNK30CH	BMO Bank (30 Chars Format)	A	VENDR0020C	0	00120	X	C	430	C	Y	Z	

AP > Setup > Global Tables > EFT Formats

**PREPARE CHECKS**

Info: Total 13 check(s) prepared

Prepare Checks 2nd Party Check Print Check Post Check Run

**Selection Criteria**

Company ZZ CMIC Test Company

Check Form Double Stub AP Check with 16 lines

Pay Run Group

Selection Code BM BMO Selection

☒ Use Voucher Bank Acc

Company Code

Department Code

Bank Cash G/L Code

Bank Account Num

Check Date 04/May/2021

Currency Code

☐ By Job Code ☒ By Approver

Minimum Amount

Assign Starting Check Number

Starting Check

Vendor

Ending Check

Vendor

☐ Group Checks By Sub-Contract

Renumber Checks

**PRINT CHECK**

Prepare Checks 2nd Party Check Print Check Post Check Run

**Selection Criteria**

\* Company ZZ CMIC Test Company

Pay Run Group Code

\* Selection BM BMO Selection 04/May/2021

☒ \* Create EFT File

☐ \* Create Third Party Paymode File

☒ \* EFT/TPPM Distribution

☐ Print Waiver File

☐ Print SC Waiver Report

Form 1 EFT Payment per page

EFT File Format BMO Bank ( 80 Characters Format )

EFT File Code BMOBNK80CH

Select SC Waiver Report

Create EFT/TPPM File file

Company Code

Department Code

Bank Cash G/L Code

Bank Account Number

Bank Account Description

\* Check Form Double Stub AP Check with 16 lines

\* Language English

First Signature Name

Starting Check

Ending Check

Print Checks Generate EFT

AP > Check>Print Checks

The following is a test EFT file generated for 'BMO Bank-80 Characters' format.



The user can choose the file code required for processing, based on the values required.

**EFT FILE FORMAT**

Selection Criteria

\* EFT Format | WELFARGO\_5 | Wells Fargo Bank ACH Format - 5

File Definition

* File Code	File Description	Code 1	Code 2	Code 3	Code 4	Code 5	Code 6	Code 7	Code 8	Code 9	Code 10	Code 11	Code 12	Code 13	Code 14	Code 15	Code 16	Code 17	Code 18	Code 19	Code 20	Code 21
WELFRG_CCD	Wells Fargo Bank ACH Format C	1	01	091000019	094	10	1	WELLS FARGO		5												
WELFRG_PPD	Wells Fargo Bank ACH Format P	1	01	091000019	094	10	1	WELLS FARGO		5												

The user should enter Code 18 and 19 for processing based on their requirement.

**EFT FILE FORMAT**

Selection Criteria

\* EFT Format | WELFARGO\_5 | Wells Fargo Bank ACH Format - 5

File Definition

* File Code	File Description	Code 1	Code 2	Code 3	Code 4	Code 5	Code 6	Code 7	Code 8	Code 9	Code 10	Code 11	Code 12	Code 13	Code 14	Code 15	Code 16	Code 17	Code 18	Code 19	Code 20	Code 21
WELFRG_CCD	Wells Fargo Bank ACH Format C	1	01	091000019	094	10	1	WELLS FARGO		5												
WELFRG_PPD	Wells Fargo Bank ACH Format P	1	01	091000019	094	10	1	WELLS FARGO		5												

AP>Setup>Global Tables>EFT File Format

**PRINT CHECK**

Prepare Checks | 2nd Party Check | **Print Check** | Post Check Run

Selection Criteria

\* Company | ZZ | CMIC Test Company

Pay Run Group Code |

\* Selection | 01 | AP Payment Selection 01 | 14-Jun-2021

☒ \* Create EFT File

☐ \* Create Third Party Paymode File

☐ \* EFT/TPPM Distribution

☐ Print Waiver File

☐ Print SC Waiver Report

Create EFT File | file

Company Code |

Department Code |

Bank Cash G/L Code |

Bank Account Number |

Bank Account Description |

G/L Posting Date | 14-Jun-2021

\* Check Form | Double Stub AP Check for Laser Printer (Std)

\* Language | English

First Signature Name |

Starting Check |

Ending Check |

**Print Checks** | Generate EFT

Form | 1 EFT Payment per page

EFT File Format | Wells Fargo Bank ACH Format - 5

EFT File Code | WELFRG\_CCD

Select SC Waiver Report |

AP>Checks>Print Checks

Sample EFT File generated with File Code **WELFRG\_CCD**:

Sample EFT File generated with File Code **WELFRG\_PPD**:

The following screens show the WELLSFARGO ACH File Specifications:

[illegible]

[illegible]

## Bangor Bank EFT Format (21.42060)

## Overview

Added new EFT Format for Bangor Bank.

## Pre-requisites

The EFT Format Setup has an entry for 'AMERISBNK' and the code values may be set as required by the bank or the customer. During check printing, users must select this format code to produce an EFT File.

EFT FILE FORMAT

Save

Exit

Selection Criteria

\* EFT Format | BANGOREBK

Bangor Bank

File Definition

View

Freeze

Detach

Search

Insert

Insert Multiple

Delete

Workflows

Report Options

Export

ECM Documents

User Extensions

* File Code	File Description	Code 1	Code 2	Code 3	Code 4	Code 5	Code 6	Code 7	Code 8	Code 9	Code 10	Code 11	Code 12	
BANGOREBK	Bangor Bank	1	01	2112744501	094	10	1		5	200		PDD	ACCT PAY	

## Implementation

Prepare Checks:  
Selection Code: D1



*File Header ("1" Record)*

Field Name	Width	Format	Ultimate Source	Comments
Record type	1			Always '1'
Priority code	2	Numeric, left pad with zeroes		Always "01" Set at Create Batch
blank	1			Always a space. The immediate destination id starts with a blank, but it is not entered/saved by the profile or application.
Immediate destination id	9	right pad with spaces	Bank Settings: ImmedDestinationId.	Stored at Create Batch.
<i>Immediate origin id</i>	<i>10</i>	<i>right pad with spaces. Truncate if necessary.</i>	<i>Company Settings: Immediate Origin ID. If not there, Master Company: Immediate Origin ID. If not there, Bank Settings ImmediateOriginID. If that is null, the first 9 characters of ACHIDNumber for this Company.</i>	<i>Stored at Create Batch. Insert a blank as 1st position in the NACHA file.</i>
Date	6	yymmdd	Date the scoop run was started.	
Time	4	hhmm (military)	Time that the scoop run was started.	
Id modifier	1		Starts at "A" each day for each file created.	
Record size	3			always '094'
Blocking factor	2	Numeric, left pad with zeroes	Stored in Payments database	always "10"
Format code	1	Numeric, one digit	Stored in Payments database	always "1"
Immediate destination name	23	Right pad with spaces	Bank Settings: ImmedDestName. May be blank.	Stored at Create Batch



Field Name	Width	Format	Ultimate Source	Comments
<i>Immediate origin name</i>	23	<i>Right pad with spaces</i>	<i>Company Settings: ImmediateOrigin Name. If not there, Master Company Settings: ImmediateOrigin Name. If not there, Bank Settings: ImmediateOriginName. May be blank.</i>	<i>Stored at Create Batch</i>
Reference code	8	Right pad with spaces	Bank Settings: FileHeaderRefCode. May be blank.	Stored at Create Batch

*Batch Header ("5" Record)*

Field Name	Width	Format	Source	Comments
Record type	1			Always '5'
Service class code	3	Numeric, left pad with zeroes	Application: ServiceClassCode	Stored at Create Batch
Company name	16	Right-pad with spaces, truncate if necessary.	Application: CompanyName. If null, Company Name for this Company.	Stored at Create Batch
Company discretionary data	20	right pad with spaces	Application: CompanyDiscretionaryData	Stored at Create Batch
Company id	10	right pad with spaces. Truncate if necessary.	Application: ACH ID Number. If not there, ACH ID Number from the Company Profile	Stored at Create Batch
Standard entry class code	3	right pad with spaces	Application: StandardEntryClassCode	Stored at Create Batch
Company entry description	10	right pad with spaces	Application: CompanyEntryDescription  For returns, if these are empty, use Bank Settings: ImmedDestId.	Stored at Create Batch
Company descriptive date	6	right pad with spaces	Application: CompanyDescriptiveDate	Stored at Create Batch

Field Name	Width	Format	Source	Comments
Effective date	6	yymmdd	Batch: BatchEffectiveDate	
Settlement date (Julian)	3			three spaces
<i>Originator status</i>	1	<i>Numeric, one digit</i>	<i>Application: OriginatorStatus.  If not there, then Company Settings Originator Status. If not there, then Master Company Originator Status. If not there, Bank Settings: OriginatorStatus</i>	<i>Stored at Create Batch</i>
<i>Originating bank id</i>	8	<i>Right pad with spaces. May need to be truncated from 9 to 8 characters.</i>	<i>Application: OriginatingBankId.  If not there, Company Settings: OriginatingBankId. If not there, then Master Company OrigintatingBankId. If not there, Bank Settings: OriginatingBankId. If not there, Bank Settings: ImmedDestId.</i>	<i>Stored at Create Batch  If using the ImmedDestId, drop the check digit (9th position)</i>
Batch number	7	Numeric, left pad with zeroes.		Use 1-up number, starting at 1 each system day.

*Transaction ("6" Record)*

Field Name	Format	Source
Record type		
Transaction code	Numeric, left pad with zeroes	Calculated based on application fields for TransactionType and Checking/Savings/Loans/General Ledger
Destination bank id	right pad with spaces	Application: ReceivingBankID. If not there, Bank SettingsBank Profile: ImmedDestId

Field Name	Format	Source
Destination bank account	right pad with spaces	Application: ReceivingBankAcctNo.
Amount	numeric, left pad with zeroes	Application: amount
Individual Id	right pad with spaces	Application: IndividualIDNoOverride. If null, application: IndividualIDNo.
Individual Name	Right pad with spaces. Truncate if necessary.	Application: IndividualNameOverride. If null, application: IndividualName
Discretionary data	Right pad with spaces.	Application: EntryDetailDiscretData
Addenda Indicator	0 if no addendum. 1 if there is (at least) one.	
Trace number	numeric, left pad with zeroes	Always use the Trace Number Positions 1-8 from Originating Bank ID in the 5 record.

*Addenda ("7" Record)*

Field Name	Width	Format	Source
Record type	1		
Addenda code	2	numeric, left pad with zeroes	Application: AddTypeCode
Free form	80	right pad with spaces	assorted application fields
Addenda sequence number	4	numeric, left pad with zeroes	first addendum for the entry is 1. Second addendum for the same entry is 2... For the next entry, resume at 1.
Entry sequence number	7	numeric, left pad with zeroes	same as last 7 places in associated entry detail record

## Offsets

Field Name	Format	Comment
NACHA 6-record field	Offset Transaction Data Type Table Fields	Where to get Offset Transaction Information from the Original Transaction or from other places in the system
Record Type Code	"6"-handled by TFD	"6"-handled by TFD
Transaction Code	TransactionType	Opposite TransactionType from Original Transaction
CheckingorSavings	CheckingOrSavings	OffsetCheckingorSavings from Data Type Table  ELSE default to "C"
<i>RDFI ID (Receiving Bank ID)</i>	<i>ReceivingBankID</i>	<i>OffsetBankID from Application</i>  <i>ELSE OffsetBankID (Company Offset Routing Number) from Company Settings. If blank, then Master Company Offset Routing Number.</i>  <i>ELSE Bank Setting's ImmediateDestination ID</i>  <i>ELSE Fatal Error</i>
<i>DFI Acct Number (Receiving Bank Account No.)</i>	<i>ReceivingBankAccountNo</i>	<i>OffsetBankAccountNo in DataEntry</i>  <i>ELSE OffsetAccountNumber from CompanySettings. If blank then Master Company OffsetAccountingNumber</i>  <i>ELSE Fatal Error</i>
Amount (for Batch Offsets)	Amount	Amount-sum of the "6" record Amounts of the original transactions
Amount (for Individual Offsets)	Amount	Amount of the original trans.
Identification Number (for Batch Offsets)	Individual ID	OffsetIndividualID from Application ELSE insert text "BATCH OFFSET"
Identification Number (for Individual Offsets)	IndividualID	OffsetIndividualID from Application ELSE IndividualID from Application ELSE Blank
<i>Individual Name (for Batch Offsets)</i>	<i>Individual Name</i>	<i>OffsetIndividualName from Application</i>  <i>ELSE insert text "OFFST " plus</i>

Field Name	Format	Comment
		<i>CompanyName from Company Settings. (note space after OFFST)</i>
Individual Name (for Individual Offsets)	Individual Name	OffsetIndividualName from Application ELSE text "INDIVIDUAL OFFSET"
Discretionary Data	EntryDetailDiscretData	OffsetEntryDetailDiscretData from Application ELSE Blank
Addenda Record Indicator	Not applicable.	Not applicable to offset creation. Handled by the TFD.
Trace Number [positions 1-8]	TraceNo1to8	Always use the Trace Number Positions 1-8 from Originating Bank ID in the 5 record.
Trace Number [positions 9-15]	System generated	System generated. Handled by the TFD.
NACHA 7-record field	Not applicable	Not applicable to offset creation. Handled by the TFD.
Addenda Record	AddInfo	OffsetAddendaInfo in the Application ELSE Blank

*Batch Footer ("8" Record)*

Field Name	Format	Comment
Record type		Always '8'
Service class code	Numeric, left pad with zeroes	Copied from the "5" record
Entry addenda count	Numeric, left pad with zeroes	This equals the sum of the number of entry detail records and the number of addenda records
Entry hash	Numeric, left pad with zeroes	hashes are the sums across entries of first 8 digits of destination bank ID, with any overflow beyond 10 digits discarded from the total (we write the last 10 digits of the sum).
Total Debit Amount	Numeric, left pad with zeroes	to two decimal places with no decimal point
Total Credit Amount	Numeric, left pad with zeroes	to two decimal places with no decimal point

Field Name	Format	Comment
Company Id		same as in batch header
Reserved		first 8 are MAC. Next 11 are blank (but held for big macs). Last 6 are truly reserved. all spaces
Originating bank id		same as in batch header
Batch number		same as in batch header

---

**NOTE:** The Company ID field should match the one supplied in the corresponding “5” record.

---

*File Footer (“9” Record)*

Field Name	Format	Comment
Record type		Always ‘9’
Batch count	numeric, left pad with zeroes	
Block count	numeric, left pad with zeroes	Take number of records in the file, including this trailer record. Add one less than the block factor. Block Count = result (integer) divide by Block Factor.
Entry addenda count	numeric, left pad with zeroes	This equals the sum of the number of entry detail records and the number of addenda records in the file.
Entry hash	numeric, left pad with zeroes	Hashes are the sums across entries of first 8 digits of destination bank ID, with any overflow beyond 10 digits discarded from the total (we write the last 10 digits of the sum).
Total Debit Amount	numeric, left pad with zeroes	to two decimal places without decimal point
Total Credit Amount	numeric, left pad with zeroes	to two decimal places without decimal point
Reserved		all spaces

## New functionality change in the [Move to new Selection Code] button while preparing Checks through Comdata Integration (21.39640)

### Overview:

Move to New Selection Code functionality has been modified to select Vendors instead of individual Invoices while performing Move operation for unreconciled payments for the Vendors.

**NOTE:** A Vendor must be paid in Full in regard to COMDATA Integration. Meaning a Vendor must be paid completely for all the Invoices or cannot have any payment at all. Partial payment of Checks or Invoices is Not Allowed.

### Modifications:

The New Move to New Group/Selection pop-up window - Enter New Code, varies depending on whether it is launched for a selection code or pay run group.

### New Move Functionality while Preparing Checks for a Selection Code:

The Comdata screen in the Prepare Checks screen has been modified to hide the Select Flag.

The MOVE column has been removed from the below screen.

The screenshot shows the 'PREPARE CHECKS' interface. At the top, there are fields for 'Company' (CCC), 'CMIC Construction Company', 'Pay Run Group', and 'Selection Code' (X1). Below these is a 'Send Checks to Comdata' button. A toolbar contains various actions like View, Freeze, Detach, Search, Insert, Insert Multiple, Delete, Workflows, Report Options, and Export. The main table lists invoices with columns: Status, Vendor, Name, Invoice Number, Check #, Check Date, Amount, Card Number Token, Paid, and Response Error. The 'Paid' column has 'Y' for the first two rows and 'N' for the others. At the bottom, there are buttons for 'Close', 'Generate Request File', 'Import Response File', 'Import Reconciliation File', 'Post Checks', and 'Move to New Selection Code'.

Status	Vendor	Name	Invoice Number	Check #	Check Date	Amount	Card Number Token	Paid	Response Error
Valid	A1BRICKS	A1 Bricks Manufacturing Inc.	INV9001	90000002655	26-May-21	1,500.00	223Y22E4P6	Y	
Valid	A1BRICKS	A1 Bricks Manufacturing Inc.	INV9002	90000002655	26-May-21	450.00	223Y22E4P6	Y	
Valid	A1CEMENT	A1 Cement Inc.	INV9003	90000002656	26-May-21	500.00	223Y22E4Q2	N	
Valid	A1CEMENT	A1 Cement Inc.	INV9004	90000002656	26-May-21	1,000.00	223Y22E4Q2	N	
Valid	A1DOORS	A1 Doors Inc.	INV9005	90000002657	26-May-21	2,500.00	223Y22E4P7	N	
Valid	A1DOORS	A1 Doors Inc.	INV9006	90000002657	26-May-21	5,000.00	223Y22E4P7	N	

Pop-up window launched from [Comdata] button on the Prepare Checks screen (Accounts Payable> Check)

While performing the Move operation, User will not be able to select invoices individually, rather the system will allow User to select the Vendor. So, all the invoices attached to the Vendor whose payment is due will be moved at once.

System will not allow to Move invoices of Vendor if the payment is complete.

Under one Selection Code, when selected all the invoices would be moved to the new selection code.

“Move to New Selection Code” will open a new screen to allow User to select the Vendor.

**PREPARE CHECKS**

Select Vendor

View ▾ Freeze Detach

Vendor	Name	Card Token Number	Amount	Select
A1CEMENT	A1 Cement Inc.	223Y22E4Q2	1,500.00	<input checked="" type="checkbox"/>
A1DOORS	A1 Doors Inc.	223Y22E4P7	7,500.00	<input checked="" type="checkbox"/>

Close Accept

Pop-up window launched from [Move to New Selection Code] button for selection codes.

Upon clicking the [Accept] button, users will be allowed to enter new Selection Code in the new pop-up screen Enter New Code.

**PREPARE CHECKS**

Enter New Code

View ▾ Freeze Detach

Company	Old Code	New Code
CCC	X1	X3

Close Move

Pop-up window launched from [Accept] button from Select Vendor window for selection codes.

Upon Clicking on the [Move] button, new Selection code is created.

Comdata screen with new Selection Code will appear as shown below.

**PREPARE CHECKS**

Company CCC CMIC Construction Company Pay Run Group Selection Code X3

Send Checks to Comdata

View ▾ Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export >>

Status	Vendor	Name	Invoice Number	Check #	Check Date	Amount	Card Number Token	Paid	Response Error
Valid	A1CEMENT	A1 Cement Inc.	INV9003	90000002656	26-May-21	500.00	223Y22E4Q2	N	
Valid	A1CEMENT	A1 Cement Inc.	INV9004	90000002656	26-May-21	1,000.00	223Y22E4Q2	N	
Valid	A1DOORS	A1 Doors Inc.	INV9005	90000002657	26-May-21	2,500.00	223Y22E4P7	N	
Valid	A1DOORS	A1 Doors Inc.	INV9006	90000002657	26-May-21	5,000.00	223Y22E4P7	N	

Close Generate Request File Import Response File Import Reconciliation File Post Checks Move to New Selection Code

Pop-up window launched from [Comdata] button on the Prepare Checks screen.



Comdata screen with old Selection Code will now appear as shown below.

The screenshot shows the 'PREPARE CHECKS' screen. At the top, there's a header bar with icons. Below it, the 'Company' is set to 'CCC' (CMIC Construction Company) and 'Pay Run Group' is empty. The 'Selection Code' field is highlighted with a red box and contains 'X1'. Below this, there's a 'Send Checks to Comdata' button. A toolbar contains various icons like 'View', 'Freeze', 'Detach', 'Search', 'Insert', 'Insert Multiple', 'Delete', 'Workflows', 'Report Options', and 'Export'. The main table has columns: Status, Vendor, Name, Invoice Number, Check #, Check Date, Amount, Card Number Token, Paid, and Response Error. The 'Paid' column is highlighted with a red box. Below the table, there are buttons: 'Close', 'Generate Request File', 'Import Response File', 'Import Reconciliation File', 'Post Checks', and 'Move to New Selection Code'.

Status	Vendor	Name	Invoice Number	Check #	Check Date	Amount	Card Number Token	Paid	Response Error
Valid	A1BRICKS	A1 Bricks Manufacturing Inc.	INV9002	90000002655	26-May-21	450.00	223Y22E4P6	Y	
Valid	A1BRICKS	A1 Bricks Manufacturing Inc.	INV9001	90000002655	26-May-21	1,500.00	223Y22E4P6	Y	

Pop-up window launched from [Comdata] button on the Prepare Checks screen

### New Move Functionality while Preparing Checks for a Pay Run Group:

The logic to move Vendors under Group Code which may have single or multiple selection Codes is basically the same as preparing checks for a selection code.

Vendor Selection window display for Pay Run Group appears to be the same as that of Select Vendor window for Selection Code. Only difference is that the Vendor may belong to single or multiple Selection codes in the Pay Run Group.

The screenshot shows the 'PREPARE CHECKS' screen with the 'Select Vendor' pop-up window. The window has a header bar with icons. Below it, there's a 'View' dropdown and buttons for 'Freeze' and 'Detach'. The main table has columns: Vendor, Name, Card Token Number, Amount, and Select. The 'Select' column has checkboxes. Below the table, there are buttons: 'Close' and 'Accept'.

Vendor	Name	Card Token Number	Amount	Select
A1BRICKS	A1 Bricks Manufacturing Inc.	223Y29A4T9	9,350.00	<input type="checkbox"/>
A1CEMENT	A1 Cement Inc.	223Y29A4U6	14,400.00	<input type="checkbox"/>
A1DOORS	A1 Doors Inc.	223Y29A4U9	13,600.00	<input type="checkbox"/>
A1ELECT	A1 Electric Inc.	223Y29A4V6	4,764.00	<input type="checkbox"/>
A1GARDEN	A1GARDEN Subcontractor Vend	223Y29A4V9	5,045.26	<input type="checkbox"/>
A1HVAC	A1 Heating and Cooling Inc.	223Y29A4T3	8,496.00	<input type="checkbox"/>
A1MECH	A1 Mechanical Services	223Y29A4T4	4,062.78	<input type="checkbox"/>
A1ROOF	A1 Roofing Company	223Y29A4R6	12,463.52	<input type="checkbox"/>

Pop-up window launched from [Move to New Selection Code] button for pay run groups.

Users will be allowed to select the vendor on Select Vendor Screen, on clicking the [**Accept**] button system will retrieve all invoices for that vendor from single or multiple Selection codes.

The New Enter New Code window for Pay Run Groups will display unique company wise selection codes.

**PREPARE CHECKS**

Enter New Code

View ▾ [Icon] Freeze [Icon] Detach

Company	New Group	Old Code	New Code
ALI	AUTGRP06	J1	
CCC	AUTGRP06	I2	
CCC	AUTGRP06	11	

Close Move

Pop-up window launched from [Accept] button from the Select vendor window for pay run groups.

**PREPARE CHECKS**

New Selection Code must be entered

Enter New Code

View ▾ [Icon] Freeze [Icon] Detach

Company	New Group	Old Code	New Code
ALI	AUTGRP06	J1	K1
CCC	AUTGRP06	I2	
CCC	AUTGRP06	11	

Close Move

Select vendor window for pay run groups erroring out for not entering new codes for all the records for a vendor.

The screenshot above shows records from the old pay run group being moved to a new group, AUTGRP06. Users should enter all the new selection codes failing which System will raise error.

Once Users enter all the new Selection Codes, a new Group Code AUTGRP06 will be created with all the previously unreconciled checks from Original Group Code.

**PREPARE CHECKS**

Enter New Code

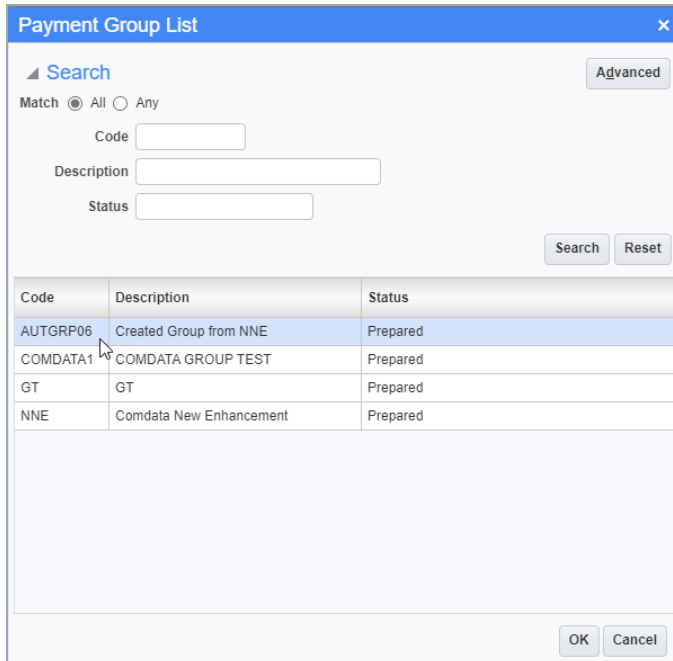
View ▾ [Icon] Freeze [Icon] Detach

Company	New Group	Old Code	New Code
ALI	AUTGRP06	J1	K1
CCC	AUTGRP06	I3	L3
CCC	AUTGRP06	I2	L2
CCC	AUTGRP06	11	L1

Close Move

Select vendor window for pay run groups.

System generates a meaningful description for the newly created Group Code. It says from which original group code it was created.



The image shows a 'Payment Group List' dialog box. It has a search section at the top with a 'Search' button and an 'Advanced' button. Below the search section are three input fields: 'Code', 'Description', and 'Status'. There are also 'Search' and 'Reset' buttons. Below the input fields is a table with three columns: 'Code', 'Description', and 'Status'. The table contains four rows of data. The first row is highlighted in blue. Below the table is a large empty space. At the bottom right are 'OK' and 'Cancel' buttons.

Code	Description	Status
AUTGRP06	Created Group from NNE	Prepared
COMDATA1	COMDATA GROUP TEST	Prepared
GT	GT	Prepared
NNE	Comdata New Enhancement	Prepared

*Pay Run Group LOV from Prepare Checks screen.*

Now the Original Group Code NNE can be posted as post button is enabled as all the checks are reconciled. Unreconciled checks were moved to new Group Code AUTGRP06, explained in previous step.

**PREPARE CHECKS**

Company: CCC CMIC Construction Company Pay Run Group: NNE Selection Code:

[Send Checks to Comdata](#)

Status	Vendor	Name	Invoice Number	Check #	Check Date	Amount	Card Number Token	Paid	Response Error
Valid	A1CEMENT	A1 Cement Inc.	I005	90000002672	01-Jun-21	6,000.00	223Y29A4U6	Y	
Valid	A1CEMENT	A1 Cement Inc.	I006	90000002672	01-Jun-21	4,200.00	223Y29A4U6	Y	
Valid	A1CEMENT	A1 Cement Inc.	I008	90000002672	01-Jun-21	3,000.00	223Y29A4U6	Y	
Valid	A1CEMENT	A1 Cement Inc.	I007	90000002672	01-Jun-21	1,200.00	223Y29A4U6	Y	
Valid	A1ELECT	A1 Electric Inc.	I012	90000002674	01-Jun-21	200.00	223Y29A4V6	Y	
Valid	A1ELECT	A1 Electric Inc.	I014	90000002674	01-Jun-21	950.00	223Y29A4V6	Y	
Valid	A1ELECT	A1 Electric Inc.	I011	90000002674	01-Jun-21	800.00	223Y29A4V6	Y	
Valid	A1ELECT	A1 Electric Inc.	J004	90000002676	01-Jun-21	693.00	223Y29A4V6	Y	
Valid	A1ELECT	A1 Electric Inc.	I013	90000002674	01-Jun-21	750.00	223Y29A4V6	Y	
Valid	A1ELECT	A1 Electric Inc.	J003	90000002676	01-Jun-21	789.00	223Y29A4V6	Y	
Valid	A1ELECT	A1 Electric Inc.	J002	90000002675	01-Jun-21	582.00	223Y29A4V6	Y	
Valid	A1MECH	A1 Mechanical Services	I019	90000002679	01-Jun-21	693.78	223Y29A4T4	Y	
Valid	A1MECH	A1 Mechanical Services	I024	90000002679	01-Jun-21	753.00	223Y29A4T4	Y	
Valid	A1MECH	A1 Mechanical Services	I023	90000002679	01-Jun-21	654.00	223Y29A4T4	Y	
Valid	A1MECH	A1 Mechanical Services	I022	90000002679	01-Jun-21	852.00	223Y29A4T4	Y	

Close Generate Request File Import Response File Import Reconciliation File Post Checks Move to New Selection Code

Comdata screen.

## Create Recurring Voucher – Added ‘Select All’ Option (21.44385)

Added ‘Select All’ option to create recurring voucher program.

**CREATE RECURRING VOUCHERS**

Setup Recurring Invoices Activate Recurring Invoices Edit Transactions Print Edit List Post Invoices

**Selection Criteria**

\* Company Code: CCC CMIC Construction Company

\* Batch: 32438 RAW/4 2021-08-30 V Create Batch

\* Group Code: MONTH Monthly

Selection Code:

Selection Date:

Default Voucher Date: 30-Aug-2021

**Selection**

Select	* Recurring	Vendor	Name	Amount	Invoice Date	Invoice	Voucher	Invoice	Last Invoice Date
<input type="checkbox"/>	10	A1BRICKS	A1 Bricks Manufacturing Inc.	2,000.00			138149	REC000010	30-Aug-2021
<input type="checkbox"/>	123A	A1CEMENT	A1 Cement Inc.	1,000.00			138150	REC000010	30-Aug-2021
<input type="checkbox"/>	MECH_BILL	A1MECH	A1 Mechanical Services	465.56			138151	REC000010	30-Aug-2021
<input type="checkbox"/>	PHONE_BILL	A1PHONE	A1 Phone Company	200.00			138152	REC000010	30-Aug-2021

Create

## Check Release Date Feature for T5018 Forms (20.35213)

### Overview

Added check release date feature in 'Statement of Contract Payments' program.

- Use Check Release Date checkbox – The flag is un-checked by default.

### Modifications

Checkbox is introduced in 'Statement of Contract Payments' program.

Checked: System will use check release date to include the checks.

Un-checked: System will use check post date to determine the checks to be included.

The screenshot shows the 'STATEMENT OF CONTRACT PAYMENTS' window. Under the 'Selection Criteria' section, the 'Use Check Release Date' checkbox is highlighted with a red box. Other visible fields include Business Number, Company, From Date, To Date, From Legal Entity Type, To Legal Entity Type, From Vendor, To Vendor, Cutoff Amount (500.00), Print Company Legal Name, Create XML File (cm.xml), and Print Type (Print on Pre-Printed Form).

Accounts Payable > Utilities > Print T5018 Forms – 'Use Check Release Date' flag

### Implementation

Vendor: YYZCONS

The screenshot shows the 'MAINTAIN VENDORS' window. The 'Vendor Code' field is highlighted with a red box. The window displays details for the vendor 'YYZCONS', including Street (150 YORK AVENUE), City (TORONTO), State/Province (ON), Country (CANADA), Zip/Postal Code (4K2L89), Attention (MR. TORI), Phone, Fax, E-mail (dhruv.sharma@cmic.ca), Web Site (www.cmic.ca), Buyer, Class, Terms (NET 30), 1099 (3), Preference, and Vendor Notes. At the bottom, there are checkboxes for Active, Report T5018, One Time Vendor, Use Pre-lien Compliance, and Special Terms and Conditions.

Accounts Payable > Setup > Maintain Vendors

Unreleased Check:  
Amount: 2646.00

**RELEASE CHECK**

Selection Criteria

Company: DHRUV-COMPANY \* Release Date: 26-07-2021

\* Cash Account: 00 1000.111 1000.111 Canadian \$ (CAD)

Bank: BOA CAD CURRENCY ACCOUNT Checking Account

Bank Account: 11232452

**Unreleased** Released

Release

View Freeze Detach Search Workflows Report Options Export Attachments Notes ECM User Extensions

Check Number	Vendor	Name	Check Date	Amount	Release Date	Release
2	YYZCONS	YYZCONS	26-07-2021	2,646.00	26-07-2021	<input type="checkbox"/>

Accounts Payable > Check > Release Check - Unreleased

Released Check:  
Amount: 2558.24

**RELEASE CHECK**

Selection Criteria

Company: DHRUV-COMPANY \* Release Date: 26-07-2021

\* Cash Account: 00 1000.111 1000.111 Canadian \$ (CAD)

Bank: BOA CAD CURRENCY ACCOUNT Checking Account

Bank Account: 11232452

**Unreleased** **Released**

Release \*\*\* Please note that when Unreleasing check(s), the bank must be notified as the check(s) may have already been included in a positive pay transmission \*\*\*

View Freeze Detach Search Workflows Report Options Export Attachments Notes ECM User Extensions

Check Number	Vendor	Name	Check Date	Amount	Release Date	Release
1	YYZCONS	YYZCONS	26-07-2021	2,558.24	26-07-2021	<input checked="" type="checkbox"/>
1478	CAN-VEN	CANADIAN VENDOR	03-01-2020	1,000.00	03-01-2020	<input checked="" type="checkbox"/>
10015	LEAFS	GOLEAFS	21-02-2020	10,000.00	21-02-2020	<input checked="" type="checkbox"/>
10016	LEAFS	GOLEAFS	20-02-2020	1,000.00	20-02-2020	<input checked="" type="checkbox"/>
100023	LEAFS	GOLEAFS	20-02-2020	1,000.00	20-02-2020	<input checked="" type="checkbox"/>

Accounts Payable > Check > Release Check - Released

Case1:

Print T5018 Forms:

**STATEMENT OF CONTRACT PAYMENTS**

Selection Criteria

\* Business Number: 10081542

\* Company: DHRUV-COMPANY

\* From Date: 01-07-2021

\* To Date: 31-07-2021

From Legal Entity Type: CORP Corporations

To Legal Entity Type: CORP Corporations

From Vendor: YYZCONS YYZCONS

To Vendor: YYZCONS YYZCONS

Cutoff Amount: 500.00

☒ Use Check Release Date

☐ Print Company Legal

☐ Create XML File

☒ Original ☐ Amended

\* Print Type: Print on Bank Page

**Print**

**Report Configuration for: AP - Statement of Contract Payments (T5018\_BOX)**

Destination: Preview

Format: PDF

Locale: US English

Run Report Close

Accounts Payable > Utilities > Print T5018 Forms – Print T5018

T5018:



Canada Revenue Agency  
Agence du revenu du Canada

**Protected B** when completed  
**Protégé B** une fois rempli

**T5018**  
**Statement of Contract Payments**  
**État des paiements contractuels**


20 For the period ending Pour la période se terminant le		22 Construction subcontractor payments Paielements à un sous-traitant de la construction		24 Recipient's program account number Numéro de compte de programme du bénéficiaire	
Year - Année Month - Mois Day - Jour 2 0 2 1 0 7 3 1		2,558 24		Acct no. N° de compte 0 0 0 0 0 G S T 5 4 6 2 5 1 5	
Recipient's business name and address - Nom et adresse de l'entreprise du bénéficiaire  YYZCONS 150 YORK AVENUE  TORONTO ON 4K2L89				Social insurance number (SIN) Numéro d'assurance sociale (NAS)	
				Payer's name - Nom du payeur DHRUV-COMPANY	
				Payer's program account number - Numéro de compte de programme du payeur 1 8 0 8 1 5 4 2	

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T5018(20)

Canada

T5018S:

 Canada Revenue Agency    Agence du revenu du Canada		Protected B when completed Protégé B une fois rempli	
<b>Summary of Contract Payments</b> <b>Sommaire des paiements contractuels</b>		<b>T5018</b> <b>Summary – Sommaire</b>	
For the period ending Pour la période se terminant le Year – Année    Month – Mois    Day – Jour <div style="border: 1px solid black; padding: 2px;">           2   0   2   1   0   7   3   1         </div>		Payer's program account number – Numéro de compte de programme du payeur <div style="border: 1px solid black; padding: 2px;">           1   8   0   8   1   5   4   2         </div>	
Payer's information – Renseignements sur le payeur Legal name – Nom légal <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div> Trade name (if different from legal name) – Nom commercial (s'il diffère du nom légal) <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">DHRUV-COMPANY</div> Address – Adresse <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">ROYALBRIDGE RD 151</div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div>City – Ville <div style="border: 1px solid black; padding: 2px;">IRVINE</div></div> <div>Province <div style="border: 1px solid black; padding: 2px;">CA</div></div> <div>Postal code – Code postal <div style="border: 1px solid black; padding: 2px;">87563</div></div> </div>		Do not use this area – N'inscrivez rien ici <div style="display: flex; justify-content: space-around; margin-top: 20px;"> <div style="text-align: center;">           NLFP APPT  <div style="border: 1px solid black; padding: 2px; width: 30px; text-align: center;">97</div> </div> <div style="text-align: center;">           NMEFP APPEO  <div style="border: 1px solid black; padding: 2px; width: 30px; text-align: center;">98</div> </div> </div> <div style="text-align: center; margin-top: 10px;">         Indicate your choice of language for correspondence.          Indiquez dans quelle langue vous désirez recevoir votre correspondance.       </div> <div style="display: flex; justify-content: space-around;"> <div>English Anglais <div style="border: 1px solid black; width: 30px; height: 15px; display: flex; align-items: center; justify-content: center;"><input type="checkbox"/></div></div> <div>French Français <div style="border: 1px solid black; width: 30px; height: 15px; display: flex; align-items: center; justify-content: center;"><input type="checkbox"/></div></div> </div>	
<b>Totals – Totaux</b> Total number of T5018 slips filed Nombre total de feuillets T5018 produits Total construction subcontractor payments Total des paiements à des sous-traitants de la construction		<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="border: 1px solid black; padding: 2px; width: 30px; text-align: center;">80</div> <div style="border: 1px solid black; padding: 2px; width: 100px; text-align: center;">1</div> </div> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 5px;"> <div style="border: 1px solid black; padding: 2px; width: 30px; text-align: center;">82</div> <div style="border: 2px solid red; padding: 2px; width: 100px; text-align: center;">2,558,24</div> </div>	
<b>Person to contact about this return – Personne avec qui communiquer au sujet de cette déclaration</b> <div style="display: flex; justify-content: space-between;"> <div>First name – Prénom <div style="border: 1px solid black; width: 150px; height: 20px;"></div></div> <div>Last name – Nom de famille <div style="border: 1px solid black; width: 150px; height: 20px;"></div></div> <div>Telephone number – Numéro de téléphone <div style="border: 1px solid black; width: 150px; height: 20px;"></div></div> </div>			
<b>Certification – Attestation</b>			
I certify that the information given on this information return and on related slips is correct and complete. J'atteste que les renseignements fournis dans cette déclaration de renseignements et sur tous les feuillets connexes sont exacts et complets.			
Name of authorized person (print) – Nom d'une personne autorisée (en lettres moulées) <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>		Position or office – Titre ou poste <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>	
Signature of person named above – Signature de la personne indiquée ci-dessus <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>		Date <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>	



T5018 SUM (21)

Case2: When unchecked system will include check based on check post date

Print T5018 Forms:



STATEMENT OF CONTRACT PAYMENTS

Selection Criteria

\* Business Number: 18081542

\* Company: DHRUCOM

\* From Date: 01-07-2021

\* To Date: 31-07-2021

From Legal Entity Type: CORP

To Legal Entity Type: CORP

From Vendor: YYZCONS

To Vendor: YYZCONS

Cutoff Amount: 500.00

Report Configuration for AP - Statement of Contract Payments (T5018\_BOX)

Destination: Preview

Format: PDF

Locale: US English

Run Report Close

Accounts Payable > Utilities > Print T5018 Forms – Print T5018

T5018:



Canada Revenue Agency  
Agence du revenu du Canada

Protected B when completed  
Protégé B une fois rempli

## T5018

Statement of Contract Payments  
État des paiements contractuels

20	For the period ending Pour la période se terminant le	22	Construction subcontractor payments Paiements à un sous-traitant de la construction	24	Recipient's program account number Numéro de compte de programme du bénéficiaire
Year – Année	Month – Mois	Day – Jour		Acct no. N° de compte	
2	0	2	1	0	0
7	3	1	5,204.24	0	0
				G	S
				T	5
				4	6
				2	5
				1	5

Recipient's business name and address – Nom et adresse de l'entreprise du bénéficiaire

YYZCONS  
150 YORK AVENUE  
TORONTO ON  
4K2L89

Payer's name – Nom du payeur  
DHRUCOMPANY

Payer's program account number – Numéro de compte de programme du payeur  
1 8 0 8 1 5 4 2

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T5018(20)

Canada



Protected B when completed  
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**T5018**  
**Summary – Sommaire**

Canada

## SC Waiver report for joint check functionality (21.41887)

### Overview

New SC waiver report added in 'Print Check' program.

- Unconditional Waiver and Release of Lien for Nevada Joint Payee
- Report Code: SC\_JOINT\_UNC\_NEVADA

### Modifications

SC Unconditional Joint Waiver for Nevada report format is added to 'Select SC Waiver Report' drop-down in 'Print Check' program.

Accounts Payable > Payments > Check – 'Print Check' tab – 'Select SC Waiver Report' drop-down

### Implementation

Company: CMIC

Request for Payment is entered and following invoices are created with Joint Payee.

Task	Contract Amount	Percent Complete	Completed Amount	Completed Qty	Prev. Cert Amount	Current Amount	Default Ret %	Ret % Override	Previous Ret Amt	Current Ret Amt	Total Ret Amt	Outstanding Release Amt	Release Amt
000 T1	7,500.00	25.000	1,875.00	375.000		1,875.00	15.000	15.000		281.25	281.25	0.00	0.00
000 T2	50,000.00	25.000	12,500.00	2,500.000		12,500.00	15.000	15.000		1,875.00	1,875.00	0.00	0.00
000 T3	20,000.00	25.000	5,000.00	2,500.000		5,000.00	15.000	15.000		750.00	750.00	0.00	0.00
000 T4	5,000.00	25.000	1,250.00	125.000		1,250.00	15.000	15.000		187.50	187.50	0.00	0.00
	82,500.00		20,625.00			20,625.00				3,093.75	3,093.75	0.00	0.00

Subcontract Management > Payments > Enter Request for Payment

**ENTER REQUEST FOR PAYMENT**

Selection Criteria

\* Company CMC CMC

\* Batch 6711654 CMCUSER 2021-09-29 S

Details Amount Summary Default **Joint Check** Attachment

Joint Payee Names

* Payee Name	Job Code	Chg Code	Amount
Payee2			1,020.50

Schedule of Values

Task	Contract Amount	Percent Complete	Completed Amount	Completed Qty	Prev. Cert Amount	Current Amount	Default Ret %	Ret % Override	Previous Ret Amt	Current Ret Amt	Total Ret Amt	Outstanding Release Amt	Release Amt
000.T1	7,500.00	25.000	1,875.00	375.000		1,875.00	15.000			281.25	281.25	0.00	0.00
000.T2	50,000.00	25.000	12,500.00	2,500.000		12,500.00	15.000			1,875.00	1,875.00	0.00	0.00
000.T3	20,000.00	25.000	5,000.00	2,500.000		5,000.00	15.000			750.00	750.00	0.00	0.00
000.T4	5,000.00	25.000	1,250.00	125.000		1,250.00	15.000			187.50	187.50	0.00	0.00
	82,500.00		20,625.00			20,625.00				3,093.75	3,093.75	0.00	0.00

Task Task 1

Job TEST002-2141887 Cost Code 01-100 - Blue Prints Cat 2000 - Subcontracts

Save and New

Subcontract Management > Payments > Enter Request for Payment

Selection Code: 50

**SELECT PAYMENTS**

Selection Criteria

\* Company CMC CMC

Payment

\* Payment Selection 50 50

User CMCUSER

☐ EFT Payments ☒ Non EFT Payments ☐ EFT and Non EFT Payments ☐ Third Party Payment Mode

Cut Off Date Oct 29, 2021 ☒ Select Only SC Invoices

Check Date Sep 29, 2021 ☐ Select Only AP Invoices

Bank Department and Account

Vendor Job Job Department

Select Invoices

Selected Invoices

Select	Vendor	Vendor Name	Invoice Number	Invoice Date	Due Date	Discount Date	Outstanding Amount	Discount Taken	Payment Amount	Joint Payee	Payee Name	EFT Code	1099 Code
<input checked="" type="checkbox"/>	AB01	ABC	21418871	Sep 29, 2021	Oct 29, 2021	Sep 29, 2021	17931.25	0.00	16510.75	Payee2	Payee2	<input type="checkbox"/>	X
<input checked="" type="checkbox"/>	AB01	ABC	21418871	Sep 29, 2021	Oct 29, 2021	Sep 29, 2021	17931.25	0.00	16250.50	Payee2	Payee2	<input type="checkbox"/>	X
<input checked="" type="checkbox"/>	AB01	ABC	21418872	Sep 29, 2021	Oct 29, 2021	Sep 29, 2021	17931.25	0.00	16531.25	Payee3	Payee3	<input type="checkbox"/>	X
<input checked="" type="checkbox"/>	AB01	ABC	21418872	Sep 29, 2021	Oct 29, 2021	Sep 29, 2021	17931.25	0.00	16000.00	Payee3	Payee3	<input type="checkbox"/>	X

Accounts Payable > Payment > Select Payments

Prepare Check:

**PREPARE CHECKS**

Info Total 3 check(s) prepared

Prepare Checks 2nd Party Check Print Check Post Check Run

Selection Criteria

Company CMC CMC

Check Form Double Stub AP Check for Laser Printer (Std)

Pay Run Group

Selection Code 50 50

☒ Use Voucher Bank Account

Company Code

Department Code

Bank Cash G/L Code

Currency

Bank Account

☐ Group Checks By Job Code ☒ By Approver ☐ Group Checks By Subcontract

Minimum Amount

Starting Check Vendor

Ending Check Vendor

Check Date Sep 29, 2021

Renumber Checks

Accounts Payable > Check > Prepare Checks

## Print Check:

The screenshot shows the 'PRINT CHECK' screen with a progress bar at the top indicating four steps: Prepare Checks, 2nd Party Check, Print Check (current), and Post Check Run. The 'Selection Criteria' section includes the following fields and options:

- \* Company: CMC
- Pay Run Group Code: [empty]
- \* Selection: 50
- Check Date: Sep 29, 2021
- ☐ \* Create EFT File
- Format: [empty] EFT File Format: [empty] EFT File Code: [empty]
- ☐ \* Send EFT Confirmation
- ☐ Print Waiver File
- ☒ Print SC Waiver Report
- Select SC Waiver Report: SC Unconditional Joint Waiver for Nevada
- G/L Posting Date: Sep 29, 2021
- \* Check Form: Double Stub AP Check for Laser Print
- Buttons: Print Checks, Generate EFT

*Accounts Payable > Check > Print Check*

This screenshot shows the same 'PRINT CHECK' screen as above, but with the 'Report Configuration' dialog box open. The dialog box contains the following information:

- Title: Report Configuration for: SC - Unconditional Waiver and Release of Lien for Nevada Joint Payee
- Select Reports: [empty]
- Destination: Preview
- Format: PDF
- Locale: US English
- Buttons: Run Report, Close

*Accounts Payable > Check > Print Check – SC Unconditional Waiver and Release of Lien for Nevada Joint Payee report configuration*

#### UNCONDITIONAL WAIVER AND RELEASE UPON PROGRESS PAYMENT

Property Name : TEST.002 2141887 Project  
Property Location : TEST.002 2141887 Project

Undersigned's Customer : CMIC  
Invoice/Payment Application : 21418871, 21418872  
Payment Amount : 35,062.50

The undersigned has been paid and has received a progress payment in the above-referenced Payment Amount for all work, materials and equipment the undersigned furnished to the Customer for the above-described Property and does hereby waive and release any notice of lien, any private bond right, any claim for payment and any rights under any similar ordinance, rule or statute related to payment rights that the undersigned has on the above-described Property to the following extent:

This release covers a progress payment for the work, materials and equipment furnished by the undersigned to the Property or to the Undersigned's Customer which are the subject of the Invoice or Payment Application, but only to the extent of the Payment Amount or such portion of the Payment Amount as the undersigned is actually paid, and does not cover any retention withheld, any items, modifications or changes pending approval, disputed items and claims, or items furnished that are not paid. The undersigned warrants that he or she either has already paid or will use the money received from this progress payment promptly to pay in full all laborers, subcontractors, materialmen and suppliers for all work, materials or equipment that are the subject of this waiver and release.

September 29, 2021

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

ABC  
toronto ON

Notice: This document waives rights unconditionally and states that you have been paid for giving up those rights. This document is enforceable against you if you sign it to the extent of the payment amount or the amount received. If you have not been paid, use a conditional release form.

## AP/PY Positive Pay format for Bank of Hawaii (21.42447)

### Overview

Added AP/PY Positive Pay format.

- HAWAIIBANK: Positive Pay file format to be assigned in 'Banks' program.

### Modifications

Highlighted record shows the new 'HAWAIIBANK' positive pay file format.

* Code	* Name	* Short Name	Routing Code	File Format	ID	Pwd	Positive Pay File Format	Positive Pay Output File Name	User Logon Text	Zero Filled Account Num?
BHW	Bank of Hawaii	BHW	52365				HAWAIBANK	HAWAIBANK.TXT		<input type="checkbox"/>

System Data > Global Tables > Banking > Banks

## Implementation

Assign HAWAIBANK positive file format to a bank code in bank maintenance program.

* Code	* Name	* Short Name	Routing Code	File Format	ID	Pwd	Positive Pay File Format	Positive Pay Output File Name	User Logon Text	Zero Filled Account Num?
BHW	Bank of Hawaii	BHW	52365				HAWAIBANK	HAWAIBANK.TXT		<input type="checkbox"/>

System Data > Global Tables > Banking > Banks

Process Multipositive Pay File using 'Create AP/PY Combined positive pay program.

Selection Criteria

Company: DRCOM | DHRUV-COMPANY

Bank Code: BHW | Bank of Hawaii

Check As Of Date: 06-10-2021

File Path: bankofhawaii.txt

☒ Include previous process checks  
☐ Include void checks

Processing 1 of 1 files successfully completed. **Process**

Accounts Payable > Checks > Positive Pay Register > Create AP/PY Combined positive pay file

File Format:

```
Check Date,Serial Number,Amount,Account Number,Payee Name
10062021,0000000003,10800.00,0000065214,"Freshmart Groceries Inc."
10062021,0000000006,11907.00,0000065214,"A1GARDEN Subcontractor Vendor"
10062021,0000000007,8820.00,0000065214,"Freshmart Groceries Inc."
```

## EFT Format for BMO Harris 3 (21.41494)

### Overview

Added EFT format for BMOHarris3.

### Modifications

The EFT Format Setup has an entry for 'BMOHARRIS3' and the code values may be set as required by the bank or the customer. During check printing, users must select this format code to produce an EFT File.

**EFT FILE FORMAT**

Selection Criteria  
 \* EFT Format: BMOHARRIS3 BMO Harris Bank - NACHA Format 3

File Definition

* File Code	File Description	Code 1	Code 2	Code 3	Code 4	Code 5	Code 6	Code 7	Code 8	Code 9
BMOHARRIS3	BMO Harris Bank - NACHA Format	1	01	071000288	1943107390	094	10	1	BMO HARRIS NA	5

System Data > Global Tables > Banking > Banks

## Implementation

### Prepare Checks

Selection Code: T1

**PREPARE CHECKS**

Info: Total 1 check(s) prepared

Prepare Checks 2nd Party Check Print Check Post Check Run

Selection Criteria

Company: DHCOM DHRUV-COMPANY

Check Form: Single Stub AP Check for Laser Printer (SMD)

Pay Run Group: T1

Selection Code: T1

☒ Use Voucher Bank Acc

Company Code: Department Code: Check Date: 06-10-2021

Bank Cash GL Code: Currency Code:

Bank Account Num:

☐ By Job Code ☐ By Approver

Minimum Amount: Assign Starting Check Number

Starting Check: Vendor

Ending Check: Vendor

☒ Group Checks By Sub-Contract

Renumber Checks Comdata/NVP

Accounts Payable > Check > Prepare Checks

### Print Checks:

EFT File Format: BMO Harris Bank – NACHA Format 3

EFT File Code: BMOHARRIS3

**PRINT CHECK**

Prepare Checks 2nd Party Check Print Check Post Check Run

Selection Criteria

\* Company: DHCOM DHRUV-COMPANY

Pay Run Group Code: T1

\* Selection: T1 06-10-2021

☒ Create EFT File Form: 1 EFT Payment per page

☐ Create Third Party Pymode File

☐ EFT/TPPM Distribution

☐ Print Waiver File

☐ Print SC Waiver Report

EFT File Format: BMO Harris Bank - NACHA Format 3

EFT File Code: BMOHARRIS3

Select SC Waiver Report:

Create EFT/TPPM File

Company Code: Department Code: Bank Cash GL Code: Bank Account Number: Bank Account Description:

\* Check Form: Single Stub AP Check for Laser Printer (SMD)

\* Language: English

First Signature Name:

Starting Check: Ending Check:

☐ Non-Negotiable Checks

☐ Cross-out OR REARER

Print Checks Generate EFT

Accounts Payable > Check > Print Checks



[illegible]

**File Header Record** – The File Header Record designates physical file characteristics and identifies the immediate origin and destination of the entries contained within the file. In addition, this record includes date, time, and file identification fields that can be used to identify the file.

Field	1	2	3	4	5	6	7	8	9	10	11	12	13
Data Element Name	Record Type Code	Priority Code	Immediate Destination	Immediate Origin	File Creation Date	File Creation Time	File Id Modifier	Record Size	Blocking Factor	Format Code	Immediate Destination Name	Immediate Origin Name	Reference Code
Field Inclusion Requirement	M	R	M	M	M	O	M	M	M	M	O	O	O
Contents	"1"	"01"	071000288	Alphanumeric	YYMMDD	HHMM	Upper Case A-Z Numeric 0-9	"094"	"10"	"1"	Alphameric	Alphameric	Alphameric
Length Position	01 - 01	02 - 03	04 - 13	14 - 23	24 - 29	30 - 33	34 - 34	35 - 37	38 - 39	40 - 40	21 - 63	23 - 86	87 - 94

Field #	Field Name	Entry Information
1	Record Type Code	The Code identifying the Header Record. Enter value of "1"
2	Priority Code	"01" is the value
3	Immediate Destination	ACH or Receiving Point Identification Number. Enter value of "071000288"
4	Immediate Origin	Sending Point or ACH Identification Number Company Tax id Preceded by a "1"
5	File Creation Date	Transmission (File Creation) Date
6	File Creation Time	Transmission (File Creation) Time
7	File id Modifier	Only Upper Case A ~ Z or 0 ~ 9
8	Record Size	The Record Size Field indicates the number of characters contained in Each record. Enter value of "094"
9	Blocking Factor	The Blocking Factor defines the number of physical records within a block (a block is 940 characters). Enter value of "10".
10	Format Code	This field identifies a code to allow for future format variations
11	Immediate Destination Name	This field should contain the name receiving point for which that file is destined, which is BMO Harris NA
12	Immediate Origin Name	This field should contain the name of the sending point that is sending the file, which is your company name
13	Reference Code	This field is reserved for Company

**Company/Batch Header Record** – The Company/Batch Header Record contains the Transit Routing /ABA Number of the Originating Depository Financial Institution (ODFI) for settlement, routing of returns, and other control purposes. In addition, the Company/Batch Header Record can indicate the intended effective date of all transactions within the batch.

Field	1	2	3	4	5	6	7	8	9	10	11	12	13
Data Element Name	Record Type Code	Service Class Code	Company Name	Company Discretionary Data	Company Identification	Standard Entry Class Code	Company Entry Description	Company Descriptive Date	Effective Entry Date	Settlement Date(Julian)	Originator Status Code	Originating DFI Identification	Batch Number
Field Inclusion Requirement	M	M	M	O	M	M	M	O	R	O	M	M	M
Contents	"5"	Numeric	Alphanumeric	Alphanumeric	Alphanumeric	Alphanumeric	Alphanumeric	Alphanumeric	YYMMDD	Blank	"1"	"07100028"	Numeric
Length	1	3	16	20	10	3	10	6	6	3	1	8	7
Position	01 - 01	02 - 04	05 - 20	21 - 40	41 - 50	51 - 53	54 - 63	64 - 69	70 - 75	76 - 78	79 - 79	80 - 87	88 - 94

Field #	Field Name	Entry Information
1	Record Type Code	The Code identifying the Company/Batch Record
2	Service Class Code	200 = Mixed Credits & Debits 220 = Credits only 225 = Debits only
3	Company Name	Your company name
4	Company Discretionary Data	For your company's internal use
5	Company Identification	The Company Identification is an alphanumeric code used to identify the originator
6	Standard Entry Class Code	Identifies the types of entries in the batch: For example: PPD (Prearranged Payments and Deposit- consumer payments) CCD (Cash Concentration and Disbursement - business to business payments) CTX (Corporate Trade Exchange- business to business payments)
7	Company Entry Description	Purpose of ACH (i.e. Payroll, Dues)
8	Company Descriptive Date	The date you choose to identify the transaction or the date when file is transmitted for processing
9	Effective Entry Date	Date transactions are to be posted to the participant's account
10	Settlement Date(Julian)	Leave field blank
11	Originator Status Code	Enter value of "1"
12	Originating DFI Identification	Enter value "07100028" this is BMO Harris Bank's routing number
13	Batch Number	Number batches sequentially

**Entry Detail Record** – The Entry Detail Record contains the information necessary to post a deposit to/withdrawal from an account and should include the recipient's name, account number, routing number and dollar amount of the payment. For PPD entries.

Field	1	2	3	4	5	6	7	8	9	10	11
Data Element Name	Record Type Code	Transaction Code	Receiving DFI Identification	Check Digit	DFI Account Number	Amount	Individual Identification Number	Individual Name	Discretionary Data	Addenda Record Indicator	Trace Number
Field Inclusion Requirement	M	M	M	M	R	M	O	R	O	M	M
Contents	"6"	Numeric	Numeric	Numeric	Alphanumeric	Numeric	Alphanumeric	Alphanumeric	Alphanumeric	Numeric	Numeric
Length	1	2	8	1	17	10	15	22	2	1	15
Position	01 - 01	02 - 03	04 - 11	12 - 12	13 - 29	30 - 39	40 - 54	55 - 76	77 - 78	79 - 79	80 - 94

Field #	Field Name	Entry Information
1	Record Type Code	The Code identifying the Entry Detail Record
2	Transaction Code	Two digit code identifying the account type: 22 = Credit to Checking Account 23 = Credit Prenote to Checking Account 27 = Debit to Checking Account 28 = Debit Prenote to Checking Account 32 = Credit to Savings Account 33 = Credit Prenote to Savings Account 37 = Debit to Savings Account 38 = Debit Prenote to Savings Account
3	Receiving DFI Identification	Transit routing number of the receiver's financial institution (first 8 digits)
4	Check Digit	The ninth digit of the receiver's financial institution
5	DFI Account Number	Receiver's account number
6	Amount	Transaction amount (\$\$\$\$\$\$cc) with no decimal. For prenotes, enter 10 zeroes in the amount field.
7	Individual Identification Number	Receiver's identification number (i.e. Employee#, SS#)
8	Individual Name	Name of receiver
9	Discretionary Data/Payment Type	For your company's internal use
10	Addenda Record Indicator	Enter value "0" if no addenda accompanying entry detail record. Enter value "1" if addenda included.
11	Trace Number	First 8 digits of trace number is 07100028. Last 7 digits, use unique sequential numbering scheme per entry detail record (i.e.: 071000280000001).

**Entry Detail Record** - The Entry Detail Record contains the information necessary to post a deposit to/withdrawal from an account and should include the recipient's name, account number, routing number and dollar amount of the payment. For **WEB** and **TEL** entries.

Field	1	2	3	4	5	6	7	8	9	10	11
Data Element Name	Record Type Code	Transaction Code	Receiving DFI Identification	Check Digit	DFI Account Number	Amount	Individual Identification Number	Individual Name	Payment Type Code	Addenda Record Indicator	Trace Number
Field Inclusion Requirement	M	M	M	M	R	M	O	R	R	M	M
Contents	"6"	Numeric	Numeric	Numeric	Alphanumeric	Numeric	Alphanumeric	Alphanumeric	Alphanumeric	Numeric	Numeric
Length	1	2	8	1	17	10	15	22	2	1	15
Position	01 - 01	02 - 03	04 - 11	12 - 12	13 - 29	30 - 39	40 - 54	55 - 76	77 - 78	79 - 79	80 - 94

Field #	Field Name	Entry Information
1	Record Type Code	The Code identifying the Entry Detail Record
2	Transaction Code	Two digit code identifying the account type: 22 = Credit to Checking Account 23 = Credit Prenote to Checking Account 27 = Debit to Checking Account 28 = Debit Prenote to Checking Account 32 = Credit to Savings Account 33 = Credit Prenote to Savings Account 37 = Debit to Savings Account 38 = Debit Prenote to Savings Account
3	Receiving DFI Identification	Transit routing number of the receiver's financial institution (first 8 digits)
4	Check Digit	The ninth digit of the receiver's financial institution
5	DFI Account Number	Receiver's account number
6	Amount	Transaction amount (\$\$\$\$\$\$cc) with no decimal. For prenotes, enter 10 zeroes in the amount field.
7	Individual Identification Number	Receiver's identification number (i.e. Employee#, SS#)
8	Individual Name	Name of receiver
9	Payment Type Code	Value "S" for Single Entry Payment Value "R" for Recurring Payments
10	Addenda Record Indicator	Enter value "0" if no addenda accompanying entry detail record. Enter value "1" if addenda included.
11	Trace Number	First 8 digits of trace number is 07100028. Last 7 digits, use unique sequential numbering scheme per entry detail record (ie: 071000280000001).

**Entry Detail Record** - The Entry Detail Record contains the information necessary to post a deposit to/withdrawal from an account and should include the recipient's name, account number, routing number and dollar amount of the payment. For **CCD** entries.

Field	1	2	3	4	5	6	7	8	9	10	11
Data Element Name	Record Type Code	Transaction Code	Receiving DFI Identification	Check Digit	DFI Account Number	Amount	Identification Number	Receiving Company Name	Discretionary Data	Addenda Record Indicator	Trace Number
Field Inclusion Requirement	M	M	M	M	R	M	O	R	O	M	M
Contents	"6"	Numeric	Numeric	Numeric	Alphanumeric	Numeric	Alphanumeric	Alphanumeric	Alphanumeric	Numeric	Numeric
Length	1	2	8	1	17	10	15	22	2	1	15
Position	01 - 01	02 - 03	04 - 11	12 - 12	13 - 29	30 - 39	40 - 54	55 - 76	77 - 78	79 - 79	80 - 94

Field #	Field Name	Entry Information
1	Record Type Code	The Code identifying the Entry Detail Record
2	Transaction Code	Two digit code identifying the account type: 22 = Credit to Checking Account 23 = Credit Prenote to Checking Account 27 = Debit to Checking Account 28 = Debit Prenote to Checking Account 32 = Credit to Savings Account 33 = Credit Prenote to Savings Account 37 = Debit to Savings Account 38 = Debit Prenote to Savings Account
3	Receiving DFI Identification	Transit routing number of the receiver's financial institution (first 8 digits)
4	Check Digit	The ninth digit of the receiver's financial institution
5	DFI Account Number	Receiver's account number
6	Amount	Transaction amount (\$\$\$\$\$\$cc) with no decimal. For prenotes, enter 10 zeroes in the amount field.
7	Identification Number	Receiver's identification number (i.e. TIN#)
8	Receiving Company Name	Name of receiver
9	Discretionary Data	For your company's internal use
10	Addenda Record Indicator	Enter value "0" if no addenda accompanying entry detail record. Enter value "1" if addenda included.
11	Trace Number	First 8 digits of trace number is 07100028. Last 7 digits, use unique sequential numbering scheme per entry detail record (i.e.: 071000280000001).

**Entry Detail Record** – The Entry Detail Record contains the information necessary to post a deposit to/withdrawal from an account and should include the recipient's name, account number, routing number and dollar amount of the payment. For **CTX** entries.

Field	1	2	3	4	5	6	7	8	9	10	11	12	13
Data Element Name	Record Type Code	Transaction Code	Receiving DFI Identification	Check Digit	DFI Account Number	Amount	Identification Number	Number of Addenda Records	Receiving Company Name/ID Number	Reserved	Discretionary Data	Addenda Record Indicator	Trace Number
Field Inclusion Requirement	M	M	M	M	R	M	O	M	R	N/A	O	M	M
Contents	"6"	Numeric	Numeric	Numeric	Alphanumeric	Numeric	Alphanumeric	Numeric	Alphanumeric	Blank	Alphanumeric	Numeric	Numeric
Length	1	2	8	1	17	10	15	4	16	2	2	1	15
Position	01 - 01	02 - 03	04 - 11	12 - 12	13 - 29	30 - 39	40 - 54	55 - 58	59 - 74	75 - 76	77 - 78	79 - 79	80 - 94

Field #	Field Name	Entry Information
1	Record Type Code	The Code identifying the Entry Detail Record
2	Transaction Code	Two digit code identifying the account type: 22 = Credit to Checking Account 23 = Credit Prenote to Checking Account 27 = Debit to Checking Account 28 = Debit Prenote to Checking Account 32 = Credit to Savings Account 33 = Credit Prenote to Savings Account 37 = Debit to Savings Account 38 = Debit Prenote to Savings Account
3	Receiving DFI Identification	Transit routing number of the receiver's financial institution
4	Check Digit	The ninth digit of the receiver's financial institution
5	DFI Account Number	Receiver's account number
6	Amount	Transaction amount (\$\$\$\$\$\$cc) with no decimal. For prenotes, enter 10 zeroes in the amount field.
7	Identification Number	Receiver's identification number (i.e. TIN#)
8	Number of Addenda Records	The number of addenda records accompanying the CTX entry detail record
9	Receiving Company Name/ID Number	Name or receiver
10	Reserved	Leave field blank
11	Discretionary Data	For your company's internal use
12	Addenda Record Indicator	Enter value "0" if no addenda accompanying entry detail record. Enter value "1" if addenda included.
13	Trace Number	First 8 digits of trace number is 07100028. Last 7 digits, use unique sequential numbering scheme per entry detail record (i.e.: 071000280000001).

**Entry Detail Addenda Record** – The Entry Detail Addenda Record is optional. This record contains the additional information (such as invoice number or purchase order number) relating to the prior Entry Detail Record. It is primarily used for **CCD+** and **CTX** entries. For **CCD+** entries, only one addenda record should be included with the related Entry Detail Record. For **CTX** entries, up to 9,999 addenda records are allowed to be included with the related Entry Detail Record.

Field	1	2	3	4	5
Data Element Name	Record Type Code	Addenda Type Code	Payment Related Information	Addenda Sequence Number	Entry Detail Sequence Number
Field Inclusion Requirement	M	M	O	M	M
Contents	"7"	"05"	Alphanumeric	Numeric	Numeric
Length	1	2	80	4	7
Position	01 - 01	02 - 03	04 - 83	84 - 87	88 - 94

Field #	Field Name	Entry Information
1	Record Type Code	The Code identifying the File Control Record
2	Addenda Type Code	Two digit code identifying the type of information contained in the addenda record: 02 - Used for POS, MTE and SHR Standard Entry Class. Addenda is used for terminal location information. 05 - Used for CCD, CTX and PPD Standard Entry Class. Addenda normally include invoice number, purchase order number and/or additional payment related information.
3	Payment Related Information	This field contains additional information associated with the payment. The information can be in ANSI or UN/EDIFACT format. An asterisk ("*") must be used as the delimiter between data elements, and the backslash ("\") or tilde ("~") must be used as the terminator at the end of data segment.
4	Addenda Sequence Number	This number is consecutively assigned to each addenda record. The first addenda sequence number must always be a "1".
5	Entry Detail Sequence Number	This number is the same as the last 7 digits of the related Entry Detail Record

**Company/Batch Control Record** – The Company/Batch Control Record contains the counts, hash totals and total dollar controls for the preceding detail entries within the indicated batch.

Field	1	2	3	4	5	6	7	8	9	10	11
Data Element Name	Record Type Code	Service Class Code	Entry/Addenda Count	Entry Hash	Total Debit Entry Dollar Amount	Total Credit Entry Dollar Amount	Company Identification	Reserved	Reserved	Originating DFI	Batch Number
Field Inclusion Requirement	M	M	M	M	M	M	R	O	N/A	M	M
Contents	"8"	Numeric	Numeric	Numeric	Numeric	Numeric	Alphanumeric	Blank	Blank	"07100028"	Numeric
Length	1	3	6	10	12	12	10	19	6	8	7
Position	01 - 01	02 - 04	05 - 10	11 - 20	21 - 32	33 - 44	45 - 54	55 - 73	74 - 79	80 - 87	88 - 94

Field #	Field Name	Entry Information
1	Record Type Code	The Code identifying the Company/Batch Control Record
2	Service Class Code	200 = Mixed Credits & Debits 220 = Credits only 225 = Debits only
3	Entry/Addenda Count	Total number of entry and addenda records processed within the batch
4	Entry Hash	Sum of Receiving DFI field for all detail entry records within the batch. Add values in position 4-11 on all '6' records.
5	Total Debit Entry Dollar Amount	Dollar Totals of debit entries within the batch
6	Total Credit Entry Dollar Amount	Dollar Totals of credit entries within the batch
7	Company Identification	This should match the company identification number used in the corresponding batch header record
8	Reserved	Leave field blank
9	Reserved	Leave field blank
10	Originating DFI	Enter value "07100028" this is BMO Harris Bank's routing number
11	Batch Number	This number should be the same to the corresponding company/batch header record

**File Control Record** – The File Control Record contains the dollar, entry and hash total accumulation from the Company/Batch Control Records in the file. It also contains counts of the number of blocks and the number of batches within the file.

Field	1	2	3	4	5	6	7	8
Data Element Name	Record Type Code	Batch Count	Block Count	Entry/Addenda Count	Entry Hash	Total Debit Entry Dollar Amount in File	Total Credit Entry Dollar Amount in File	Reserved
Field Inclusion Requirement	M	M	M	M	M	M	M	N/A
Contents	"9"	Numeric	Numeric	Numeric	Numeric	Numeric	Numeric	Blank
Length	1	6	6	8	10	12	12	39
Position	01 - 01	02 - 07	08 - 13	14 - 21	22 - 31	32 - 43	44 - 55	56 - 94

Field #	Field Name	Entry Information
1	Record Type Code	The Code identifying the File Control Record
2	Batch Count	The total number of batch header records in the file
3	Block Count	The total number of physical blocks in the file. 940 characters = 1 block -OR- every 10 records/lines = 1 block
4	Entry/Addenda Count	Total number of entry detail and addenda records in file
5	Entry Hash	Sum of all Entry Hash field for all company/batch control records within the file. Add values in position 11-20 on all '8' records.
6	Total Debit Entry Dollar Amount in File	Dollar Totals of debit entries within the file
7	Total Credit Entry Dollar Amount in File	Dollar Totals of credit entries within the file
8	Reserved	Leave field blank

# Rabobank Euro Payment and World Payment EFT xml format (21.39508)

## Overview

Added EFT xml format for Rabobank Euro payment and world payment.

## Modifications

The EFT Format Setup has an entry for 'RABOBNKEP' and 'RABOBNKWP', the code values may be set as required by the bank or the customer. During check printing, users must select this format code to produce an EFT File.

The screenshot shows the 'EFT FILE FORMAT' window with the 'Selection Criteria' set to 'RABOBNKEP' and the 'File Definition' table populated with the following data:

*File Code	File Description	Code 1	Code 2	Code 3	Code 4	Code 5	Code 6	Code 7	Code 8	Code 9	Code 10	Code 11	Code 12	C
RABOBNKEP	Rabo Bank Euro Payment XML F	GPF-1B-SCT1P	TRF	false	RABOBNL2U	SLEV	SEPA	RABOBNL2U	1					

*Accounts Payable > Setup > Global Tables > EFT Formats*

The screenshot shows the 'EFT FILE FORMAT' window with the 'Selection Criteria' set to 'RABOBNKWP' and the 'File Definition' table populated with the following data:

*File Code	File Description	Code 1	Code 2	Code 3	Code 4	Code 5	Code 6	Code 7	Code 8	Code 9	Code 10	Code 11	Code 12	C
RABOBNKWP	Rabo Bank World Payment XML F	GPF-1B-WP1P	TRF	false	NURG	RABOBNL2U	DEBT	NORM	SEPA	RABOBNL2U	2			

*Accounts Payable > Setup > Global Tables > EFT Formats*

## Implementation

### Print Checks:

EFT File Format: Rabo Bank Euro Payment XML Format

EFT File Code: RABOBNKEP

Selection Code: D5

**PRINT CHECK**

Save | ? | ? | ? | ? | ?

Prepare Checks | 2nd Party Check | **Print Check** | Post Check Run

**Selection Criteria**

\* Company: DHC0M | DHRUV-COMPANY

Pay Run Group Code: |

\* Selection: D5 | D5 | 06-10-2021

☒ \* Create EFT File  
☐ \* Create Third Party Paymode File  
☐ \* EFT/TPPM Distribution  
☐ Print Waiver File  
☐ Print SC Waiver Report

Form: 1 EFT Payment per page

EFT File Format: Rabo Bank Euro Payment XML Format

EFT File Code: RABOBKWP

Select SC Waiver Report: |

Create EFT/TPPM File

Company Code: |

Department Code: |

Bank Cash GIL Code: |

Bank Account Number: |

Bank Account Description: |

\* Check Form: Single Stub AP Check for Laser Printer (Std)

\* Language: English

First Signature Name: |

Starting Check: |

Ending Check: |

☐ Non-Negotiable Checks  
☐ Cross-out OR BEARER

**Print Checks** | **Generate EFT**

Accounts Payable > Checks > Print Checks – Print Checks

## XML File:

```
<?xml version="1.0" encoding="UTF-8"?>
<Document xmlns:xsi="http://www.xs.org/2001/XMLSchema-instance" xmlns="urn:iso:std:iso:2002:tech:std:paid:001:001:01">
  <Header>
    <CstmrCdtTrfInitn>
      <GrpHdr>
        <MsgId>DPF-18-SC1P-20211007-01</MsgId>
        <CrdtTrfId>2021-10-0709:37:45</CrdtTrfId>
        <NbOfTrns>1</NbOfTrns>
        <CtrlSum>21626.00</CtrlSum>
        <InitgPty>
          <Nm>DHRUV-COMPANY</Nm>
        </InitgPty>
      </GrpHdr>
      <PmtInf>
        <PmtInfId>211007111000000001</PmtInfId>
        <PmtDtD>TPE</PmtDtD>
        <BtchBookg>false</BtchBookg>
        <ReqExctDtD>2021-10-06</ReqExctDtD>
        <Dptr>
          <Nm>DHRUV-COMPANY</Nm>
        </Dptr>
        <DptrAcct>
          <Id>
            </Id>
          </DptrAcct>
        <DptrAggt>
          <FinInstnId>
            <BIC>11111/BIC</BIC>
          </FinInstnId>
        </DptrAggt>
        <ChrgBr>SLEV</ChrgBr>
        <CdtTrfTxInf>
          <PmtId>
            <EndToEndId>211007111000000001</EndToEndId>
          </PmtId>
          <PmtTpInf>
            <Svcl>
              <Cd>SEPA</Cd>
            </Svcl>
          </PmtTpInf>
          <Amt>
            <Instntamt Ccy="USD">10584.00</Instntamt>
          </Amt>
          <DptrAggt>
            <FinInstnId>
              </FinInstnId>
            </DptrAggt>
          </Dptr>
          <Nm>41 Bricks Manufacturing Inc.</Nm>
        </CdtTrfTxInf>
      </PmtInf>
    </CstmrCdtTrfInitn>
  </Header>

```

## Print Checks:

EFT File Format: Rabo Bank World Payment XML Format

EFT File Code: RABOBKWP

Selection Code: D5

**PRINT CHECK**

Prepare Checks   2nd Party Check   **Print Check**   Post Check Run

**Selection Criteria**

\* Company: DHC0M   QHRUV-COMPANY

Pay Run Group Code:   Q

\* Selection: D5   Q   D5   06-10-2021

☒ \* Create EFT File   Form: 1 EFT Payment per page

☐ \* Create Third Party Paymode File

☐ \* EFT/TPPM Distribution

☐ Print Waiver File

☐ Print SC Waiver Report

EFT File Format: Rabo Bank World Payment XML Format   Q

EFT File Code: RABOBNGWP   Q

Select SC Waiver Report:   Q

Create EFT/TPPM File

Company Code:   Q

Department Code:   Q

Bank Cash G/L Code:   Q

Bank Account Number:   Q

Bank Account Description:   Q

\* Check Form: Single Stub AP Check for Laser Printer (Std)

\* Language: English

First Signature Name:   Q

Starting Check:   Q

Ending Check:   Q

☐ Non-Negotiable Checks

☐ Cross-out OR BEARER

**Print Checks**   **Generate EFT**

Accounts Payable > Checks > Print Checks – Print Checks

## XML File:

```
<?xml version="1.0" encoding="UTF-8"?>
<document xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance" xmlns="urn:iso:std:iso:20022:tech:xsd:pain.001.001.03">
  <CstmrCdtTrfInitn>
    <GrpHdr>
      <MsgId>18-001P-20211007-02</MsgId>
      <CreDtTm>2021-10-07T09:13:24</CreDtTm>
      <NbOfTx>2</NbOfTx>
      <CtrlSum>21626.00</CtrlSum>
      <InitgPty>
        <Nm>QHRUV-COMPANY</Nm>
      </InitgPty>
      <GrpPty>
        <PmtInf>
          <PmtInfId>211007111000000001</PmtInfId>
          <PmtTpInf>
            <PmtTpInfId>
              <BtchBookg>false</BtchBookg>
            </PmtTpInfId>
            <Svcs>
              <Cd>MURG</Cd>
            </Svcs>
          </PmtTpInf>
          <ReqExctDt>2021-10-06</ReqExctDt>
        </PmtInf>
        <Dtr>
          <Nm>QHRUV-COMPANY</Nm>
          <Dtr>
            <DtrAcct>
              <Ccy>USD</Ccy>
            </DtrAcct>
            <DtrAgnt>
              <FinInstnId>
                <BIC>11111/BIC</BIC>
              </FinInstnId>
            </DtrAgnt>
            <ChrgBr>DEBT</ChrgBr>
          </Dtr>
        </Dtr>
      </GrpPty>
      <PmtId>
        <EndToEndId>211007111000000000000001</EndToEndId>
      </PmtId>
      <PmtTpInf>
        <InstrPty>MURG</InstrPty>
      </PmtTpInf>
      <Amt>
        <InstAmt Ccy="USD">10584.00</InstAmt>
      </Amt>
      <DtrAgnt>
        <FinInstnId>
          </FinInstnId>
        </DtrAgnt>
      </DtrAgnt>
    </GrpHdr>
  </CstmrCdtTrfInitn>
</document>
```

## Specifications:

WORLD Payment XML File Format	File Comments
<?xml version="1.0" encoding="UTF-8"?>	
-<Document xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance" xmlns="urn:iso:std:iso:20022:tech:xsd:pain.001.001.03">	
-<CstmrCdtTrfInitn>	
-<GrpHdr>	



<MsgId>GPF.1B-WP1P-20180208</MsgId>	Unique file identification.
<CreDtTm>2018-02-08T13:54:00</CreDtTm>	Creation date and –time of the file. Example: “2017-02-28T09:10:15”.
<NbOfTxs>1</NbOfTxs>	Number of payments in the file.
<CtrlSum>0.94</CtrlSum>	Total/sum of all the individual payments, regardless of the currency. Decimals are separated by a point “.”.
-<InitgPty>	
<Nm>Rabobank</Nm>	Name of the ordering party.
</InitgPty>	
</GrpHdr>	
-<PmtInf>	
<PmtInfId>1B-SCT1P-01</PmtInfId>	Unique reference number for the batch/PI
<PmtMtd>TRF</PmtMtd>	Fixed mandatory value ‘TRF’ for payments
<BtchBookg>>false</BtchBookg>	When the value ‘true’ is provided for Europayments, only the total amount will be shown in one debit transaction in the account information. When the value ‘false’ is provided all Europayments will be presented individually in the account information. When this tag is not provided Rabobank will use the value ‘true’ when processing the Europayments.
-<PmtTpInf>	
-<SvcLvl>	
<Cd>NURG</Cd>	The Rabobank only accepts one of the following values: NURG, URGP, SDVA, SEPA. SEPA for Europayments URGP for Urgent Domestic Europayments and Urgent Europayments. SDVA, NURG and URGP1 for Worldpayments and Multibank Payments For Worldpayments, Urgent Europayments, Urgent Domestic Payments and Multibank payments it is mandatory to provide one of the mentioned values. When the Servicelevel/Code is omitted all payments will be processed as Europayments and consequently be rejected. This tag/field may only be provided on (this) batch level.
</SvcLvl>	

</PmtTpInf>	
<ReqdExctnDt>2018-02-08</ReqdExctnDt>	This is the date on which the originator's account is to be debited. When a date is provided which is until 14 days in the past this date is changed by Rabobank to the first possible processing date; when a date is provided which is older than 14 days the batch will be rejected. It is possible to provide a date for future processing until 365 calendar days.
-<Dbtr>	
<Nm>Initiating Account</Nm>	The name of the initiating party is mandatory. For Urgent Domestic Europayments the name provided in this tag/field will be used; For Europayments, Worldpayments, Multibank payments and Urgent Domestic Europayments the name provided will be overwritten with the statutory name as registered for the account by Rabobank.
</Dbtr>	
-<DbtrAcct>	
-<Id>	
<IBAN>NL10RABO0350800375</IBAN>	IBAN account number of the initiating party. Only use numbers and capital letters in the IBAN, usage of spaces is not allowed.
</Id>	
<Ccy>EUR</Ccy>	ISO currency code of the account. For Europayments, Urgent Europayments, Urgent Domestic Europayments and Multibank payments the currency code of the account is not mandatory. For Worldpayments it is mandatory to provide the currency code of the account in this tag/field. - When the currency code of the account is provided, the following rules apply: EUR-account, payment currency non-EUR, is allowed (will be processed). USD-account (example), payment currency JPY: will be processed for Rabobank WRR1 accounts. USD-account (example), payment currency JPY: will not be processed for Rabobank (Nederland)2 accounts, the payment will be rejected
</DbtrAcct>	
-<DbtrAgt>	
-<FinInstnId>	
<BIC>RABONL2U</BIC>	SWIFT BIC code from the bank of the initiating party. This field/tag is optional [0..1] however necessary (and therefore mandatory) for Multibank payments when the account of the initiating party is held with a bank outside of the SEPA area . Only numbers and capital letters are allowed.

</FinInstnId>	
</DbtrAgt>	
<ChrgBr>DEBT</ChrgBr>	For Europayments only the value 'SLEV' is allowed. For Urgent Domestic Payments, Urgent Europayments, Worldpayments and Multibank payments within the EER only the value 'SHAR' is allowed. For all other Worldpayments and Multibank payments the following values are allowed: CRED - all costs for the beneficiary (BEN) DEBT - all costs for the initiating party (OUR) SHAR - costs are shared between the initiating party and the beneficiary (SHA) Note: When no value is provided the option SHAR will be used. ChargeBearer may be present on this level or transaction level (2.51) but not on both levels.
-<CdtTrfTxInf>	
-<PmtId>	
<InstrId>InstrId-1B-WP1P-01</InstrId>	Instructions from the initiating party for Rabobank. This tag/field is not forwarded to the bank of the beneficiary.
<EndToEndId>End2EndId-1B-WP1P-01</EndToEndId>	End-to-End ID for the payment, will be forwarded to the beneficiary bank for Europayments. Note: the payment order will be rejected when this tag is only filled with one or more spaces.
</PmtId>	
-<PmtTpInf>	
<InstrPty>NORM</InstrPty>	Either the value 'NORM' or 'HIGH' is allowed. The value specified will be ignored during processing
</PmtTpInf>	
-<Amt>	
<InstdAmt Ccy="USD">0.94</InstdAmt>	Amount of the payment. Decimals are separated with a point ".". The amount provided must be a value between 0.01 and 999,999,999.99 (technical limit), where the 'real' possible upper limit is determined by regulatory restrictions for the selected payment type. The currency for the amount must be provided within the tag: <InstdAmt Ccy="XXX"> where XXX must be a valid ISO currency code (f.e. EUR, USD, GBP, JPY, etc.).
</Amt>	
-<CdtrAgt>	
-<FinInstnId>	
-<ClrSysMmbld>	

-<ClrSysId>	
<Cd>USABA</Cd>	This field is mandatory to identify the MemberID.
</ClrSysId>	
<Mmbld>026005092</Mmbld>	The national bank code for the “Clearing System” bank in the country where the bank of the beneficiary resides. Specifications of which the National Bank codes must fulfill can be found in ‘Appendix B – Payment information per country’
</ClrSysMmbld>	
<Nm>Wells Fargo Bank</Nm>	Name of the bank of the beneficiary. For Worldpayments, Multibank payments and Urgent Europayments it is mandatory to provide this name when no BIC is provided.
-<PstlAdr>	
<Ctry>US</Ctry>	Country code of the country where the bank of the beneficiary resides. For Worldpayments, Multibank payments and Urgent Europayments it is mandatory to provide this code when no BIC is provided.
</PstlAdr>	
</FinInstnId>	
</CdtrAgt>	
-<Cdtr>	
<Nm>United States Beneficiary</Nm>	Name from the beneficiary, mandatory for all payment types. Note: for payments from RNB accounts applies that the name of the Creditor have a maximum length of 35. If exceeding, the payment will be rejected.
-<PstlAdr>	
<StrtNm>ONE WALL STREET</StrtNm>	
<PstCd>10286</PstCd>	
<TwnNm>NEW YORK</TwnNm>	
<Ctry>US</Ctry>	
</PstlAdr>	
</Cdtr>	
-<CdtrAcct>	

-<Id>	
-<Othr>	
<Id>4527364524</Id>	Account number of the beneficiary. When a BBAN is specified for a country where usage of an IBAN is mandatory the payment will be rejected
</Othr>	
</Id>	
</CdtAcct>	
-<RmtInf>	
<Ustrd>Batch containing one World Payment (WP)</Ustrd>	For Europayments all 140 positions will be read and processed. For Urgent Domestic Europayments only the first 96 positions will be read and processed. For Worldpayments, Multibank payments and Urgent Europayments only the first 98 positions will be read and processed. Please note: For all payments/payment types there is a maximum of only one (1) Unstructured remittance line.
</RmtInf>	
</CdtTrfTxInf>	
</PmtInf>	
</CstmrCdtTrfInitn>	
</Document>	

EURO XML File Format	File Comments
-<Document xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance" xmlns="urn:iso:std:iso:20022:tech:xsd:pain.001.001.03">	
-<CstmrCdtTrfInitn>	
-<GrpHdr>	
<MsgId>GPF.1B-SCT1P-20171214-01</MsgId>	Unique file identification.
<CreDtTm>2017-12-14T11:30:00</CreDtTm>	Creation date and –time of the file. Example: “2017-02-28T09:10:15”.
<NbOfTxS>1</NbOfTxS>	Number of payments in the file.
<CtrlSum>0.12</CtrlSum>	Total/sum of all the individual payments, regardless of the currency. Decimals are separated by a point “.”.
-<InitgPty>	
<Nm>Rabobank</Nm>	Name of the ordering party.

</InitgPty>	
</GrpHdr>	
-<PmtInf>	
<PmtInfId>1B-SCT1P-01</PmtInfId>	Unique reference number for the batch/PI
<PmtMtd>TRF</PmtMtd>	Fixed mandatory value 'TRF' for payments
<BtchBookg>>false</BtchBookg>	When the value 'true' is provided for Europayments, only the total amount will be shown in one debit transaction in the account information. When the value 'false' is provided all Europayments will be presented individually in the account information. When this tag is not provided Rabobank will use the value 'true' when processing the Europayments.
<ReqdExctnDt>2017-12-15</ReqdExctnDt>	This is the date on which the originator's account is to be debited. When a date is provided which is until 14 days in the past this date is changed by Rabobank to the first possible processing date; when a date is provided which is older than 14 days the batch will be rejected. It is possible to provide a date for future processing until 365 calendar days.
-<Dbtr>	
<Nm>Initiating Party Name</Nm>	The name of the initiating party is mandatory. For Urgent Domestic Europayments the name provided in this tag/field will be used; For Europayments, Worldpayments, Multibank payments and Urgent Domestic Europayments the name provided will be overwritten with the statutory name as registered for the account by Rabobank.
-<PstlAdr>	For Europayments and Urgent Domestic Europayments the fields Country and AddressLine are available, these are not mandatory. For Worldpayments, Urgent Europayments and Multibank payments the fields StreetName, PostCode, TownName en Country are available.
<Ctry>NL</Ctry>	
<AdrLine>Dbtr Streetname Housenumber 123</AdrLine>	
<AdrLine>Dbtr Postal Code and City</AdrLine>	
</PstlAdr>	
</Dbtr>	

-<DbtrAcct>	
-<Id>	
<IBAN>NL10RABO0350800375</IBAN>	IBAN account number of the initiating party. Only use numbers and capital letters in the IBAN, usage of spaces is not allowed.
</Id>	
<Ccy>EUR</Ccy>	
</DbtrAcct>	
-<DbtrAgt>	
-<FinInstnId>	
<BIC>RABONL2U</BIC>	SWIFT BIC code from the bank of the initiating party. This field/tag is optional [0..1] however necessary (and therefore mandatory) for Multibank payments when the account of the initiating party is held with a bank outside of the SEPA area . Only numbers and capital letters are allowed.
</FinInstnId>	
</DbtrAgt>	
<ChrgBr>SLEV</ChrgBr>	When present, i.e. when no BIC has been provided, Rabobank advises to provide the value 'NOTPROVIDED' in this field, however this value is not validated by Rabobank.
-<CdtTrfTxInf>	
-<PmtId>	
<InstrId>InstrId-1B-SCT1P-01</InstrId>	Instructions from the initiating party for Rabobank. This tag/field is not forwarded to the bank of the beneficiary.
<EndToEndId>End2EndId-1B-SCT1P-01</EndToEndId>	End-to-End ID for the payment, will be forwarded to the beneficiary bank for Europayments. Note: the payment order will be rejected when this tag is only filled with one or more spaces.
</PmtId>	
-<PmtTpInf>	
-<SvcLvl>	
<Cd>SEPA</Cd>	For Europayments via Generic Payment File this tag is not mandatory and may be presented on this (payment) level or on 2.8 batch level, but not on both levels. When specified on this level for Europayments, only the value SEPA is allowed. For

	Worldpayments, Urgent Europayments, Urgent Domestic Payments and Multibank payments it is not allowed to provide a value for this tag/field, for these payments it is only allowed to provide a value on 2.9 batch level.
</SvcLvl>	
</PmtTpInf>	
-<Amt>	
<InstdAmt Ccy="EUR">0.12</InstdAmt>	Amount of the payment. Decimals are separated with a point ".". The amount provided must be a value between 0.01 and 999,999,999.99 (technical limit), where the 'real' possible upper limit is determined by regulatory restrictions for the selected payment type. The currency for the amount must be provided within the tag: <InstdAmt Ccy="XXX"> where XXX must be a valid ISO currency code (f.e. EUR, USD, GBP, JPY, etc.).
</Amt>	
-<CdtrAgt>	
-<FinInstnId>	
<BIC>RABONL2U</BIC>	SWIFT BIC code of the bank of the intermediary agent. Only numbers and capital letters are allowed.
</FinInstnId>	
</CdtrAgt>	
-<Cdtr>	
<Nm>Beneficiary Name</Nm>	Name from the beneficiary, mandatory for all payment types. Note: for payments from RNB accounts applies that the name of the Creditor have a maximum length of 35. If exceeding, the payment will be rejected.
-<PstlAdr>	
<Ctry>NL</Ctry>	
<AdrLine>Cdtr Streetname Housenumber 123</AdrLine>	
<AdrLine>Cdtr Postal Code and City</AdrLine>	
</PstlAdr>	
</Cdtr>	
-<CdtrAcct>	



-<Id>	
<IBAN>NL26RABO0300091494</IBAN>	
</Id>	
</CdtrAcct>	
-<RmtInf>	
<Ustrd>Batch containing one Sepa Credit Transfer (SCT)</Ustrd>	For Europayments all 140 positions will be read and processed. For Urgent Domestic Europayments only the first 96 positions will be read and processed. For Worldpayments, Multibank payments and Urgent Europayments only the first 98 positions will be read and processed. Please note: For all payments/payment types there is a maximum of only one (1) Unstructured remittance line.
</RmtInf>	
</CdtTrfTxInf>	
</PmtInf>	
</CstmrCdtTrfInitn>	
</Document>	

## Nvoicepay Integration with CMiC (20.28619) (Beta Version)

### Overview

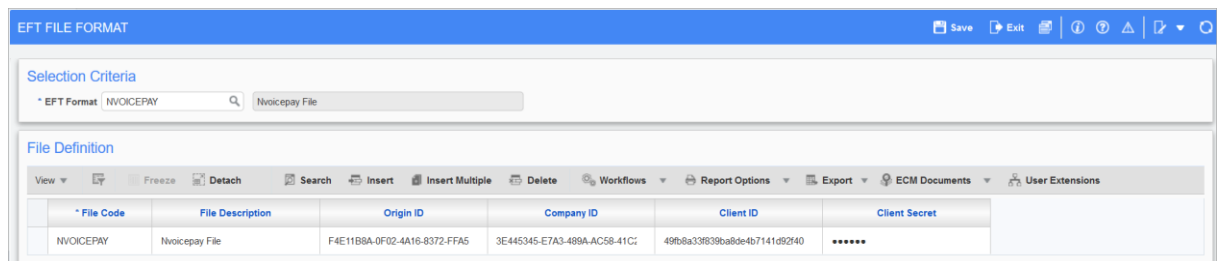
Nvoicepay integration with CMiC

### Pre-requisites

The following prerequisites are required prior to using Comdata:

- CMiC Nvoicepay license. Please contact a CMiC Account Manager for more information.
- Nvoicepay account or need to be an existing Nvoicepay user.

### Set Up EFT File Format

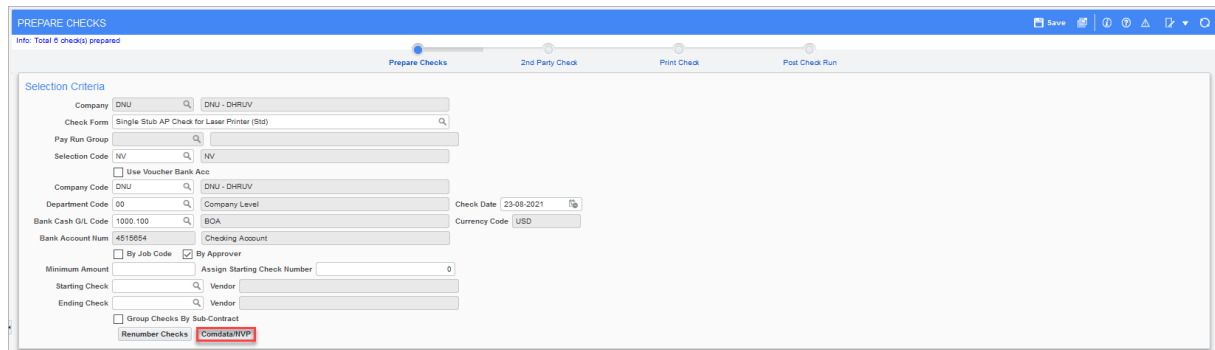


Account Payable > Setup > Global Tables > EFT Formats

Use the EFT File Format screen to set up the Electronic File Transfer (EFT) format for the banks from which EFT payments will be made.

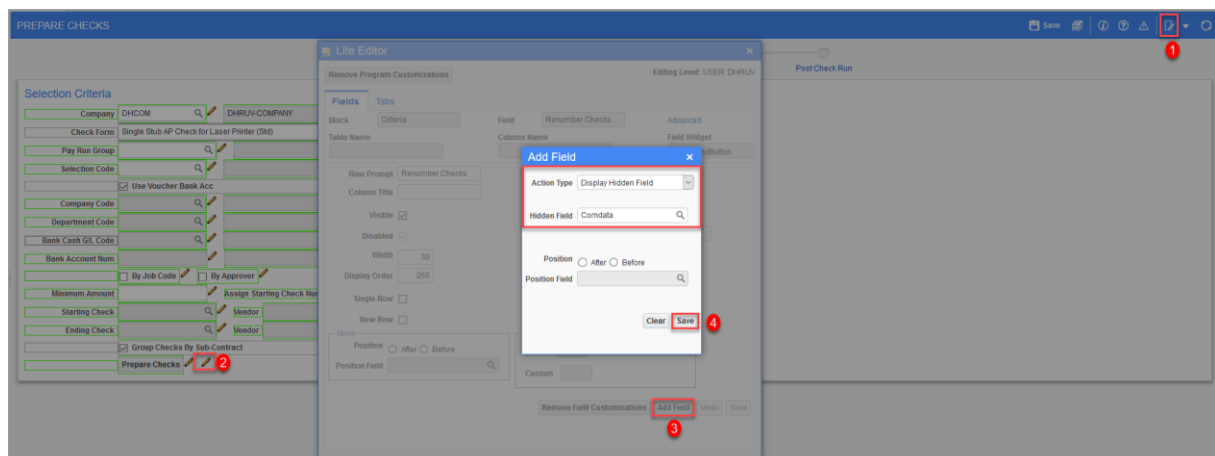
Client ID and Client Secret information is provided by Nvoicepay and maintained by system administrators.

### Display [Comdata/NVP] Button on Prepare Checks Screen using Lite Editor

The screenshot shows the 'PREPARE CHECKS' window with a blue header. Below the header is a progress bar with four steps: 'Prepare Checks', '2nd Party Check', 'Print Check', and 'Post Check Run'. The 'Prepare Checks' step is active. The 'Selection Criteria' section contains various input fields for company, check form, pay run group, selection code, company code, department code, bank cash GL code, bank account number, minimum amount, starting check, ending check, and checkboxes for 'Use Voucher Bank Acc', 'By Job Code', 'By Approver', and 'Group Checks By Sub-Contract'. At the bottom of this section, the 'Comdata/NVP' button is highlighted with a red rectangle.

Pgm: APCHQPRE – Prepare Checks; standard Treeview path: Accounts Payable > Check > Print Checks – [Comdata/NVP] button

The [Comdata/NVP] button is located on the Prepare Checks screen in the Accounts Payable module and by default it is hidden. This button is made visible using Lite Editor.

The screenshot shows the 'PREPARE CHECKS' window with the 'Lite Editor' open. The 'Lite Editor' has a 'Fields' tab and a 'Table Name' field. The 'Add Field' dialog box is open, showing 'Action Type' as 'Display Hidden Field' and 'Hidden Field' as 'Comdata'. The 'Position' is set to 'After'. The 'Save' button is highlighted in red. On the main screen, the 'Comdata/NVP' button is highlighted in red with a red circle labeled '2'. The 'Add Field' dialog box is also highlighted with a red circle labeled '3'. The 'Save' button in the dialog box is highlighted with a red circle labeled '4'.

Displaying [Comdata/NVP] button on Prepare Checks screen using Lite Editor

### Maintain Vendors

Vendor maintenance must have the highlighted mandatory fields entered. Once all the required fields are entered, user will be able to generate request file.

**MAINTAIN VENDORS** [Table Mode] [Save] [Exit] [Info] [Help] [Print] [Refresh]

**Selection Criteria**  
Company: CCC [Search] CMIC Construction Company

**Details**  
Vendors Purchases Order Address Accounting Business Partner Address

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User Extensions

Vendor Code: A1BRICKS [Search] A1 Bricks Manufacturing Inc.

Street: 123. Bricker Street [Search]  
Suite: [Search]  
City: Chicago [Search]  
State/Province: IL [Search] Illinois  
Country: USA [Search] Zip/Postal Code: 60006 [Search]

Attention: Mr. Bricker  
Phone: 773-222-5555 [Search] Fax: 773-222-5556 [Search]  
E-mail: bricker@a1bricks.com [Search] Web Site: www.cmic.ca [Search]

Buyer: [Search] \* Status: Terms [Search]  
Class: CCC1 [Search] Company CCC Subcontractors  
Terms: NET30 [Search] Net 30  
1099: 3 [Search] 1099 Other  
Preference: [Search]  
Alt. Add.: [Search]

☒ Active ☐ Report T5018 ☐ One Time Vendor ☐ Use Pre-lien Compliance ☐ Special Terms and Conditions

[Contacts] [Item List]

Pgm: BPVENFM – Maintain Vendors; standard Treeview path: Accounts Payable > Setup > Maintain Vendors – Accounting tab

The mandatory fields to be completed in the 'Accounting' tab are shown in the screenshot below.

Although banking details are not requested or processed by NVP, when the 'EFT Payments' radio button is selected on the Select Payments screen, a vendor's bank account details must also be completed in the Maintain Vendors screen. A valid bank account number can be entered in the Account Number field, or a dummy account number can be entered (e.g. #999999).

**MAINTAIN VENDORS** [Table Mode] [Save] [Exit] [Info] [Help] [Print] [Refresh]

**Selection Criteria**  
Company: CCC [Search] CMIC Construction Company

**Details**  
Vendors Purchases Order Address Accounting Business Partner Address

\* Currency: USD [Search] US Dollar  
Invoice Series: SUBS [Search] Subcontractors  
Distribution Type: General Distribution [Search] ☒ Multi Comp. Vouchers - Single Check  
Retainage %: 10 [Search] ☐ Discrete Check ☐ Prenote Flag  
Voucher Status Def: Normal [Search] ☒ Allow Transactions  
Third Party Payment Mode: [Search] ☒ EFT Payments  
EFT E-mail: [Search]  
EFT/TPPM Distribution: E-Mail [Search] Employee Number: [Search]

\* Bank Code: BOA [Search] Bank of America  
\* Bank Transit: 071904779 [Search] \* Account Number: 123997788 [Search]  
Suffix: 12 [Search] Paymode Id: [Search]

A/P	00	[Search]	Company Level	2000.100	[Search]	Current Payables
Cash	00	[Search]	Company Level	1000.100	[Search]	Bank- SUSD Operating Account
Expenses	00	[Search]	Company Level	5000.100	[Search]	AP Misc. Expense
Prepaid Expenses	00	[Search]	Company Level	2000.300	[Search]	Pre-paid AP (Deposits)
Discount	00	[Search]	Company Level	5000.106	[Search]	APIAR Discounts Lost/Taken
Retainage	00	[Search]	Company Level	2000.200	[Search]	Retainage Payable
Tax1 Code	F1	[Search]	Miami Sales Tax	Exemption License#	[Search]	
Tax2 Code	[Search]	[Search]		Exemption License#	[Search]	
Tax3 Code	[Search]	[Search]		Exemption License#	[Search]	
Tax4 Code	[Search]	[Search]		Exemption License#	[Search]	
Tax5 Code	[Search]	[Search]		Exemption License#	[Search]	

[Update EFT Info]

Pgm: APCHQPRE – Prepare Checks; standard Treeview path: Accounts Payable > Check > Print Checks

## Preparing Checks for a Selection Code

### Step 1: Create Payment Selection Code and Select Payments

**SELECT PAYMENTS**

Selection Criteria

\* Company: DNU | Hold Vendor | Adjust Voucher Status | Change Compliance Status

Payment

\* Selection: NV | Currency: USD | User: DHRUV

☒ EFT Payments | ☐ Non EFT Payments | ☐ EFT and Non EFT Payments | ☐ Third Party Payment Mode

Cut Off Date: 30-09-2021 | Check Date: 23-08-2021 | Next Pay Date: 01-10-2021

Invoice Series: | Bank Account: |

☒ Past Due Invoices | ☒ Current Invoices | ☒ Discount Invoices | ☐ Force Discounts

Vendor | Job | Vendor Class | Vendor Preferences | Job Department | Select Invoices

**Selected Invoices**

Add Invoices

Sel	Vendor	Vendor Name	Address	Address Name	Voucher	Invoice Number	Invoice Date	Due Date	Discount Date	Outstanding Amt	Discount Taken	Payment Amount
<input checked="" type="checkbox"/>	AERO	AERO			137501	AERO001	23-08-2021	22-09-2021	28-08-2021	30534.30	610.69	29923.61
<input checked="" type="checkbox"/>	AERO	AERO			137503	AERO002	21-08-2021	20-09-2021	26-08-2021	36489.80	729.40	35740.40
<input checked="" type="checkbox"/>	AERO	AERO			137505	AERO003	22-08-2021	21-09-2021	27-08-2021	23731.20	474.62	23256.58
<input checked="" type="checkbox"/>	AERO	AERO			137507	AERO004	21-08-2021	20-09-2021	26-08-2021	57619.80	1152.40	56467.40

Pgm: PAYSEL – Select Payments; standard Treeview path: Accounts Payable > Payment > Select Payments

Use the Select Payments screen to create a one-time payment selection code. Select the 'EFT Payments' radio button and specify any other criteria by which to select invoices associated with the payment selection code. Click the **[Add Invoices]** button on the Select Payments screen to display the list of matching invoices and select which invoices to associate to the payment selection code. When finished, click on **[Save]**.

### Step 2: Generate NVP Payment/Request File

On the Prepare Checks screen, enter/select the company and selection code, and check the 'Use Voucher Bank Acc' checkbox. Click on the **[Prepare Checks]** button.

**PREPARE CHECKS**

Prepare Checks | 2nd Party Check | Print Check | Post Check Run

Selection Criteria

Company: DNU | Check Form: Single Stub AP Check for Laser Printer (Std) | Pay Run Group: | Selection Code: NV | Use Voucher Bank Acc: ☒

Company Code: | Department Code: | Bank Cash G/L Code: | Bank Account Num: |

Check Date: 23-08-2021 | Currency Code: |

☐ By Job Code | ☒ By Approver | Minimum Amount: | Assign Starting Check Number: |

Starting Check: | Ending Check: |

☐ Group Checks By Sub-Contract | **Prepare Checks** | Comdata/NVP

Accounts Payable > Checks > Print Checks – Prepare Checks

The **[Prepare Checks]** button changes to **[Renumber Checks]**. A message appears at the top of the screen to indicate the total number of checks prepared and the **[Comdata/NVP]** button is enabled.

**PREPARE CHECKS**

Info: Total 5 check(s) prepared

Prepare Checks    2nd Party Check    Print Check    Post Check Run

**Selection Criteria**

Company: DNU    DNU - DHRUV

Check Form: Single Stub AP Check for Laser Printer (Std)

Pay Run Group:    Selection Code: NV

☒ Use Voucher Bank Acc

Company Code:    Department Code:    Bank Cash GL Code:    Bank Account Num:    Check Date: 23-08-2021    Currency Code:   

☐ By Job Code    ☒ By Approver

Minimum Amount:    Assign Starting Check Number:    Starting Check:    Vendor:    Ending Check:    Vendor:   

☐ Group Checks By Sub-Contract

Renumber Checks    **Comdata/NVP**    **Button is now enabled**

Accounts Payable > Checks > Print Checks – Prepare Checks – [Comdata/NVP] button

Click on the [Comdata/NVP] button to launch a pop-up window to initiate the payment/request file generation process.

**PREPARE CHECKS**

Company: DNU    DNU - DHRUV    Pay Run Group:    Selection Code: NV

Send Checks to Comdata/NVP

View    Filter    Detach    Search    Insert    Insert Multiple    Delete    Workflows    Report Options    ECM Documents

**WVP Batch ID is generated once user Transfer Payment to NVP**

Status	Vendor	Name	Invoice Number	Check #	Check Date	Amount	Card Number	Paid	Response Error	WVP Batch ID	WVP Status
VMG	GLASSCO	GLASSCO	GC001	90000002081	23-08-2021	29,249.77		N			
VMG	GLASSCO	GLASSCO	GC004	90000002081	23-08-2021	51,372.97		N			
VMG	METALCO	METALCO	METAL002	90000002082	23-08-2021	1,079.24		N			
VMG	METALCO	METALCO	METAL003	90000002082	23-08-2021	573.38		N			
VMG	METALCO	METALCO	METAL008	90000002082	23-08-2021	12,568.58		N			
VMG	METALCO	METALCO	METAL009	90000002082	23-08-2021	36,519.59		N			
VMG	METALCO	METALCO	METAL005	90000002082	23-08-2021	24,083.89		N			
VMG	METALCO	METALCO	METAL006	90000002082	23-08-2021	6,834.40		N			
VMG	NESTLE	Nestle	NE0005	90000002083	23-08-2021	47,336.94		N			
VMG	NESTLE	Nestle	NE0004	90000002083	23-08-2021	36,969.48		N			
VMG	VENDOR 1 DNU	VOU103	90000002084	23-08-2021	2,790.00			N			
VMG	VENDOR 1 DNU	VEN122	90000002084	23-08-2021	33,060.01			N			
VMG	VENDOR 1 DNU	VOU100	90000002084	23-08-2021	1,128.60			N			
VMG	VENDOR 1 DNU	VOU102	90000002084	23-08-2021	1,620.00			N			
VMG	VENDOR 1 DNU	VEN121	90000002084	23-08-2021	40,690.16			N			

Close    **Generate Request File**    Import Response File    Import Reconciliation File    Post Checks    Move to New Selection Code

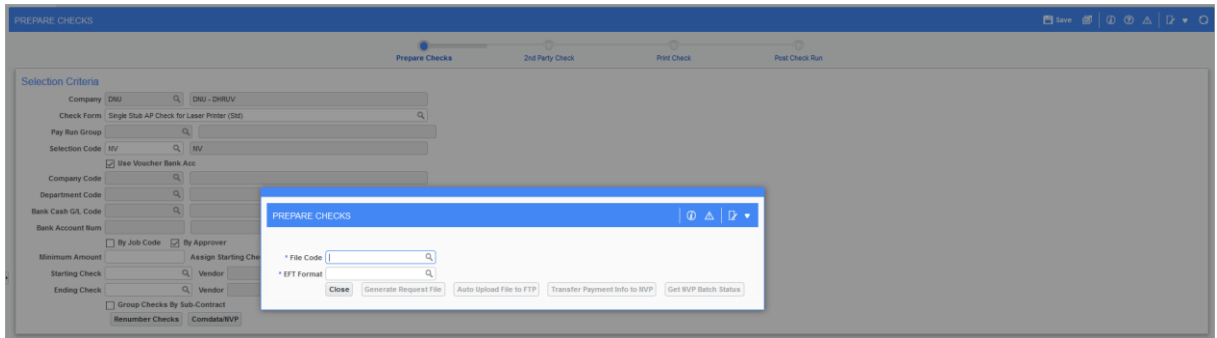
Pop-up launched from [Comdata/NVP] button on Prepare Checks screen

All records must be valid in the Status column for the [Generate Request File] button to be enabled.

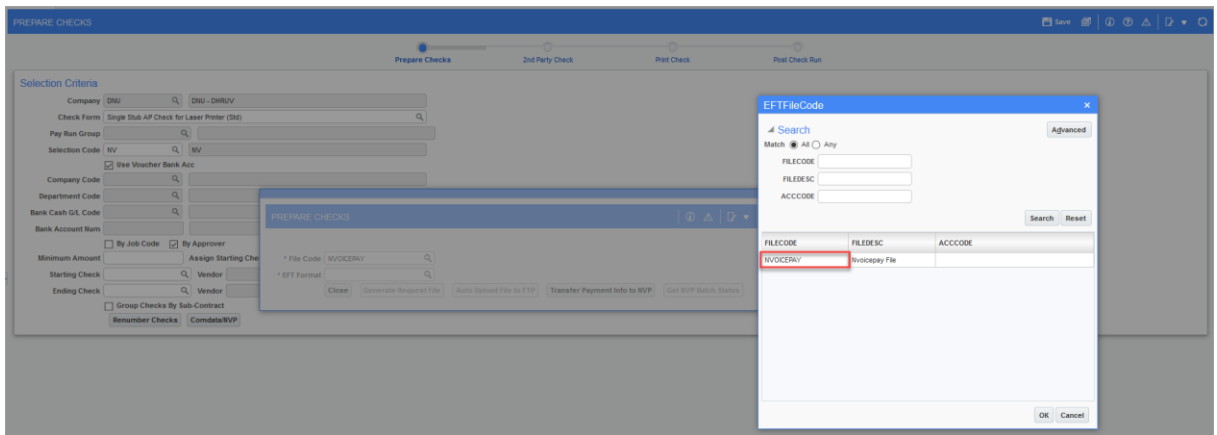
If mandatory fields are not entered properly in the Maintain Vendors screen, as discussed in the previous step, the [Generate Request File] button will not be enabled.

Clicking on [Generate Request File] will launch prepare checks pop-up. Select the file code and EFT format from the LOV.

File Code: NVOICEPAY  
EFT Format: NVOICEPAY

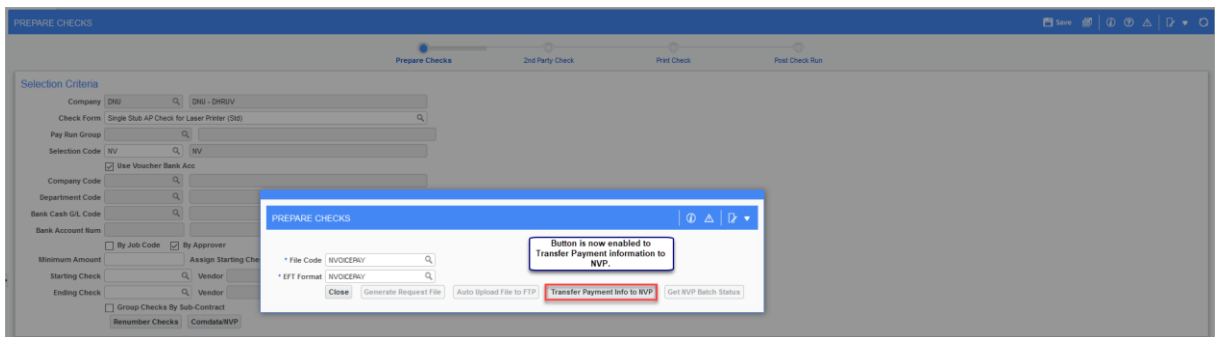


Accounts Payable > Checks > Print Checks – Prepare Checks – [Comdata/NVP] button – [Generate Request File] button pop-up



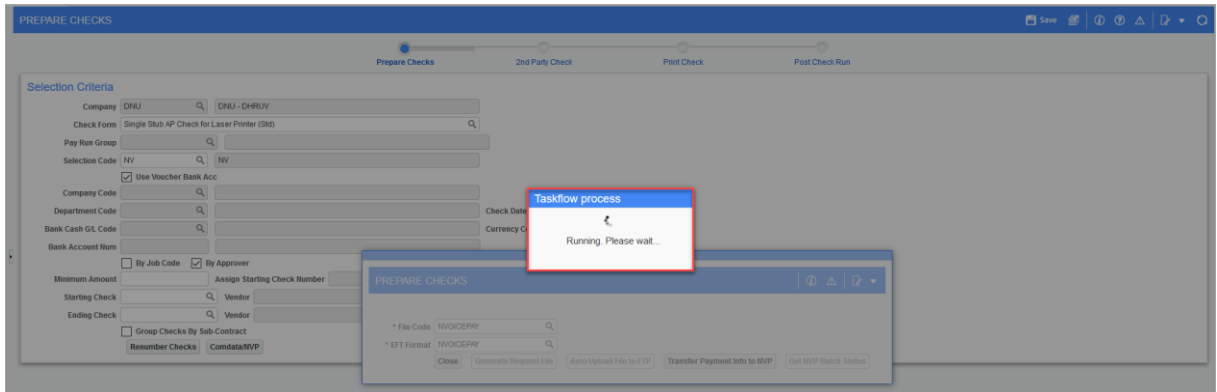
Accounts Payable > Checks > Print Checks – Prepare Checks – [Comdata/NVP] button – [Generate Request File] button pop-up

[Transfer Payment Info to NVP] button is enabled once the mandatory fields are populated.



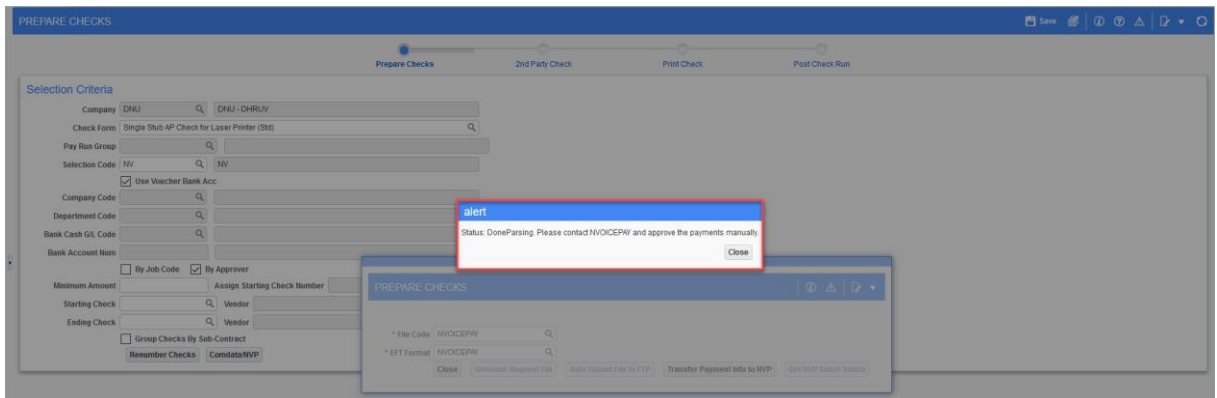
Accounts Payable > Checks > Print Checks – Prepare Checks – [Comdata/NVP] button – [Generate Request File] button pop-up

Taskflow process runs upon clicking on [Transfer Payment Info to NVP] button.



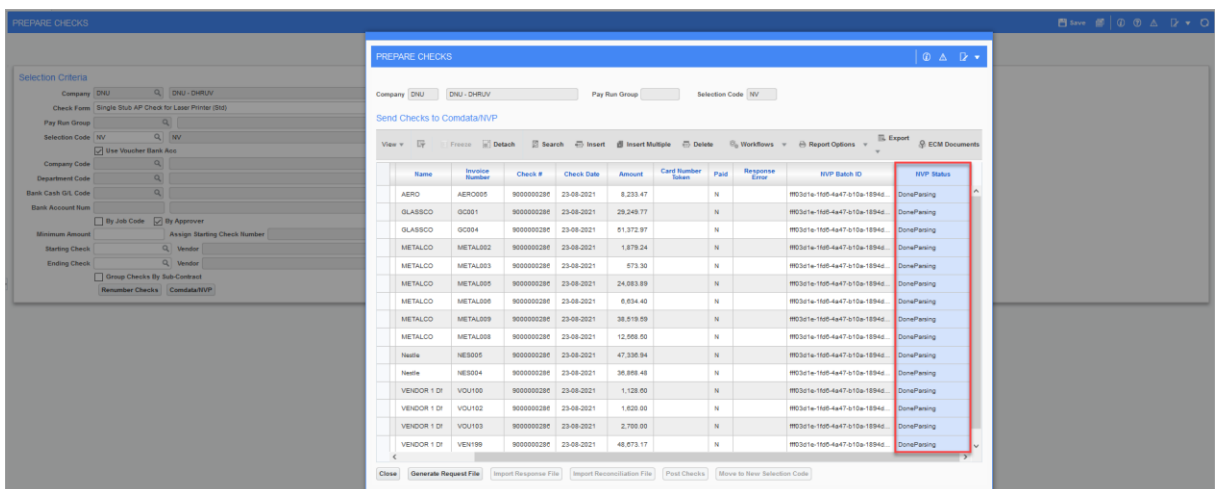
Accounts Payable > Checks > Print Checks – Prepare Checks – [Comdata/NVP] button – [Generate Request File] button pop-up – Taskflow process

Alert message is displayed with status as 'DoneParsing'.



Accounts Payable > Checks > Print Checks – Prepare Checks – [Comdata/NVP] button – [Generate Request File] button pop-up – Alert box

Use [Comdata/NVP] button to verify the NVP status column in prepare checks pop-up.

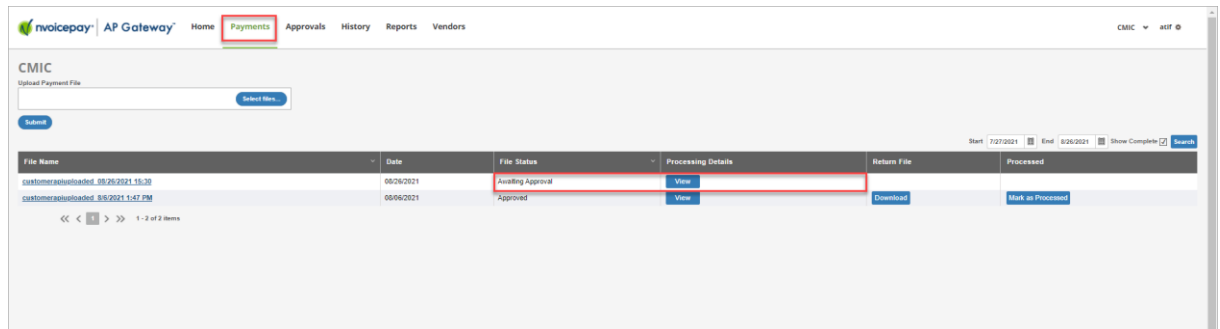


Accounts Payable > Checks > Print Checks – Prepare Checks – [Comdata/NVP] button pop-up

Step 3: Approve NVP Payments

Go to AP Gateway to approve the payments.

Click on [View] button to approve the file which is awaiting approval.



CMIC

Upload Payment File

Select File

Submit

Start: 7/27/2021 End: 8/26/2021 Show Complete 27 Search

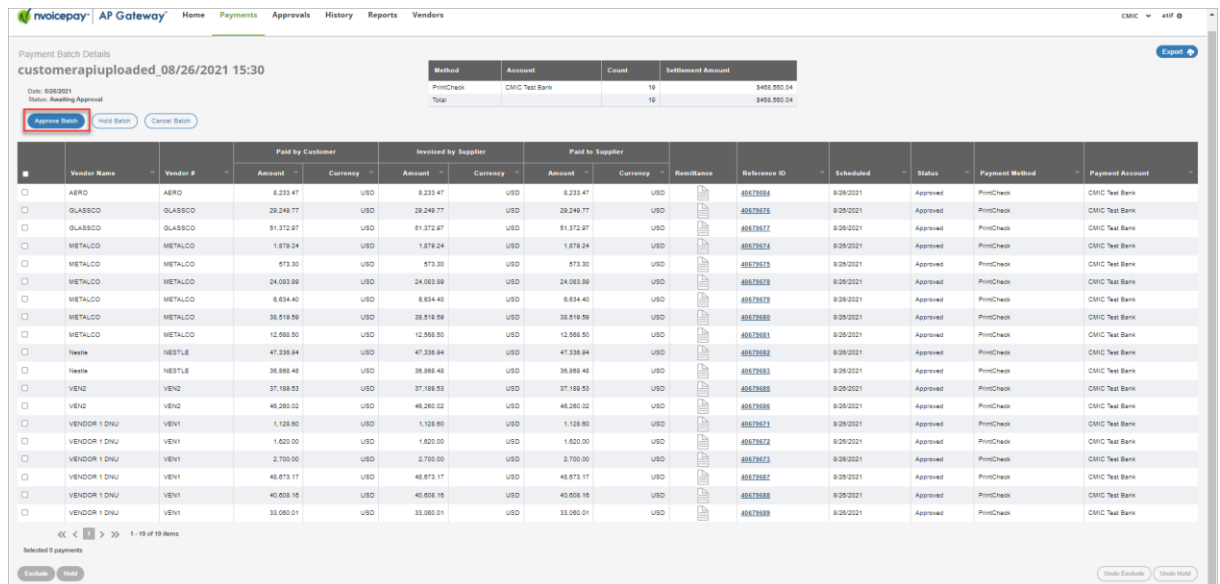
File Name	Date	File Status	Processing Details	Return File	Processed
customerapiuploaded_08/26/2021 15:30	08/26/2021	Awaiting Approval	View		
customerapiuploaded_8/8/2021 1:47 PM	08/06/2021	Approved	View	Download	Mark as Processed

<< >> 1 - 2 of 2 items

### AP Gateway - Payments

Status of the file is 'Awaiting Approval' Click on [Approve Batch] button to approve the whole batch.

CMiC integration requires BATCH APPROVAL only.



Payment Batch Details

customerapiuploaded\_08/26/2021 15:30

Date: 8/26/2021

Status: Awaiting Approval

Approve Batch Hold Batch Cancel Batch

Export

#	Vendor Name	Vendor #	Paid by Customer		Invoiced by Supplier		Paid to Supplier		Reconciliation	Reference ID	Scheduled	Status	Payment Method	Payment Account
			Amount	Currency	Amount	Currency	Amount	Currency						
<input type="checkbox"/>	AERO	AERO	8,233.47	USD	8,233.47	USD	8,233.47	USD		88679886	8/26/2021	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/>	GLASSCO	GLASSCO	29,249.77	USD	29,249.77	USD	29,249.77	USD		88679828	8/26/2021	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/>	GLASSCO	GLASSCO	51,372.97	USD	51,372.97	USD	51,372.97	USD		88679827	8/26/2021	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/>	METALCO	METALCO	1,879.24	USD	1,879.24	USD	1,879.24	USD		88679826	8/26/2021	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/>	METALCO	METALCO	873.30	USD	873.30	USD	873.30	USD		88679825	8/26/2021	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/>	METALCO	METALCO	24,083.89	USD	24,083.89	USD	24,083.89	USD		88679828	8/26/2021	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/>	METALCO	METALCO	8,834.40	USD	8,834.40	USD	8,834.40	USD		88679829	8/26/2021	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/>	METALCO	METALCO	38,819.89	USD	38,819.89	USD	38,819.89	USD		88679880	8/26/2021	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/>	METALCO	METALCO	12,888.80	USD	12,888.80	USD	12,888.80	USD		88679881	8/26/2021	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/>	Nestle	NESTLE	47,338.94	USD	47,338.94	USD	47,338.94	USD		88679882	8/26/2021	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/>	Nestle	NESTLE	38,888.48	USD	38,888.48	USD	38,888.48	USD		88679883	8/26/2021	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/>	VEN2	VEN2	37,189.53	USD	37,189.53	USD	37,189.53	USD		88679885	8/26/2021	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/>	VEN2	VEN2	48,280.02	USD	48,280.02	USD	48,280.02	USD		88679886	8/26/2021	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/>	VENDOR 1 DNU	VEN1	1,128.80	USD	1,128.80	USD	1,128.80	USD		88679821	8/26/2021	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/>	VENDOR 1 DNU	VEN1	1,820.00	USD	1,820.00	USD	1,820.00	USD		88679822	8/26/2021	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/>	VENDOR 1 DNU	VEN1	2,700.00	USD	2,700.00	USD	2,700.00	USD		88679823	8/26/2021	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/>	VENDOR 1 DNU	VEN1	48,873.17	USD	48,873.17	USD	48,873.17	USD		88679882	8/26/2021	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/>	VENDOR 1 DNU	VEN1	40,808.18	USD	40,808.18	USD	40,808.18	USD		88679888	8/26/2021	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/>	VENDOR 1 DNU	VEN1	33,060.01	USD	33,060.01	USD	33,060.01	USD		88679889	8/26/2021	Approved	PrintCheck	CMIC Test Bank

<< >> 1 - 19 of 19 items

Selected 0 payments

Continue Hold

Unhold Continue Unhold Hold

### AP Gateway - Payments

Once the batch is approved, status is changed to Approved.



**nvoicepay** | AP Gateway | Home | Payments | Approvals | History | Reports | Vendors

Payment Batch Details  
customeraplupload\_08/26/2021 15:30

From: 8/26/2021  
Status: Approved

Method	Account	Count	Settlement Amount
PrintCheck	CMIC Test Bank	19	\$468,960.04
Total		19	\$468,960.04

Vendor Name	Vendor #	Paid by Customer		Invoiced by Supplier		Paid to Supplier		Remittance	Reference ID	Scheduled	Status	Payment Method	Payment Account
		Amount	Currency	Amount	Currency	Amount	Currency						
AERCO	AERCO	8,233.47	USD	8,233.47	USD	8,233.47	USD		40672664	8/26/2021	Approved	PrintCheck	CMIC Test Bank
GLASSCO	GLASSCO	29,246.77	USD	29,246.77	USD	29,246.77	USD		40672625	8/26/2021	Approved	PrintCheck	CMIC Test Bank
GLASSCO	GLASSCO	51,372.87	USD	51,372.87	USD	51,372.87	USD		40672627	8/26/2021	Approved	PrintCheck	CMIC Test Bank
METALCO	METALCO	1,876.24	USD	1,876.24	USD	1,876.24	USD		40672624	8/26/2021	Approved	PrintCheck	CMIC Test Bank
METALCO	METALCO	873.30	USD	873.30	USD	873.30	USD		40672625	8/26/2021	Approved	PrintCheck	CMIC Test Bank
METALCO	METALCO	24,063.88	USD	24,063.88	USD	24,063.88	USD		40672624	8/26/2021	Approved	PrintCheck	CMIC Test Bank
METALCO	METALCO	5,534.40	USD	5,534.40	USD	5,534.40	USD		40672625	8/26/2021	Approved	PrintCheck	CMIC Test Bank
METALCO	METALCO	36,916.59	USD	36,916.59	USD	36,916.59	USD		40672625	8/26/2021	Approved	PrintCheck	CMIC Test Bank
METALCO	METALCO	12,556.50	USD	12,556.50	USD	12,556.50	USD		40672621	8/26/2021	Approved	PrintCheck	CMIC Test Bank
NESTLE	NESTLE	47,335.94	USD	47,335.94	USD	47,335.94	USD		40672622	8/26/2021	Approved	PrintCheck	CMIC Test Bank
NESTLE	NESTLE	35,895.48	USD	35,895.48	USD	35,895.48	USD		40672623	8/26/2021	Approved	PrintCheck	CMIC Test Bank
VENZ	VENZ	37,189.63	USD	37,189.63	USD	37,189.63	USD		40672625	8/26/2021	Approved	PrintCheck	CMIC Test Bank
VENZ	VENZ	46,280.02	USD	46,280.02	USD	46,280.02	USD		40672625	8/26/2021	Approved	PrintCheck	CMIC Test Bank
VENDOR 1 DNU	VENH	1,128.00	USD	1,128.00	USD	1,128.00	USD		40672621	8/26/2021	Approved	PrintCheck	CMIC Test Bank
VENDOR 1 DNU	VENH	1,620.00	USD	1,620.00	USD	1,620.00	USD		40672622	8/26/2021	Approved	PrintCheck	CMIC Test Bank
VENDOR 1 DNU	VENH	2,709.00	USD	2,709.00	USD	2,709.00	USD		40672623	8/26/2021	Approved	PrintCheck	CMIC Test Bank
VENDOR 1 DNU	VENH	46,873.17	USD	46,873.17	USD	46,873.17	USD		40672627	8/26/2021	Approved	PrintCheck	CMIC Test Bank
VENDOR 1 DNU	VENH	40,808.16	USD	40,808.16	USD	40,808.16	USD		40672628	8/26/2021	Approved	PrintCheck	CMIC Test Bank
VENDOR 1 DNU	VENH	33,080.01	USD	33,080.01	USD	33,080.01	USD		40672628	8/26/2021	Approved	PrintCheck	CMIC Test Bank

1 - 19 of 19 Items

## AP Gateway - Payments

**nvoicepay** | AP Gateway | Home | Payments | Approvals | History | Reports | Vendors

CMIC

Upload Payment File

Select File

Submit

File Name	Date	File Status	Processing Details	Return File	Processed
customeraplupload_08/26/2021 15:30	08/26/2021	Approved	View	Download	Mark as Processed
customeraplupload_8/26/2021 1:47 PM	08/26/2021	Approved	View	Download	Mark as Processed

1 - 2 of 2 Items

## AP Gateway - Payments

### Step 4: Post Checks

Once the payment is approved on AP Gateway, go to AP > Prepare Checks – populate the same selection code as in step 1. Click on **[Comdata/NVP]** button to launch the pop-up.

NVP Batch status is updated to 'ReturnFileReady', alert message is displayed upon clicking **[Get NVP Batch Status]**.

**PREPARE CHECKS**

Save | Print | Refresh | Help | Close

Prepare Checks | 2nd Party Check | Print Check | Post Check Run

**Selection Criteria**

Company: DNU | DNU - DHRUV

Check Form: Single Stub AP Check for Laser Printer (Std)

Pay Run Group:

Selection Code: NV

☒ Use Voucher Bank Acc

Company Code:

Department Code:

Bank Cash GL Code:

Bank Account Num:

☐ By Job Code ☒ By Approver

Assign Starting Check Num:

Starting Check: Vendor

Ending Check: Vendor

☐ Group Checks By Sub-Contract

☐ Renumbr Checks ☐ Comdata/NVP

Check Date: 23-08-2021

Agency Code:

\* File Code: NVOICEPAY

\* EFT Format: NVOICEPN

Close | Generate Request File | Auto Upload File to FTP | Transfer Payment Info to NVP

**alert**

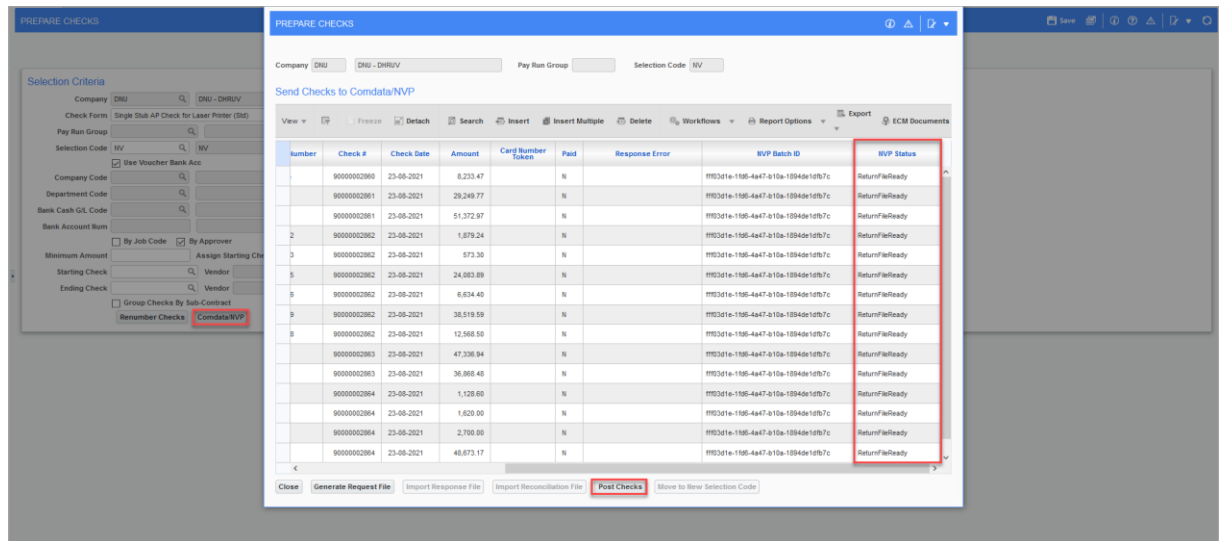
Status: ReturnFileReady Invoice payments Paid successfully

Close

**Get NVP Batch Status**

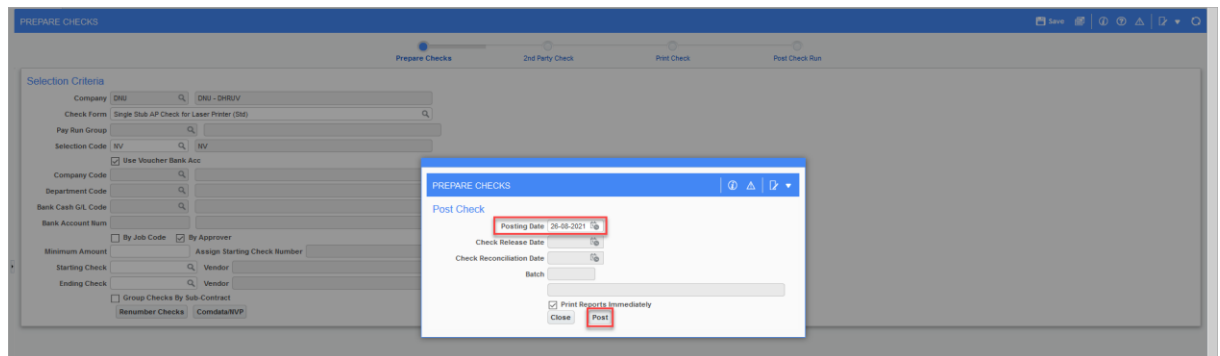
Accounts Payable > Checks > Print Checks – Prepare Checks – **[Comdata/NVP]** button – **[Get NVP Batch Status]** status alert box

[Post Checks] button is enabled when the NVP Status column reads 'ReturnFileReady'



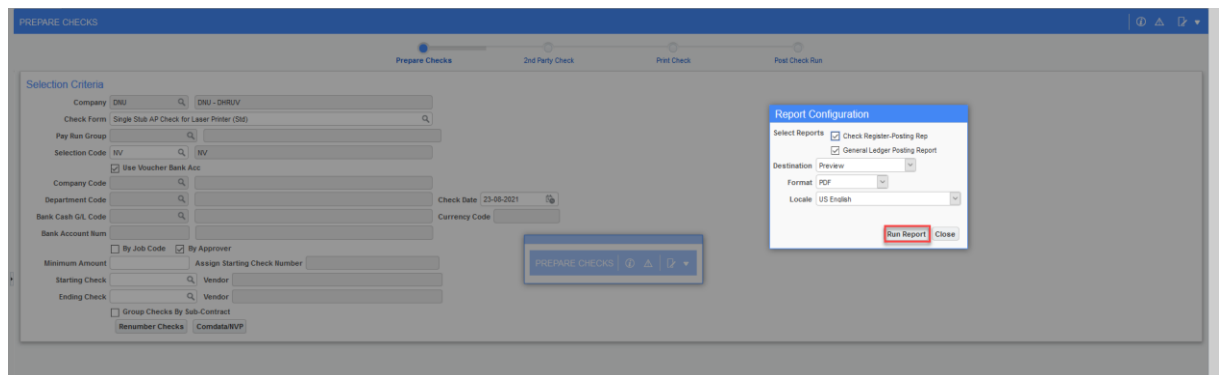
Accounts Payable > Checks > Print Checks – Prepare Checks – [Comdata/NVP] button pop-up – [Post Checks]

Post Check pop-up will be launched upon clicking [Post Checks] button. Populate the posting date and click on [Post] button.



Post Check pop-up

Report configuration runs and batch is posted successfully.



Post Checks pop-up – Report Configuration

'Batch Posted successfully' is displayed in the message box and batch number is auto-populated.

## Check Reconciliation and Check Release features

'Check Reconciliation Date' field will be enabled when the AP control file flag 'Automatically Populate Check Reconciliation Date' is set as Y (checked). User must enter reconciliation date as required.

'Check Release Date' field will be enabled when the AP control file flag 'Use Check Release Feature' is set as Y(checked). User must enter release date as required

## Vat Payment Enhancement - International (21.40611) (Beta Version)

### Overview

Modification to VAT payment calculation for international clients.

New fields are added in the following programs:

**AP Control File:** Reverse Tax Charge flag

**Tax Table Maintenance:** Tax Authorities, Tax English Translation, Tax Reverse Charges flag, Tax Description

New VAT Submission report (**GL\_VATINFO**) is created.

## Modifications

The screenshot shows the 'AP CONTROL FILE' window with the 'Voucher' tab selected. The 'System Defaults' section includes various settings for vouchers, such as 'Invoice Method', 'Gross Method', and 'Default AP Accounts'. The 'Reverse Tax Charge Flag' is highlighted with a red box. Other settings include 'Minimum Amount', 'Number Of Months To Check', 'EFT File Format', and 'Minimum Lien Waiver Value'.

Accounts Payable > Setup > Control File – Reverse Tax Charge Flag

**Reverse Tax Charge Flag:** By default, the flag is un-checked.

The screenshot shows the 'TAX TABLE MAINTENANCE' window with the 'Tax Setup' tab selected. The 'Tax Reverse Charges' checkbox is highlighted with a red box. Other settings include 'Tax Code', 'Non Taxable Code', 'Name', 'Short Name', 'Tax Description', 'Tax Authorities', 'Tax Registration', 'Percent', 'Payment %', 'Active', 'Compound Tax', 'TDS Tax', 'Tax Credit', and 'Tax Reverse Charges'.

System Data > Global Tables > Tax Code – Tax Table Maintenance

**Tax Reverse Charge:** By default, the flag is un-checked.

## Implementation

**AP Control File:** Reverse Tax Charges flag must be checked

AP CONTROL FILE

Table Mode Save Exit

Selection Criteria  
Company: EUC EU Company Copy Control File

System Defaults Voucher Check Accounting Other

Invoice Method Gross Method  
Age Vouchers By Due Date  
Default AP Accounts Vendor  
\* Default Voucher Status Normal  
Discount Cost Code  
☐ Hold All New AP Vouchers  
☐ Use Invoice Series Code  
☐ Series Code Is Mandatory  
☐ Default System Date To Voucher Date  
☐ Mandatory Voucher Description  
☐ \* Use Bank Accounts By Job  
☐ Allow Invoice Date In A Future Period  
☐ Allow Only Single Job per Voucher  
☐ \* Registered Invoice Distribution Cannot Exceed The Invoice Amount  
☐ Warn When Invoice Number Duplicated Across Vendors  
☐ \* Use Inventory Item Market Price As Bill Rate  
☐ Check For Duplicate Voucher Amount On Vendor  
☐ Invoice Date Is Voucher Post Date  
 Minimum Amount 0.00  
 Number Of Months To Check 3  
☒ Reverse Tax Charge Flag  
 EFT File Format  
 Minimum Lien Waiver Value  
☐ Restrict Invoice Date to Current Period  
☐ Populate Default Contract Term

\* Default Term Code NET30  
 Recurring Voucher Prefix  
 Next Recurring Voucher Sequence #  
 \* Default Status Of Partially Paid Vouchers Normal  
 Discount Category Code  
☐ Require Approval Of Registered Invoices  
☐ Allocate Items In Registry Details  
☐ Use Job Department for Discounts  
☐ Do Not Allow To Enter Memo For Closed Vouchers  
 Vendor Address Code On Invoice Is Mandatory No  
☐ \* Warn For Alternate Addresses  
☒ Use Pay When Paid Days 0  
☐ \* Keep Future Due Date  
☐ Use Auto Draw Number  
☐ Use Pre-lien Compliance  
 Pre-lien Rules Never Apply Pre-lien Compliance to Vouchers  
 \* Update Date Sensitive Compliance SYS Date

**Tax Maintenance:** Tax code on Tax Table maintenance program must have Tax Reverse Charges flag checked, Tax Authorities, Tax Description and Tax English Translation fields must be entered as required.

TAX TABLE MAINTENANCE

Table Mode Save Exit

Selection Criteria  
\* BUS EU Company

Tax Setup

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Tax Code RA Non Taxable Code RA\*  
 Name RC-Cat A Short Name RCT-A  
 Tax Description Reverse Charge Tax English Translation RCCAI A  
 Tax Authorities 4A Tax Registration 115456512  
 \* Percent 5.50000 Payment %  
☒ Active ☐ Compound Tax ☐ TDS Tax ☒ Tax Credit ☒ Tax Reverse Charges

RECEIVABLE INVOICES  
 Journal Used for Payment Debit  
 \* Tax Liability Account 00 6001.104 Tax Liability (DR)  
 \* Tax Liability on Ret. Account 00 6001.105 Tax Liability on Retainage  
 JB Tax Costing Cost Code  
 JB Tax Costing Category

PAYABLE INVOICES  
 \* Tax Credit Account 00 2020.210 VAT Tax liability  
 \* Tax Credit on Ret. Account 00 2020.215 VAT Liability on Retainage  
☐ Direct Pay ☐ Included in Voucher Amount  
 Liability Account  
 Vendor  
☒ Freight ☒ Insurance ☒ Misc ☐ Tax on Tax

### Voucher Entry:

Tax1: 495.00

Click on **[Distribution]** button, system will automatically create reverse tax and nullify the tax amount.

**ENTER VOUCHER** Table Mode Save Print Info Help Undo Redo

[Enter Invoices](#) [Print Edit List](#) [Post Invoices](#)

**Selection Criteria**

\* Company: EUC   
 \* Batch: 34526  Create Batch

---

**Voucher Detail** [Defaults](#) [Joint Payee](#)

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User Extensions

\* Vendor: ECNL   
 Address: 120 Long St. Amsterdam NNL 6523  ☐ N  
 Series:

\* Invoice: ECNL002  \* Voucher Num: 141387  \* Amount: 10,000.00   
 Invoice Date: 07-10-2021  Expense Dept:  Retainage: 1,000.00   
 Due Date: 06-11-2021  PO Selected: ☐ Tax: 495.00   
 Disc Date: 09-10-2021  EFT Flag: ☐ Taxes: 900.00   
 PO Number:  Release:  Gross Due: 10,395.00   
 Retainage %: 10.00  Discount: 100.00   
 Discount %: 2.00  Net: 10,395.00   
 Description: Testing DPR NTL Val Modification   
 TP Payment Mode:  Days: 0  Draw:   
 \* Distribution Type: General Distribution  Department: 00  Account: 5000.100   
 Job Code:  Cost Code:

Compliance Address Release Retain. PO Selection Registration Re-Calc Distribution Save and New Payment

☐ Lump Sum PO

Accounts Payable > Voucher > Enter Voucher

**ENTER VOUCHER** Table Mode Save Print Info Help Undo Redo

[Enter Invoices](#) [Print Edit List](#) [Post Invoices](#)

**Selection Criteria**

\* Company: EUC   
 \* Batch: 34526  Create Batch

---

**Voucher Detail** [Defaults](#) [Joint Payee](#)

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User Extensions

\* Vendor: ECNL   
 Address: 120 Long St. Amsterdam NNL 6523  ☐ N  
 Series:

\* Invoice: ECNL002  \* Voucher Num: 141387  \* Amount: 10,000.00   
 Invoice Date: 07-10-2021  Expense Dept:  Retainage: 1,000.00   
 Due Date: 06-11-2021  PO Selected: ☐ Tax: 495.00   
 Disc Date: 09-10-2021  EFT Flag: ☐ Taxes: 900.00   
 PO Number:  Release:  Gross Due: 10,395.00   
 Retainage %: 10.00  Discount: 100.00   
 Discount %: 2.00  Net: 10,395.00   
 Description: Testing DPR NTL Val Modification   
 TP Payment Mode:  Days: 0  Draw:   
 \* Distribution Type: General Distribution  Department: 00  Account: 5000.100   
 Job Code:  Cost Code:

Compliance Address Release Retain. PO Selection Registration Re-Calc Distribution Save and New Payment

☐ Lump Sum PO

Accounts Payable > Voucher > Enter Voucher – Distribution Pop-up



**General Ledger Posting Report  
Batch 34526 - DHRUV 2021-10-07 V**

Page: 1 of 1  
Date: Oct 07, 2021  
Time: 2:40 PM EDT

Department	Account	Account Name	Post Date	Source	Reference	Debit	Credit	Exchange Amount	Currency	Rate
<b>Company EUC - EU Company</b>										<b>Currency EUR</b>
00	2000.100	Current Payables	07-10-2021	ECNL	ECNL002	0.00	9,000.00	-9,000.00	EUR	1.0000
00	2000.200	Retainage Payable	07-10-2021	ECNL	ECNL002	0.00	1,000.00	-1,000.00	EUR	1.0000
00	2020.210	VAT Tax liability	07-10-2021	ECNL	ECNL002	1,395.00	0.00	1,395.00	EUR	1.0000
00	5000.100	AP Misc. Expense	07-10-2021	ECNL	ECNL002	10,000.00	0.00	10,000.00	EUR	1.0000
00	6001.104	Tax Liability (DR)	07-10-2021	ECNL	ECNL002	0.00	1,395.00	-1,395.00	EUR	1.0000
<b>Total for Company EUC - EU Company</b>						<b>11,395.00</b>	<b>11,395.00</b>			
<b>Total for Currency EUR</b>						<b>11,395.00</b>	<b>11,395.00</b>			

## New AP EFT Format for First Republic Bank 'FREPUBLICBNK' (21.43534)

New AP EFT Format for First Republic Bank 'FREPUBLICBNK'

### Modifications:

Created a new AP EFT format for 'First Republic Bank'-FREPUBLICBNK  
Following field values will be used in the file format.

#### File Header Record

Immediate Destination (321081669)  
Immediate Origin (321081669)  
Immediate Destination Name (FIRST REPUBLIC BANK)

#### Batch Header Record

Service Class Code (200)  
Company Identification (Company Federal Tax ID from company setup)  
Standard Entry Class Code (CCD)  
Company Entry Description (PAYMENT)  
Originating DFI Identification (32108166)

#### Entry Detail Record (One details record per vendor)

Transaction Code (22)  
Receiving DFI Identification (Bank Transit number from vendor setup)  
DFI Account Number (Bank Account number from vendor setup)  
Receiving Company Name (Vendor name)  
Addenda Record Indicator (1)

#### Addenda Record (One addenda record for each detail record)

Addenda Type Code (05)  
Payment Related Information (List of invoice codes - up to 80 chars max length file limit).

#### Batch Control Record

Service Class Code (200)  
Originating DFI Identification (32108166)

### Setup and Printing:



**EFT FILE FORMAT**

Selection Criteria

\* EFT Format | FREPUBLBNK | First Republic Bank

File Definition

* File Code	File Description	Code 1	Code 2	Code 3	Code 4	Code 5	Code 6	Code 7	Code 8	Code 9	Code 10	Code 11
FREPUBLBNK	First Republic Bank	1	01	321081669	321081669	094	10	1	FIRST REPUBLI		5	200

AP>Setup>Global Tables>EFT Formats

**PREPARE CHECKS**

Info: Total 6 check(s) prepared

Prepare Checks | 2nd Party Check | Print Check | Post Check Run

Selection Criteria

Company: KMCOM | Kejal's Group

Check Form: Double Stub AP Check with 16 lines

Pay Run Group:

Selection Code: 06 | AP Payment Selection 06

☒ Use Voucher Bank Acc

Company Code:

Department Code:

Bank Cash G/L Code:

Bank Account Num:

Check Date: 11/26/2021

Currency Code:

☐ By Job Code ☒ By Approver

Minimum Amount:

Assign Starting Check Number:

Starting Check:

Vendor:

Ending Check:

Vendor:

☐ Group Checks By Sub-Contract

Renumbr Checks

**PRINT CHECK**

Prepare Checks | 2nd Party Check | Print Check | Post Check Run

Selection Criteria

\* Company: KMCOM | Kejal's Group

Pay Run Group Code:

\* Selection: 06 | AP Payment Selection 06 | 11/26/2021

☒ \* Create EFT File

Form: 1 EFT Payment per page

☐ \* Create Third Party Paymode File

☐ \* EFT/TPPM Distribution

☐ Print Waiver File

☐ Print SC Waiver Report

Select SC Waiver Report:

Create EFT/TPPM File

Company Code:

Department Code:

Bank Cash G/L Code:

Bank Account Number:

Bank Account Description:

\* Check Form: Double Stub AP Check with 16 lines

\* Language: English

First Signature Name:

Starting Check:

Ending Check:

Print Checks | **Generate EFT**

EFT File Format: First Republic Bank

EFT File Code: FREPUBLBNK

AP>Check>Print Checks

The following sample EFT file is generated as per the FREPUBLBNK format code:



### Wire Initiator Field Properties (Required)

Wire Initiator Name (Since this is same for all records printed on the file so, this field must be defined on AP EFT setup screen)

Wire Initiator Address1 (Since this is same for all records printed on the file so, this field must be defined on AP EFT setup screen)

Wire Initiator Address2 (Since this is same for all records printed on the file so, this field must be defined on AP EFT setup screen)

Wire Initiator Address3 (Since this is same for all records printed on the file so, this field must be defined on AP EFT setup screen)

Note: The following two sections columns are optional, nothing will be printed on this section.

First Intermediary Field Properties Information (Optional)

Second Intermediary Field Properties Information (Optional)

## Setup and Printing:

* File Code	File Description	Code 1	Code 2	Code 3	Code 4	Code 5	Code 6	Code 7	Code 8	Code 9	Code 10	Code 11
CIBCENKWR	CIBC Bank Wire Transfer Format	C	ABA									

AP>Setup>Global Tables>EFT Formats

Info: Total 6 check(s) prepared

**Prepare Checks** | 2nd Party Check | Print Check | Post Check Run

**Selection Criteria**

Company: KMCOM | Keja's Group

Check Form: Double Stub AP Check with 16 lines

Pay Run Group: |

Selection Code: 07 | AP Payment Selection 07

☒ Use Voucher Bank Acc

Company Code: | Department Code: | Check Date: 11/29/2021

Bank Cash G/L Code: | Currency Code: |

Bank Account Num: |

☐ By Job Code ☒ By Approver

Minimum Amount: | Assign Starting Check Number: |

Starting Check: | Vendor: |

Ending Check: | Vendor: |

☐ Group Checks By Sub-Contract

Renumber Checks

AP>Check>Print Checks

The following sample EFT file is generated as per the CIBCBNKWIR format code:

```
123456789,C,4850000121,28.41,112921,USD,ABA,74,745555558,Bank of Nova Scotia,,,,ARROW,Main St,Suite19,New York,,,,,
123456789,C,4850000121,839.79,112921,USD,ABA,01234,1234567890,KIWI BANK,,,,K-Designers,KMCOM,63rd Manhattan,7855,Essex,,,,,
123456789,C,4850000121,.76,112921,USD,ABA,01235,1234567892,KIWI BANK,,,,K-Greens,KMCOM,55 Avenue,4544,Hudson,,,,,
123456789,C,4850000121,6242.83,112921,USD,ABA,12356,1234567894,KIWI BANK,,,,K-Sunshine,KMCOM,123 Fergusson,1221,Neward,,,,,
123456789,C,4850000121,34.82,112921,USD,ABA,1234,485001,KIWI BANK,,,,K-Vendor, KMCOM,4011 Streetsville,1206,Jersey City,,,,,
123456789,C,4850000121,494.69,112921,USD,ABA,12356,1234567895,KIWI BANK,,,,K-Wellness,KMCOM,60 Toms River,7444,Trenton,,,,,
```

## New AP Positive Pay File Format for Key Bank (21.50180)

New AP Positive Pay file format for Key Bank- KEYBANK\_3

### Modifications:

CMiC added a new positive pay format for key bank (KEYBANK\_3) that includes payee name.

### Setup and Testing:

Create a bank group using the new format code and add bank accounts.

**CREATE BANK GROUP**

Progress: Create Bank Group (active), Create Register, Create API/PY Combined Positive Pay

**Bank Group**

Search, Insert, Delete, Previous, Next, Workflows, Report Options, ECM Documents, User Extensions

\* Group Code: K2, Key Bank Pay, RID:   
 \* Sending Company: KMCOM, Kaja's Group, BID:   
 \* Format Code: KEYBANK\_3, Key Bank 3, ☒ Include Void

**Bank Accounts**

View, Freeze, Detach, Search, Insert, Insert Multiple, Delete, Workflows, Report Options, Export, ECM

* Company Code	* Bank Name	* Bank Account Code
KMCOM	KIWI BANK	123 4850000121

Create a register by entering the bank group and clicking on [PROCESS]

**CREATE REGISTER**

Progress: Create Bank Group, Create Register (active), Create API/PY Combined Positive Pay

**Selection Criteria**

\* From Date: 05/12/2022, \* To Date: 05/31/2022, ☐ Use Check Release Date

\* Bank Group Code: K2, Key Bank Pay, KEYBANK\_3

File Name: KEY\_POSITIVE\_PAY-2

☐ Include new items only, ☐ Test

**Process**

A positive pay file is generated as per the specs showing the payee's name:

KEY\_POSITIVE\_PAY-2.txt - Notepad

File	Edit	Format	View	Help
000123	48500001210000000031202205310000036990	K-DESIGNERS, KMCOM		
000123	48500001210000000032202205310000125000	ARROW		
000123	48500001210000000033202205310000488169	K-DOCKS, KMCOM		
000123	48500001210000000034202205310000410690	K-GREENS, KMCOM		
000123	48500001210000000035202205310000020269	K-DESIGNERS, KMCOM		
000123	48500001210000000036202205310000013950	K-DOCKS, KMCOM		
000123	48500001210000000037202205310000031950	K-GREENS, KMCOM		
000123	4850000121000000003820220531000002588	K-VENDOR, KMCOM		
000123	485000012100000127845202205270000013811	K-VENDOR, KMCOM		

## New AP Bank Reconciliation File Format for Scotia Bank (21.51435)

New AP Bank Reconciliation format added - 'SCOTIABANK '

### Modifications:

CMIC added a new Bank Reconciliation format for Scotia bank as per the file format "Delimited ASCII Format File Specifications".

Following field values from the file will be used for reconciliation:

Field#6 - Transit & Account Number TTTTTTAAAAAAA - Account Number will be read from this column, last 7 digits

Field#25 - Amount - Amount Paid will be read from this column

Field#28 - Value Date (Format: DDDMMYYYY) - Reconciliation Date will be read from this column

Field#32 - Reference Information - Cheque Number will be read from this column

From the file, only TRANSACTION RECORDS will be read for Cheque payments which have the following values for reconciliation:

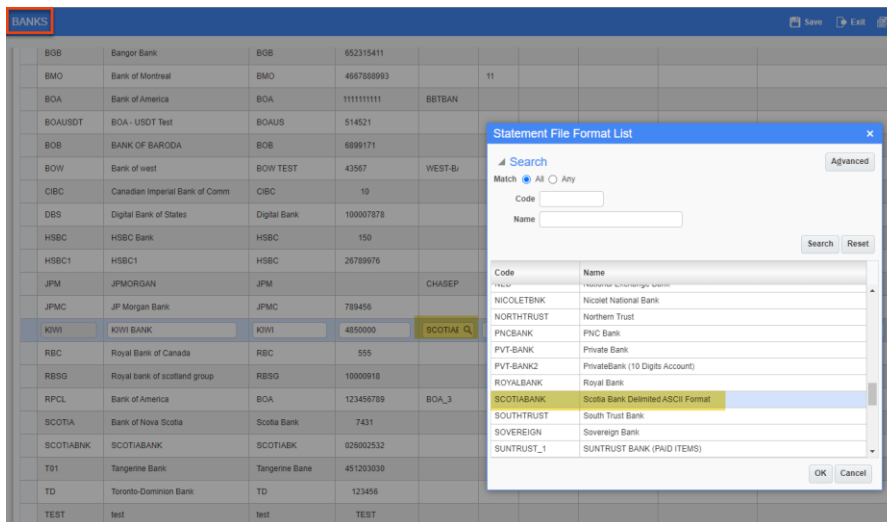
Field#14 - Debit or Credit Indicator - D = Debit (Only read D type of transactions)

Field#18 - BAI2 Code of the Transaction - 475 (Only read 475 code of transactions)

Field#22 - Mnemonic Code Description - CHQ (Only read CHQ code type of transactions)

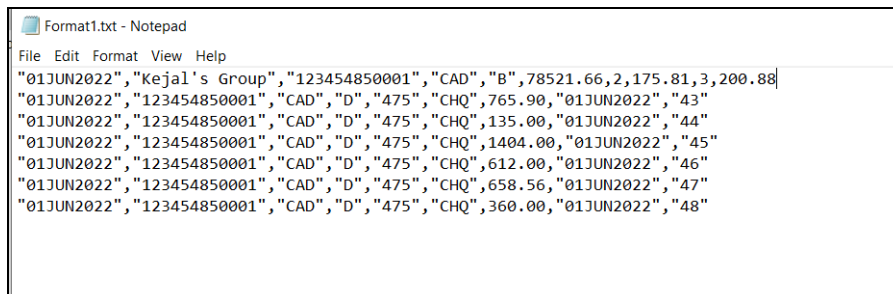
### Setup and Printing:

Assign the new format 'SCOTIABANK' to the bank



System Data > Global Tables > Banking > Banks

### Sample Bank Reconciliation file:



Process the Bank check Reconciliation

**BANK CHECK RECONCILIATION**

Selection Criteria

Bank:

File Format:

☒ Verify Check Paid Date

Alert:

Status:

System Data > Global Tables > Banking > Electronic Reconciliation > Bank Reconciliation

**BANK CHECK RECONCILIATION**

Selection Criteria

Bank:

File Format:

☒ Verify Check Paid Date

Alert:

Status:

System Data > Global Tables > Banking > Electronic Reconciliation > Bank Reconciliation

Verify by printing the Bank Reconciliation Report (BA1000)

BANKING - ELECTRONIC BANK RECONCILIATION REPORT								Page: 1 of 1	
								Date: Jun 01, 2022	
								Time: 2:32 PM EDT	
Rec. Seq Number	Table Code	Trans Code	Check Number	Amount	Issue Date	Paid Date	Error		
0	AP		44	135.00		06/01/2022	null		
1	AP		45	1,404.00		06/01/2022	null		
2	AP		46	360.00		06/01/2022	null		
3	AP		46	612.00		06/01/2022	null		
4	AP		47	658.56		06/01/2022	null		
5	AP		43	765.90		06/01/2022	null		
Total Records :			6	Total Amt :		3,935.46			
Report Parameters									
Bank Code:	KIWI	Begin Date:	06/01/2022	Debit Count:	6	Run Date:	Jun 01, 2022		
Account No:	4850001	End Date:	06/01/2022	Debit Amount:	3,935.46	Run Time:	2:32 PM EDT		
File Date:	06/01/2022	Report ID:	25	Credit Count:	0	Operator:	KEJAL		
				Credit Amount:	0.00	Report Code:	BA1000	203	

## COMDATA – Discrete Checks and Payments (22.52492)

AP Check Preparation program prepares discrete checks for a vendor when the AP Invoice flag 'Discrete Checks' is set as 'Y'. Users can now configure the COMDATA settings on their COMDATA account log in in the following two ways. The radio option 'Create Virtual Card By' can be set as required by the client's business requirements.

- Create virtual Card By: Supplier Code
  - Setting the option 'Supplier Code' will generate PS21 files with the Card Token unique by a Vendor code and hence regardless of discrete checks flag at CMIC, all the payments will be grouped by COMDATA and payment is made as a single payment.
- Create Virtual Code By: Virtual Card Invoice Number

- a. Setting the option as 'Virtual Card Invoice Number' will generate PS21 files with discrete token numbers by COMDATA as per the check numbers. The payments from COMDATA will then be discrete for discrete checks and grouped for grouped checks for a vendor.

The PS20 file generated from CMiC now will have the Column 33 populated with full check numbers with 11 characters as generated by CMiC Check preparation program. This column 33 values are used by COMDATA to issue discrete or grouped payments when the radio option in COMDATA configurations is set to 'Virtual Card Invoice Number'.

The following examples show how the payments are issued by COMDATA based on the configuration settings.

PCI Security: ☒ Standard PS17/21 ☐ Secure PS17/21 #1

Send Remittance Email: ☒ Yes ☐ No

Use PS16/20 Email: ☒ Yes ☐ No

Vendor Override: ☐ Yes ☒ No

Duplicate Checking: ☐ Enabled ☒ Disabled

\*No. of Transactions: 2

Card Expiration: 1 month

Exact Amount: Yes

Create Virtual Card By: ☒ Supplier Code ☐ Virtual Card Invoice Number

Registration URL:

Card Usage Reminder Flag: ☐ Yes ☒ No  
Used to send a Reminder Email if Full Value of Card Outstanding

Card Usage Reminder Flag For Partially Used Cards: ☐ Yes ☒ No  
Used to send a Reminder Email if Partial Value of Card Remains

Comdata Configuration screen for client's accounts

PREPARE CHECKS #1

Company: RV12345 RV123456 - RV Company Pay Run Group Selection Code: A3

Status	Vendor	Name	Invoice Number	Check #	Check Date	Amount	Card Number of Token	Paid	Response Error
Valid	A1BRICKS	A1 Bricks Manufacturing Inc.	BR-7061	90000002021	14-Jan-2021	9,000.00	223R93Q7C4	N	
Valid	A1BRICKS	A1 Bricks Manufacturing Inc.	BR-7062	90000002022	14-Jan-2021	350.00	223R93Q7C4	N	
Valid	A1MASON	A1 Masons Inc.	MS-7062	90000002023	14-Jan-2021	850.00	223R93Q7D3	N	
Valid	A1MASON	A1 Masons Inc.	MS-7061	90000002023	14-Jan-2021	700.00	223R93Q7D3	N	
Valid	A1ROOF	A1 Roofing Company	RF-7061	90000002024	14-Jan-2021	45,000.00	223R93Q7D2	N	

Close Generate Request File Import Response File Import Reconciliation File Delete Check Post Checks Move to New Selection Code



Send Remittance Email: ☒ Yes ☐ No **#2**

Use PS16/20 Email: ☒ Yes ☐ No

Vendor Override: ☐ Yes ☒ No

Duplicate Checking: ☐ Enabled ☒ Disabled

\*No. of Transactions:

Card Expiration:

Exact Amount:

**Create Virtual Card By:** ☐ Supplier Code ☒ Virtual Card Invoice Number

Registration URL:

Card Usage Reminder Flag: ☐ Yes ☒ No  
Used to send a Reminder Email if Full Value of Card Outstanding

Card Usage Reminder Flag For Partially Used Cards: ☐ Yes ☒ No  
Used to send a Reminder Email if Partial Value of Card Remains

First Reminder Days:

Second Reminder Days:

Final Reminder Days:

CMiC TESTR12

Enterprise | Etime | PM | EnterpriseV10\_X | Edit Mode

Search for programs: PREPARE CHECKS

Company: CCC | CMiC Construction Company | Pay Run Group: | Selection Code: OK

**#2**

Discrete Payment

Grouped Single Payment

Discrete Payment

Status	Vendor	Name	Invoice Number	Check #	Check Date	Amount	Card Token Number	Paid	Response Error
Valid	A1CEMENT	A1 Cement Inc.	GR-3113	90000003610	17-Jan-2022	2,297.20	224H48G7029	Y	
Valid	A1CEMENT	A1 Cement Inc.	GR-3112	90000003612	17-Jan-2022	1,969.03	224H48G7032	Y	
Valid	A1CEMENT	A1 Cement Inc.	GR-3111	90000003612	17-Jan-2022	1,640.06	224H48G7032	Y	
Valid	A1CEMENT	A1 Cement Inc.	GR-3110	90000003612	17-Jan-2022	1,312.69	224H48G7032	Y	
Valid	A1CEMENT	A1 Cement Inc.	GR-3109	90000003612	17-Jan-2022	964.52	224H48G7032	Y	
Valid	A1CEMENT	A1 Cement Inc.	GR-3108	90000003612	17-Jan-2022	696.34	224H48G7032	Y	
Valid	A1CEMENT	A1 Cement Inc.	GR-3107	90000003612	17-Jan-2022	328.16	224H48G7032	Y	
Valid	A1CEMENT	A1 Cement Inc.	GR-3114	90000003611	17-Jan-2022	2,625.37	224H48G7034	Y	
Valid	A1DOORS	A1 Doors Inc.	DR-3114	90000003616	17-Jan-2022	4,781.25	224H48G7044	Y	
Valid	A1DOORS	A1 Doors Inc.	DR-3113	90000003616	17-Jan-2022	4,303.13	224H48G7044	Y	
Valid	A1DOORS	A1 Doors Inc.	DR-3112	90000003616	17-Jan-2022	3,825.00	224H48G7044	Y	
Valid	A1DOORS	A1 Doors Inc.	DR-3111	90000003616	17-Jan-2022	3,346.88	224H48G7044	Y	
Valid	A1DOORS	A1 Doors Inc.	DR-3110	90000003616	17-Jan-2022	2,868.75	224H48G7044	Y	
Valid	A1DOORS	A1 Doors Inc.	DR-3109	90000003615	17-Jan-2022	2,390.63	224H48G7049	Y	
Valid	A1DOORS	A1 Doors Inc.	DR-3107	90000003613	17-Jan-2022	1,434.38	224H48G7047	Y	

Close | Generate Request File | Import Response File | Import Reconciliation File | Delete Check | Post Checks | Move to New Selection Code

## COMDATA – Delete Check Button (21.48799)

The COMDATA pop-up in Prepare Checks screen is added with 'Delete Check' button. This button will be enabled only on records where the card token numbers are not populated. Users now can delete the checks that are in a selection code, with some of them already with card token numbers and linked to COMDATA processing.

**PREPARE CHECKS**

Company: CCC CMIC Construction Company

Pay Run Group: Selection Code: C1

Status	Vendor	Name	Invoice Number	Check #	Check Date	Amount	Card Number Token	Paid	Response Error
Valid	A1BRICKS	A1 Bricks Manufacturing Inc.	INV-701	90000000889	15-Oct-2019	52,300.00		N	
Valid	A1CEMENT	A1 Cement Inc.	INV-702	90000000890	15-Oct-2019	5,400.00		N	
Valid	A1DOORS	A1 Doors Inc.	INV-703	90000000891	15-Oct-2019	7,895.36		N	
Valid	A1ELECT	A1 Electric Inc.	INV-704	90000000892	15-Oct-2019	45,698.52		N	

Buttons: Close, Generate Request File, Import Response File, Import Reconciliation File, **Delete Check**, Post Checks, Move to New Selection Code

**NOTE:** This 'Delete Check' button will be disabled for records with Card Token Numbers as they are linked to COMDATA processing already.

## EFT Last Check Sequence Number (21.47899)

### Overview

AP Control file is modified to include 'EFT Last Check Sequence Number' input field.

This field is hidden by default, users must use lite editor to make it visible.

**AP CONTROL FILE**

Company: CCC CMIC Test Company Copy Control File

System Defaults Voucher **Check** Accounting Other

\* Name Of Check: Single Stub AP Check for Laser Printer (Std)   
 ☐ Automatically Start Check Posting Program After Printing

**EFT Defaults**

EFT Stub Printing Report: 1 EFT Payment per page

\* Voucher Payment Type Default: ☐ EFT ☐ PCARD ☒ None

EFT File Format: City National Bank ACH Format

EFT File Code: CITYNATION

\* Order Checks By: Vendor Code

Default ACH Email:   
 ☐ Send a Copy of EFT to E-mail Address Below

**EFT Last Check Sequence Number** 643

**AP Check Options**

- ☒ Print Zero Checks
- ☐ Use Check Release Feature
- ☐ Automatically Populate Check Release Date
- ☐ \* Automatically Populate Check Reconciliation Date
- ☐ Summarize Retainage Invoices
- ☒ Track 1099 Information
- ☒ \* Multi-company Vouchers - Single Check
- ☐ Group Checks By Joint Payee Name
- ☐ Group Checks By Sub-Contact
- ☐ User in Payment Selection is the one who posted the Voucher
- ☒ Group Checks By Approver
- ☒ Allow Duplicate Check Numbers
- ☒ Use Voucher Bank Cash Account
- ☒ Use Accounts Payable Check
- ☐ Allow Pre-Dated Checks
- ☐ Check And Post Date In The Same GL Period
- ☐ Warn If User Is Null In Payment Selection Entry
- ☒ Default Value For T5018 In Vendor Maintenance
- ☒ Record Unprepared Checks As Wasted
- ☐ Use Invoice Date As Cutoff Date For Payment Selection
- ☐ Record Renumbered Checks As Wasted

Accounts Payable > Setup > Local Tables > Control File – Check tab

**EFT Last Check Sequence Number:** Input field showing the last check sequence number for EFT check. The latest EFT check sequence number will be an increment to last check sequence number in AP control file.

EFT Last Check sequence number is updated as soon as checks are prepared.

If checks are processed using Pay Run group, system will use the last check sequence number of the paying company.

**NOTE:** Going forward CMiC may have SAME check sequence number across multiple companies. Previously check sequence numbers were unique across all companies and hence the sequence number was used by Non-EFT and EFT checks. With this modification, EFT check numbers will have company specific check sequence number. If EFT Last check sequence number is 0 or NULL, the next EFT check sequence number will be 1.

**Warning:** Users normally should not be updating this field unless otherwise required and be performed by administrators. A role level system privilege to access this field will be provided in the future release, also validations will be added when users update this field.

The field will be automatically updated to current last check sequence number in the system for all the companies with this installation.

## Implementation

Selection Code: E1

EFT Last Check Sequence Number for CCC company: 843

The screenshot shows the 'AP CONTROL FILE' window with the 'Check' tab selected. The 'EFT Last Cheque Sequence Number' field is highlighted with a red box and contains the value 843. The window includes various settings for EFT defaults and AP check options.

**Selection Criteria**

Company: CCC | CMiC Test Company | Copy Control File

**System Defaults** | Voucher | **Check** | Accounting | Other

\* Name Of Check: Single Stub AP Check for Laser Printer (Std) | Automatically Start Check Posting Program After Printing

**EFT Defaults**

EFT Stub Printing Report: 1 EFT Payment per page

\* Voucher Payment Type Default: EFT | PCARD | None

EFT File Format: City National Bank ACH Format

EFT File Code: CITYNATION

\* Order Checks By: Vendor Code

Default ACH Email: | Send a Copy of EFT to E-mail Address Below

**EFT Last Cheque Sequence Number**: 843

**AP Check Options**

- ☒ Print Zero Checks
- ☐ Use Check Release Feature
- ☐ Automatically Populate Check Release Date
- ☐ \* Automatically Populate Check Reconciliation Date
- ☐ Summarize Retainage Invoices
- ☒ Track 1999 Information
- ☒ \* Multi-company Vouchers - Single Check
- ☒ Group Checks By Joint Payee Name
- ☐ Group Checks By Sub-Contact
- ☐ User in Payment Selection is the one who posted the Voucher
- ☒ Group Checks By Approver
- ☒ Allow Duplicate Check Numbers
- ☒ Use Voucher Bank Cash Account
- ☒ Use Accounts Payable Check
- ☐ Allow Pre-Dated Checks
- ☐ Check And Post Date In The Same GL Period
- ☐ Warn If User Is Null In Payment Selection Entry
- ☒ Default Value For T6012 In Vendor Maintenance
- ☒ Record Unprepared Checks As Wasted
- ☐ Use Invoice Date As Cutoff Date For Payment Selection
- ☐ Record Renumbered Checks As Wasted

Accounts Payable > Setup > Local Tables > Control File – Check tab

**SELECT PAYMENTS**

Selection Criteria  
Company: CCC | CMIC Test Company | Hold Vendor | Adjust Voucher Status | Change Compliance Status

Payment  
Selection: E1 | EFT Check Sequence Test  
Currency: USD | US Dollar  
User:   
EFT Payments | Non EFT Payments | EFT and Non EFT Payments | Third Party Payment Mode  
Cut Off Date: 31-May-2022 | Select Only SC Vouchers  
Check Date: 31-May-2022 | Select Only AP Vouchers  
Next Pay Date: 31-Jun-2022 | Select AP Back Charges Vouchers  
Invoice Series: | Select Material Only Vouchers  
Bank Account:   
Paid Due Invoices | Current Invoices | Discount Invoices | Force Discounts  
Vendor | Job | Vendor Class | Vendor Preferences | Job Department | Select Invoices

Selected Invoices  
Add Invoices  
View | Search | Insert | Delete | Previous | Next | Workflows | Report Options | ECM Documents | User Extensions  
Table with 17 columns: Sel, Vendor, Vendor Name, Address, Address Name, Voucher, Invoice Number, Invoice Date, Due Date, Discount Date, Outstanding Amt, Discount Taken, Payment Amount, Selected Amt, Joint Payee, Next Status, Gross Amount, Net Amount. Rows include A1000RS LTD, ARROW, CISCO, FORTUNE, and FOXWELL.

Accounts Payable > Payment > Select Payments

Prepare Checks for E1 selection code

**PREPARE CHECKS**

Info: Total 5 check(s) prepared

Prepare Checks | 2nd Party Check | Print Check | Post Check Run

Selection Criteria  
Company: CCC | CMIC Test Company  
Check Form: Single Stub AP Check for Laser Printer (Std)  
Pay Run Group:   
Selection Code: E1 | EFT Check Sequence Test  
Use Voucher Bank Acc  
Company Code:   
Department Code:   
Bank Cash G/L Code:   
Bank Account Num:   
Check Date: 31-May-2022  
Currency Code:   
By Job Code | By Approver  
Minimum Amount:   
Starting Check:   
Ending Check:   
Group Checks By Sub-Contract  
Remember Checks | Comdata

Accounts Payable > Payment > Print Checks – Prepare Checks

**AP CONTROL FILE**

Selection Criteria  
Company: CCC | CMIC Test Company | Copy Control File

System Defaults | Voucher | Check | Accounting | Other  
Name Of Check: Single Stub AP Check for Laser Printer (S) | Automatically Start Check Posting Program After Printing  
EFT Defaults  
EFT Stub Printing Report: 1 EFT Payment per page  
Voucher Payment Type Default: EFT | PGARD | None  
EFT File Format: City National Bank ACH Format  
EFT File Code: CITYNATION  
Order Checks By: Vendor Code  
EFT Last Check Sequence Number: 948  
AP Check Options  
Print Zero Checks | Use Check Release Feature | Automatically Populate Check Release Date | Summarize Rebalance Invoices | Track 1099 Information | Multi-company Vouchers - Single Check | Group Checks By Joint Payee Name | Group Checks By Sub-Contract | User in Payment Selection is the one who posted the voucher | Group Checks By Approver  
Allow Duplicate Check Numbers | Use Voucher Bank Cash Account | Use Accounts Payable Check | Allow Pre-Dated Checks | Check And Post Date In The Same GL Period | Warn If User Is Not In Payment Selection Entry | Default Value For 7010 In Vendor Maintenance | Record Unprepared Checks As Voided | Use Invoice Date As Cutoff Date For Payment Selection | Record Reissued Checks As Voided

Accounts Payable > Setup > Local Tables > Control File – Check tab

**2ND PARTY CHECK**

Selection Criteria

\* Company: CCC CMIC Test Company

Pay Run Group:

Selection Code: E1 EFT Check Sequence Test

Check Details

Vendor	Check Number	Amount	Issued To	* Name 1	Name 2	Address 1	Address 2	Address 3	State	Zip Code
ARROW	90000000844	35202.09	ARROW	ARROW		Main St	Suite19	New York	NY	20198
CISCO	90000000845	89.10	Cisco	Cisco		100, Cisco Street	500, Floor V	Naperville	IL	63251
FORTUNER	90000000846	112.80	Fortuner	Fortuner		200, Greendale	309	Naperville	IL	60563
A1DOORS	90000000847	38000.00	A1DOORS INC	A1DOORS INC		250, Builders Street	500, Floor V	Chicago	IL	63254
FOXWELL	90000000848	1350.00	Foxwell Corp.	Foxwell Corp.				Naperville	IL	60563

Accounts Payable > Payment > Print Checks – 2nd Party Checks

**CMiC**

**CCC - CMiC Test Company**

**ACCOUNTS PAYABLE CHECK REPORT**

Page: 1 of 1  
Date: May 31, 2022  
Time: 2:08 PM EDT

Handling Code	Bank Account	Check Number	Vendor Code	Vendor Name	Issued Name	Amount
COMPANY: CCC SELECTION: E1 EFT Check Sequence Test						
CURRENCY: USD US Dollar						
CONVERSION: 1						
Company: CCC		Selection: SELECTION CODE E1 EFT Check Sequence Test		Conversion: CONVERSION: 1		
CHI	1000.100	90000000844	ARROW	ARROW	ARROW	35,202.09
		90000000845	CISCO	Cisco System	Cisco	89.10
		90000000846	FORTUNER	Fortuner	Fortuner	112.80
	1000.100	90000000847	A1DOORS	A1DOORS LTD	A1DOORS INC	38,000.00
		90000000848	FOXWELL	Foxwell Corp.	Foxwell Corp.	1,350.00
Company: CCC		Totals:		Checks Issued: 5		72,753.99
Grand Total For	SELECTION CODE E1 EFT Check Sequence Test			Checks Issued: 5		72,753.99

AP Check Report

**POST CHECK RUN**

Selection Criteria

\* Company: CCC CMIC Test Company

Pay Run Group Code:

\* Selection: E1 EFT Check Sequence Test 31-May-2022

☒ Use Voucher Bank Account

☐ By Job Code

Company code:

Department Code:

Posting Date: 31-May-2022

Bank Cash G/L Code:

Currency Code:

Bank Account Num:

Check Release Date:

Check Reconciliation Date:

Batch: 13279 Journal CD Posting Date:

Batch successfully posted:

☒ Print Reports Immediately [Post]

**Report Configuration**

Select Reports: ☒ General Ledger Posting Report ☒ Check Register-Posting Rep

Destination: Preview

Format: PDF

Locale: English United States

Run Report Close

Accounts Payable > Payment > Print Checks – Post Check Run

## EFT and NON-EFT Checks

Selection Code: E2

**SELECT PAYMENTS**

Save | Print | Help | Search | Filter | Sort

Search | Insert | Delete | Previous | Next | Workflows | Report Options | ECM Documents | User Extensions

\* Selection: E2 EFT and NON EFT  
 Currency: USD US Dollar  
 User:   
☐ EFT Payments ☐ Non EFT Payments ☒ EFT and Non EFT Payments ☐ Third Party Payment Mode  
 Cut Off Date: 31-May-2022 ☐ Select Only SC Vouchers  
 Check Date: 31-May-2022 ☐ Select Only AP Vouchers  
 Next Pay Date: 01-Jun-2022 ☐ Select AP Back Charges Vouchers  
 Invoice Series:   
 Bank Account:   
☒ Past Due Invoices ☒ Current Invoices ☒ Discount Invoices ☐ Force Discounts  
 Vendor | Job | Vendor Class | Vendor Preferences | Job Department | Select Invoices

**Selected Invoices**

Add Invoices

View | Filter | Freeze | Detach | Search | Insert | Insert Multiple | Workflows | Report Options | Export | ECM Documents | User Extensions

Set	Vendor	Vendor Name	Address	Address Name	Voucher	Invoice Number	Invoice Date	Due Date	Discount Date	Outstanding Amt	Discount Taken	Payment Amount	Selected Amt	Joint Payee	Next Status Overd	Gross Amount	Net Amount
<input checked="" type="checkbox"/>	A1BRICK	A1BRICK			404	83004	04-May-2022	03-Jun-2022	08-May-2022	1800.00	0.00	1800.00	1800.00			1800.00	1588
<input checked="" type="checkbox"/>	A1DOORS	A1DOORS LTD			11011	D88888	11-Jun-2022	11-Jul-2022	18-Jun-2022	900.00	0.00	900.00	900.00			900.00	882
<input checked="" type="checkbox"/>	A1DOORS	A1DOORS LTD			11004	DOOR805-REL	11-Jun-2022	11-Jul-2022	18-Jun-2022	100.00	0.00	100.00	100.00			100.00	100
<input checked="" type="checkbox"/>	AMAZON	AMAZON Ltd			10962	AMAZON887	10-Jun-2022	10-Jul-2022	15-Jun-2022	9000.00	0.00	9000.00	9000.00			9000.00	8820
<input checked="" type="checkbox"/>	ARROW	ARROW			10962	ARR120	09-Jun-2022	09-Jul-2022	14-Jun-2022	1125.00	0.00	1125.00	1125.00			1125.00	1102
<input checked="" type="checkbox"/>	BAC321	Bacnor Inc			2456	348534	21-May-2022	20-Jun-2022	28-May-2022	3600.00	0.00	3600.00	3600.00			3600.00	3628
<input checked="" type="checkbox"/>	CAPRICOR	Caprizom Associates			9352	62333953	30-Oct-2022	29-Nov-2022	04-Nov-2022	41210.53	0.00	41210.53	41210.53			41210.53	40385
<input checked="" type="checkbox"/>	GRIMSHAW	Grimshaw and Associates			9364	781886	30-Oct-2022	29-Nov-2022	04-Nov-2022	11211.10	0.00	11211.10	11211.10			11211.10	10985
<input checked="" type="checkbox"/>	HTMFG	Hightech Manufacturing Inc			9362	5412	30-Oct-2022	29-Nov-2022	04-Nov-2022	11210.00	0.00	11210.00	11210.00			11210.00	10985
<input checked="" type="checkbox"/>	MITCHELL	Mitchell's Design/Build			9368	75485555	30-Oct-2022	29-Nov-2022	04-Nov-2022	46.94	0.00	46.94	46.94			46.94	46

80064.17

Accounts Payable > Payment > Select Payments

## Prepare Checks

**PREPARE CHECKS**

Info: Total 9 check(s) prepared

Save | Print | Help | Search | Filter | Sort

Prepare Checks | 2nd Party Check | Print Check | Post Check Run

**Selection Criteria**

Company: CCC CMIC Test Company  
 Check Form: Single Stub AP Check for Laser Printer (Std)  
 Pay Run Group:   
 Selection Code: E2 EFT and NON EFT  
☐ Use Voucher Bank Acc  
 Company Code: CCC CMIC Test Company  
 Department Code: 00 Company Level  
 Bank Cash G/L Code: 1000 100 Bank of America  
 Bank Account Num: 75485955 Checking Account  
☐ By Job Code ☒ By Approver  
 Minimum Amount: Assigns Starting Check Number 48  
 Starting Check: Vendor   
 Ending Check: Vendor   
☐ Group Checks By Sub-Contract  
 Remember Checks | Comdata

Accounts Payable > Payment > Print Checks – Prepare Checks

**2ND PARTY CHECK**

Save | Print | Help | Search | Filter | Sort

Prepare Checks | 2nd Party Check | Print Check | Post Check Run

**Selection Criteria**


\* Company: CCC CMIC Test Company  
 Pay Run Group:   
 Selection Code: E2 EFT and NON EFT

**Check Details**

View | Filter | Freeze | Detach | Search | Workflows | Report Options | Export | ECM Documents | User Extensions

Vendor	Check Number	Amount	Issued to	* Name 1	Name 2	Address 1	Address 2	Address 3	State	Zip Code	
A1DOORS	48	1000.00	A1DOORS INC	A1DOORS INC		250, Builders Street	500, Floor V	Chicago	IL	63264	US
AMAZON	49	9000.00	AMAZON Ltd	AMAZON Ltd		102, Greenbay	309	Naperville	IL	60561	US
BAC321	50	3600.00	Bacnor Inc	Bacnor Inc		113 heavenly st		toronto	ON		US
A1BRICK	51	1800.00	A1BRICK	A1BRICK		100, Brick Street	500, Floor V	Chicago	IL	63264	US
CAPRICOR	90000000849	41210.53	Caprizom Associates	Caprizom Associates					IL		US
GRIMSHAW	90000000850	11211.10	Grimshaw and Associates	Grimshaw and Associates				New York	NY	19004	US
HTMFG	90000000851	11210.00	Hightech Manufacturing Inc	Hightech Manufacturing Inc		805 Consumers Road	1100	Toronto	ON	M2J5G2	CA
MITCHELL	90000000852	46.94	Mitchell's D & B	Mitchell's D & B		39 Butler Way		New York	NY	891231	US
ARROW	90000000853	1125.00	ARROW	ARROW		Main St	Suite19	New York	NY	20198	US

Accounts Payable > Payment > Print Checks – 2nd Party Checks

<div>  <div> <b>CCC - CMiC Test Company</b>  <b>ACCOUNTS PAYABLE CHECK REPORT</b> </div> <div> Page: 1 of 1  Date: May 31, 2022  Time: 2:16 PM EDT </div> </div>						
Handling Code	Bank Account	Check Number	Vendor Code	Vendor Name	Issued Name	Amount
<b>COMPANY: CCC SELECTION: E2 EFT and NON EFT</b> <b>CURRENCY: USD US Dollar</b> <b>CONVERSION: 1</b>						
Company : CCC		Selection :	SELECTION CODE E2 EFT and NON EFT	Conversion	CONVERSION: 1	
CHI	1000.100	48	A1DOORS	A1DOORS LTD	A1DOORS INC	1,000.00
		49	AMAZON	AMAZON Ltd.	AMAZON Ltd.	9,000.00
		50	BAC321	Bacnor Inc	Bacnor Inc	3,800.00
	1000.100	51	A1BRICK	A1BRICK	A1BRICK	1,800.00
CHI	1000.100	90000000849	CAPRICOR	Capricorn Associates	Capricorn Associates	41,210.53
		90000000850	GRIMSHAW	Grimshaw and Associates	Grimshaw and Associates	11,211.10
		90000000851	HTMFG	Hightech Manufacturing Inc	Hightech Mnanufacturing Inc	11,210.80
		90000000852	MITCHELL	Mitchell's Design/Build	Mitchell's D & B	48.94
	1000.100	90000000853	ARROW	ARROW	ARROW	1,125.00
Company : CCC		Totals:		Checks Issued	9	80,004.17
Grand Total For	SELECTION CODE E2 EFT and NON EFT			Checks Issued	9	80,004.17

## AP Check Report

AP CONTROL FILE

Selection Criteria  
Company: CCC CMiC Test Company Copy Control File

System Defaults Voucher Check Accounting Other

\* Name Of Check: Single Stub AP Check For Laser Printer (S)   
 ☐ Automatically Start Check Posting Program After Posting

EFT Defaults  
EFT Stub Printing Report: 1 EFT Payment per page  
\* Voucher Payment Type Default: ☐ EFT ☐ PCARD ☒ None  
EFT File Format: City National Bank ACH Format  
EFT File Code: CITYNATION  
\* Order Checks By: Vendor Code  
EFT Last Cheque Sequence Number: 853  
☐ Send a Copy of EFT to E-mail Address Below

AP Check Options  
☒ Print Zero Checks  
☐ Use Check Release Feature  
☐ Automatically Populate Check Release Date  
☐ Automatically Populate Check Reconciliation Date  
☐ Summarize Retainage Invoices  
☒ Track 1099 Information  
☒ Multi-company Vouchers - Single Check  
☒ Group Checks By Joint Payee Name  
☐ Group Checks By Sub-Contract  
☐ User in Payment Selection is the one who posted the Voucher  
☒ Group Checks By Approver  
☒ Allow Duplicate Check Numbers  
☒ Use Voucher Bank Cash Account  
☒ Use Accounts Payable Check  
☐ Allow Pre-Dated Checks  
☐ Check And Post Date In The Same GL Period  
☐ Warn If User Is Null In Payment Selection Entry  
☒ Default Value For 1014 In Vendor Maintenance  
☒ Record Unreconciled Checks As Voided  
☐ Use Invoice Date As Cutoff Date For Payment Selection  
☐ Record Renumbered Checks As Voided

Accounts Payable > Setup > Local Tables > Control File – Check tab

POST CHECK RUN

Prepares Checks 2nd Party Check Post Check Post Check Run

Selection Criteria  
\* Company: CCC CMiC Test Company  
Pay Run Group Code:  
\* Selection: E2 EFT and NON EFT 31-May-2022  
☐ Use Voucher Bank Account  
☐ By Job Code  
Company code: CCC CMiC Test Company  
Department Code: 00 Company Level  
Posting Date: 31-May-2022  
Bank Cash GL Code: 1000.100 Bank of America  
Currency Code: USD  
Bank Account Num: 754858955 Checking Account  
Check Release Date:  
Check Reconciliation Date:  
Batch: 13280 Journal CD Posting Date:  
Batch successfully posted  
☒ Print Reports Immediately (Post)

Report Configuration  
Select Reports: ☒ General Ledger Posting Report  
☒ Check Register-Posting Rep  
Destination: Preview  
Format: PDF  
Locale: English United States  
Run Report Close

## Un-prepare Checks

Selection Code: P3

**SELECT PAYMENTS** Table Mode Save Print Help Refresh Close

**Selection Criteria**

\* Company   Hold Vendor Adjust Voucher Status Change Compliance Status

**Payment**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Selection

Currency

User

☒ EFT Payments ☐ Non EFT Payments ☐ EFT and Non EFT Payments ☐ Third Party Payment Mode

Cut Off Date  ☐ Select Only SC Vouchers

Check Date  ☐ Select Only AP Vouchers

Next Pay Date  ☐ Select AP Back Charges Vouchers

Invoice Series

Bank Account

☒ Past Due Invoices ☒ Current Invoices ☒ Discount Invoices ☐ Force Discounts

Vendor Job Vendor Class Vendor Preferences Job Department Select Invoices

**Selected Invoices**

Add Invoices

View Freeze Detach Search Insert Insert Multiple Workflows Report Options Export ECM Documents User Extensions

	Vendor	Vendor Name	Address	Address Name	Voucher	Invoice Number	Invoice Date	Due Date	Discount Date	Outstanding Amt	Discount Taken	Payment Amount	Selected Amt	Joint Payee
<input checked="" type="checkbox"/>	ARROW	ARROW			10979	2510-1	10-Jun-2022	10-Jul-2022	15-Jun-2022	45.00	0.00	45.00	45.00	
<input checked="" type="checkbox"/>	FOXWELL	Foxwell Corp.			11148	INV5471	15-Jun-2022	16-Jul-2022	21-Jun-2022	1350.00	0.00	1350.00	1350.00	
<input checked="" type="checkbox"/>	LOGITECH	Logitech Ltd.			14386	LGT150	17-Mar-2022	16-Apr-2022	22-Mar-2022	10584.00	216.00	10584.00	10584.00	
<input checked="" type="checkbox"/>	SBM	Square One Building Materia			9306	85047555	30-Oct-2022	29-Nov-2022	04-Nov-2022	68306.50	0.00	68306.50	68306.50	
													80285.90	

Accounts Payable > Payment > Select Payments

## Prepare Checks

**PREPARE CHECKS** Save Print Help Refresh Close

**Info:** Total 4 check(s) prepared

**Selection Criteria**

Company

Check Form

Pay Run Group

Selection Code

☐ Use Voucher Bank Acc

Company Code

Department Code

Bank Cash G/L Code

Bank Account Num

Check Date

Currency Code

☐ By Job Code ☒ By Approver

Minimum Amount

Assign Starting Check Number

Starting Check

Ending Check

☐ Group Checks By Sub-Contract

Renumber Checks Commit

Accounts Payable > Payment > Print Checks – Prepare Checks

**2ND PARTY CHECK** Save Print Help Refresh Close

**Selection Criteria**

\* Company

Pay Run Group

Selection Code

**Check Details**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Vendor	Check Number	Amount	Issued To	* Name 1	Name 2	Address 1	Address 2	Address 3	State	Zip Code
SBM	90000000554	68306.50	Square One	Square One		9999 George Street	9	Windor	ON	A0A0A0
ARROW	90000000555	45.00	ARROW	ARROW		Main St	Suite19	New York	NY	20198
FOXWELL	90000000556	1350.00	Foxwell Corp.	Foxwell Corp.				Naperville	IL	00563
LOGITECH	90000000557	10584.00	Logitech Ltd.	Logitech Ltd.		22, Edward drive	809	Aurora	IL	80230

Accounts Payable > Payment > Print Checks – 2nd Party Checks



EFT Last Check Sequence is updated to 857.

The screenshot shows the 'AP CONTROL FILE' window with the 'Check' tab selected. Under the 'EFT Defaults' section, the 'EFT Last Check Sequence Number' is highlighted with a red box and set to 857. Other visible fields include 'Company' (CCC), 'Pay Run Group' (P3), and 'Selection Code' (P3).

Accounts Payable > Setup > Local Tables > Control File – Check tab

Unprepared Checks for selection code P3.

The screenshot shows the 'UNPREPARE CHECKS' window. The 'Selection Code' is set to P3. At the bottom, the 'Unprepare Checks' button is highlighted with a red box. The 'Notes' section contains a warning about the Bank Account Last Check Number not being updated if the Pay Run Group or Selection has been prepared after the one currently being unprepared.

Accounts Payable > Utilities > Unprepare Checks

EFT Last Check Sequence number is still 857.

This screenshot is identical to the first one, showing the 'AP CONTROL FILE' window with the 'Check' tab. The 'EFT Last Check Sequence Number' is highlighted in red and set to 857.

Accounts Payable > Setup > Local Tables > Control File – Check tab

Prepare Checks for selection code P3.

**PREPARE CHECKS**  
Info: Total 4 check(s) prepared

Prepare Checks | 2nd Party Check | Print Check | Post Check Run

**Selection Criteria**

Company: CCC | CMIC Test Company

Check Form: Single Stub AP Check for Laser Printer (Std)

Pay Run Group: [Empty]

Selection Code: P3 | Unprepare Test

☐ Use Voucher Bank Acc

Company Code: CCC | CMIC Test Company

Department Code: 00 | Company Level

Bank Cash G/L Code: 1000.100 | Bank of America

Bank Account Num: 75485955 | Checking Account

Check Date: 31-May-2022

Currency Code: USD

☐ By Job Code ☒ By Approver

Minimum Amount: [Empty] | Assign Starting Check Number: 51

Starting Check: [Empty] | Vendor: [Empty]

Ending Check: [Empty] | Vendor: [Empty]

☐ Group Checks By Sub-Contract

Renumber Checks | Commit

Accounts Payable > Payment > Print Checks – Prepare Checks

**2ND PARTY CHECK**

Prepare Checks | 2nd Party Check | Print Check | Post Check Run

**Selection Criteria**

\* Company: CCC | CMIC Test Company

Pay Run Group: [Empty]

Selection Code: P3 | Unprepare Test

**Check Details**

Vendor	Check Number	Amount	Issued To	* Name 1	Name 2	Address 1	Address 2	Address 3	State	Zip Code
SBM	90000000858	68305.50	Square One	Square One		9999 George Street	9	Windsor	ON	A0A0A0
ARROW	90000000859	45.00	ARROW	ARROW		Main St	Suite19	New York	NY	20198
FOXWELL	90000000860	1350.00	Foxwell Corp.	Foxwell Corp.				Naperville	IL	60563
LOGITECH	90000000861	10554.00	Logitech Ltd.	Logitech Ltd.		22, Edward drive	809	Aurora	IL	80230

Accounts Payable > Payment > Print Checks – 2nd Party Checks

EFT Last Check sequence number is control file is updated to 861.

**AP CONTROL FILE**

Selection Criteria

Company: CCC | CMIC Test Company | Copy Control File

System Defaults | Voucher | Check | Accounting | Other

\* Name Of Check: Single Stub AP Check for Laser Printer (S)

☐ Automatically Start Check Posting Program After Printing

**EFT Defaults**

EFT Stub Printing Report: 1 EFT Payment per page

\* Voucher Payment Type Default: EFT | FCARD | None

EFT File Format: City National Bank ACN Format

EFT File Code: CITYNATION

\* Order Checks By: Vendor Code

Default ACK Email: [Empty]

☐ Send a Copy of EFT to E-mail Address Below

EFT Last Check Sequence Number: 861

**AP Check Options**

☒ Print Zero Checks

☐ Use Check Release Feature

☐ Automatically Populate Check Release Date

☐ \* Automatically Populate Check Reconciliation Date

☐ Summarize Retainage Invoices

☒ Track 1099 Information

☒ Multi-company Vouchers - Single Check

☐ Group Checks By Joint Payee Name

☐ Group Checks By Sub-Contract

☐ User to Payment Selection is the one who posted the

☐ Vendor

☒ Group Checks By Approver

☒ Allow Duplicate Check Numbers

☒ Use Voucher Bank Cash Account

☒ Use Accounts Payable Check

☐ Allow Pre-Dated Checks

☐ Check And Post Date In The Same GL Period

☐ Warn If User Is Not In Payment Selection Entry

☒ Default Value For T0101 Is Vendor Maintenance

☒ Record Unprepared Checks As Vested

☐ Use Invoice Date As Cutoff Date For Payment Selection

☐ Record Renumbered Checks As Vested

Accounts Payable > Setup > Local Tables > Control File – Check tab

If Checks are unprepared, unprepared check numbers will be skipped.

AP - CHECK LOG

Data Filters

Filter Profile: Default Company ☒ Set as Default ☐ Auto-Execute

Values

Save Profile Save Profile As...

View Format Freeze Detach Wrap Clear Query Export ECM Documents

Find Go

Company	Dept	Account	Vendor	Vendor Name	Job Code	Batch	Check Number	Check Date	Post Date	Check Amount	Description	Void
CCC	00	1000.100	LOGITECH	Logitech Ltd.		13281	90000000861	31-May-2022	31-May-2022	10,584.00		N
CCC	00	1000.100	FOXWELL	Foxwell Corp.	No Job	13281	90000000860	31-May-2022	31-May-2022	1,350.00		N
CCC	00	1000.100	ARROW	ARROW	1050	13281	90000000859	31-May-2022	31-May-2022	45.00		N
CCC	00	1000.100	SBM	Square One	No Job	13281	90000000858	31-May-2022	31-May-2022	68,306.50		N
CCC	00	1000.100	ARROW	ARROW	1050	13280	90000000853	31-May-2022	31-May-2022	1,125.00		N
CCC	00	1000.100	MITCHELL	Mitchell's D & B	No Job	13280	90000000852	31-May-2022	31-May-2022	46.94		N
CCC	00	1000.100	HTMFG	Hightech Mnanufacturing Inc	No Job	13280	90000000851	31-May-2022	31-May-2022	11,210.00		N
CCC	00	1000.100	GRIMSHAW	Grimshaw and Associates	No Job	13280	90000000850	31-May-2022	31-May-2022	11,211.10		N
CCC	00	1000.100	CAPRICOR	Capricorn Associates	No Job	13280	90000000849	31-May-2022	31-May-2022	41,210.53		N
CCC	00	1000.100	FOXWELL	Foxwell Corp.	1050	13279	90000000848	31-May-2022	31-May-2022	1,350.00		N
CCC	00	1000.100	A1DOORS	A1DOORS INC	FCATJOB	13279	90000000847	31-May-2022	31-May-2022	38,000.00		N
CCC	00	1000.100	FORTUNER	Fortuner	No Job	13279	90000000846	31-May-2022	31-May-2022	112.80		N
CCC	00	1000.100	CISCO	Cisco	No Job	13279	90000000845	31-May-2022	31-May-2022	89.10		N
CCC	00	1000.100	ARROW	ARROW	No Job	13279	90000000844	31-May-2022	31-May-2022	35,202.09		N

## AP Check Logs

## Pay Run Group

Selection code is selected from DHCOM and ZZ company for pay run group 2147899.

AP PAYRUN GROUP MAINTENANCE

Table Mode Save Print Refresh Help

Selected Payments Create Payrun Groups

Selection Criteria

ZZ CMIC Test Company

Pay Group

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

GL Department: 00  
 GL Account: 1000.100 Bank of America (Operating) Currency: USD  
 Bank: Bank of America  
 \* Group Code: 2147899  
 Check Date: 31-May-2022  
☒ EFT Payments ☐ Non EFT Payments ☐ EFT and Non EFT Payments ☐ Third Party Payment Mode

Pay Selections

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Company	Name	* Selection	Name
DHCOM	DHCOM	DH	DHCOM S1
ZZ	CMIC Test Company	P2	P2

Accounts Payable > Payment > Select Payments – Pay Run group

EFT Last Check Sequence number:

DHCOM – 843

ZZ – NULL

In the pay run group, paying company is ZZ. System will use EFT last check sequence number from ZZ company control file. Since, the value is NULL, system will start numbering from 1.

**AP CONTROL FILE** Table Mode Save Exit Help Print Refresh Zoom Fullscreen

**Selection Criteria**

Company: ZZ  Copy Control File

**System Defaults** **Voucher** **Check** **Accounting** **Other**

\* Name Of Check: Single Stub AP Check for Laser Printer (S)   
 ☐ Automatically Start Check Posting Program After Printing

**EFT Defaults**

EFT Stub Printing Report: 1 EFT Payment per page   
 \* Voucher Payment Type Default: ☒ EFT ☐ PCARD ☐ None   
 EFT File Format: JP Morgan Chase Bank - NACHA Form   
 EFT File Code: JPMCBNACHA   
 \* Order Checks By: Vendor Code   
 Default ACH Email:   
 ☒ Send a Copy of EFT to E-mail Address Below   
 EFT Last Cheque Sequence Number:   
 Jerry.Kaypee@omica

**AP Check Options**

☐ Print Zero Checks   
 ☐ Use Check Release Feature   
 ☐ Automatically Populate Check Release Date   
 ☐ \* Automatically Populate Check Reconciliation Date   
 ☐ Summarize Retainage Invoices   
 ☒ Track 1099 Information   
 ☐ \* Multi-company Vouchers - Single Check   
 ☐ Group Checks By Joint Payee Name   
 ☐ Group Checks By Sub-Contract   
 ☐ User in Payment Selection is the one who posted the Voucher   
 ☒ Group Checks By Approver   
 ☐ Allow Duplicate Check Numbers   
 ☒ Use Voucher Bank Cash Account   
 ☒ Use Accounts Payable Check   
 ☒ Allow Pre-Dated Checks   
 ☐ Check And Post Date In The Same GL Period   
 ☐ Warn If User Is Null In Payment Selection Entry   
 ☒ Default Value For T5010 In Vendor Maintenance   
 ☐ Record Unprepared Checks As Wasted   
 ☐ Use Invoice Date As Cutoff Date For Payment Selection   
 ☐ Record Renumbered Checks As Wasted

Accounts Payable > Setup > Local Tables > Control File – Check tab

**AP CONTROL FILE** Table Mode Save Exit Help Print Refresh Zoom Fullscreen

**Selection Criteria**

Company: DHCOM  Copy Control File

**System Defaults** **Voucher** **Check** **Accounting** **Other**

\* Name Of Check: Double Stub AP Check for Laser Printer (S)   
 ☐ Automatically Start Check Posting Program After Printing

**EFT Defaults**

EFT Stub Printing Report: 1 EFT Payment per page   
 \* Voucher Payment Type Default: ☒ EFT ☐ PCARD ☐ None   
 EFT File Format: JP Morgan Chase Bank - NACHA Form   
 EFT File Code: JPMCBNACHA   
 \* Order Checks By: Vendor Code   
 Default ACH Email: ravi@omica   
 ☐ Send a Copy of EFT to E-mail Address Below   
 EFT Last Cheque Sequence Number: 843

**AP Check Options**

☒ Print Zero Checks   
 ☒ Use Check Release Feature   
 ☐ Automatically Populate Check Release Date   
 ☒ \* Automatically Populate Check Reconciliation Date   
 ☐ Summarize Retainage Invoices   
 ☒ Track 1099 Information   
 ☐ \* Multi-company Vouchers - Single Check   
 ☒ Group Checks By Joint Payee Name   
 ☐ Group Checks By Sub-Contract   
 ☐ User in Payment Selection is the one who posted the Voucher   
 ☒ Group Checks By Approver   
 ☐ Allow Duplicate Check Numbers   
 ☐ Use Voucher Bank Cash Account   
 ☒ Use Accounts Payable Check   
 ☒ Allow Pre-Dated Checks   
 ☐ Check And Post Date In The Same GL Period   
 ☐ Warn If User Is Null In Payment Selection Entry   
 ☒ Default Value For T5010 In Vendor Maintenance   
 ☐ Record Unprepared Checks As Wasted   
 ☐ Use Invoice Date As Cutoff Date For Payment Selection   
 ☐ Record Renumbered Checks As Wasted

Accounts Payable > Setup > Local Tables > Control File – Check tab

**PREPARE CHECKS** Save Help Print Refresh Zoom Fullscreen

Info: Total 6 check(s) prepared

**Prepare Checks** **2nd Party Check** **Print Check** **Post Check Run**

**Selection Criteria**

Company: ZZ    
 Check Form: Single Stub AP Check for Laser Printer (Std)   
 Pay Run Group: 2147899   
 Selection Code:   
 ☐ Use Voucher Bank Acc   
 Company Code: ZZ    
 Department Code: 00    
 Bank Cash GL Code: 1000.100    
 Bank Account Num: 9764567    
 Check Date: 31-May-2022   
 Currency Code: USD   
 ☐ By Job Code   
 ☒ By Approver   
 Minimum Amount:   
 Assign Starting Check Number: 122   
 Starting Check:   
 Ending Check:   
 ☐ Group Checks By Sub-Contract   
 Renumber Checks Commit

Accounts Payable > Payment > Print Checks – Prepare Checks

**2ND PARTY CHECK**

Selection Criteria

\* Company ZZ CMIC Test Company

Pay Run Group 2147899 2147899

Selection Code

Check Details

Vendor	Check Number	Amount	Issued To	* Name 1	Name 2	Address 1	Address 2	Address 3	State	Zip Code
A1BRICK	9000000001	899.27	A1BRICK	A1BRICK		25, Greenwood Cir	205	Naperville	IL	60563
A1BRICK	9000000002	10000.00	A1BRICK	A1BRICK						
BBC	9000000003	1000.00	Bread and Butter Company	Bread and Butter Company		5050 City Center Drive		Mississauga	ON	L4B4H4
BP100	9000000004	77369.00	BP100	BP100		111, BP Road	545	Irvine	CA	92645
ULINE1	9000000005	986.00	ULINE VENDOR PARTNER 1	ULINE VENDOR PARTNER 1		150 INDUSTRY ST		EDISON	NJ	08214
VEN1111	9000000006	1500.50	1TIME TEST	1TIME TEST		120 INDUSTRY ST		EDISON	NJ	08214

Accounts Payable > Payment > Print Checks – 2nd Party Check

## EFT Notification Email - Customization (21.51322)

This enhancement is to pull the EFT notification email content from the TEXT Code Program and allow users to customize their EFT email notification Subject and Body.

### Modifications:

1. The Attachment file name has been changed from APEFT to Vendorname.dateofeftfile- Example: BlockIron.20210806
2. The Email Subject line is being pulled from the Text Code 'Subject' in TEXTFM Program
3. The Email Body is being pulled from the Text Code 'Email Body' in TEXTFM Program

Following shows the modifications performed:

A new Text Type is added for EFT Notification Email

**TEXT TYPE**

Selection Criteria

Company CCC CMIC Construction Company

Text Type

* Text Type	Description
CCC-ATT	Attachment
CCC-DRAW	Drawings
CCC-HR	HR Reason Codes
CCC-ISS	Issue
CCC-OCO	Owner Change Order
CCC-PO	Purchase Order Text Codes
CCC-PGF	Prequal Financials
CCC-PURC	Purchasing
CCC-PY	Payroll
CCC-SC	Subcontract
EFT	EFT Notification Email
FFDISCLA	JBINVPRT FF Disclaimer
PMCHGFM	PMCHGFM03 Days Impact
WAIVERF1	Conditional Final Waiver
WAIVERFC	Conditional Final Waiver
WAIVERFU	Unconditional Final Waiver
WAIVERP1	Conditional Partial Waiver

Two new Text Codes have been created:

1. Subject
2. Body

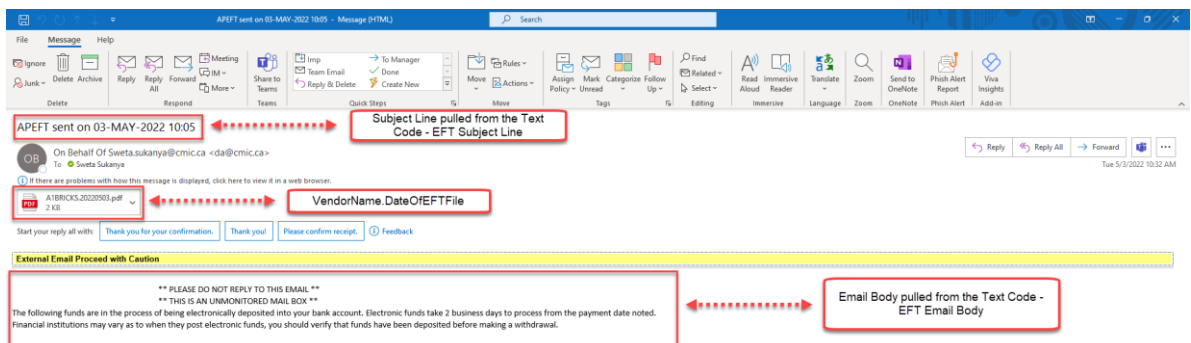
The screenshot shows the 'TEXT CODE' interface. At the top, there's a 'Selection Criteria' section with 'Company' set to 'CCC' and 'CMC Construction Company'. Below this is a 'Text Detail' table with columns: \* Type, \* Code, Applicant Number, Description, Edit Description, and Print Order. Two rows are highlighted with red boxes: one for 'EFT' with code 'BODY' and another for 'EFT' with code 'SUBJECT'. The 'SUBJECT' row's description is 'APEFT sent on <<DateOfFile>>'. A red arrow points from the 'Edit Description' link in the 'SUBJECT' row to a larger 'Edit Description' window below. This window shows the text: 'PLEASE DO NOT REPLY TO THIS EMAIL' and 'THIS IS AN UNMONITORED MAIL BOX'. Below this, it states: 'The following funds are in the process of being electronically deposited into your bank account. Electronic funds take 2 business days to process from the payment date noted. Financial institutions may vary as to when they post electronic funds, you should verify that funds have been deposited before making a withdrawal.'

On the Print Checks screen, there is an option to select EFT Email Body. As some of the clients process PY checks from AP, this field 'EFT Email Body Text Code' gives an option to choose a different email body.

'EFT Email Body Text Code' field gets enabled when 'EFT/TPPM Distribution' checkbox is checked.

The screenshot shows the 'PRINT CHECK' interface. At the top, there's a 'Selection Criteria' section. The 'Company' is set to 'CCC' and 'CMC Construction Company'. Below this, there's a 'Pay Run Group Code' field. The 'Selection' dropdown is set to 'YU' with '21.51322 Test' and '03-05-2022'. There are several checkboxes: 'Create EFT File' (checked), 'Create Third Party Paymode File' (unchecked), 'EFT/TPPM Distribution' (checked and highlighted with a red box), 'Print Waiver File' (unchecked), and 'Print SC Waiver Report' (unchecked). To the right, there's a 'Form' dropdown set to '1 EFT Payment per page', an 'EFT File Format' dropdown set to 'Fifth Third Bank - Format 2', an 'EFT File Code' dropdown set to '5TH3RDBANK', and an 'EFT Email Body Text Code' field (highlighted with a red box) with a search icon. Below these, there's a 'Select SC Waiver Report' dropdown. At the bottom, there's a 'Create EFT/TPPM File' section with fields for 'Company Code', 'Department Code', 'Bank Cash G/L Code', 'Bank Account Number', and 'Bank Account Description'. There's also a 'Check Form' dropdown set to 'Single Stub AP Check for Laser Printer (Std)', a 'Language' dropdown set to 'English', and a 'First Signature Name' field. At the very bottom, there are 'Starting Check' and 'Ending Check' fields, and 'Print Checks' and 'Generate EFT' buttons.

Below is an example of the **EFT notification email content**.



## Privilege to Edit Discount Amount through Adjust Voucher Status (21.51508)

This enhancement is designed to give User a new privilege to change the discount amount through the Adjust Voucher Status program.

### Modifications:

A New privilege 'APVOUDISC' has been added. This privilege is required to be able to update the discount amount on Adjust voucher status screen.

Once the privilege has been given to the user, only for the open unpaid invoices (Not Partially/Fully paid) i.e vouchers that do not have any previous paid amount , discount amount field will be enabled in the Adjust voucher status screen.

It is also required that in AP Control File options under Voucher tab, the Invoice Method is set to GROSS method. In case it is set to NET Method, the discount amount field will not be made available for update.

Also, this field will be enabled only for Normal vouchers.

Following shows the modifications performed:

New privilege 'APVOUDISC' required to be able to update the discount amount on Adjust voucher status screen.

USER MAINTENANCE

User

\* Login Name DA \* User DA Save/Refresh

General Assign Roles **System Privileges** Configuration Privileges Consolidations Access Company Access Employee Security Compliance Security

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

* Code	* Name	Select
APVOUDISC	AP: Allows the user to update discount amount on Adjust Voucher Status screen	<input type="checkbox"/>

Path: System Data < Security < Users < User Maintenance

AP Control File options under Voucher tab, the Invoice Method should be set to GROSS method.

AP CONTROL FILE

Selection Criteria

Company CCC Q OMIC Construction Company Copy Control File

System Defaults **Voucher** Check Accounting Other

Invoice Method Gross Method

Age Vouchers By Voucher Date

Default AP Accounts Vendor

\* Default Voucher Status Normal

Discount Cost Code 01570

☐ Hold All New AP Vouchers

☒ Use Invoice Series Code

☐ Series Code Is Mandatory

☒ Default System Date To Voucher Date

☐ Mandatory Voucher Description

☐ \* Use Bank Accounts By Job

☒ Allow Invoice Date In A Future Period

☐ Allow Only Single Job per Voucher

☐ \* Registered Invoice Distribution Cannot Exceed The Invoice Amount

☒ Warn When Invoice Number Duplicated Across Vendors

☐ \* Use Inventory Item Market Price As Bill Rate

☒ Check For Duplicate Voucher Amount On Vendor

☐ Invoice Date Is Voucher Post Date

Minimum Amount 0.00

Number Of Months To Check 3

\* Default Term Code NET30

Recurring Voucher Prefix REC

Next Recurring Voucher Sequence # 13

\* Default Status Of Partially Paid Vouchers Normal

Discount Category Code 5000

☒ Require Approval Of Registered Invoices

☒ Allocate Items In Registry Details

☐ Use Job Department for Discounts

☐ Do Not Allow To Enter Memo For Closed Vouchers

Vendor Address Code On Invoice Is Mandatory No

☒ \* Warn For Alternate Addresses

☒ Use Pay When Paid Days 7

☒ \* Keep Future Due Date

☒ Use Auto Draw Number

☐ Use Pre-lien Compliance

Pre-lien Rules Apply Pre-lien if Both Vendor and Invoice Se

\* Update Date Sensitive Compliance SYS Date

Path: AP < Setup < Local Tables < Control File Options

Once the privilege has been given to the user, only for the open unpaid invoices (Not Partially/Fully paid) i.e vouchers that do not have any previous paid amount , discount amount field will be enabled in the Adjust voucher status screen.



**ADJUST VOUCHER STATUS**

Selection Criteria

\* Company: CCC [v] CMIC Construction Company ☐ Show Closed Invoices

Vendor: A1DOORS [v] A1 Doors Inc.

Job: [v]

**Normal Vouchers** Deferred Vouchers

PWP Hold	Status	Close Status	Vendor	Vendor Name	Job	Invoice Code	Invoice Series Code	Invoice Date	Due Date	Discount Date	Discount Amount	Vendor
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.	No Job	DR-5501		04-05-2022	03-06-2022	06-05-2022	162.00	01
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.	No Job	DR-5502		04-05-2022	03-06-2022	06-05-2022	126.00	01
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.		DR-1062	SUPP	18-04-2022	18-05-2022	20-04-2022		01
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.		DR-1061	SUPP	18-04-2022	18-05-2022	20-04-2022		01
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.		DR-1074		30-03-2022	29-04-2022	01-04-2022	14.40	01
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.	1234	SINGLE1		08-03-2022	07-04-2022	10-03-2022		01
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.	1863374M	SINGLE1		08-03-2022	07-04-2022	10-03-2022		01
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.		DOOR458		03-03-2022	02-04-2022	05-03-2022	103.50	DOOR1
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.		DOOR456		03-03-2022	02-04-2022	05-03-2022	22.61	
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.		DOOR457		03-03-2022	02-04-2022	05-03-2022	45.81	DOOR1

Remittance Description: [v]

Status Name: Normal Draw [v] Compliance Joint Payee

Notes: [v]

Path: AP < Payment < Adjust Voucher Status

For Partial Paid Vouchers the Discount Amount field will not be enabled with the privilege 'APVOUDISC'.

**ADJUST VOUCHER STATUS**

Selection Criteria

\* Company: CCC [v] CMIC Construction Company ☐ Show Closed Invoices

Vendor: A1DOORS [v] A1 Doors Inc.

Job: [v]

**Normal Vouchers** Deferred Vouchers

PWP Hold	Status	Close Status	Vendor	Vendor Name	Job	Invoice Code	Invoice Series Code	Invoice Date	Due Date	Discount Date	Discount Amount	Vendor
<input type="checkbox"/>	N	P	A1DOORS	A1 Doors Inc.	No Job	DR-5501		04-05-2022	03-06-2022	06-05-2022	162.00	01
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.	No Job	DR-5502		04-05-2022	03-06-2022	06-05-2022	126.00	01
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.		DR-1062	SUPP	18-04-2022	18-05-2022	20-04-2022		01
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.		DR-1061	SUPP	18-04-2022	18-05-2022	20-04-2022		01
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.		DR-1074		30-03-2022	29-04-2022	01-04-2022	14.40	01
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.	1234	SINGLE1		08-03-2022	07-04-2022	10-03-2022		01
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.	1863374M	SINGLE1		08-03-2022	07-04-2022	10-03-2022		01
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.		DOOR458		03-03-2022	02-04-2022	05-03-2022	103.50	DOOR1
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.		DOOR456		03-03-2022	02-04-2022	05-03-2022	22.61	
<input type="checkbox"/>	N	O	A1DOORS	A1 Doors Inc.		DOOR457		03-03-2022	02-04-2022	05-03-2022	45.81	DOOR1

Remittance Description: [v]

Status Name: Normal Draw [v] Compliance Joint Payee

Notes: [v]

For Deferred Vouchers the discount Amount field will not be enabled even with the privilege 'APVOUDISC'.

**ADJUST VOUCHER STATUS**

Selection Criteria

\* Company: CCC CMC Construction Company ☐ Show Closed Invoices

Vendor: A1ELECT A1 Electric Inc.

Job:

Normal Vouchers **Deferred Vouchers**

PWP Hold	Exceed Hold	Status	Close Status	Hold Status	Vendor	Vendor Name	Job	Invoice Code	Invoice Series Code	Invoice Date	Due Date	Discount Date	Discount Amount	Vendor Address	Ch
<input checked="" type="checkbox"/>	<input type="checkbox"/>	C	O	<input type="checkbox"/>	A1ELECT	A1 Electric Inc.	2033221	203322-0001-1	SUBS	22-12-2021	21-01-2022	24-12-2021	2.28	CCC	
<input type="checkbox"/>	<input type="checkbox"/>	C	O	<input type="checkbox"/>	A1ELECT	A1 Electric Inc.	2250M	2250M-0003-1	SUBS	25-05-2020	24-06-2020	25-05-2020	0.00	CCC	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	C	O	<input type="checkbox"/>	A1ELECT	A1 Electric Inc.	2250M	2250M-0003-33	SUBS	04-01-2022	03-02-2022	06-01-2022	9.18	CCC	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	C	O	<input type="checkbox"/>	A1ELECT	A1 Electric Inc.	0112	5789643	SUBS	08-09-2021	08-10-2021	10-09-2021	90.00	CCC	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	N	O	<input type="checkbox"/>	A1ELECT	A1 Electric Inc.	0112	972110		07-09-2021	07-10-2021	09-09-2021	90.00	CCC	
<input type="checkbox"/>	<input type="checkbox"/>	P	Q	<input type="checkbox"/>	A1ELECT	A1 Electric Inc.	No Job	EL-1001		04-05-2022	03-06-2022	06-05-2022		CCC	CHI

Remittance Description:

Status Name: Perm Defer Draw ☐ Compliance ☐ Joint Payee ☐

Notes:

When the Invoice Method is set to 'Net Method', the Discount field will remain disabled even with the privilege 'APVOUDISC'.

**AP CONTROL FILE**

Selection Criteria

Company: CCC CMC Construction Company

System Defaults: **Voucher** Check Accounting Other

Invoice Method: **Net Method** \* Default Term Code: NET30

Age Vouchers By: Voucher Date Recurring Voucher Prefix: REC

Default AP Accounts: Vendor Next Recurring Voucher Sequence #: 13

\* Default Voucher Status: Normal \* Default Status Of Partially Paid Vouchers: Normal

Discount Cost Code: 01570 Discount Category Code: 5000

☐ Hold All ☒ Use Inv ☐ Series C ☒ Default ☐ Mandate ☐ \* Use Br ☒ Allow In ☐ Allow On ☐ \* Register Exceed Warns Vt Across ☐ \* Use In Rate ☒ Check F Vendor ☐ Invoice

Minimum Amount:

Number Of Months To Check:

**ADJUST VOUCHER STATUS**

Selection Criteria

\* Company: CCC CMC Construction Company ☐ Show Closed Invoices

Vendor: A1BRICKS A1 Bricks Manufacturing Inc.

Job:

Normal Vouchers **Deferred Vouchers**

PWP Hold	Status	Close Status	Vendor	Vendor Name	Job	Invoice Code	Invoice Series Code	Invoice Date	Due Date	Discount Date	Discount Amount	Vendor
<input type="checkbox"/>	N	O	A1BRICKS	A1 Bricks Manufacturing Inc.	No Job	BR-2601		05-05-2022	04-06-2022	07-05-2022	14.40	
<input type="checkbox"/>	N	O	A1BRICKS	A1 Bricks Manufacturing Inc.		BR-7091	JOBS	20-04-2022	20-05-2022	22-04-2022		
<input type="checkbox"/>	N	O	A1BRICKS	A1 Bricks Manufacturing Inc.		BR-1074		30-03-2022	29-04-2022	01-04-2022	9.00	
<input type="checkbox"/>	N	O	A1BRICKS	A1 Bricks Manufacturing Inc.		2250M00005-2		23-03-2022	22-04-2022	25-03-2022	0.00	
<input type="checkbox"/>	N	O	A1BRICKS	A1 Bricks Manufacturing Inc.		2250M00005-3		23-03-2022	22-04-2022	25-03-2022	0.00	
<input type="checkbox"/>	N	O	A1BRICKS	A1 Bricks Manufacturing Inc.		BR-2000		09-02-2022	11-03-2022	11-02-2022		
<input type="checkbox"/>	N	O	A1BRICKS	A1 Bricks Manufacturing Inc.		BR-2001		09-02-2022	11-03-2022	11-02-2022		
<input type="checkbox"/>	N	P	A1BRICKS	A1 Bricks Manufacturing Inc.		BR-3111		17-01-2022	16-02-2022	19-01-2022	18.00	
<input type="checkbox"/>	N	O	A1BRICKS	A1 Bricks Manufacturing Inc.		BR-3110		17-01-2022	16-02-2022	19-01-2022	72.00	
<input type="checkbox"/>	N	O	A1BRICKS	A1 Bricks Manufacturing Inc.		BR-3109		17-01-2022	16-02-2022	19-01-2022	54.00	

Remittance Description:

Status Name: Normal Draw ☐ Compliance ☐ Joint Payee ☐

Notes:

## 'Vendor Name' Added to the List of Available Columns in 'Vendor Pick-List' Selection Criteria (22.53854)

'Vendor Name' added to the list of available columns in 'Vendor pick-list' selection criteria. (13.81450 was a customization for Pomerleau in V10 Forms, needs to be brought to R12 as well.)

### Modifications:

It may be necessary to have vendor pick-list based on the starting alphabet of vendor names to group the vendors for reporting/querying purposes.

The list of columns in the 'selection criteria' popup is modified with the addition of Vendor Name (BPVENDORS)

Modification with an example:

PICK LIST

Selection Criteria

Company CCC CMIC Construction Company Pick List Vendors

Pick List Code

* Pick List Code	Description	* Dynamic
CCC-MATSUP	Company CCC Material Supplier	<input checked="" type="checkbox"/>
CCC-SUB	Company CCC Subcontractors	<input checked="" type="checkbox"/>
CCC-UTIL	Company CCC Utilities	<input checked="" type="checkbox"/>
CCC-VEN-AM	Company CCC Vendors A-M	<input type="checkbox"/>
VEN-A-B	Vendor NamesA-B	<input checked="" type="checkbox"/>

Selection Criteria Delete Pick List

Fixed Entity List

* Code	Description
No rows yet.	

Populate by selection criteria

PICK LIST SELECTION CRITERIA

Selection Criteria

Company CCC CMIC Construction Company

Pick List Code VEN-A-B Vendor NamesA-B

Pick List Of BPVENDORS

chartcode RVCHART

Selection Criteria

* Field Code	Field Name
BP_NAME	Vendor Name (BPARTNERS)

Show Matching

Fixed Entity List

* Code	Description
No rows yet.	

Field List

Search

Match ☒ All ☐ Any

Code

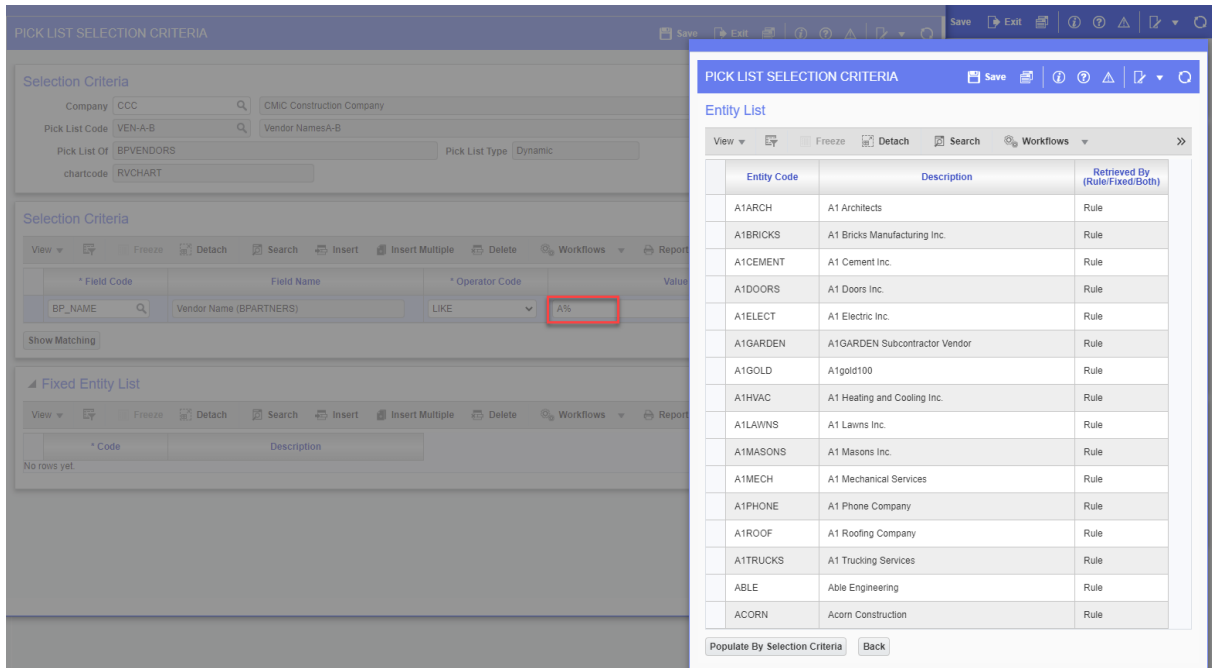
Description

Type Code

Search Reset

Code	Description	Type Code
BPVEN_1099_CODE	1099 Code (BPVENDORS)	BPVENDORS
BPVEN_BP_CODE	Vendor code (BPVENDORS)	BPVENDORS
BPVEN_CLASS_CODE	Vendor Class (BPVENDORS)	BPVENDORS
BPVEN_ORD_POSTAL...	Ord Postal Code (BPVENDORS)	BPVENDORS
BPVEN_ORD_REGION...	Ord Province/State Code (BPVE...	BPVENDORS
BPVEN_PAY_POSTAL...	Pay Postal Code (BPVENDORS)	BPVENDORS
BPVEN_PAY_REGION...	Pay Province/State Code (BPVE...	BPVENDORS
BPVEN_PREF_CODE	Vendor Preference (BPVENDORS)	BPVENDORS
BPVEN_TERM_CODE	Vendor Term Code (BPVENDORS)	BPVENDORS
BP_NAME	Vendor Name (BPARTNERS)	BPARTNERS

OK Cancel



## Record Renumbered Checks as Wasted (21.50780)

This enhancement is to maintain a proper Audit Trail of automatic check numbers generated/consumed by the system when the Checks are Renumbered.

### Modifications:

A new flag "Record Renumbering Checks As Wasted" has been added on AP control file under Check tab. By default, this flag will be unchecked. User will have to check this option manually.

This flag when checked, records the renumbering checks as Wasted Checks.

### Following shows the modifications performed:

New flag "Record Renumbering Checks As Wasted" added on AP control file under Check tab. By default, this flag will be unchecked. User will have to check this option manually.

AP CONTROL FILE

Table Mode Save Exit Print Help Search

Selection Criteria

Company CCC CMIC Construction Company Copy Control File

System Defaults Voucher Check Accounting Other

\* Name Of Check Single Stub AP Check for Laser Printer (Std) Automatically Start Check Posting Program After Printing

EFT Defaults

EFT Stub Printing Report Voucher Payment Type Default EFT PCARD None EFT File Format Fifth Third Bank - Format 2 Default ACH Email EFT File Code 5TH3RDBANK Send a Copy of EFT to E-mail Address Below \* Order Checks By Vendor Code

AP Check Options

Print Zero Checks Use Check Release Feature Automatically Populate Check Release Date Automatically Populate Check Reconciliation Date Summarize Retainage Invoices Track 1099 Information Multi-company Vouchers - Single Check Group Checks By Joint Payee Name Group Checks By Sub-Contact User in Payment Selection is the one who posted the Voucher Group Checks By Approver Allow Duplicate Check Numbers Use Voucher Bank Cash Account Use Accounts Payable Check Allow Pre-Dated Checks Check And Post Date In The Same GL Period Warn If User Is Null In Payment Selection Entry Default Value For T5018 In Vendor Maintenance Record Unprepared Checks As Wasted Use Invoice Date As Cutoff Date For Payment Selection Record Renumbered Checks As Wasted

The Last Check Number on the Account 1000.100 is 159.

BANK ACCOUNT MAINTENANCE

Save Exit Print Help Search

Selection Criteria

Company CCC CMIC Construction Company Bank Control

Bank Accounts

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Dept	* Account	* Bank Code	Branch	Account Prefix	* Bank Account Number	* Acct Type	Last Check Number	CRS Account Number	CDA Account Number	* Curr Code	Title	Transit	Routing A	Routing B	C
00	1000.100	BOA	EAST		123456789	C	159			USD	USD Operating Account	123953	1003	1002	RV123
00	1000.130	003	NA		125366666	C				CAD					
00	1000.150	USB	USBOH		652632	C				USD	USBancorp Account	66355			
00	1000.185	BBVA	MAIN		9658749	C	10			USD					
00	1000.200	BOA	EAST		100100987	PY	95			USD	USD Payroll Account	112222334	1005	1006	
00	1000.2323	BANK	NA		9999	PY	10			USD					
00	1000.300	BMOHAR	BMO-H		4444444	C	6			USD		01234	1005	4002	
00	1000.365	CITI	MAIN		123456789	C	13			USD	USD CITI ACCOUNT	01032			
00	1000.8999	FTB	MAIN		987654321	C	43			USD					
00	1050.600	BMO	NY		354455467	C	2			CAD					

Dept Name Company Level Susp Rec Dept Name Company Level

Account Name Bank- USD Operating Account Susp Rec Acct Name

Bank Name BOA Susp Pay Dept Name Company Level

Branch Name East Chicago Branch Susp Pay Acct Name

Account Type Name Checking Account

Currency Name US Dollar

Transactions First Signatures Upload 1st Signature File Upload 2nd Signature File Upload Company Logo File

Check is prepared for Selection Code: ZM.

**PREPARE CHECKS** Save Print Help Refresh Close

Info: Total 5 check(s) prepared

Progress: Prepare Checks (1) 2nd Party Check (2) Print Check (3) Post Check Run (4)

**Selection Criteria**

Company: CCC CMIC Construction Company

Check Form: Single Stub AP Check for Laser Printer (Std)

Pay Run Group:

Selection Code: ZM 21.50780 - Test

☒ Use Voucher Bank Acc

Company Code:

Department Code:

Bank Cash G/L Code:

Bank Account Num:

Check Date: 07-04-2022

Currency Code:

☐ By Job Code ☐ By Approver

Minimum Amount:

Assign Starting Check Number:

Starting Check: Vendor

Ending Check: Vendor

☐ Group Checks By Sub-Contract

[Renumber Checks](#) [Comdata](#)

The System picks up Check#160 as expected. Six checks are generated 160,161, 162, 163, 164, 165.

**2ND PARTY CHECK** Save Print Help Refresh Close

Progress: Prepare Checks (1) 2nd Party Check (2) Print Check (3) Post Check Run (4)

**Selection Criteria**

\* Company: CCC CMIC Construction Company

Pay Run Group:

Selection Code: ZM 21.50780 - Test

**Check Details**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Vendor	Check Number	Amount	Issued To	* Name 1	Name 2	Address 1	Address 2
N1BRICKS	160	529.20	N1Bricks	N1Bricks		45, Greendale ave	89
N1BRICKS	161	6174.00	N1Bricks	N1Bricks		45, Greendale ave	89
N1CEMENT	162	6174.00	N1Cement	N1Cement		45	25
N1CEMENT	163	573.30	N1Cement	N1Cement		45	25
N1DOOR	164	661.50	N1Door	N1Door		456 Park Avenue	501
N1DOOR	165	793.80	N1Door	N1Door		456 Park Avenue	501

Checks are Renumbered for Selection Code: ZM.

**PREPARE CHECKS** Save Print Help Refresh Close

Info: Total 6 check(s) renumbered

**Selection Criteria**

Company: CCC CMIC Construction Company

Check Form: Single Stub AP Check for Laser Printer (Std)

Pay Run Group:

Selection Code: ZM 21 50780 - Test

☒ Use Voucher Bank Acc

Company Code:

Department Code:  Check Date: 07-04-2022

Bank Cash G/L Code:  Currency Code:

Bank Account Num:

☐ By Job Code ☐ By Approver

Minimum Amount:  Assign Starting Check Number:

Starting Check:  Vendor:

Ending Check:  Vendor:

☐ Group Checks By Sub-Contract

Renumber Checks Comdata

Checks got renumbered starting from #166 as expected.

**2ND PARTY CHECK** Save Print Help Refresh Close

**Selection Criteria**

\* Company: CCC CMIC Construction Company

Pay Run Group:

Selection Code: ZM 21 50780 - Test

**Check Details**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Vendor	Check Number	Amount	Issued To	* Name 1	Name 2	Address 1	Address 2
N1BRICKS	166	529.20	N1Bricks	N1Bricks		45, Greendale ave	89
N1BRICKS	167	6174.00	N1Bricks	N1Bricks		45, Greendale ave	89
N1CEMENT	168	6174.00	N1Cement	N1Cement		45	25
N1CEMENT	169	573.30	N1Cement	N1Cement		45	25
N1DOOR	170	661.50	N1Door	N1Door		456 Park Avenue	501
N1DOOR	171	793.80	N1Door	N1Door		456 Park Avenue	501

Six checks that got renumbered: 160,161, 162, 163, 164, 165 are present in Wasted Checks for Audit Trail purpose.

**WASTED CHECKS**

### Selection Criteria

\* Company CCC Q CMiC Construction Company

\* Department 00 Q Company Level

\* Account 1000.100 Q BOA

Bank Account 123456789

Account Name USD Operating Account Checking Account

Range Entry

### Details

View ▼ Freeze Detach Search Insert Insert Multiple Delete >>

* Check Number	Description	Vendor	Date
133	Renumbered. Sel:05 Apr-04-202;	A1TRUCKS	15-12-2021
134	Renumbered. Sel:05 Apr-04-202;	BP0034	15-12-2021
135	Renumbered. Sel:05 Apr-04-202;	TEST02	15-12-2021
136	Renumbered. Sel:05 Apr-04-202;	UNITED	15-12-2021
160	Renumbered. Sel:ZM May-06-20;	N1BRICKS	07-04-2022
161	Renumbered. Sel:ZM May-06-20;	N1BRICKS	07-04-2022
162	Renumbered. Sel:ZM May-06-20;	N1CEMENT	07-04-2022
163	Renumbered. Sel:ZM May-06-20;	N1CEMENT	07-04-2022
164	Renumbered. Sel:ZM May-06-20;	N1DOOR	07-04-2022
165	Renumbered. Sel:ZM May-06-20;	N1DOOR	07-04-2022

## New `Include Deposit' Flag in AP Aging Summary Report AP1000S (21.50840)

New `Include Deposit' flag added in AP Aging Summary Report AP1000S

### Modifications:

Include Deposit LOV parameter has been added in the AP Aging Summary Report AP1000S.

Following shows the modifications performed with example:

As shown below a Deposit is created for Vendor: N1Bricks for \$500.00.





As marked below, the Deposit entered for Vendor N1Bricks populates in the 'AP Aging Summary Report AP1000S'.

CCC - CMiC Construction Company								Page: 2 of 3
ACCOUNTS PAYABLE - A/P AGED REPORT - SUMMARY								Date: May 10, 2022
								Time: 11:27 AM EDT
Vendor	Name	Current	31-60	61-90	Over 90	Discount	Outstanding Retainage	Total
Currency	USD	USD						
100	new	0.00	0.00	0.00	27.00	0.00	3.00	27.00
1TIME	1 Time	0.00	0.00	0.00	13,430.44	0.00	100.00	13,430.44
A1ARCH	A1 Architects	113.04	0.00	0.00	-1,925.48	2.31	2,574.47	-1,812.44
A1BRICKS	A1 Bricks Manufacturing Inc.	112,935.60	1,277.90	0.00	1,481,600.95	52.63	39,076.08	1,595,814.45
A1CEMENT	A1 Cement Inc.	-28,230.00	1,655.79	0.00	311,626.80	0.00	23,510.19	285,052.59
A1DOORS	A1 Doors Inc.	0.00	779.40	14,062.16	213,109.41	0.00	17,996.97	227,950.97
A1ELECT	A1 Electric Inc.	9,910.00	0.00	0.00	105,044.77	90.00	17,671.13	114,954.77
A1GARDEN	A1GARDEN Subcontractor Vendor	0.00	405.00	0.00	52,741.23	0.00	5,881.34	53,146.23
A1GOLD	A1gold100	0.00	0.00	0.00	-16,454.38	0.00	5,998.59	-16,454.38
A1HVAC	A1 Heating and Cooling Inc.	0.00	0.00	0.00	77,745.50	0.00	8,248.55	77,745.50
A1LAWNS	A1 Lawns Inc.	0.00	0.00	0.00	11,570.20	0.00	3,092.37	11,570.20
A1MASONS	A1 Masons Inc.	0.00	45.00	0.00	82,613.99	0.00	4,886.40	82,658.99
A1MECH	A1 Mechanical Services	0.00	0.00	0.00	20,724.09	0.00	430.00	20,724.09
A1PHONE	A1 Phone Company	0.00	0.00	0.00	8,410.49	0.00	0.00	8,410.49
A1ROOF	A1 Roofing Company	13,500.00	0.00	0.00	262,170.31	0.00	30,180.18	275,670.31
A1TRUCKS	A1 Trucking Services	0.00	0.00	0.00	2,194.55	0.00	230.00	2,194.55
A2TILE	A2 Tiles	4,500.00	0.00	0.00	0.00	0.00	500.00	4,500.00
ABLE	Able Engineering	0.00	0.00	0.00	1,857.76	0.00	0.00	1,857.76
ACORN	Acorn Construction	0.00	0.00	0.00	12,458.00	0.00	0.00	12,458.00
B1BRICKS	BRICKS MANUFACTURING	0.00	0.00	0.00	100.00	0.00	0.00	100.00
CTI	Cons Testing & Inspection	36,000.00	262,359.00	11,286.00	0.00	0.00	95,119.40	309,645.00
DELTA	DELTA LINK	0.00	0.00	0.00	68,288.39	0.00	7,587.60	68,288.39
DWCRANE	DW Crane Ltd	0.00	223,682.40	22,950.00	10,800.00	0.00	84,261.80	257,432.40
FAIRVIEW	FAIRVIEW Resorts	0.00	0.00	0.00	1,000.99	0.00	0.00	1,000.99
FTB	FTB Vendor	0.00	0.00	0.00	99.00	0.00	0.00	99.00
LG	LGT	19,800.00	0.00	0.00	0.00	0.00	2,200.00	19,800.00
METALCO	METALCO	0.00	0.00	25,920.00	34,731.80	0.00	8,857.00	60,651.80
N1BRICKS	N1Bricks	-500.00	6,840.00	0.00	0.00	0.00	760.00	6,340.00
N1CEMENT	N1Cement	0.00	6,885.00	0.00	0.00	0.00	765.00	6,885.00
N1DOOR	N1Door	0.00	1,485.00	85,950.00	75,654.00	0.00	18,121.00	163,089.00

Run the 'AP Aging Summary Report AP1000S' with the 'Include Deposit' as N.

Enter Parameters for: Aged Report Summary (AP1000S)

Preview executed successfully

Company

CCC

CMiC Construction Company

Company Group Code

Group By

V

Vendor

From Series Code

To Series Code

Aging Date

Cut Off Date

Include Records with Zero Outstanding Amount

N

Do Not Print Records with Zero Outstanding Totals

Include Deposits

N

No

Destination

Preview

Output Format

PDF

Locale

English United States

Edit Defaults

Run Report

Cancel

As marked below, the Deposit entered for Vendor N1Bricks does NOT populate in the 'AP Aging Summary Report AP1000S' as the 'Include Deposits' parameter is set 'N' this time.

CCC - CMiC Construction Company								Page: 2 of 3
ACCOUNTS PAYABLE - A/P AGED REPORT - SUMMARY								Date: May 10, 2022
								Time: 11:31 AM EDT
Vendor	Name	Current	31-60	61-90	Over 90	Discount	Outstanding Retainage	Total
Currency	USD	USD						
100	new	0.00	0.00	0.00	27.00	0.00	3.00	27.00
1TIME	1 Time	0.00	0.00	0.00	13,430.44	0.00	100.00	13,430.44
A1ARCH	A1 Architects	113.04	0.00	0.00	10,574.52	2.31	2,574.47	10,687.56
A1BRICKS	A1 Bricks Manufacturing Inc.	113,000.00	1,277.90	0.00	1,481,637.38	52.63	39,076.08	1,595,915.28
A1CEMENT	A1 Cement Inc.	16,770.50	1,655.79	0.00	311,626.80	0.00	23,510.19	330,053.09
A1DOORS	A1 Doors Inc.	0.00	779.40	14,062.16	232,046.91	0.00	17,996.97	246,888.47
A1ELECT	A1 Electric Inc.	9,910.00	0.00	0.00	110,906.78	90.00	17,671.13	120,816.78
A1GARDEN	A1GARDEN Subcontractor Vendor	0.00	405.00	0.00	52,741.23	0.00	5,881.34	53,146.23
A1GOLD	A1gold100	0.00	0.00	0.00	59,442.31	0.00	5,998.59	59,442.31
A1HVAC	A1 Heating and Cooling Inc.	0.00	0.00	0.00	77,745.50	0.00	8,248.55	77,745.50
A1LAWNS	A1 Lawns Inc.	0.00	0.00	0.00	11,570.20	0.00	3,092.37	11,570.20
A1MASONS	A1 Masons Inc.	0.00	45.00	0.00	82,613.99	0.00	4,886.40	82,658.99
A1MECH	A1 Mechanical Services	0.00	0.00	0.00	20,724.09	0.00	430.00	20,724.09
A1PHONE	A1 Phone Company	0.00	0.00	0.00	8,410.49	0.00	0.00	8,410.49
A1ROOF	A1 Roofing Company	13,500.00	0.00	0.00	262,170.31	0.00	30,180.18	275,670.31
A1TRUCKS	A1 Trucking Services	0.00	0.00	0.00	2,194.55	0.00	230.00	2,194.55
A2TILE	A2 Tiles	4,500.00	0.00	0.00	0.00	0.00	500.00	4,500.00
ABLE	Able Engineering	0.00	0.00	0.00	1,857.76	0.00	0.00	1,857.76
ACORN	Acorn Construction	0.00	0.00	0.00	12,458.00	0.00	0.00	12,458.00
B1BRICKS	BRICKS MANUFACTURING	0.00	0.00	0.00	100.00	0.00	0.00	100.00
CTI	Cons Testing & Inspection	36,000.00	262,359.00	11,286.00	0.00	0.00	95,119.40	309,645.00
DELTA	DELTA LINK	0.00	0.00	0.00	68,288.39	0.00	7,587.60	68,288.39
DWCRANE	DW Crane Ltd	0.00	223,682.40	22,950.00	10,800.00	0.00	84,261.80	257,432.40
FAIRVIEW	FAIRVIEW Resorts	0.00	0.00	0.00	1,000.99	0.00	0.00	1,000.99
FTB	FTB Vendor	0.00	0.00	0.00	99.00	0.00	0.00	99.00
LG	LGT	19,800.00	0.00	0.00	0.00	0.00	2,200.00	19,800.00
METALCO	METALCO	0.00	0.00	25,920.00	41,644.80	0.00	8,857.00	67,564.80
N1BRICKS	N1Bricks	0.00	6,840.00	0.00	0.00	0.00	760.00	6,840.00
N1CEMENT	N1Cement	0.00	6,885.00	0.00	0.00	0.00	765.00	6,885.00
N1DOOR	N1Door	0.00	1,485.00	85,950.00	75,654.00	0.00	18,121.00	163,089.00

## Nvoicepay Rebranding to Corpay (22.53572)

### Overview

Corpay integration with CMiC

### Pre-requisites

The following prerequisites are required prior to using Corpay:

- CMiC Corpay license is required. Please contact a CMiC Account Manager for more information.
- Corpay account or need to be an existing Corpay user.

### Setup

#### Set Up EFT File Format

File Code	File Description	Origin ID	Company ID	Client ID	Client Secret
CORPAY	Corpay File	F4E11BBA-0F02-4A16-8372-FFA5	3E445345-E7A3-489A-AC5B-41C2	49b8a33b39ba1de4b7141d92f40	*****

*Account Payable > Setup > Global Tables > EFT Formats*

Use the EFT File Format screen to set up the Electronic File Transfer (EFT) format for the banks from which EFT payments will be made.

Client ID and Client Secret information is provided by Corpay and maintained by system administrators.

### Display [Corpay] Button on Prepare Checks Screen using Lite Editor

**Selection Criteria**

Company: CCC (CMIC Construction Company)

Check Form: Single Stub AP Check for Laser Printer (Std)

Pay Run Group: [Empty]

Selection Code: [Empty]

☒ Use Voucher Bank Acc

Company Code: [Empty]

Department Code: [Empty]

Bank Cash G/L Code: [Empty]

Bank Account Num: [Empty]

☐ By Job Code ☐ By Approver

Minimum Amount: [Empty] Assign Starting Check Number: [Empty]

Starting Check: [Empty] Vendor: [Empty]

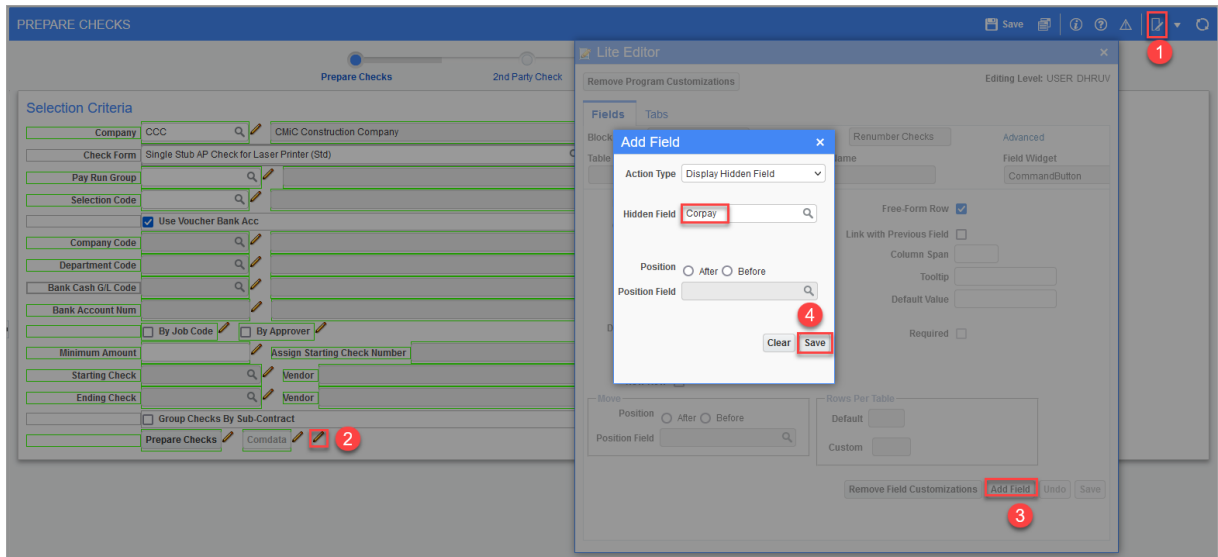
Ending Check: [Empty] Vendor: [Empty]

☐ Group Checks By Sub-Contract

Buttons: Prepare Checks, Comdata, **Corpay**

*Pgm: APCHQPRE – Prepare Checks; standard Treeview path: Accounts Payable > Check > Print Checks – [Corpay] button*

The **[Corpay]** button is located on the Prepare Checks screen in the Accounts Payable module and by default it is hidden. This button is made visible using Lite Editor.



Displaying [Corpay] button on Prepare Checks screen using Lite Editor

## Maintain Vendors

Vendor maintenance must have the highlighted mandatory fields entered. Once all the required fields are entered, user will be able to generate request file.

Pgm: BPVENFM – Maintain Vendors; standard Treeview path: Accounts Payable > Setup > Maintain Vendors – Accounting tab

The mandatory fields to be completed in the 'Accounting' tab are shown in the screenshot below.

Although banking details are not requested or processed by CORPAY, when the 'EFT Payments' radio button is selected on the Select Payments screen, a vendor's bank account details must also be

completed in the Maintain Vendors screen. A valid bank account number can be entered in the Account Number field, or a dummy account number can be entered (e.g., #999999).

**MAINTAIN VENDORS**

Table Mode Save Exit

**Selection Criteria**

Company CCC CMIC Construction Company

**Details**

Vendors Purchases **Accounting** Business Partner Address

\* Currency USD US Dollar

Invoice Series

Distribution Type General Distribution Multi Comp. Vouchers - Single Check

Retainage % Discrete Check Prenote Flag

Voucher Status Def. Normal Allow Transactions

Third Party Payment Mode Tp Paymode Type Code **EFT Payments**

EFT E-mail dhruv.sharma@cmic.ca

EFT/TPPM Distribution E-Mail Employee Number

\* Bank Code USB U.S. Bancorp

\* Bank Transit 21 \* Account Number 125624

Suffix 02 Paymode Id

IBAN Number Swift BIC Code

A/P 00 Company Level 2000.100 Current Payables

Cash 00 Company Level 1000.100 Bank of America (Operating)

Expenses 00 Company Level 5000.100 AP Misc. Expense

Prepaid Expenses 00 Company Level 2000.300 Pre-paid AP (Deposits)

Discount 00 Company Level 5000.106 AP/AR Discounts Lost/Taken

Retainage 00 Company Level 2000.200 Retainage Payable

Tax1 Code Exemption License#

Tax2 Code Exemption License#

Tax3 Code Exemption License#

Tax4 Code Exemption License#

Tax5 Code Exemption License#

Update EFT Info

Pgm: APCHQPRE – Prepare Checks; standard Treeview path: Accounts Payable > Check > Print Checks

## Preparing Checks for a Selection Code

### Step 1: Create Payment Selection Code and Select Payments

Selection Code: CP  
Prepare Checks

Use the Select Payments screen to create a one-time payment selection code. Select the 'EFT Payments' radio button and specify any other criteria by which to select invoices associated with the payment selection code. Click the **[Add Invoices]** button on the Select Payments screen to display the list of matching invoices and select which invoices to associate to the payment selection code. When finished, click on **[Save]**.

**SELECT PAYMENTS**

Selection Criteria  
 \* Company: CCC | CMIC Construction Company | Hold Vendor | Adjust Voucher Status | Change Compliance Status

Payment  
 \* Selection: CP | Corpay Test  
 Currency: USD | US Dollar  
 User:   
☒ EFT Payments ☐ Non EFT Payments ☐ EFT and Non EFT Payments ☐ Third Party Payment Mode  
 Cut Off Date: 02-08-2022 ☐ Select Only SC Vouchers  
 Check Date: 02-08-2022 ☐ Select Only AP Vouchers  
 Next Pay Date: 03-08-2022 ☐ Select AP Back Charges Vouchers  
 Invoice Series: ☐ Select Material Only Vouchers  
 Bank Account:   
☒ Paid Due Invoices ☒ Current Invoices ☒ Discount Invoices ☐ Force Discounts  
 Vendor | Job | Vendor Class | Vendor Preferences | Job Department | Select Invoices

Selected Invoices  
 Add Invoices  
 Search | Insert | Insert Multiple | Workflows | Report Options | Export | ECM Documents | User Extensions

Set	Vendor	Vendor Name	Address	Address Name	Voucher	Invoice Number	Invoice Date	Due Date	Discount Date	Outstanding Amt	Discount Taken	Payment Amount	Selected Amt	Joint Payee	Next Status	Gross Amount	Net Amount
<input checked="" type="checkbox"/>	A1GARDE	A1GARDE Subcontractor Ve			153980	WC000000000-1	13-09-2022	12-09-2022	18-09-2022	900.00	0.00	900.00	900.00			900.00	882.00
<input checked="" type="checkbox"/>	BDOO	BD Corp			153336	BDOO1010	12-09-2022	11-09-2022	14-09-2022	28701.00	0.00	28701.00	28701.00			28701.00	28136.96
<input checked="" type="checkbox"/>	BDOO	BD Corp			153337	BDOO1011	01-01-2022	01-01-2022	03-01-2022	17842.50	0.00	17842.50	17842.50			17842.50	17485.05
<input checked="" type="checkbox"/>	EPL	Env Protection Ltd			153389	EPL1008	02-02-2022	04-03-2022	04-02-2022	64556.10	0.00	64556.10	64556.10			64556.10	63264.96
<input checked="" type="checkbox"/>	EPL	Env Protection Ltd			153391	EPL1009	15-01-2022	14-02-2022	17-01-2022	61205.40	0.00	61205.40	61205.40			61205.40	59981.29
<input checked="" type="checkbox"/>	METALCO	METALCO			153391	MCC1013	15-04-2022	15-05-2022	17-04-2022	73413.51	0.00	73413.51	73413.51			73413.51	72200.42
<input checked="" type="checkbox"/>	METALCO	METALCO			153393	MCC1014	05-05-2022	04-06-2022	07-05-2022	62717.18	0.00	62717.18	62717.18			62717.18	61737.22
													308335.69				

Pgm: PAYSEL – Select Payments; standard Treeview path: Accounts Payable > Payment > Select Payments

## Step 2: Generate Corpay Request File

On the Prepare Checks screen, enter/select the company and selection code, and check the 'Use Voucher Bank Acc' checkbox. Click on the **[Prepare Checks]** button.

**PREPARE CHECKS**

Prepare Checks | 2nd Party Check | Print Check | Post Check Run

Selection Criteria  
 Company: CCC | CMIC Construction Company  
 Check Form: Single Stub AP Check for Laser Printer (Std)  
 Pay Run Group:   
 Selection Code: CP | Corpay Test  
☒ Use Voucher Bank Acc  
 Company Code:   
 Department Code:   
 Bank Cash G/L Code:   
 Bank Account Num:   
 Check Date: 02-08-2022  
 Currency Code:   
☐ By Job Code ☐ By Approver  
 Minimum Amount:   
 Assign Starting Check Number:   
 Starting Check:   
 Vendor:   
 Ending Check:   
 Vendor:   
☐ Group Checks By Sub-Contract  
**Prepare Checks** | Corpay

Accounts Payable > Checks > Print Checks – Prepare Checks

**PREPARE CHECKS**

Info: Total 4 check(s) prepared

Prepare Checks | 2nd Party Check | Print Check | Post Check Run

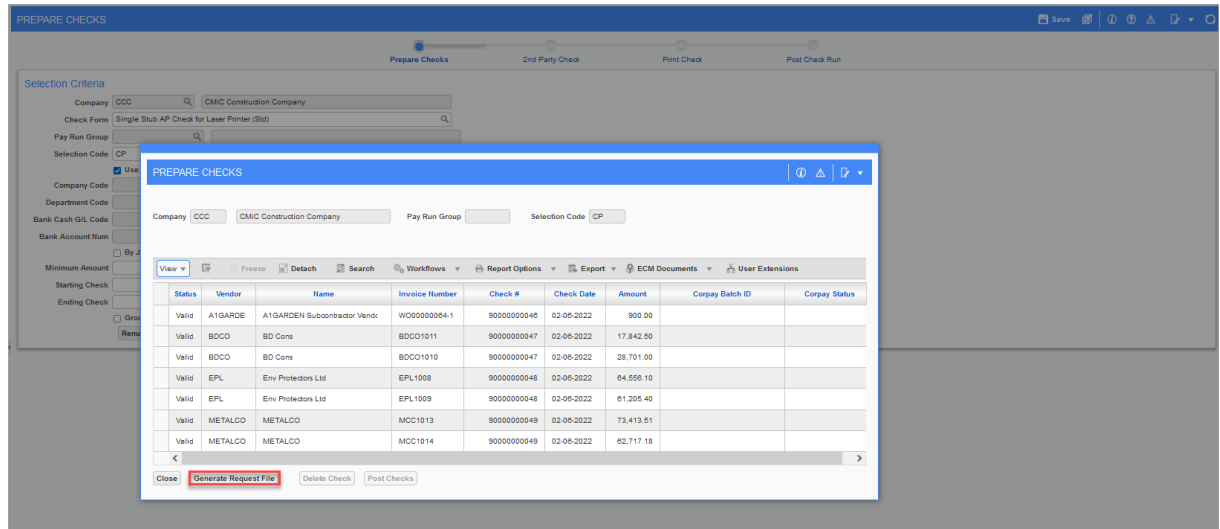
Selection Criteria  
 Company: CCC | CMIC Construction Company  
 Check Form: Single Stub AP Check for Laser Printer (Std)  
 Pay Run Group:   
 Selection Code: CP | Corpay Test  
☒ Use Voucher Bank Acc  
 Company Code:   
 Department Code:   
 Bank Cash G/L Code:   
 Bank Account Num:   
 Check Date: 02-08-2022  
 Currency Code:   
☐ By Job Code ☐ By Approver  
 Minimum Amount:   
 Assign Starting Check Number:   
 Starting Check:   
 Vendor:   
 Ending Check:   
 Vendor:   
☐ Group Checks By Sub-Contract  
 Renumber Checks | **Corpay**

Accounts Payable > Checks > Print Checks – Prepare Checks

The **[Prepare Checks]** button changes to **[Renumber Checks]**. A message appears at the top of the screen to indicate the total number of checks prepared and the **[Corpay]** button is enabled.



Click on the **[Corpay]** button to launch a pop-up window to initiate the payment/request file generation process.



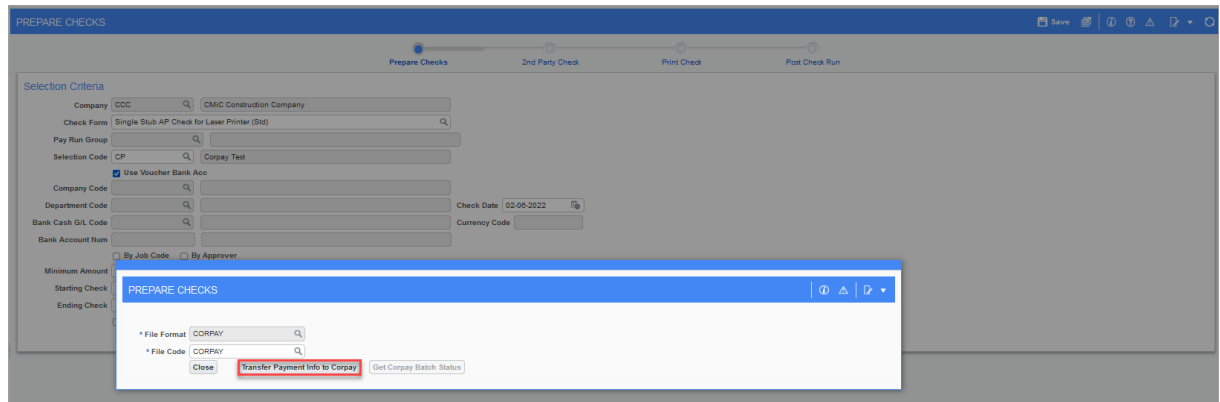
Pop-up launched from **[Corpay]** button on *Prepare Checks* screen

All records must be valid in the Status column for the **[Generate Request File]** button to be enabled.

If mandatory fields are not entered properly in the Maintain Vendors screen, as discussed in the previous step, the **[Generate Request File]** button will not be enabled.

Clicking on **[Generate Request File]** will launch prepare checks pop-up. Select the file code and EFT format from the LOV.

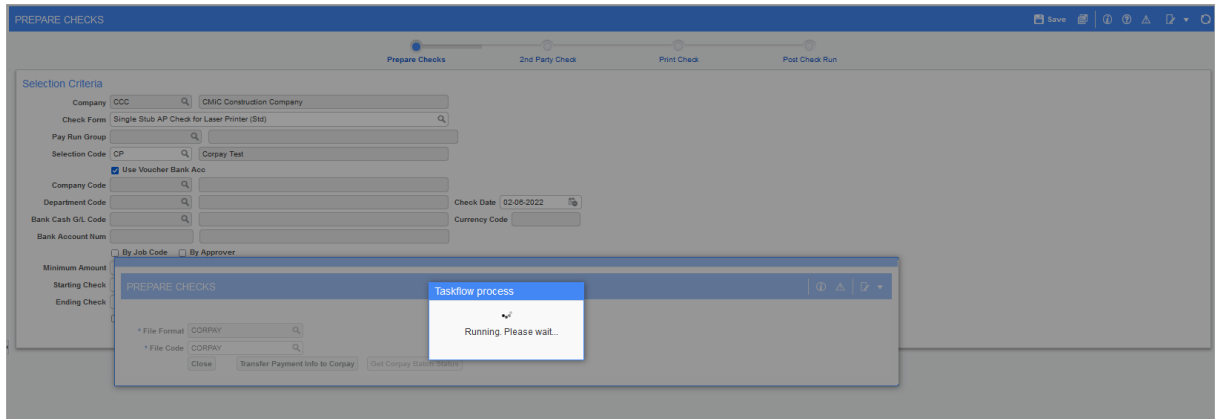
File Code: CORPAY  
EFT Format: CORPAY



Accounts Payable > Checks > Print Checks – Prepare Checks – **[Corpay]** button – **[Generate Request File]** button pop-up

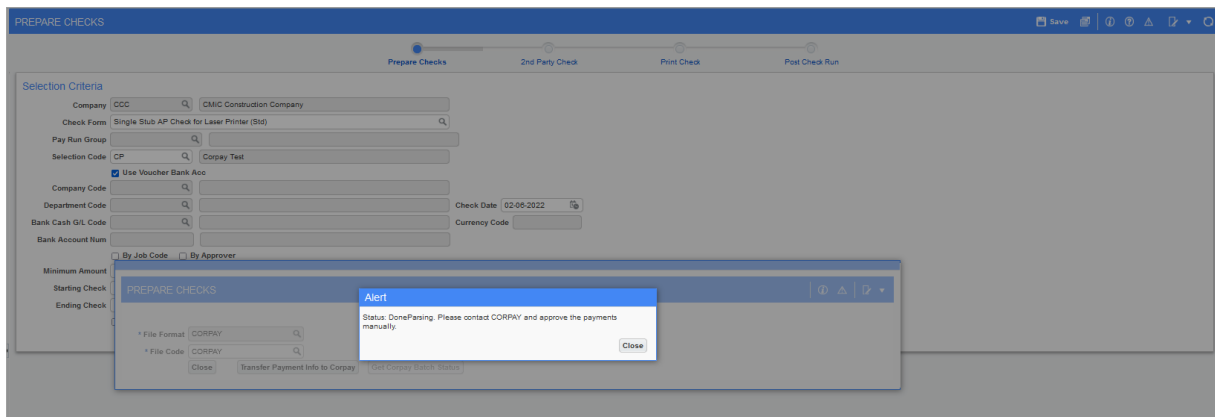
**[Transfer Payment Info to Corpay]** button is enabled once the mandatory fields are populated.

Taskflow process runs upon clicking on **[Transfer Payment Info to Corpay]** button.



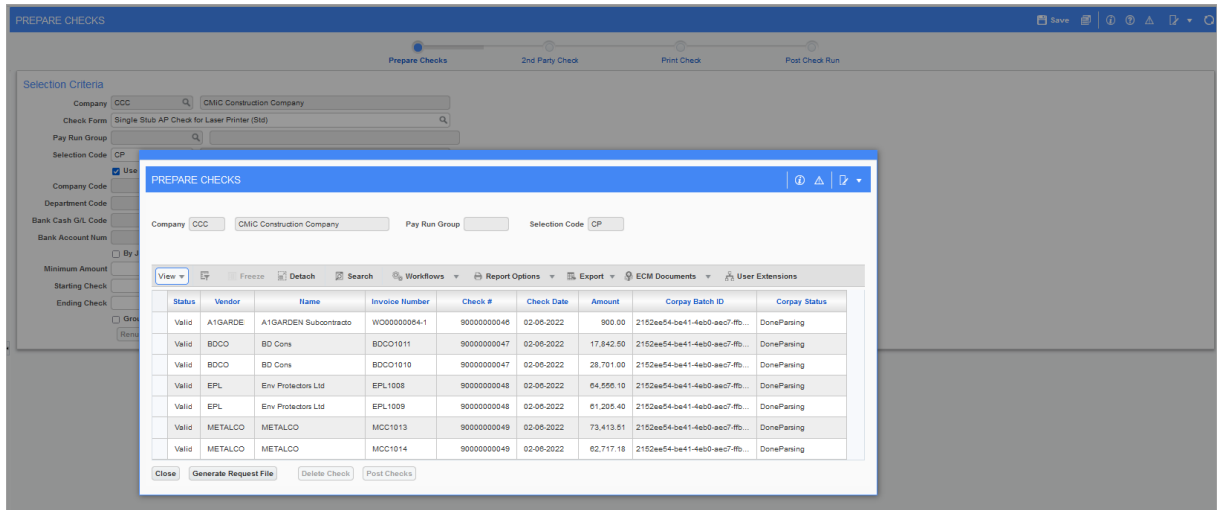
*Accounts Payable > Checks > Print Checks – Prepare Checks – [Corpay] button – [Generate Request File] button pop-up – Taskflow process*

Alert message is displayed with status as 'DoneParsing'.



*Accounts Payable > Checks > Print Checks – Prepare Checks – [Corpay] button – [Generate Request File] button pop-up – Alert box*

Use [**Corpay**] button to verify the Corpay status column in prepare checks pop-up.

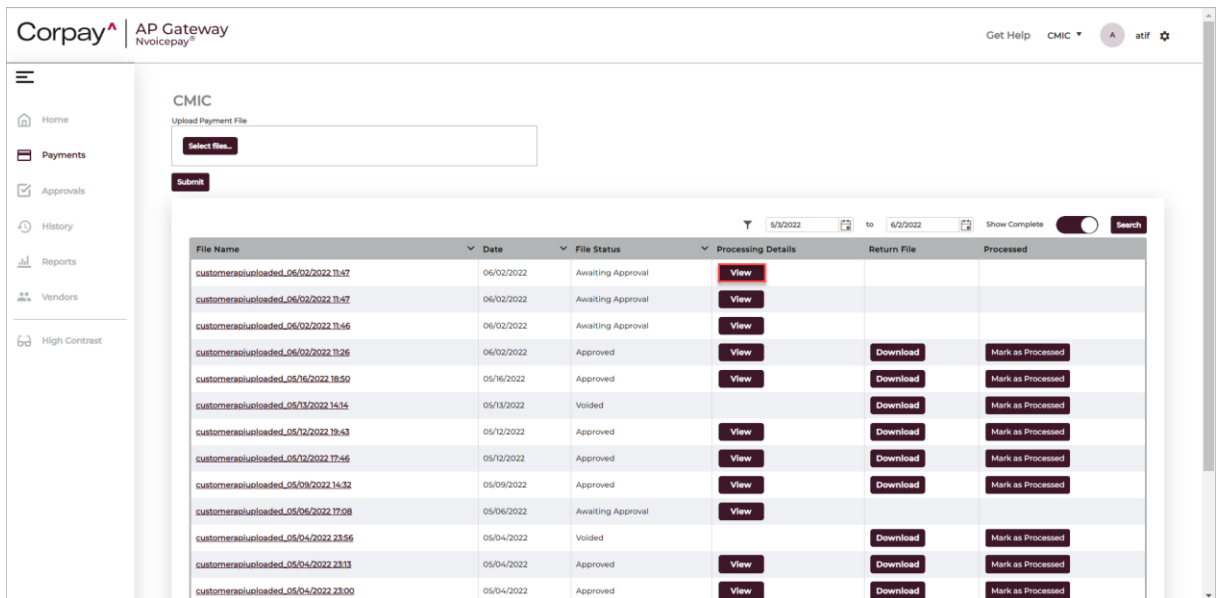


Accounts Payable > Checks > Print Checks – Prepare Checks – [Corpay] button pop-up

### Step 3: Approve Corpay Payment batch

Go to AP Gateway to approve the payments.

Click on [View] button to approve the file which is awaiting approval.



AP Gateway - Payments

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Payment Batch Details  
customerapiuploaded\_06/02/2022 11:47

Date: 6/2/2022  
Status: Awaiting Approval

Approve Batch Hold Batch Cancel Batch

Method	Account	Count	Settlement Amount
PrintCheck	CMiC Test Bank	7	\$309,335.69
Total		7	\$309,335.69

Vendor Name	Vendor #	Paid by Customer Amount	Currency	Invoiced by Supplier Amount	Currency	Paid to Supplier Amount	Currency	Remittance	Reference ID	Scheduled	Status	Payment Method	Payment Account
AIGARDEN Subcontractor Vendor	AIGARDEN	900.00	USD	900.00	USD	900.00	USD		58232631	6/2/2022	Approved	PrintCheck	CMiC Test Bank
BID Cons	BDCO	28,701.00	USD	28,701.00	USD	28,701.00	USD		58232626	6/2/2022	Approved	PrintCheck	CMiC Test Bank
BID Cons	BDCO	17,842.50	USD	17,842.50	USD	17,842.50	USD		58232627	6/2/2022	Approved	PrintCheck	CMiC Test Bank
Env Protectors Ltd	EPL	64,556.30	USD	64,556.30	USD	64,556.30	USD		58232628	6/2/2022	Approved	PrintCheck	CMiC Test Bank
Env Protectors Ltd	EPL	61,205.40	USD	61,205.40	USD	61,205.40	USD		58232629	6/2/2022	Approved	PrintCheck	CMiC Test Bank
METALCO	METALCO	62,777.38	USD	62,777.38	USD	62,777.38	USD		58232630	6/2/2022	Approved	PrintCheck	CMiC Test Bank
METALCO	METALCO	73,413.51	USD	73,413.51	USD	73,413.51	USD		58232632	6/2/2022	Approved	PrintCheck	CMiC Test Bank

1 - 7 of 7 Items

### AP Gateway - Payments

Status of the file is 'Awaiting Approval' Click on [Approve Batch] button to the approve the whole batch.

CMiC integration requires BATCH APPROVAL only.

Once the batch is approved, status is changed to Approved.

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Payment Batch Details  
customerapiuploaded\_06/02/2022 11:47

Date: 6/2/2022  
Status: Approved

Method	Account	Count	Settlement Amount
PrintCheck	CMiC Test Bank	7	\$309,335.69
Total		7	\$309,335.69

Vendor Name	Vendor #	Paid by Customer Amount	Currency	Invoiced by Supplier Amount	Currency	Paid to Supplier Amount	Currency	Remittance	Reference ID	Scheduled	Status	Payment Method	Payment Account
AIGARDEN Subcontractor Vendor	AIGARDEN	900.00	USD	900.00	USD	900.00	USD		58232631	6/2/2022	Approved	PrintCheck	CMiC Test Bank
BID Cons	BDCO	28,701.00	USD	28,701.00	USD	28,701.00	USD		58232626	6/2/2022	Approved	PrintCheck	CMiC Test Bank
BID Cons	BDCO	17,842.50	USD	17,842.50	USD	17,842.50	USD		58232627	6/2/2022	Approved	PrintCheck	CMiC Test Bank
Env Protectors Ltd	EPL	64,556.30	USD	64,556.30	USD	64,556.30	USD		58232628	6/2/2022	Approved	PrintCheck	CMiC Test Bank
Env Protectors Ltd	EPL	61,205.40	USD	61,205.40	USD	61,205.40	USD		58232629	6/2/2022	Approved	PrintCheck	CMiC Test Bank
METALCO	METALCO	62,777.38	USD	62,777.38	USD	62,777.38	USD		58232630	6/2/2022	Approved	PrintCheck	CMiC Test Bank
METALCO	METALCO	73,413.51	USD	73,413.51	USD	73,413.51	USD		58232632	6/2/2022	Approved	PrintCheck	CMiC Test Bank

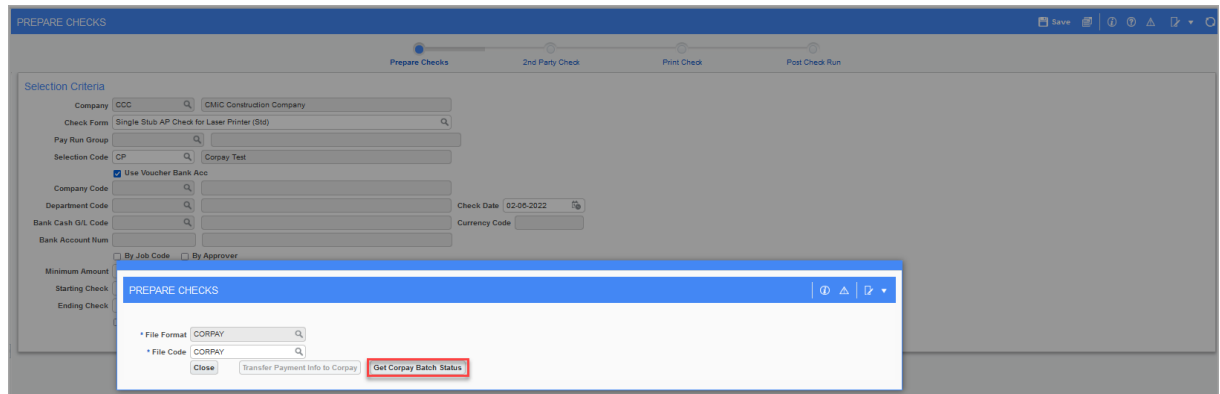
1 - 7 of 7 Items

### AP Gateway - Payments

#### Step 4: Post Checks

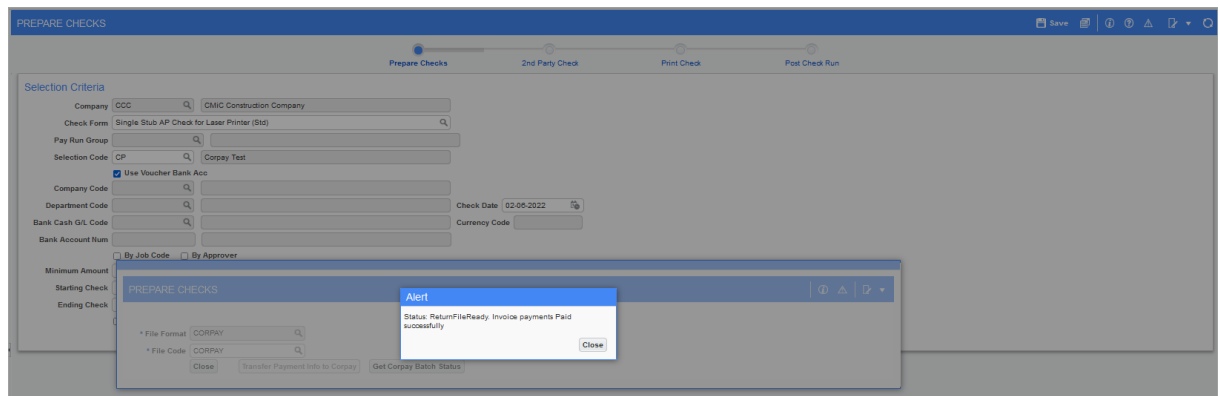
Once the payment is approved on AP Gateway, go to AP > Prepare Checks – populate the same selection code as in step 1. Click on [Corpay] button to launch the pop-up. Click on [Generate Request File] to launch Prepare Checks pop-up and click on [Get Corpay Batch Status] button.

Corpay Batch status is updated to 'ReturnFileReady', alert message is displayed upon clicking **[Get Corpay Batch Status]** button.

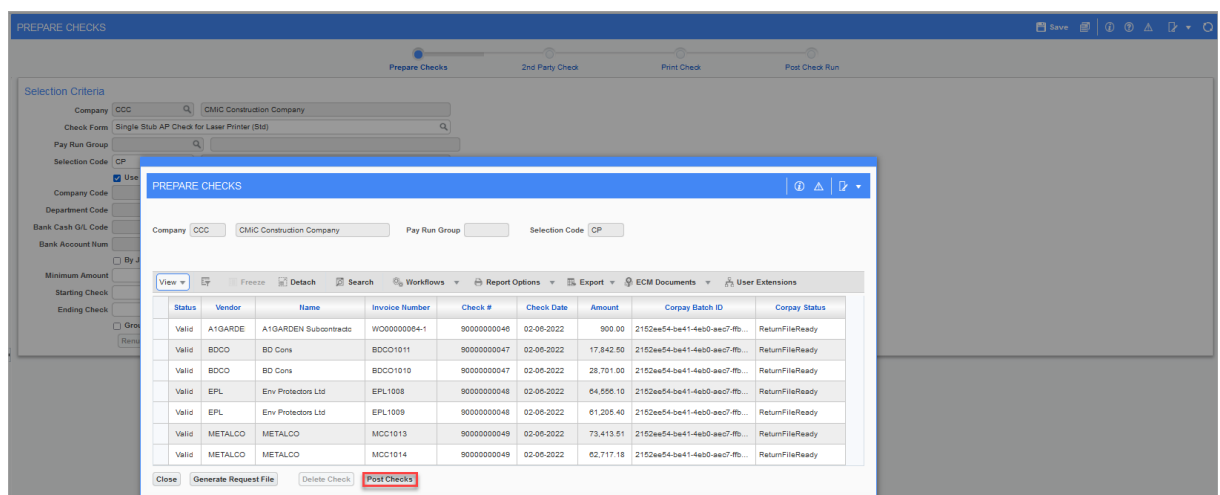


*Accounts Payable > Checks > Print Checks – Prepare Checks – [Corpay] button – [Get CORPAY Batch Status] status alert box*

**[Post Checks]** button is enabled when the CORPAY Status column reads 'ReturnFileReady'.



*Accounts Payable > Checks > Print Checks – Prepare Checks – [Corpay] button – [Get CORPAY Batch Status] status alert box*



*Accounts Payable > Checks > Print Checks – Prepare Checks – [Corpay] button pop-up – [Post Checks]*

Post Check pop-up will be launched upon clicking **[Post Checks]** button. Populate the posting date and click on **[Post]** button.

The screenshot shows the 'PREPARE CHECKS' window with a 'Post Check' pop-up. The pop-up contains the following fields and options:

- Posting Date: 02-08-2022
- Check Release Date: (empty)
- Check Reconciliation Date: (empty)
- Batch: (empty)
- ☒ Print Reports Immediately
- Buttons: Close, Post

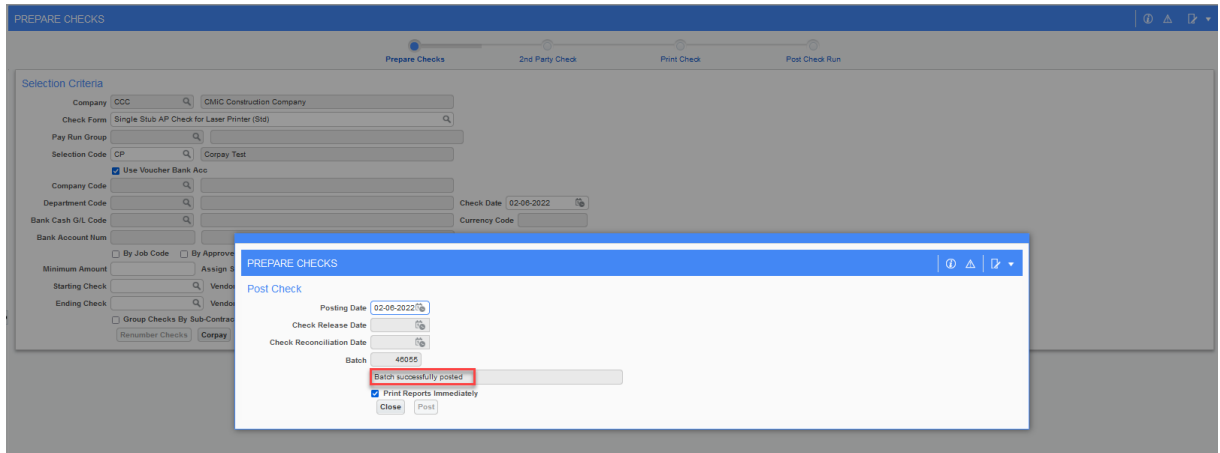
*Post Check pop-up*

Report configuration runs and batch is posted successfully.

The screenshot shows the 'PREPARE CHECKS' window with a 'Report Configuration' pop-up. The pop-up contains the following fields and options:

- Select Reports: ☒ Check Register-Posting Rep, ☒ General Ledger Posting Report
- Destination: Preview
- Format: PDF
- Locale: English United States
- Buttons: Run Report, Close

*Post Check pop-up – Report configuration*



*Post Check pop-up*

'Batch Posted successfully' is displayed in the message box and batch number is auto populated.

### Check Reconciliation and Check Release features

'Check Reconciliation Date' field will be enabled when the AP control file flag 'Automatically Populate Check Reconciliation Date' is set as Y (checked). User must enter reconciliation date as required.

'Check Release Date' field will be enabled when the AP control file flag 'Use Check Release Feature' is set as Y (checked). User must enter release date as required.

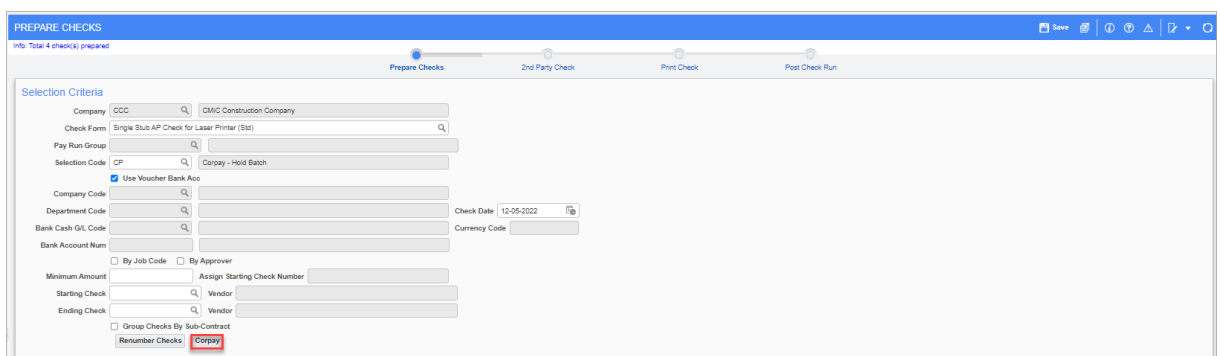
### Hold Batch and Cancel Batch

In AP Gateway payment approval, batch status can be set to 'Hold Batch' and 'Cancel Batch'. Examples of these options are provided below.

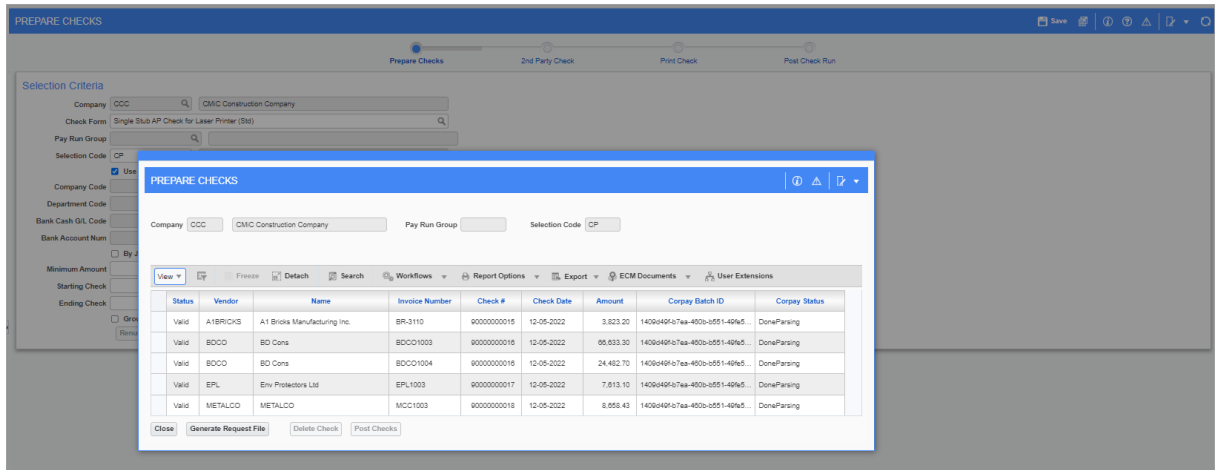
#### Hold Batch Option

Payment Selection Code: CP

Request file is generated and payment info is transferred to Corpay.

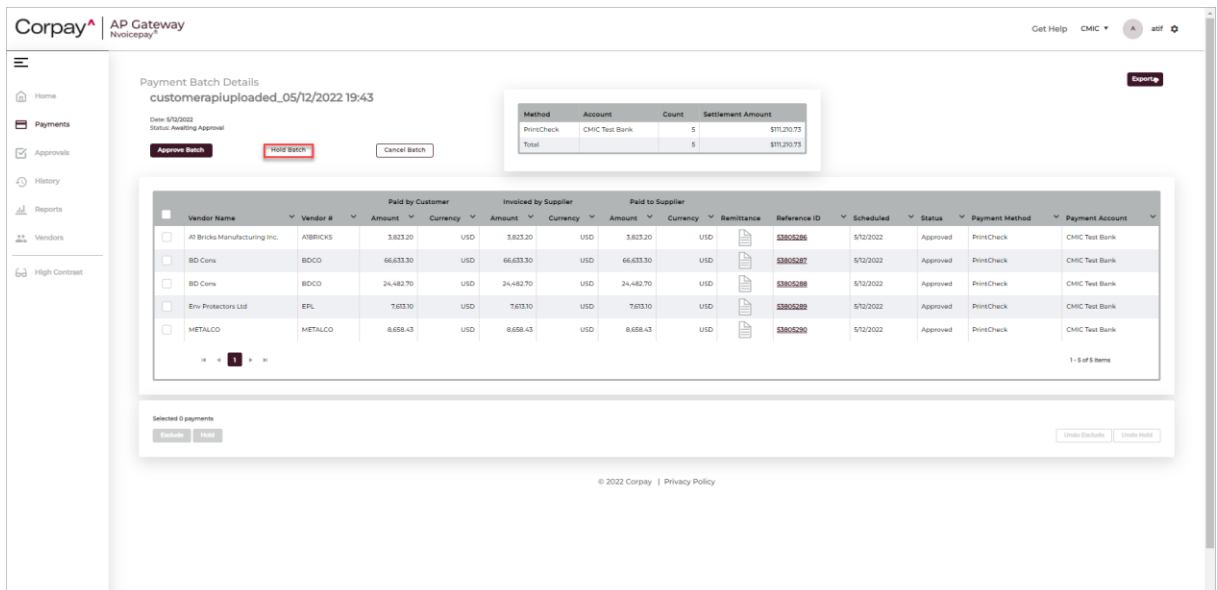


*Accounts Payable > Checks > Print Checks – Prepare Checks*



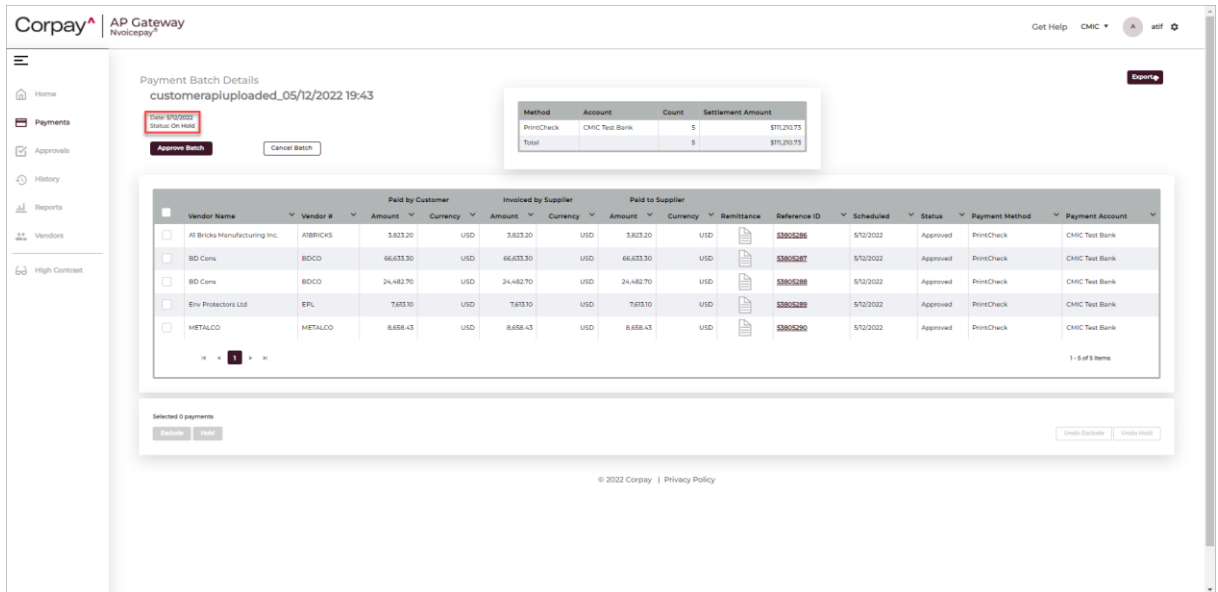
Accounts Payable > Checks > Print Checks – Prepare Checks – [Corpay] button – [Get CORPAY Batch Status] status alert box

Click on [Hold Batch] button, the payment status is changed to 'On Hold'.



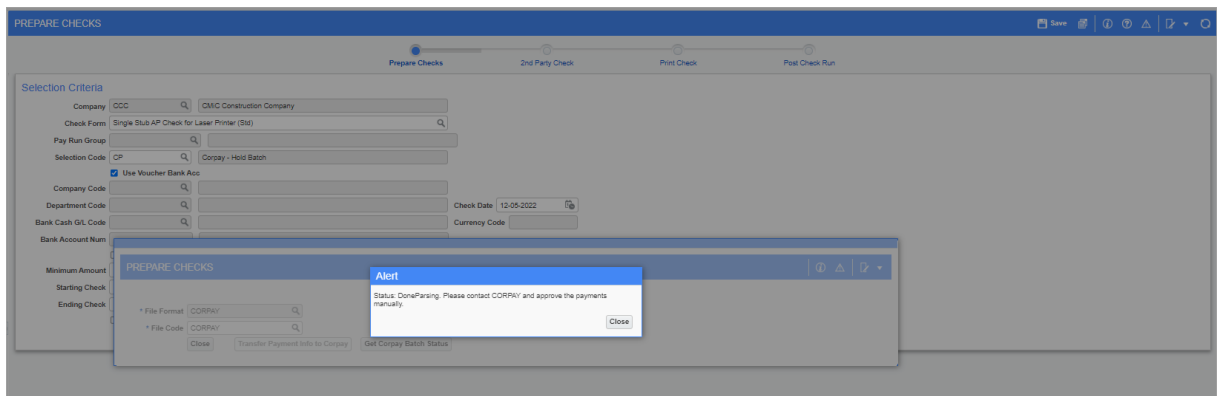
AP Gateway - Payments





### AP Gateway - Payments

Click on **[Get Corpay Batch Status]** button, status returned is 'DoneParsing' and the **[Post Checks]** button is disabled, payment must be approved to post checks.



Accounts Payable > Checks > Print Checks – Prepare Checks – [Corpay] button – [Get CORPAY Batch Status] status alert box

**PREPARE CHECKS**

Selection Criteria

Company: CCC CMC Construction Company

Check Form: Single Sub AP Check for Laser Printer (Std)

Pay Run Group: CP

Selection Code: CP

Company Code: [ ]

Department Code: [ ]

Bank Cash GL Code: [ ]

Bank Account Num: [ ]

Minimum Amount: [ ]

Starting Check: [ ]

Ending Check: [ ]

By: [ ]

Rem: [ ]

**PREPARE CHECKS**

Company: CCC CMC Construction Company Pay Run Group: [ ] Selection Code: CP

Status	Vendor	Name	Invoice Number	Check #	Check Date	Amount	Corpay Batch ID	Corpay Status
Valid	A1BRICKS	A1 Bricks Manufacturing Inc.	BR-3110	9000000015	12-05-2022	3,823.20	140949f67ea-450b-b551-49f6...	DoneParing
Valid	BODO	BO Cons	BODO1003	9000000016	12-05-2022	66,633.30	140949f67ea-450b-b551-49f6...	DoneParing
Valid	BODO	BO Cons	BODO1004	9000000016	12-05-2022	24,482.70	140949f67ea-450b-b551-49f6...	DoneParing
Valid	EPL	Env Protectors Ltd	EPL1003	9000000017	12-05-2022	7,613.10	140949f67ea-450b-b551-49f6...	DoneParing
Valid	METALCO	METALCO	MCC1003	9000000018	12-05-2022	8,658.43	140949f67ea-450b-b551-49f6...	DoneParing

Close Generate Request File Delete Check Post Checks

Accounts Payable > Checks > Print Checks – Prepare Checks – [Corpay] button

Approve the 'On Hold' payment batch.

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Payment Batch Details  
customerapluploaded\_05/12/2022 19:43

Date: 5/12/2022  
Status: On Hold

Approve Batch Cancel Batch

Method	Account	Count	Settlement Amount
PrintCheck	CMIC Test Bank	5	\$11,202.73
Total		5	\$11,202.73

Paid by Customer				Invoiced by Supplier				Paid to Supplier				Remittance	Reference ID	Scheduled	Status	Payment Method	Payment Account
Vendor Name	Vendor #	Amount	Currency	Amount	Currency	Amount	Currency	Amount	Currency								
<input type="checkbox"/> A1 Bricks Manufacturing Inc.	A1BRICKS	3,823.20	USD	3,823.20	USD	3,823.20	USD						53805265	5/12/2022	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/> BO Cons	BODO	66,633.30	USD	66,633.30	USD	66,633.30	USD						53805287	5/12/2022	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/> BO Cons	BODO	24,482.70	USD	24,482.70	USD	24,482.70	USD						53805298	5/12/2022	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/> Env Protectors Ltd	EPL	7,613.10	USD	7,613.10	USD	7,613.10	USD						53805269	5/12/2022	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/> METALCO	METALCO	8,658.43	USD	8,658.43	USD	8,658.43	USD						53805290	5/12/2022	Approved	PrintCheck	CMIC Test Bank

1 - 5 of 5 Items

Selected 0 payments

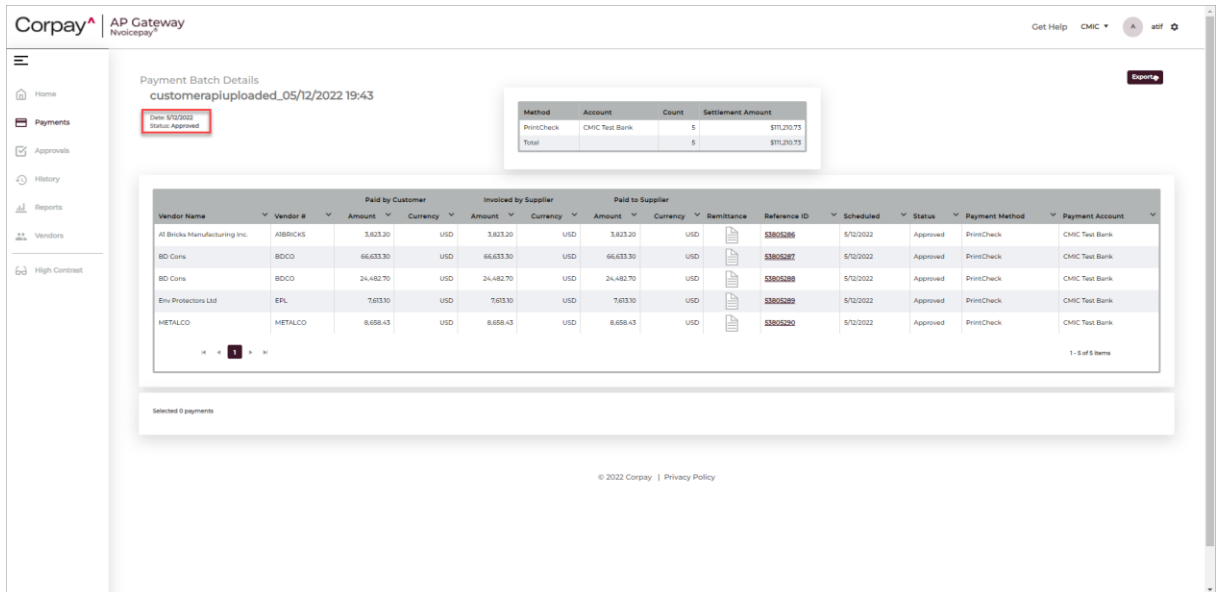
Exclude Include

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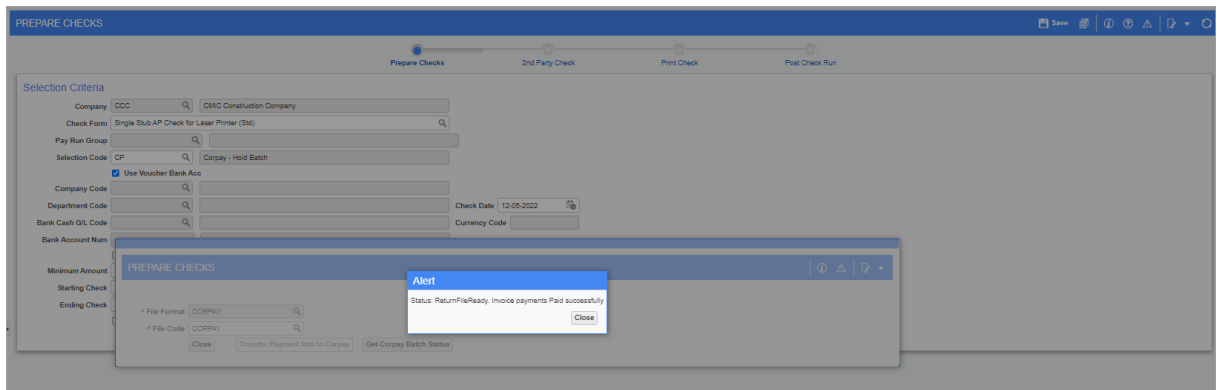
https://appgpartner.noicepay.com/Payments/BatchPaymentDetail?PaymentBatchID=1409049f-67ea-460b-8551-49f...

AP Gateway - Payments

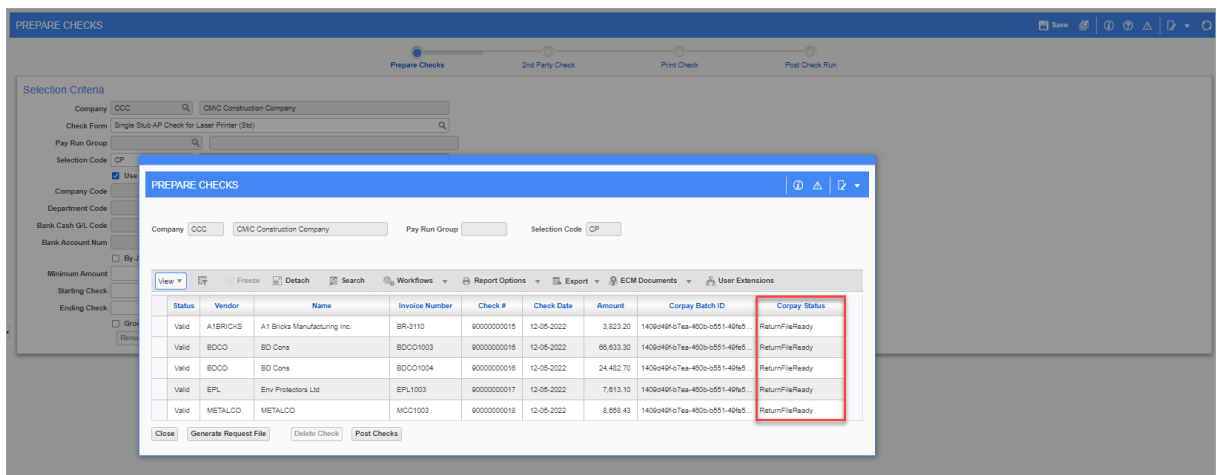
Click on [Get Corpay Batch Status] button, status returned is 'ReturnFileReady' and the [Post Checks] button is enabled for posting.



AP Gateway - Payments



Accounts Payable > Checks > Print Checks – Prepare Checks – [Corpay] button



Accounts Payable > Checks > Print Checks – Prepare Checks – [Corpay] button

**PREPARE CHECKS**

**Post Check**

Posting Date: 12-05-2022

Check Release Date:

Check Reconciliation Date:

Batch: 44537

Batch successfully posted

☒ Print Reports Immediately

Close Post

*Post Check pop-up – Report configuration*

## Cancel Batch Option

Payment Selection Code: CP

**NOTE:** Since the Cancel Batch option sets the batch as voided, users must take manual action in the CMIC application and cancel payments as required.

**PREPARE CHECKS**

Company: CCC CMIC Construction Company Pay Run Group: Selection Code: CP

Status	Vendor	Name	Invoice Number	Check #	Check Date	Amount	Corpay Batch ID	Corpay Status
Valid	BDOO	BD Cons	BDOO1005	90000000019	13-05-2022	60,140.70	781ecaf1-00114759-859c47f9500275a57	DoneParsing
Valid	BDOO	BD Cons	BDOO1006	90000000019	13-05-2022	32,824.80	781ecaf1-00114759-859c47f9500275a57	DoneParsing
Valid	BDOO	BD Cons	BDOO1007	90000000019	13-05-2022	45,781.20	781ecaf1-00114759-859c47f9500275a57	DoneParsing
Valid	EPL	Env Protectors Ltd	EPL1004	90000000020	13-05-2022	69,314.40	781ecaf1-00114759-859c47f9500275a57	DoneParsing
Valid	EPL	Env Protectors Ltd	EPL1005	90000000020	13-05-2022	25,795.10	781ecaf1-00114759-859c47f9500275a57	DoneParsing
Valid	METALCO	METALCO	MCC1008	90000000021	13-05-2022	62,023.18	781ecaf1-00114759-859c47f9500275a57	DoneParsing
Valid	METALCO	METALCO	MCC1007	90000000021	13-05-2022	47,877.35	781ecaf1-00114759-859c47f9500275a57	DoneParsing

Close Generate Request File Delete Check Post Checks

*Accounts Payable > Checks > Print Checks – Prepare Checks – [Corpay] button*

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Payment Batch Details

customerapluploaded\_05/13/2022 14:14

Date: 5/13/2022

Status: Awaiting Approval

Approve Batch

Hold Batch

Cancel Batch

Method	Account	Count	Settlement Amount
PrintCheck	CMIC Test Bank	7	\$334,826.73
Total		7	\$334,826.73

		Paid by Customer		Invoiced by Supplier		Paid to Supplier		Remittance	Reference ID	Scheduled	Status	Payment Method	Payment Account
Vendor Name	Vendor #	Amount	Currency	Amount	Currency	Amount	Currency						
<input type="checkbox"/> BD Cons	BDCO	60,149.70	USD	60,149.70	USD	60,149.70	USD		54172872	5/13/2022	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/> BD Cons	BDCO	32,824.80	USD	32,824.80	USD	32,824.80	USD		54172873	5/13/2022	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/> BD Cons	BDCO	45,781.20	USD	45,781.20	USD	45,781.20	USD		54172874	5/13/2022	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/> Env. Protection Ltd	EPL	69,314.40	USD	69,314.40	USD	69,314.40	USD		54172875	5/13/2022	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/> Env. Protection Ltd	EPL	26,756.10	USD	26,756.10	USD	26,756.10	USD		54172876	5/13/2022	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/> METALCO	METALCO	52,023.38	USD	52,023.38	USD	52,023.38	USD		54172877	5/13/2022	Approved	PrintCheck	CMIC Test Bank
<input type="checkbox"/> METALCO	METALCO	47,977.35	USD	47,977.35	USD	47,977.35	USD		54172878	5/13/2022	Approved	PrintCheck	CMIC Test Bank

Selected 0 payments

Exclude Hold

Undo Exclude Undo Hold

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## AP Gateway – Payments

File status is 'Voided'.

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Payment Batch Details

customerapluploaded\_05/13/2022 14:14

Date: 5/13/2022

Status: Void Complete

Method	Account	Count	Settlement Amount
Excluded		7	\$0.00
Total		0	\$0.00

		Paid by Customer		Invoiced by Supplier		Paid to Supplier		Remittance	Reference ID	Scheduled	Status	Payment Method	Payment Account
Vendor Name	Vendor #	Amount	Currency	Amount	Currency	Amount	Currency						
<input type="checkbox"/> BD Cons	BDCO	60,149.70	USD	60,149.70	USD	60,149.70	USD		54172872	5/13/2022	Excluded	PrintCheck	CMIC Test Bank
<input type="checkbox"/> BD Cons	BDCO	32,824.80	USD	32,824.80	USD	32,824.80	USD		54172873	5/13/2022	Excluded	PrintCheck	CMIC Test Bank
<input type="checkbox"/> BD Cons	BDCO	45,781.20	USD	45,781.20	USD	45,781.20	USD		54172874	5/13/2022	Excluded	PrintCheck	CMIC Test Bank
<input type="checkbox"/> Env. Protection Ltd	EPL	69,314.40	USD	69,314.40	USD	69,314.40	USD		54172875	5/13/2022	Excluded	PrintCheck	CMIC Test Bank
<input type="checkbox"/> Env. Protection Ltd	EPL	26,756.10	USD	26,756.10	USD	26,756.10	USD		54172876	5/13/2022	Excluded	PrintCheck	CMIC Test Bank
<input type="checkbox"/> METALCO	METALCO	52,023.38	USD	52,023.38	USD	52,023.38	USD		54172877	5/13/2022	Excluded	PrintCheck	CMIC Test Bank
<input type="checkbox"/> METALCO	METALCO	47,977.35	USD	47,977.35	USD	47,977.35	USD		54172878	5/13/2022	Excluded	PrintCheck	CMIC Test Bank

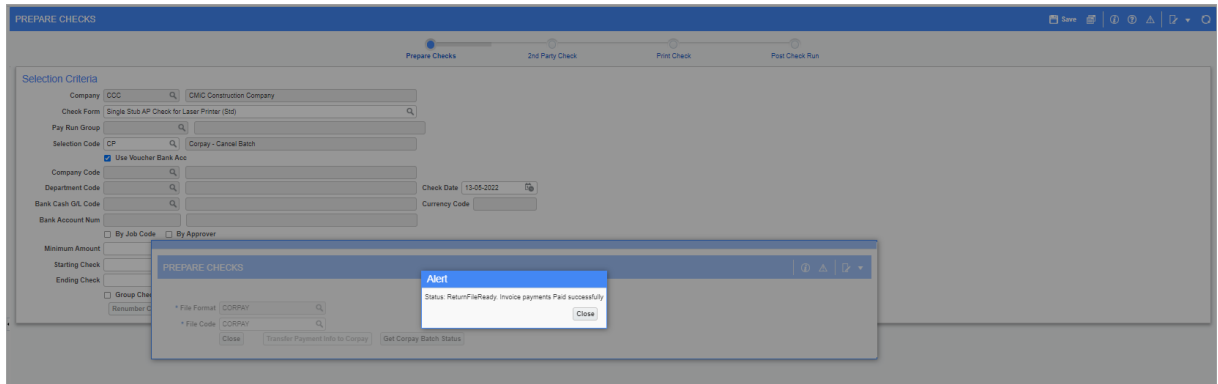
Selected 0 payments

Exclude Hold

Undo Exclude Undo Hold

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## AP Gateway - Payments



Click on [**Get Corpay Batch Status**] button, status returned is 'ReturnFileReady' and the [**Post Checks**] button is enabled for posting.

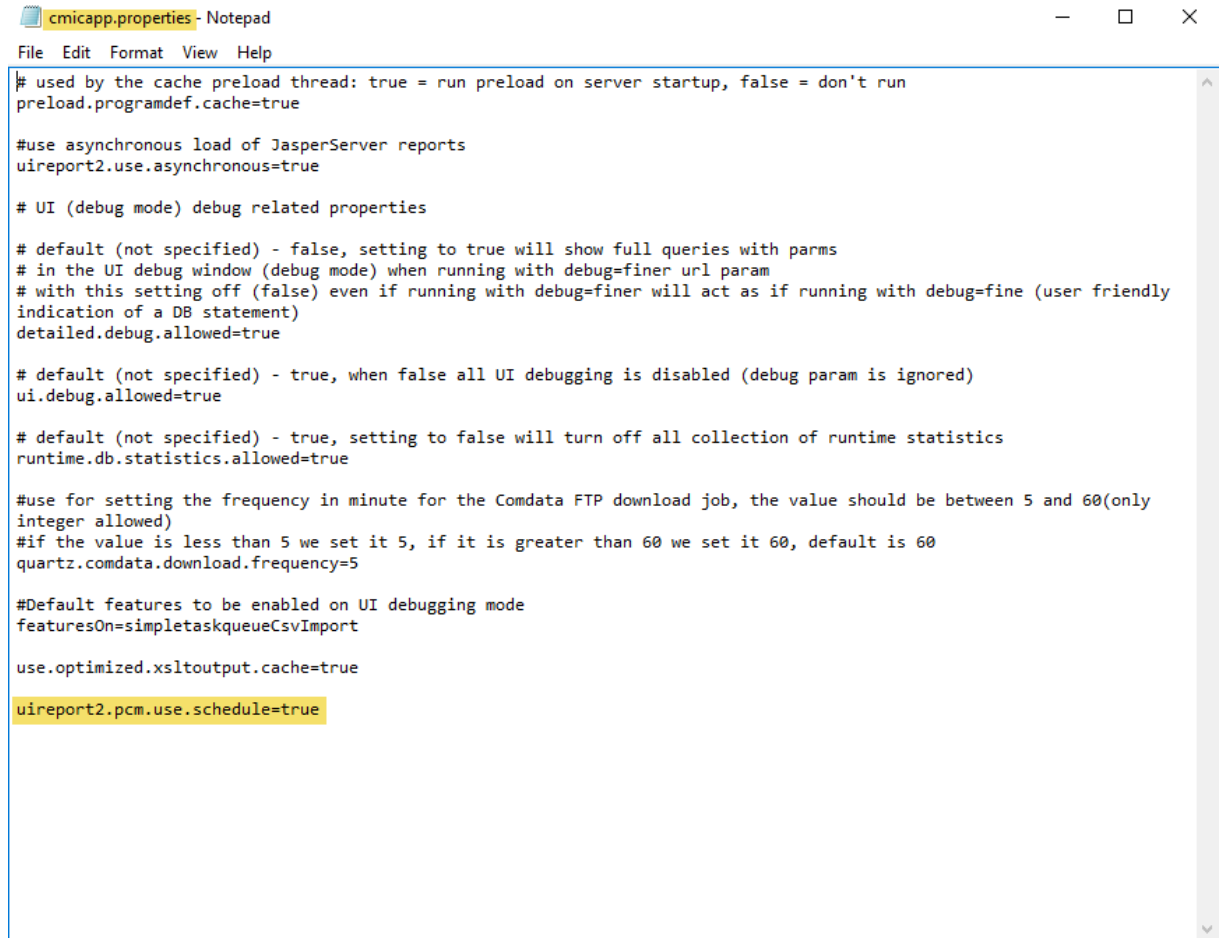
## PCM Reports on Jasper Quartz to Send EFT Notifications Fast (22.55452)

A new feature is added to schedule PCM reports on Jasper Quartz for sending EFT Notifications fast. This feature is optional.

To turn on this feature, add the property below in cmicapp.properties file:

```
uireport2.pcm.use.schedule=true
```

There is no need to restart the server.



```
cmicapp.properties - Notepad
File Edit Format View Help
# used by the cache preload thread: true = run preload on server startup, false = don't run
preload.programdef.cache=true

#use asynchronous load of JasperServer reports
uireport2.use.asynchronous=true

# UI (debug mode) debug related properties

# default (not specified) - false, setting to true will show full queries with parms
# in the UI debug window (debug mode) when running with debug=finer url param
# with this setting off (false) even if running with debug=finer will act as if running with debug=fine (user friendly
# indication of a DB statement)
detailed.debug.allowed=true

# default (not specified) - true, when false all UI debugging is disabled (debug param is ignored)
ui.debug.allowed=true

# default (not specified) - true, setting to false will turn off all collection of runtime statistics
runtime.db.statistics.allowed=true

#use for setting the frequency in minute for the Comdata FTP download job, the value should be between 5 and 60(only
#integer allowed)
#if the value is less than 5 we set it 5, if it is greater than 60 we set it 60, default is 60
quartz.comdata.download.frequency=5

#Default features to be enabled on UI debugging mode
featuresOn=simpletaskqueueCsvImport

use.optimized.xsltoutput.cache=true
uireport2.pcm.use.schedule=true
```

## EFT Last Check Sequence Number (21.47899)

---

AP Control file is modified to include 'EFT Last Check Sequence Number' input field.

This field is hidden by default, users must use lite editor to make it visible.

**AP CONTROL FILE**

Table Mode Save Exit

**Selection Criteria**

Company: CCC CMC Test Company Copy Control File

**System Defaults** Voucher **Check** Accounting Other

\* Name Of Check: Single Stub AP Check for Laser Printer (Std)   
☐ Automatically Start Check Posting Program After Printing

**EFT Defaults**

EFT Stub Printing Report: 1 EFT Payment per page   
 \* Voucher Payment Type Default: ☐ EFT ☐ PCARD ☒ None   
 EFT File Format: City National Bank ACH Format   
 EFT File Code: CITYNATION   
 \* Order Checks By: Vendor Code

Default ACH Email:   
☐ Send a Copy of EFT to E-mail Address Below

**EFT Last Cheque Sequence Number**: 843

**AP Check Options**

- ☒ Print Zero Checks
- ☐ Use Check Release Feature
- ☐ Automatically Populate Check Release Date
- ☐ \* Automatically Populate Check Reconciliation Date
- ☐ Summarize Retainage Invoices
- ☐ Track 1099 Information
- ☒ \* Multi-company Vouchers - Single Check
- ☒ Group Checks By Joint Payee Name
- ☐ Group Checks By Sub-Contact
- ☐ User in Payment Selection is the one who posted the Voucher
- ☒ Group Checks By Approver
- ☒ Allow Duplicate Check Numbers
- ☒ Use Voucher Bank Cash Account
- ☒ Use Accounts Payable Check
- ☐ Allow Pre-Dated Checks
- ☐ Check And Post Date In The Same GL Period
- ☐ Warn If User Is Null In Payment Selection Entry
- ☒ Default Value For T6018 In Vendor Maintenance
- ☒ Record Unprepared Checks As Wasted
- ☐ Use Invoice Date As Cutoff Date For Payment Selection
- ☐ Record Renumbered Checks As Wasted

Accounts Payable > Setup > Local Tables > Control File – Check tab

**EFT Last Check Sequence Number:** Input field showing the last check sequence number for EFT check. The latest EFT check sequence number will be an increment to last check sequence number in AP control file.

EFT Last Check sequence number is updated as soon as checks are prepared.

If checks are processed using Pay Run group, system will use the last check sequence number of the paying company.

**NOTE:** Going forward CMiC may have SAME check sequence number across multiple companies. Previously check sequence numbers were unique across all companies and hence the sequence number was used by Non-EFT and EFT checks. With this modification, EFT check numbers will have company specific check sequence number. If EFT Last check sequence number is 0 or NULL, the next EFT check sequence number will be 1.

**Warning:** Users normally should not be updating this field unless otherwise required and be performed by administrators.

The field will be automatically updated to current last check sequence number in the system for all the companies with this installation.

## Hotfix V12-015-2HF Revision 1.0

System Privilege: **APUPDEFCHQ**: Allow the user to update EFT cheque sequence number in AP control file. By default, privilege is un-checked for all the users.

Checked: EFT Last Check Sequence field in AP control file is enabled for update,

Un-checked: EFT Last Check Sequence field in AP control file is disabled.



* Code	* Name	Select
APURDEFCHQ	AP-Allows the user to update EFT cheque sequence number in AP Control File	<input type="checkbox"/>

*System Data > Users > User Maintenance > System Privileges*

EFT Last Check Sequence number field in AP control file is disabled for update.

**EFT Defaults**

\* Name Of Check: Double Stub AP Check (US 006)

☐ Automatically Start Check Posting Program After Printing

EFT Stub Printing Report: 1 EFT Payment per page

\* Voucher Payment Type Default: ☒ EFT ☐ PCARD ☐ None

EFT File Format: Fifth Third Bank - Format 2

EFT File Code: STH3RDBANK

\* Order Checks By: Vendor Code

Default ACH Email: [Empty]

☐ Send a Copy of EFT to E-mail Address Below

**EFT Last Cheque Sequence Number**: 848

**AP Check Options**

- ☒ Print Zero Checks
- ☐ Use Check Release Feature
- ☐ Automatically Populate Check Release Date
- ☐ \* Automatically Populate Check Reconciliation Date
- ☐ Summarize Retainage Invoices
- ☒ Track 1099 Information
- ☐ \* Multi-company Vouchers - Single Check
- ☒ Group Checks By Joint Payee Name
- ☐ Group Checks By Sub-Contact
- ☐ User in Payment Selection is the one who posted the Voucher
- ☐ Group Checks By Approver
- ☐ Allow Duplicate Check Numbers
- ☒ Use Voucher Bank Cash Account
- ☒ Use Accounts Payable Check
- ☒ Allow Pre-Dated Checks
- ☐ Check And Post Date In The Same GL Period
- ☐ Warn If User Is Null In Payment Selection Entry
- ☒ Default Value For T5018 In Vendor Maintenance
- ☒ Record Unprepared Checks As Wasted
- ☐ Use Invoice Date As Cutoff Date For Payment Selection
- ☒ Record Renumbered Checks As Wasted

*Accounts Payable > Setup > Local Tables > Control File – Check tab*

Update the privilege for the user, EFT Last Check Sequence Number field will be enabled in AP control file.

* Code	* Name	Select
APURDEFCHQ	AP-Allows the user to update EFT cheque sequence number in AP Control File	<input checked="" type="checkbox"/>

*System Data > Users > User Maintenance > System Privileges*

**AP CONTROL FILE** [Table Mode] [Save] [Exit] [Print] [Help] [F1] [F2] [F3] [F4] [F5] [F6] [F7] [F8] [F9] [F10] [F11] [F12]

**Selection Criteria**  
 Company: CCC [Search] CMC Construction Company [Copy Control File]

**System Defaults** [Voucher] **Check** [Accounting] [Other]

\* Name Of Check: Double Stub AP Check (US 006) [v]  
☐ Automatically Start Check Posting Program After Printing

**EFT Defaults**  
 EFT Stub Printing Report: 1 EFT Payment per page [v]  
 \* Voucher Payment Type Default: ☒ EFT ☐ PCARD ☐ None  
 EFT File Format: Fifth Third Bank - Format 2 [Search]  
 EFT File Code: STH3RDBANK [Search]  
 \* Order Checks By: Vendor Code [v]  
 Default ACH Email: [Search]  
☐ Send a Copy of EFT to E-mail Address Below  
 EFT Last Cheque Sequence Number: 840 [Text Box]

**AP Check Options**

<input checked="" type="checkbox"/> Print Zero Checks <input type="checkbox"/> Use Check Release Feature <input type="checkbox"/> Automatically Populate Check Release Date <input type="checkbox"/> * Automatically Populate Check Reconciliation Date <input type="checkbox"/> Summarize Retainage Invoices <input checked="" type="checkbox"/> Track 1099 Information <input type="checkbox"/> * Multi-company Vouchers - Single Check <input checked="" type="checkbox"/> Group Checks By Joint Payee Name <input type="checkbox"/> Group Checks By Sub-Contact <input type="checkbox"/> User in Payment Selection is the one who posted the Voucher <input type="checkbox"/> Group Checks By Approver	<input type="checkbox"/> Allow Duplicate Check Numbers <input checked="" type="checkbox"/> Use Voucher Bank Cash Account <input checked="" type="checkbox"/> Use Accounts Payable Check <input checked="" type="checkbox"/> Allow Pre-Dated Checks <input type="checkbox"/> Check And Post Date In The Same GL Period <input type="checkbox"/> Warn If User Is Null In Payment Selection Entry <input checked="" type="checkbox"/> Default Value For T5010 In Vendor Maintenance <input checked="" type="checkbox"/> Record Unprepared Checks As Wasted <input type="checkbox"/> Use Invoice Date As Cutoff Date For Payment Selection <input checked="" type="checkbox"/> Record Renumbered Checks As Wasted
--	--

Accounts Payable > Setup > Local Tables > Control File – Check tab

Updating EFT Last Check Sequence Number in AP Control file:

Alert message will be displayed along with the last check sequence number in the system. Updated EFT last check sequence number to 4009, alert message is displayed since the system's last check sequence is greater than the number entered. Alert message will also be displayed if user input last check sequence number greater than the maximum(system's) last check sequence number.

**AP CONTROL FILE** [Table Mode] [Save] [Exit] [Print] [Help] [F1] [F2] [F3] [F4] [F5] [F6] [F7] [F8] [F9] [F10] [F11] [F12]

**Selection Criteria**  
 Company: CCC [Search] CMC Construction Company [Copy Control File]

**System Defaults** [Voucher] **Check** [Accounting] [Other]

\* Name Of Check: Double Stub AP Check (US 006) [v]  
☐ Automatically Start Check Posting Program After Printing

**EFT Defaults**  
 EFT Stub Printing Report: 1 EFT Payment per page [v]  
 \* Voucher Payment Type Default: ☒ EFT ☐ PCARD ☐ None  
 EFT File Format: Fifth Third Bank - Format 2 [Search]  
 EFT File Code: STH3RDBANK [Search]  
 \* Order Checks By: Vendor Code [v]  
 Default ACH Email: [Search]  
☐ Send a Copy of EFT to E-mail Address Below  
 EFT Last Cheque Sequence Number: 4009 [Text Box]

**AP Check Options**

<input checked="" type="checkbox"/> Print Zero Checks <input type="checkbox"/> Use Check Release Feature <input type="checkbox"/> Automatically Populate Check Release Date <input type="checkbox"/> * Automatically Populate Check Reconciliation Date <input type="checkbox"/> Summarize Retainage Invoices <input checked="" type="checkbox"/> Track 1099 Information <input type="checkbox"/> * Multi-company Vouchers - Single Check <input checked="" type="checkbox"/> Group Checks By Joint Payee Name <input type="checkbox"/> Group Checks By Sub-Contact <input type="checkbox"/> User in Payment Selection is the one who posted the Voucher <input type="checkbox"/> Group Checks By Approver	<input type="checkbox"/> Allow Duplicate Check Numbers <input checked="" type="checkbox"/> Use Voucher Bank Cash Account <input checked="" type="checkbox"/> Use Accounts Payable Check <input checked="" type="checkbox"/> Allow Pre-Dated Checks <input type="checkbox"/> Check And Post Date In The Same GL Period <input type="checkbox"/> Warn If User Is Null In Payment Selection Entry <input checked="" type="checkbox"/> Default Value For T5010 In Vendor Maintenance <input checked="" type="checkbox"/> Record Unprepared Checks As Wasted <input type="checkbox"/> Use Invoice Date As Cutoff Date For Payment Selection <input checked="" type="checkbox"/> Record Renumbered Checks As Wasted
--	--

**Alert**  
 Maximum EFT Last Cheque Sequence Number is 4010. Do you want to continue?  
 [Continue] [Cancel]

Accounts Payable > Setup > Local Tables > Control File – Check tab – Alert pop-up

Click on **[Continue]** to update the EFT last check sequence number. Click on **[Cancel]** to abort the update of last check sequence number. Alert message will not be displayed if the updated last check sequence is equal to the maximum(system's) last check sequence number.

AP CONTROL FILE

Selection Criteria  
Company: CCC CMC Construction Company Copy Control File

System Defaults Voucher **Check** Accounting Other

\* Name Of Check: Double Stub AP Check (25 000)  
☐ Automatically Start Check Posting Program After Printing

EFT Defaults  
 EFT Stub Printing Report: 1 EFT Payment per page  
 \* Voucher Payment Type Default: ☒ EFT ☐ PCARD ☐ None  
 EFT File Format: Fifth Third Bank - Format 2  
 EFT File Code: STORDBANK  
 \* Order Checks By: Vendor Code

Default ACH Email:   
☐ Send a Copy of EFT to E-mail Address Below  
 EFT Last Cheque Sequence Number: 4010

Alert  
 Maximum EFT Last Cheque Sequence Number is 4010. Do you want to continue?  
 Continue Cancel

AP Check Options  
☒ Print Zero Checks  
☐ Use Check Release Feature  
☐ Automatically Populate Check Release Date  
☐ \* Automatically Populate Check Reconciliation Date  
☐ Summarize Retainage Invoices  
☒ Track 1099 Information  
☐ \* Multi-company Vouchers - Single Check  
☐ Group Checks By Joint Payee Name  
☐ Group Checks By Sub-Contact  
☐ User in Payment Selection is the one who posted the Voucher  
☐ Group Checks By Approver  
☐ Allow Duplicate Check Numbers  
☐ Use Voucher Bank Cash Account  
☒ Use Accounts Payable Check  
☐ Allow Pre-Dated Checks  
☐ Check And Post Date In The Same GL Period  
☐ Warn If User Is Null In Payment Selection Entry  
☒ Default Value For T5010 In Vendor Maintenance  
☒ Record Unprepared Checks As Wasted  
☐ Use Invoice Date As Cutoff Date For Payment Selection  
☒ Record Renumbered Checks As Wasted

Accounts Payable > Setup > Local Tables > Control File – Check tab

## Implementation

Selection Code: E1

EFT Last Check Sequence Number for CCC company: 843

AP CONTROL FILE

Selection Criteria  
Company: CCC CMC Test Company Copy Control File

System Defaults Voucher **Check** Accounting Other

\* Name Of Check: Single Stub AP Check for Laser Printer (Std)  
☐ Automatically Start Check Posting Program After Printing

EFT Defaults  
 EFT Stub Printing Report: 1 EFT Payment per page  
 \* Voucher Payment Type Default: ☐ EFT ☐ PCARD ☒ None  
 EFT File Format: City National Bank ACH Format  
 EFT File Code: CITYNATION  
 \* Order Checks By: Vendor Code

Default ACH Email:   
☐ Send a Copy of EFT to E-mail Address Below  
 EFT Last Cheque Sequence Number: 843

AP Check Options  
☒ Print Zero Checks  
☐ Use Check Release Feature  
☐ Automatically Populate Check Release Date  
☐ \* Automatically Populate Check Reconciliation Date  
☐ Summarize Retainage Invoices  
☒ Track 1099 Information  
☒ \* Multi-company Vouchers - Single Check  
☐ Group Checks By Joint Payee Name  
☐ Group Checks By Sub-Contact  
☐ User in Payment Selection is the one who posted the Voucher  
☒ Group Checks By Approver  
☒ Allow Duplicate Check Numbers  
☒ Use Voucher Bank Cash Account  
☒ Use Accounts Payable Check  
☐ Allow Pre-Dated Checks  
☐ Check And Post Date In The Same GL Period  
☐ Warn If User Is Null In Payment Selection Entry  
☒ Default Value For T5010 In Vendor Maintenance  
☒ Record Unprepared Checks As Wasted  
☐ Use Invoice Date As Cutoff Date For Payment Selection  
☐ Record Renumbered Checks As Wasted

Accounts Payable > Setup > Local Tables > Control File – Check tab

**SELECT PAYMENTS**

Selection Criteria  
Company: CCC CMIC Test Company

Payment  
Selection: E1 EFT Check Sequence Test  
Currency: USD US Dollar  
User: [blank]  
EFT Payments Non EFT Payments EFT and Non EFT Payments Third Party Payment Mode  
Cut Off Date: 31-May-2022 Select Only SC Vouchers  
Check Date: 31-May-2022 Select Only AP Vouchers  
Next Pay Date: 01-Jun-2022 Select AP Back Charges Vouchers  
Invoice Series: [blank] Select Material Only Vouchers  
Bank Account: [blank]  
Past Due Invoices Current Invoices Discount Invoices Force Discounts  
Vendor Job Vendor Class Vendor Preferences Job Department Select Invoices

Selected Invoices

Set	Vendor	Vendor Name	Address	Address Name	Voucher	Invoice Number	Invoice Date	Due Date	Discount Date	Outstanding Amt	Discount Taken	Payment Amount	Selected Amt	Joint Paper	Next Status	Gross Amount	Net Amount
<input checked="" type="checkbox"/>	AIDOBRS	AIDOBRS LTD			14888	TEST4	12-Apr-2022	12-May-2022	17-Apr-2022	36000.00	0.00	36000.00	36000.00			81000.00	79388.00
<input checked="" type="checkbox"/>	ARROW	ARROW			9200	4200033	30-Oct-2022	29-Nov-2022	04-Nov-2022	11483.09	0.00	11483.09	11483.09			11483.09	11253.00
<input checked="" type="checkbox"/>	ARROW	ARROW			10915	ARR0091	09-Jun-2022	09-Jul-2022	14-Jun-2022	23719.00	0.00	23719.00	23719.00			23719.00	23244.00
<input checked="" type="checkbox"/>	CISCO	Cisco System			2583	34W	29-Jul-2022	28-Aug-2022	03-Aug-2022	89.10	0.00	89.10	89.10			89.10	87.00
<input checked="" type="checkbox"/>	FORTUNE	Fortuner			9358	754895	30-Oct-2022	29-Nov-2022	04-Nov-2022	112.80	0.00	112.80	112.80			112.80	110.00
<input checked="" type="checkbox"/>	FOXWELL	Foxwell Corp.			11112	8W589	15-Jun-2022	15-Jul-2022	20-Jun-2022	1350.00	0.00	1350.00	1350.00			1350.00	1323.00
													72753.99				

Accounts Payable > Payment > Select Payments

Prepare Checks for E1 selection code

**PREPARE CHECKS**

Info: Total 5 check(s) prepared

Prepare Checks 2nd Party Check Print Check Post Check Run

Selection Criteria  
Company: CCC CMIC Test Company  
Check Form: Single Stub AP Check for Laser Printer (Std)  
Pay Run Group: [blank]  
Selection Code: E1 EFT Check Sequence Test  
Use Voucher Bank Acc  
Company Code: [blank]  
Department Code: [blank]  
Bank Cash G/L Code: [blank]  
Bank Account Num: [blank]  
Check Date: 31-May-2022  
Currency Code: [blank]  
By Job Code By Approver  
Minimum Amount: [blank]  
Assign Starting Check Number: [blank]  
Starting Check: [blank] Vendor  
Ending Check: [blank] Vendor  
Group Checks By Sub-Contract  
Renumber Checks Comdata

Accounts Payable > Payment > Print Checks – Prepare Checks

**AP CONTROL FILE**

Selection Criteria  
Company: CCC CMIC Test Company Copy Control File

System Defaults Voucher Check Accounting Other

\* Name Of Check: Single Stub AP Check for Laser Printer (S) Automatically Start Check Printing Program After Printing

EFT Defaults  
EFT Stub Printing Report: 1 EFT Payment per page  
\* Voucher Payment Type Default: EFT PCARD None  
EFT File Format: City National Bank ACH Format  
EFT File Code: QTY17M10N  
\* Order Checks By: Vendor Code  
Default ACH Email: [blank]  
Send a Copy of EFT to E-mail Address Below  
EFT Last Check Sequence Number: 948

AP Check Options  
Print Zero Checks  
Use Check Release Feature  
Automatically Populate Check Release Date  
Automatically Populate Check Reconciliation Date  
Summarize Reconciling Invoices  
Track 1099 Information  
Multi-company Vouchers - Single Check  
Group Checks By Joint Payee Name  
Group Checks By Sub-Contract  
User in Payment Selection is the one who posted the  
Group Checks By Approver  
Allow Duplicate Check Numbers  
Use Voucher Bank Cash Account  
Use Accounts Payable Check  
Allow Pre-Dated Checks  
Check And Post Date In The Same GL Period  
Warn If User is Null In Payment Selection Entry  
Default Value For 10918 In Vendor Maintenance  
Record Improved Checks As Vashed  
Use Invoice Date As Cutoff Date For Payment Selection  
Record Renumbered Checks As Vashed

Accounts Payable > Setup > Local Tables > Control File – Check tab

**2ND PARTY CHECK**

Prepares Checks   2nd Party Check   Print Check   Post Check Run

**Selection Criteria**

\* Company: CCC   CMiC Test Company

Pay Run Group:   EFT Check Sequence Test

Selection Code: E1

**Check Details**

Vendor	Check Number	Amount	Issued To	Name 1	Name 2	Address 1	Address 2	Address 3	State	Zip Code
ARROW	90000000844	35202.09	ARROW	ARROW		Main St	Suite19	New York	NY	20198
CISCO	90000000845	89.10	Cisco	Cisco		100, Cisco Street	500, Floor V	Naperville	IL	63251
FORTUNER	90000000846	112.80	Fortuner	Fortuner		200, Greendale	309	Naperville	IL	60563
A1DOORS	90000000847	36000.00	A1DOORS INC	A1DOORS INC		250, Builders Street	500, Floor V	Chicago	IL	63254
FOXWELL	90000000848	1350.00	Foxwell Corp.	Foxwell Corp.				Naperville	IL	60563

Accounts Payable > Payment > Print Checks – 2nd Party Checks

**CMiC** **CCC - CMiC Test Company** **ACCOUNTS PAYABLE CHECK REPORT** Page: 1 of 1  
Date: May 31, 2022  
Time: 2:08 PM EDT

Handling Code	Bank Account	Check Number	Vendor Code	Vendor Name	Issued Name	Amount
COMPANY: CCC   SELECTION: E1 EFT Check Sequence Test						
CURRENCY: USD   US Dollar						
CONVERSION: 1						
Company: CCC		Selection: SELECTION CODE E1 EFT Check Sequence Test	Conversion: CONVERSION: 1			
CHI	1000.100	90000000844	ARROW	ARROW	ARROW	35,202.09
		90000000845	CISCO	Cisco System	Cisco	89.10
		90000000846	FORTUNER	Fortuner	Fortuner	112.80
	1000.100	90000000847	A1DOORS	A1DOORS LTD	A1DOORS INC	38,000.00
		90000000848	FOXWELL	Foxwell Corp.	Foxwell Corp.	1,350.00
Company: CCC		<b>Totals:</b>		<b>Checks Issued</b>	<b>5</b>	<b>72,753.99</b>
<b>Grand Total For</b>	<b>SELECTION CODE E1 EFT Check Sequence Test</b>			<b>Checks Issued</b>	<b>5</b>	<b>72,753.99</b>

## AP Check Report

**POST CHECK RUN**

Prepares Checks   2nd Party Check   Print Check   Post Check Run

**Selection Criteria**

\* Company: CCC   CMiC Test Company

Pay Run Group Code:   EFT Check Sequence Test   31-May-2022

\* Selection: E1

☒ Use Voucher Bank Account

☐ By Job Code

Company code:   Department Code:   Posting Date: 31-May-2022

Bank Cash G/L Code:   Bank Account Num:   Currency Code:   Check Release Date:   Check Reconciliation Date:   Batch: 13279   Journal: CD   Posting Date:   Batch successfully posted

☒ Print Reports Immediately   [Post]

**Report Configuration**

Select Reports: ☒ General Ledger Posting Report   ☒ Check Register-Posting Rep

Destination: Preview

Format: PDF

Locale: English United States

[Run Report] [Close]

Accounts Payable > Payment > Print Checks – Post Check Run

## EFT and NON-EFT Checks

Selection Code: E2

**SELECT PAYMENTS**

Save Mode Save [Icons]

Search Insert Delete Previous Next Workflows Report Options ECM Documents Select Payments Create Payment Groups

\* Selection: E2 EFT and NON EFT

Currency: USD US Dollar

User: [Field]

☐ EFT Payments ☐ Non EFT Payments ☒ EFT and Non EFT Payments ☐ Third Party Payment Mode

Cut Off Date: 31-May-2022 ☐ Select Only SC Vouchers

Check Date: 31-May-2022 ☐ Select Only AP Vouchers

Next Pay Date: 01-Jun-2022 ☐ Select AP Bank Charges Vouchers

Invoice Series: [Field] ☐ Select Material Only Vouchers

Bank Account: [Field]

☒ Past Due Invoices ☒ Current Invoices ☒ Discount Invoices ☐ Force Discounts

Vendor Job Vendor Class Vendor Preferences Job Department Select Invoices

**Selected Invoices**

Add Invoices

View Freeze Detach Search Insert Insert Multiple Workflows Report Options Export ECM Documents User Extensions

	Vendor	Vendor Name	Address	Address Name	Voucher	Invoice Number	Invoice Date	Due Date	Discount Date	Outstanding Amt	Discount Taken	Payment Amount	Selected Amt	Joint Payee	Next Status	Gross Amount	Net Amount
<input checked="" type="checkbox"/>	A1BRICK	A1BRICK			454	83004	04-Mar-2022	03-Apr-2022	09-Mar-2022	1800.00	0.00	1800.00	1800.00			1800.00	1800.00
<input checked="" type="checkbox"/>	A1DOORS	A1DOORS LTD			11911	D98888	11-Jun-2022	11-Jul-2022	15-Jun-2022	900.00	0.00	900.00	900.00			900.00	882.00
<input checked="" type="checkbox"/>	A1DOORS	A1DOORS LTD			11904	DOOR905-REL	11-Jun-2022	11-Jul-2022	15-Jun-2022	100.00	0.00	100.00	100.00			100.00	100.00
<input checked="" type="checkbox"/>	AMAZON	AMAZON LIE			10902	AMAZON-987	10-Jun-2022	10-Jul-2022	15-Jun-2022	9000.00	0.00	9000.00	9000.00			9000.00	8820.00
<input checked="" type="checkbox"/>	ARROW	ARROW			10902	ARR103	09-Jun-2022	09-Jul-2022	14-Jun-2022	1125.00	0.00	1125.00	1125.00			1125.00	1102.00
<input checked="" type="checkbox"/>	BAC321	Bacon Inc			2498	349534	21-May-2022	20-Jun-2022	28-May-2022	3600.00	0.00	3600.00	3600.00			3600.00	3528.00
<input checked="" type="checkbox"/>	CAPRICOR	Capricorn Associates			9352	52333063	30-Oct-2022	29-Nov-2022	04-Nov-2022	41210.53	0.00	41210.53	41210.53			41210.53	40390.00
<input checked="" type="checkbox"/>	GRIMSHAW	Grimshaw and Associates			9364	751006	30-Oct-2022	29-Nov-2022	04-Nov-2022	11211.10	0.00	11211.10	11211.10			11211.10	10986.00
<input checked="" type="checkbox"/>	HTMFG	Hightech Manufacturing Inc			9362	5412	30-Oct-2022	29-Nov-2022	04-Nov-2022	11210.00	0.00	11210.00	11210.00			11210.00	10986.00
<input checked="" type="checkbox"/>	MITCHELL	Mitchell's Design/Build			9368	7545555	30-Oct-2022	29-Nov-2022	04-Nov-2022	45.94	0.00	45.94	45.94			45.94	45.94
													88004.17				

Accounts Payable > Payment > Select Payments

## Prepare Checks

**PREPARE CHECKS**

Info: Total 9 check(s) prepared

Prepare Checks 2nd Party Check Print Check Post Check Run

**Selection Criteria**

Company: CCC CMIC Test Company

Check Form: Single Stub AP Check for Laser Printer (Std)

Pay Run Group: [Field]

Selection Code: E2 EFT and NON EFT

☐ Use Voucher Bank Acc

Company Code: CCC CMIC Test Company

Department Code: 00 Company Level

Check Date: 31-May-2022

Bank Cash G/L Code: 1000-100 Bank of America

Currency Code: USD

Bank Account Num: 75455095 Checking Account

☐ By Job Code ☒ By Approver

Minimum Amount: [Field] Assign Starting Check Number: 48

Starting Check: [Field] Vendor

Ending Check: [Field] Vendor

☐ Group Checks By Sub-Contract

Renumber Checks Comdata

Accounts Payable > Payment > Print Checks – Prepare Checks

**2ND PARTY CHECK**

Save [Icons]

Prepare Checks 2nd Party Check Print Check Post Check Run

**Selection Criteria**

\* Company: CCC CMIC Test Company

Pay Run Group: [Field]


Selection Code: E2 EFT and NON EFT

**Check Details**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Vendor	Check Number	Amount	Issued To	* Name 1	Name 2	Address 1	Address 2	Address 3	State	Zip Code	
A1DOORS	48	1000.00	A1DOORS INC	A1DOORS INC		250, Builders Street	500, Floor V	Chicago	IL	63254	US
AMAZON	49	9000.00	AMAZON Ltd.	AMAZON Ltd.		102, Greenbay	309	Naperville	IL	60561	US
BAC321	50	3600.00	Bacon Inc	Bacon Inc		113 heavenly st		toronto	ON		US
A1BRICK	51	1600.00	A1BRICK	A1BRICK		100, Brick Street	500, Floor V	Chicago	IL	63254	US
CAPRICOR	90000000949	41210.53	Capricorn Associates	Capricorn Associates					IL		US
GRIMSHAW	90000000850	11211.10	Grimshaw and Associates	Grimshaw and Associates				New York	NY	19004	US
HTMFG	90000000851	11210.00	Hightech Mnanufacturing Inc	Hightech Mnanufacturing Inc		505 Consumers Road	1100	Toronto	ON	M2J5G2	CA
MITCHELL	90000000852	45.94	Mitchell's D & B	Mitchell's D & B		39 Buster Way		New York	NY	091231	US
ARROW	90000000853	1125.00	ARROW	ARROW		Main St	Suite19	New York	NY	20198	US

Accounts Payable > Payment > Print Checks – 2<sup>nd</sup> Party Checks



CCC - CMiC Test Company

ACCOUNTS PAYABLE CHECK REPORT

Page: 1 of 1

Date: May 31, 2022

Time: 2:16 PM EDT

Handling Code	Bank Account	Check Number	Vendor Code	Vendor Name	Issued Name	Amount
<div>COMPANY: CCC    SELECTION: E2 EFT and NON EFT</div> <div>CURRENCY: USD US Dollar</div> <div>CONVERSION: 1</div>						
Company : CCC	Selection : SELECTION CODE E2 EFT and NON EFT		Conversion	CONVERSION: 1		
CHI	1000.100	48	A1DOORS	A1DOORS LTD	A1DOORS INC	1,000.00
		49	AMAZON	AMAZON Ltd.	AMAZON Ltd.	9,000.00
		50	BAC321	Bacnor Inc	Bacnor Inc	3,800.00
	1000.100	51	A1BRICK	A1BRICK	A1BRICK	1,800.00
CHI	1000.100	90000000849	CAPRICOR	Capricorn Associates	Capricorn Associates	41,210.53
		90000000850	GRIMSHAW	Grimshaw and Associates	Grimshaw and Associates	11,211.10
		90000000851	HTMFG	Hightech Manufacturing Inc	Hightech Mnanufacturing Inc	11,210.80
		90000000852	MITCHELL	Mitchell's Design/Build	Mitchell's D & B	48.94
	1000.100	90000000853	ARROW	ARROW	ARROW	1,125.00
Company : CCC	Totals:		Checks Issued	9		80,004.17
Grand Total For	SELECTION CODE E2 EFT and NON EFT			Checks Issued	9	
						80,004.17

## AP Check Report

AP CONTROL FILE

Selection Criteria  
Company: CCC CMiC Test Company [Copy Control File]

System Defaults Voucher Check Accounting Other

\* Name Of Check [Single Stub AP Check For Laser Printer (S)]  
☐ Automatically Start Check Posting Program After Printing

EFT Defaults  
 EFT Stub Printing Request [EFT Payment per page]  
 \* Voucher Payment Type Default [EFT] [PCARD] [None]  
 EFT File Format [City National Bank ACH Format]  
 EFT File Code [CITYNATION]  
 \* Order Checks By [Vendor Code]  
 Default ACH Email [Send a Copy of EFT to E-mail Address Below]  
 EFT Last Check Sequence Number [553]

AP Check Options  
☒ Print Zero Checks  
☐ Use Check Release Feature  
☐ Automatically Populate Check Release Code  
☐ Automatically Populate Check Reconciliation Date  
☐ Summarize Retainage Invoices  
☒ Back 1099 Information  
☒ Multi-company Vouchers - Single Check  
☒ Group Checks By Joint Payee Name  
☐ Group Checks By Sub-Contact  
☐ User in Payment Selection is the one who posted the Voucher  
☒ Group Checks By Approver  
☒ Allow Duplicate Check Numbers  
☒ Use Voucher Bank Cash Account  
☒ Use Accounts Payable Check  
☐ Allow Pre-Dated Checks  
☐ Check And Post Date In The Same GL Period  
☐ Warn If User is Not In Payment Selection Entry  
☒ Default Value For 7018 In Vendor Maintenance  
☒ Record Unprepared Checks As Wanted  
☐ Use Invoice Date As Cutoff Date For Payment Selection  
☐ Record Renumbered Checks As Wanted

## Accounts Payable > Setup > Local Tables > Control File – Check tab

POST CHECK RUN

Selection Criteria  
 \* Company: CCC CMiC Test Company  
 Pay Run Group Code  
 \* Selection: E2 EFT and NON EFT 31-May-2022  
☐ Use Voucher Bank Account  
☐ By Job Code  
 Company code: CCC CMiC Test Company  
 Department Code: 00 Company Level  
 Posting Date: 31-May-2022  
 Bank Cash GL Code: 1000.100 Bank of America  
 Currency Code: USD  
 Bank Account Num: 754859895 Checking Account  
 Check Release Date  
 Check Reconciliation Date  
 Batch: 13283 Journal CD Posting Date  
 Batch successfully posted  
☒ Print Reports Immediately [Post]

Report Configuration  
 Select Reports: ☒ General Ledger Posting Report  
☒ Check Register-Posting Rep  
 Destination: Preview  
 Format: PDF  
 Locale: English United States  
 Run Report Close

## Un-prepare Checks

Selection Code: P3

**SELECT PAYMENTS** Table Mode Save Print Help Refresh Close

**Selection Criteria**

\* Company  CMIC Test Company Hold Vendor Adjust Voucher Status Change Compliance Status

**Payment**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Selection  Unprepare Test

Currency  US Dollar

User

☒ EFT Payments ☐ Non EFT Payments ☐ EFT and Non EFT Payments ☐ Third Party Payment Mode

Cut Off Date  ☐ Select Only SC Vouchers

Check Date  ☐ Select Only AP Vouchers

Next Pay Date  ☐ Select AP Back Charges Vouchers

Invoice Series

Bank Account

☒ Past Due Invoices ☒ Current Invoices ☒ Discount Invoices ☐ Force Discounts

Vendor Job Vendor Class Vendor Preferences Job Department Select Invoices

**Selected Invoices**

Add Invoices View Print Detach Search Insert Insert Multiple Workflows Report Options Export ECM Documents User Extensions

	Vendor	Vendor Name	Address	Address Name	Voucher	Invoice Number	Invoice Date	Due Date	Discount Date	Outstanding Amt	Discount Taken	Payment Amount	Selected Amt	Joint Payee
<input checked="" type="checkbox"/>	ARROW	ARROW			10979	2510-1	10-Jun-2022	10-Jul-2022	15-Jun-2022	45.00	0.00	45.00	45.00	
<input checked="" type="checkbox"/>	FOXWELL	Foxwell Corp.			11148	INV5471	16-Jun-2022	16-Jul-2022	21-Jun-2022	1350.00	0.00	1350.00	1350.00	
<input checked="" type="checkbox"/>	LOGITECH	Logitech Ltd.			14380	LOT150	17-Mar-2022	18-Apr-2022	22-Mar-2022	10584.00	216.00	10584.00	10584.00	
<input checked="" type="checkbox"/>	SBM	Square One Building Material			9300	85847555	30-Oct-2022	29-Nov-2022	04-Nov-2022	68306.50	0.00	68306.50	68306.50	
													80285.50	

Accounts Payable > Payment > Select Payments

## Prepare Checks

**PREPARE CHECKS** Save Print Help Refresh Close

**Selection Criteria**

Company  CMIC Test Company

Check Form

Pay Run Group

Selection Code  Unprepare Test

☐ Use Voucher Bank Acc

Company Code  CMIC Test Company

Department Code  Company Level

Bank Cash G/L Code  Bank of America

Bank Account Num  Checking Account

☐ By Job Code ☒ By Approver

Minimum Amount

Assign Starting Check Number

Starting Check

Ending Check

☐ Group Checks By Sub-Contract

Renumber Checks Comdata

Accounts Payable > Payment > Print Checks – Prepare Checks

**2ND PARTY CHECK** Save Print Help Refresh Close

**Selection Criteria**

\* Company  CMIC Test Company

Pay Run Group

Selection Code  Unprepare Test

**Check Details**

View Print Detach Search Workflows Report Options Export ECM Documents User Extensions

Vendor	Check Number	Amount	Issued To	* Name 1	Name 2	Address 1	Address 2	Address 3	State	Zip Code	
SBM	90000000854	68306.50	Square One	Square One		9999 George Street	9	Windor	ON	A9A9A9	Cx
ARROW	90000000855	45.00	ARROW	ARROW		Main St	Suite19	New York	NY	20198	US
FOXWELL	90000000856	1350.00	Foxwell Corp.	Foxwell Corp.				Naperville	IL	60563	US
LOGITECH	90000000857	10584.00	Logitech Ltd.	Logitech Ltd.		22, Edward drive	809	Aurora	IL	60230	US

Accounts Payable > Payment > Print Checks – 2nd Party Checks

EFT Last Check Sequence is updated to 857.



AP CONTROL FILE

Selection Criteria  
Company: CCC CMIC Test Company Copy Control File

System Defaults Voucher Check Accounting Other

\* Name Of Check: Single Stub AP Check For Laser Printer (S)   
 ☐ Automatically Start Check Posting Program After Printing

EFT Defaults  
EFT Stub Printing Report: 1 EFT Payment per page  
\* Voucher Payment Type Default: ☐ EFT ☐ PCARD ☒ None  
EFT File Format: City National Bank ACH Format  
EFT File Code: CITYNATION  
\* Order Checks By: Vendor Code  
EFT Last Check Sequence Number: 857  
☐ Send a Copy of EFT to E-mail Address Below

AP Check Options  
☒ Print Zero Checks  
☐ Use Check Release Feature  
☐ Automatically Populate Check Release Date  
☐ \* Automatically Populate Check Reconciliation Date  
☐ Summarize Reimburse Invoices  
☒ Track 1099 Information  
☒ \* Multi-company Vouchers - Single Check  
☐ Group Checks By Joint Payee Name  
☐ Group Checks By Sub-Contact  
☐ User in Payment Selection is the one who posted the Voucher  
☒ Group Checks By Approver  
☒ Allow Duplicate Check Numbers  
☒ Use Voucher Bank Cash Account  
☒ Use Accounts Payable Check  
☐ Allow Pre-Dated Checks  
☐ Check And Post Date In The Same GL Period  
☐ Warn If User Is Not In Payment Selection Entry  
☒ Default Value For TSD16 In Vendor Maintenance  
☒ Record Unprepared Checks As Wasted  
☐ Use Invoice Date As Cutoff Date For Payment Selection  
☐ Record Reimbursement Checks As Wasted

Accounts Payable > Setup > Local Tables > Control File – Check tab

Unprepare Checks for selection code P3.

UNPREPARE CHECKS

Company: CCC CMIC Test Company

Pay Run Group:   
 Selection Code: P3 Unprepare Test  
Used In Pay Group:   
 Check Status: Not Prepared  
Cash Company Code:   
Cash Department Code:   
Cash Account Code:   
Notes: Bank Account Last Check Number will not be updated. If Pay Run Groups or Selections have been prepared after the one currently being unprepared, then check numbers may be out of sequence.  
Unprepare Checks  
Unprepare Checks Finished

Accounts Payable > Utilities > Unprepare Checks

EFT Last Check Sequence number is still 857.

AP CONTROL FILE

Selection Criteria  
Company: CCC CMIC Test Company Copy Control File

System Defaults Voucher Check Accounting Other

\* Name Of Check: Single Stub AP Check For Laser Printer (S)   
 ☐ Automatically Start Check Posting Program After Printing

EFT Defaults  
EFT Stub Printing Report: 1 EFT Payment per page  
\* Voucher Payment Type Default: ☐ EFT ☐ PCARD ☒ None  
EFT File Format: City National Bank ACH Format  
EFT File Code: CITYNATION  
\* Order Checks By: Vendor Code  
EFT Last Check Sequence Number: 857  
☐ Send a Copy of EFT to E-mail Address Below

AP Check Options  
☒ Print Zero Checks  
☐ Use Check Release Feature  
☐ Automatically Populate Check Release Date  
☐ \* Automatically Populate Check Reconciliation Date  
☐ Summarize Reimburse Invoices  
☒ Track 1099 Information  
☒ \* Multi-company Vouchers - Single Check  
☐ Group Checks By Joint Payee Name  
☐ Group Checks By Sub-Contact  
☐ User in Payment Selection is the one who posted the Voucher  
☒ Group Checks By Approver  
☒ Allow Duplicate Check Numbers  
☒ Use Voucher Bank Cash Account  
☒ Use Accounts Payable Check  
☐ Allow Pre-Dated Checks  
☐ Check And Post Date In The Same GL Period  
☐ Warn If User Is Not In Payment Selection Entry  
☒ Default Value For TSD16 In Vendor Maintenance  
☒ Record Unprepared Checks As Wasted  
☐ Use Invoice Date As Cutoff Date For Payment Selection  
☐ Record Reimbursement Checks As Wasted

Accounts Payable > Setup > Local Tables > Control File – Check tab

Prepare Checks for selection code P3.

**PREPARE CHECKS** Info: Total 4 check(s) prepared

Prepare Checks 2nd Party Check Print Check Post Check Run

**Selection Criteria**

Company CCC CMIC Test Company

Check Form Single Stub AP Check for Laser Printer (Std)

Pay Run Group

Selection Code P3 Unprepare Test

☐ Use Voucher Bank Acc

Company Code CCC CMIC Test Company

Department Code 00 Company Level

Check Date 31-May-2022

Bank Cash G/L Code 1000 100 Bank of America

Currency Code USD

Bank Account Num 754859695 Checking Account

☐ By Job Code ☒ By Approver

Minimum Amount As-sign Starting Check Number 81

Starting Check Vendor

Ending Check Vendor

☐ Group Checks By Sub-Contract

Renumber Checks Comdata

Accounts Payable > Payment > Print Checks – Prepare Checks

**2ND PARTY CHECK**

Prepare Checks 2nd Party Check Print Check Post Check Run

**Selection Criteria**

\* Company CCC CMIC Test Company

Pay Run Group

Selection Code P3 Unprepare Test

**Check Details**

Vendor	Check Number	Amount	Issued To	* Name 1	Name 2	Address 1	Address 2	Address 3	State	Zip Code
SBM	90000000558	66305.50	Square One	Square One		9999 George Street	9	Windor	ON	A0A0A0
ARROW	90000000558	45.00	ARROW	ARROW		Main St	Suite19	New York	NY	20198
FOXWELL	90000000600	1350.00	Foxwell Corp.	Foxwell Corp.				Naperville	IL	60563
LOGITECH	90000000601	10594.00	Logitech Ltd.	Logitech Ltd.		22, Edward drive	809	Aurora	IL	60230

Accounts Payable > Payment > Print Checks – 2nd Party Checks

EFT Last Check sequence number is control file is updated to 861.

**AP CONTROL FILE** Setup Mode Save Exit

Company CCC CMIC Test Company Copy Control File

**System Defaults** Voucher Check Accounting Other

\* Name Of Check Single Stub AP Check for Laser Printer (S)

☐ Automatically Start Check Posting Program After Printing

**EFT Defaults**

EFT Stub Printing Report 1 EFT Payment per page

\* Voucher Payment Type Default ☐ EFT ☐ PCARD ☒ None

EFT File Format City National Bank ACH Format

EFT File Code CITYNATION

\* Order Checks By Vendor Code

Default ACH Email

☐ Send a Copy of EFT to E-mail Address Below

EFT Last Cheque Sequence Number 861

**AP Check Options**

☒ Print Zero Checks

☐ Use Check Release Feature

☐ Automatically Populate Check Release Date

\* Automatically Populate Check Reconciliation Date

☐ Summarize Reimburse Invoices

☒ Track 1099 Information

☒ Multi-company Vouchers - Single Check

☒ Group Checks By Joint Payee Name

☐ Group Checks By Sub-Contract

☐ User in Payment Selection is the one who posted the Voucher

☒ Group Checks By Approver

☒ Allow Duplicate Check Numbers

☒ Use Voucher Bank Cash Account

☒ Use Accounts Payable Check

☐ Allow Pre-Dated Checks

☐ Check And Post Date In The Same GL Period

☐ Warn If User Is Not In Payment Selection Entry

☒ Default Value For 151015 In Vendor Maintenance

☒ Record Unprepared Checks As Voided

☐ Use Invoice Date As Cutoff Date For Payment Selection

☐ Record Renumbered Checks As Voided

Accounts Payable > Setup > Local Tables > Control File – Check tab

If Checks are unprepared, unprepared check numbers will be skipped.

AP - CHECK LOG

Data Filters

Filter Profile

Default Company

Set as Default

Auto-Execute

Values

Save Profile

Save Profile As...

View

Format

Freeze

Detach

Wrap

Clear Query

Export

ECM Documents

Find

Go

Company	Dept	Account	Vendor	Vendor Name	Job Code	Batch	Check Number	Check Date	Post Date	Check Amount	Description	Void
CCC	00	1000.100	LOGITECH	Logitech Ltd.		13281	90000000861	31-May-2022	31-May-2022	10,584.00		N
CCC	00	1000.100	FOXWELL	Foxwell Corp.	No Job	13281	90000000860	31-May-2022	31-May-2022	1,350.00		N
CCC	00	1000.100	ARROW	ARROW	1050	13281	90000000859	31-May-2022	31-May-2022	45.00		N
CCC	00	1000.100	SBM	Square One	No Job	13281	90000000858	31-May-2022	31-May-2022	68,306.50		N
CCC	00	1000.100	ARROW	ARROW	1050	13280	90000000853	31-May-2022	31-May-2022	1,125.00		N
CCC	00	1000.100	MITCHELL	Mitchell's D & B	No Job	13280	90000000852	31-May-2022	31-May-2022	46.94		N
CCC	00	1000.100	HTMFG	Hightech Mnanufacturing Inc	No Job	13280	90000000851	31-May-2022	31-May-2022	11,210.00		N
CCC	00	1000.100	GRIMSHAW	Grimshaw and Associates	No Job	13280	90000000850	31-May-2022	31-May-2022	11,211.10		N
CCC	00	1000.100	CAPRICOR	Capricorn Associates	No Job	13280	90000000849	31-May-2022	31-May-2022	41,210.53		N
CCC	00	1000.100	FOXWELL	Foxwell Corp.	1050	13279	90000000848	31-May-2022	31-May-2022	1,350.00		N
CCC	00	1000.100	A1DOORS	A1DOORS INC	FCATJOB	13279	90000000847	31-May-2022	31-May-2022	36,000.00		N
CCC	00	1000.100	FORTUNER	Fortuner	No Job	13279	90000000846	31-May-2022	31-May-2022	112.80		N
CCC	00	1000.100	CISCO	Cisco	No Job	13279	90000000845	31-May-2022	31-May-2022	89.10		N
CCC	00	1000.100	ARROW	ARROW	No Job	13279	90000000844	31-May-2022	31-May-2022	35,202.09		N

## AP Check Logs

## Pay Run Group

Selection code is selected from DHCOM and ZZ company for pay run group 2147899.

AP PAYRUN GROUP MAINTENANCE																							
<div> <div>Table Mode</div> <div>Save</div> <div></div> <div></div> <div></div> <div></div> </div>																							
<div> <div>Select Payments</div> <div>Create Payrun Groups</div> </div>																							
<div> <div>Selection Criteria</div> <div> <div>ZZ</div> <div>CMIC Test Company</div> </div> </div>																							
<div> <div>Pay Group</div> <div> <div>Search</div> <div>Insert</div> <div>Delete</div> <div>Previous</div> <div>Next</div> <div>Workflows</div> <div>Report Options</div> <div>ECM Documents</div> <div>User Extensions</div> </div> <div> <div>GL Department</div> <div>00</div> </div> <div> <div>GL Account</div> <div>1000.100</div> </div> <div> <div>Bank of America (Operating)</div> </div> <div> <div>Currency</div> <div>USD</div> </div> <div> <div>Bank</div> <div>Bank of America</div> </div> <div> <div>* Group Code</div> <div>2147899</div> </div> <div> <div>Check Date</div> <div>31-May-2022</div> </div> <div> <div><input checked="" type="radio"/> EFT Payments</div> <div><input type="radio"/> Non EFT Payments</div> <div><input type="radio"/> EFT and Non EFT Payments</div> <div><input type="radio"/> Third Party Payment Mode</div> </div> </div>																							
<div> <div>Pay Selections</div> <div> <div>View</div> <div>Freeze</div> <div>Detach</div> <div>Search</div> <div>Insert</div> <div>Insert Multiple</div> <div>Delete</div> <div>Workflows</div> <div>Report Options</div> <div>Export</div> <div>ECM Documents</div> <div>User Extensions</div> </div> <table border="1"> <thead> <tr> <th>* Company</th> <th>Name</th> <th>* Selection</th> <th>Name</th> </tr> </thead> <tbody> <tr> <td>DHCOM</td> <td>DHCOM</td> <td>DH</td> <td>DHCOM S1</td> </tr> <tr> <td>ZZ</td> <td>CMIC Test Company</td> <td>P2</td> <td>P2</td> </tr> </tbody> </table> </div>												* Company	Name	* Selection	Name	DHCOM	DHCOM	DH	DHCOM S1	ZZ	CMIC Test Company	P2	P2
* Company	Name	* Selection	Name																				
DHCOM	DHCOM	DH	DHCOM S1																				
ZZ	CMIC Test Company	P2	P2																				

Accounts Payable > Payment > Select Payments – Pay Run group

EFT Last Check Sequence number:

DHCOM – 843

ZZ – NULL

In the pay run group, paying company is ZZ. System will use EFT last check sequence number from ZZ company control file. Since, the value is NULL, system will start numbering from 1.

**AP CONTROL FILE** Table Mode Save Exit Help Print Refresh Zoom

**Selection Criteria**  
 Company: ZZ  CMIC Test Company Copy Control File

**System Defaults** **Voucher** **Check** **Accounting** **Other**

\* Name Of Check: Single Stub AP Check for Laser Printer (S)   
☐ Automatically Start Check Posting Program After Printing

**EFT Defaults**  
 EFT Stub Printing Report: 1 EFT Payment per page   
 \* Voucher Payment Type Default: ☒ EFT ☐ PCARD ☐ None  
 EFT File Format: JP Morgan Chase Bank - NACHA Form   
 EFT File Code: JPMCBNACHA   
 \* Order Checks By: Vendor Code   
 Default ACH Email:   
☒ Send a Copy of EFT to E-mail Address Below  
 EFT Last Cheque Sequence Number:  Jerry Kaypee@cmic.ca

**AP Check Options**

<input type="checkbox"/> Print Zero Checks <input type="checkbox"/> Use Check Release Feature <input type="checkbox"/> Automatically Populate Check Release Date <input type="checkbox"/> * Automatically Populate Check Reconciliation Date <input type="checkbox"/> Summarize Retainage Invoices <input checked="" type="checkbox"/> Track 1099 Information <input type="checkbox"/> * Multi-company Vouchers - Single Check <input type="checkbox"/> Group Checks By Joint Payee Name <input type="checkbox"/> Group Checks By Sub-Contract <input type="checkbox"/> User in Payment Selection is the one who posted the <input type="checkbox"/> Voucher <input checked="" type="checkbox"/> Group Checks By Approver	<input type="checkbox"/> Allow Duplicate Check Numbers <input checked="" type="checkbox"/> Use Voucher Bank Cash Account <input checked="" type="checkbox"/> Use Accounts Payable Check <input checked="" type="checkbox"/> Allow Pre-Dated Checks <input type="checkbox"/> Check And Post Date In The Same GL Period <input type="checkbox"/> Warn If User Is Null In Payment Selection Entry <input checked="" type="checkbox"/> Default Value For T5018 In Vendor Maintenance <input type="checkbox"/> Record Unprepared Checks As Wasted <input type="checkbox"/> Use Invoice Date As Cutoff Date For Payment Selection <input type="checkbox"/> Record Renumbered Checks As Wasted
--	--

*Accounts Payable > Setup > Local Tables > Control File – Check tab*

**AP CONTROL FILE** Table Mode Save Exit Help Print Refresh Zoom

**Selection Criteria**  
 Company: DHCOM  DHCOM Copy Control File

**System Defaults** **Voucher** **Check** **Accounting** **Other**

\* Name Of Check: Double Stub AP Check for Laser Printer (E)   
☐ Automatically Start Check Posting Program After Printing

**EFT Defaults**  
 EFT Stub Printing Report: 1 EFT Payment per page   
 \* Voucher Payment Type Default: ☒ EFT ☐ PCARD ☐ None  
 EFT File Format: JP Morgan Chase Bank - NACHA Form   
 EFT File Code: JPMCBNACHA   
 \* Order Checks By: Vendor Code   
 Default ACH Email: ravi@cmic.ca   
☐ Send a Copy of EFT to E-mail Address Below  
 EFT Last Cheque Sequence Number: 843

**AP Check Options**

<input checked="" type="checkbox"/> Print Zero Checks <input checked="" type="checkbox"/> Use Check Release Feature <input checked="" type="checkbox"/> Automatically Populate Check Release Date <input checked="" type="checkbox"/> * Automatically Populate Check Reconciliation Date <input type="checkbox"/> Summarize Retainage Invoices <input checked="" type="checkbox"/> Track 1099 Information <input type="checkbox"/> * Multi-company Vouchers - Single Check <input type="checkbox"/> Group Checks By Joint Payee Name <input type="checkbox"/> Group Checks By Sub-Contract <input type="checkbox"/> User in Payment Selection is the one who posted the <input type="checkbox"/> Voucher <input checked="" type="checkbox"/> Group Checks By Approver	<input type="checkbox"/> Allow Duplicate Check Numbers <input type="checkbox"/> Use Voucher Bank Cash Account <input checked="" type="checkbox"/> Use Accounts Payable Check <input checked="" type="checkbox"/> Allow Pre-Dated Checks <input type="checkbox"/> Check And Post Date In The Same GL Period <input type="checkbox"/> Warn If User Is Null In Payment Selection Entry <input checked="" type="checkbox"/> Default Value For T5018 In Vendor Maintenance <input type="checkbox"/> Record Unprepared Checks As Wasted <input type="checkbox"/> Use Invoice Date As Cutoff Date For Payment Selection <input type="checkbox"/> Record Renumbered Checks As Wasted
--	---

*Accounts Payable > Setup > Local Tables > Control File – Check tab*

**PREPARE CHECKS** Save Help Print Refresh Zoom

Info: Total 0 check(s) prepared

**Prepare Checks** **2nd Party Check** **Print Check** **Post Check Run**

**Selection Criteria**  
 Company: ZZ  CMIC Test Company  
 Check Form: Single Stub AP Check for Laser Printer (Std)   
 Pay Run Group: 2147899  2147899  
 Selection Code:   
☐ Use Voucher Bank Acc  
 Company Code: ZZ  CMIC Test Company  
 Department Code: 00  Company Level  
 Bank Cash G/L Code: 1000.100  Bank of America  
 Bank Account Num: 9784567  Operating Account Operating Accounts  
 Currency Code: USD   
☐ By Job Code ☒ By Approver  
 Minimum Amount:  Assign Starting Check Number: 122  
 Starting Check:  Vendor:   
 Ending Check:  Vendor:   
☐ Group Checks By Sub-Contract  
 Renumber Checks  Comdata

*Accounts Payable > Payment > Print Checks – Prepare Checks*

**2ND PARTY CHECK**

Prepares Checks   2nd Party Check   Print Check   Post Check Run

**Selection Criteria**

\* Company ZZ CMIC Test Company

Pay Run Group 2147899

Selection Code

**Check Details**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Vendor	Check Number	Amount	Issued To	* Name 1	Name 2	Address 1	Address 2	Address 3	State	Zip Code	
A1BRICK	90000000001	699.27	A1BRICK	A1BRICK		25, Greenwood Cir	205	Naperville	IL	60563	US
A1BRICK	90000000002	10000.00	A1BRICK	A1BRICK							
BBC	90000000003	1000.00	Bread and Butter Company	Bread and Butter Company		5050 City Center Drive		Mississauga	ON	L4B4N4	CA
BP100	90000000004	77369.00	BP100	BP100		111, BP Road	545	Irvine	CA	98745	US
ULINE1	90000000005	986.00	ULINE VENDOR PARTNER 1	ULINE VENDOR PARTNER 1		150 INDUSTRY ST		EDISON	NJ	65214	US
VEN1111	90000000006	1500.00	1TIME TEST	1TIME TEST		120 INDUSTRY ST		EDISON	NJ	54124	US

Accounts Payable > Payment > Print Checks – 2nd Party Checks

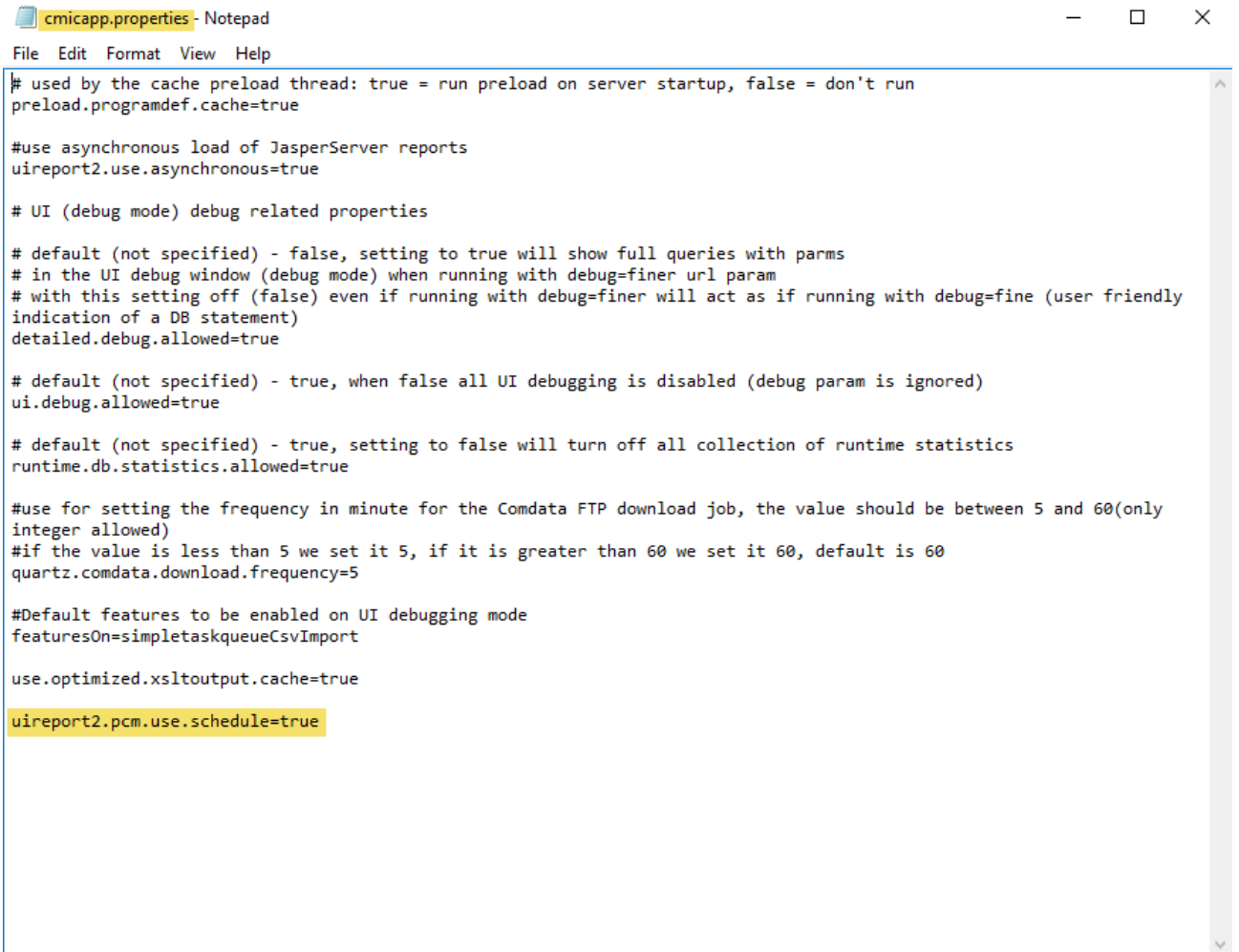
## PCM Reports on Jasper Quartz to Send EFT Notifications Fast (22.55452)

A new feature is added to schedule PCM reports on Jasper Quartz for sending EFT Notifications fast. This feature is optional.

To turn on this feature, add the property below in cmicapp.properties file:

uireport2.pcm.use.schedule=true

There is no need to restart the server.



```
cmicapp.properties - Notepad
File Edit Format View Help

# used by the cache preload thread: true = run preload on server startup, false = don't run
preload.programdef.cache=true

#use asynchronous load of JasperServer reports
uireport2.use.asynchronous=true

# UI (debug mode) debug related properties

# default (not specified) - false, setting to true will show full queries with parms
# in the UI debug window (debug mode) when running with debug=finer url param
# with this setting off (false) even if running with debug=finer will act as if running with debug=fine (user friendly
# indication of a DB statement)
detailed.debug.allowed=true

# default (not specified) - true, when false all UI debugging is disabled (debug param is ignored)
ui.debug.allowed=true

# default (not specified) - true, setting to false will turn off all collection of runtime statistics
runtime.db.statistics.allowed=true

#use for setting the frequency in minute for the Comdata FTP download job, the value should be between 5 and 60(only
#integer allowed)
#if the value is less than 5 we set it 5, if it is greater than 60 we set it 60, default is 60
quartz.comdata.download.frequency=5

#Default features to be enabled on UI debugging mode
featuresOn=simpletaskqueueCsvImport

use.optimized.xsltoutput.cache=true

uireport2.pcm.use.schedule=true
```

---

## Accounts Receivable

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### Send AR Statements to multiple customers at once (15.05946)

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#### Overview:

In addition to the existing E-mail field on the Maintain Customers screen CMiC has added two new fields: Check Box “AR Statement Email Flag” and Text Area “AR Statement Email Addresses” that is used to for entering multiple email addresses (coma separated). These two fields will be used for sending the AR Statement to multiple email addresses at once.

## Modifications:

- Two new fields Check Box “AR Statement Email Flag” and Text Area “AR Statement Email Addresses” have been added to the Customer Maintenance screen:

- The additional option Preferred Contact Method has been added to Destination Drop-Down Menu On “Report Configuration for: AR Print Statement (ARSTMT)” for Print Statement screen:

## New Functionality:

When the user presses [Print] button on the Account Receivable -> Statement -> Print Statement screen, the “Report Configuration for: AR Print Statement (ARSTMT)” pop-up window appears. In order to use new email functionality, the user should select “Preferred Contact Method” option from the Destination Drop-Down menu and press [Run Report] button.

The system will analyze the “AR Statement Email Flag” from the Account Receivable -> Setup -> Maintain Customers screen:

1. If the Flag is checked and the Text Area is not empty, the statement will be sent to the email addresses located the Text Area; the email address in the E-mail field will be ignored:

**MAINTAIN CUSTOMERS**

Table Mode Save Exit ? ? ? ? ?

**SELECTION CRITERIA**

\* Company: IH2T | IH US Company

**DETAILS**

Customer | Surcharge Exemption List | Business Partner Address | JB Invoice Values | Shipping Address | Accounting

Search | Insert Record | Delete Record | Previous Record | Next Record | Workflows | Report Options | Import | Attachments | Notes | ECM Documents | User Extensions

\* Business Partner: IH01US | IH US Partner 01

Billing Address1: 444 Fowl str.  
 Billing Address2:  
 Billing Address3:

State/Province: NY | New York  
 Country: US | Zip/Postal Code:  
 Attention: Mr. Eldery | Salesman:  
 Phone: 2018976655 | Fax:  
 E-mail: MainContactEmail@gmail.com  
 Web Site:

\* Collector: IHCC | IH Collection Company  
 Class:  
 \* Terms: RET10 | Retainage 10% Due on 14  
 Credit Code: | Delivery Discount: | Trucker Pay Discount:

Propagate Comp Flag: N | ☒ Active Flag

AR Statement Email Addresses: AdditionalContactEmail01@gmail.com; AdditionalContactEmail02@gmail.com; AdditionalContactEmail03@gmail.com

☒ AR Statement Email Flag

Contacts

2. If the Flag is checked and the Text Area is empty, the statement will be sent to the address located in the E-mail field.

**MAINTAIN CUSTOMERS**

Table Mode Save Exit ? ? ? ? ?

**SELECTION CRITERIA**

\* Company: IH2T | IH US Company

**DETAILS**

Customer | Surcharge Exemption List | Business Partner Address | JB Invoice Values | Shipping Address | Accounting

Search | Insert Record | Delete Record | Previous Record | Next Record | Workflows | Report Options | Import | Attachments | Notes | ECM Documents | User Extensions

\* Business Partner: IH01US | IH US Partner 01

Billing Address1: 444 Fowl str.  
 Billing Address2:  
 Billing Address3:

State/Province: NY | New York  
 Country: US | Zip/Postal Code:  
 Attention: Mr. Eldery | Salesman:  
 Phone: 2018976655 | Fax:  
 E-mail: MainContactEmail@gmail.com  
 Web Site:

\* Collector: IHCC | IH Collection Company  
 Class:  
 \* Terms: RET10 | Retainage 10% Due on 14  
 Credit Code: | Delivery Discount: | Trucker Pay Discount:

Propagate Comp Flag: N | ☒ Active Flag

AR Statement Email Addresses:

☒ AR Statement Email Flag

Contacts



- If the Flag is checked and both Text Area and E-mail the user will not be able to save this information: the system will raise the error after the user presses [Save] button.

The screenshot shows the 'MAINTAIN CUSTOMERS' form. At the top, there is a red box containing the text 'Email Address is missing'. In the top right corner, there is a red box around the 'Save' button. The form includes sections for 'SELECTION CRITERIA' and 'DETAILS'. The 'DETAILS' section has tabs for 'Customer', 'Surcharge Exemption List', 'Business Partner Address', 'JB Invoice Values', 'Shipping Address', and 'Accounting'. The 'Customer' tab is active, showing fields for Business Partner, Billing Address, State/Province, Country, Attention, Phone, E-mail, Web Site, Collector, Class, Terms, Credit Code, Propagate Comp Flag, and AR Statement Email Addresses. The 'Active Flag' checkbox is checked.

- If the Flag is not checked the system will print AR statement in regular fashion.

## MS Billing Invoice Address Printing Option (15.11148)

To provide the ability to print or suppress the Company Address Information in MS Billing Invoices.

### Modifications:

The MS Control form > Invoices Tab is modified with a new checkbox 'Print Company Address on Invoice'.

The default value is 'Checked'. The address information will always be printed, which is the existing functionality.

When 'un-checked', then the address information will NOT be printed. This enhancement is provided so that when only logo is required to be printed and that the logo may already be having the address details.

## Front Office Cashier (19.84350) – BETA Version

Conversion from Forms to ADF under development.

FRONT OFFICE CASH ENTRY

Table Mode Save Exit

**Selection Criteria**

Cashier: SIWETA

\* Company: CCC CMiC Construction Company Unposted

\* Batch: 13779 SIWETA 2020-04-17 C

**Payment Description**

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

Payment Date: 17-04-2020 Receipt Number: 97

Received From: Amount Tendered:

Payment Type: Amount Owed: Refresh Amounts

Payment Type Change

**Payment Details**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Purpose	Reference	* Amount	Credit Tax	Line Total
No rows yet.				

Purpose: Distribution: Print Override Distribution

## Treasury Receipt functionality in AR Receipt Entry (20.21731)

### Overview

Added Treasury Receipt functionality to 'Receipt Entry' Program.

Treasury Receipt may be used when dedicated company/department is set up to handle inter-company/department receipts.

This functionality was existing as a separate program in previous version of CMiC and now integrated into Receipt Entry Program itself in the current version.

### Modifications

The following hidden fields are added to the Receipt Entry > Header Block. User must use Lite Editor to make these fields visible.

**Cash Comp:** Cash Company selected here, will be defaulted into the Receipt Detail Block. Cash Comp must have the same Chart Code as that of the batch company.

**Department:** Cash Department selected here, is defaulted into the receipt detail.

**Account:** Cash Account selected here is defaulted in receipt detail.

### Treasury Receipt Checkbox

- Checked – Allows Treasury Receipts in Cash Company and allows the selection of cross company Jobs and related invoices. When Job not selected, users will be able to select cross company invoices for the same customer as well.
- Un-checked – Standard Functionality of AR Receipt Entry applies, and no inter-company jobs will be allowed to be selected.

This is also a convenient way of auto-populating the cash account information, if entering multiple receipts with the same cash account.

Enterprise Field ETIME Non-BI OM HCM Enterprise V10\_X Edit Mode

Search for programs. ENTER RECEIPT Table Mode Save

FINANCIALS

- General Ledger
- Accounts Payable
- Accounts Receivable
- Setup
- Invoice
- Statement
- Receipt
- Enter Receipts
- Void Receipts
- Reconcile Receipts
- Query
- Reports
- Utilities

PROJECT CONTROLS

HUMAN CAPITAL MANAGEMENT

ASSET MANAGEMENT

Selection Criteria

Company CCC CMC Construction Company Cash Comp Dept Account

Batch Number 20194 TREASURY RECEIPT FUNCTIONALITY Create Batch Deposits Treasury Receipt

Detail

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

\* Deposit Date

Sequence 155

Check Received Date

\* Check Date 07-10-2020

\* Customer

Job

\* Check Number

\* Amount

Remaining Amt

\* Currency

\* Method CH Check

Accounts Receivable > Receipt > Enter Receipts.

## Implementation

Select Cash Company, Department and Account and check the Treasure Receipt checkbox. These values will be defaulted in the receipt detail.

ENTER RECEIPT Table Mode Save

Selection Criteria

Company CCC CMC Construction Company Cash Comp COMP-1 Dept 00 Account 1000.100

Batch Number 20199 TREASURY RECEIPT FUNCTIONALITY Create Batch Deposits Treasury Receipt

Detail

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

\* Deposit Date

Sequence 159

Check Received Date

\* Check Date 07-10-2020

\* Customer A1BRICKS A1 Bricks Manufacturing Inc.

Job

\* Check Number

\* Amount

Remaining Amt

\* Currency USD US Dollar

\* Method CH Check

Exchange Rate 1.00000000

\* Cash Account COMP-1 00 1000.100

Bank- USD Operating Account 123456789 Bank of America

Comment

☒ Invoice Related

Values defaulted from Header

Accounts Receivable > Receipt > Enter Receipts.

Treasury Receipt checkbox is checked – Cross Company jobs are available.

The screenshot shows the 'ENTER RECEIPT' form with the 'Treasury Receipt' checkbox checked. The 'Job List' dialog box is open, displaying a table of jobs. The 'Treasury Receipt' checkbox is highlighted with a red box, and the 'Job List' dialog box is also highlighted with a red box.

Company	Code	Name
CCC	WO00017	WO0830
CCC	WO00018	08300
CCC	WO00020	TT1
CCC	ZSH1198	ZSH Test
CCC	ZSTEST	ZacharyS Test Project
COMP-1	JOB-001	Job-001
DHCOM	20DHC0001	20DHC-Test1
DHCOM	20DHC0003	PROJECT JOB
DHCOM	20DHC0004	DHC0003 PROJECT
DHCOM	20DHC0006	TEST6

Accounts Receivable > Receipt > Enter Receipts. – Job List LOV

Treasury Receipt Checkbox is un-checked – Cross company jobs are not available.  
Only batch company jobs are listed in the LOV.

The screenshot shows the 'ENTER RECEIPT' form with the 'Treasury Receipt' checkbox unchecked. The 'Job List' dialog box is open, displaying a table of jobs. The 'Treasury Receipt' checkbox is highlighted with a red box, and the 'Job List' dialog box is also highlighted with a red box.

Company	Code	Name
CCC	WO00033	20.18126
CCC	WO00035	test
CCC	WO00011	WO0716patchtesting
CCC	WO00012	0723
CCC	WO00014	Testing
CCC	WO00017	WO0830
CCC	WO00018	08300
CCC	WO00020	TT1
CCC	ZSH1198	ZSH Test
CCC	ZSTEST	ZacharyS Test Project

Accounts Receivable > Receipt > Enter Receipts – Job List LOV

## New Button 'Recalculate' in AR Receipt Entry (20.21079)

### Requirement:

To refresh the payment amount and the detail write off amounts when user changes the amount value on the header.

## Functionality Design:

A new button **[Recalculate]** is added in order to refresh the Payment amount and the detail write off amounts when user changes the amount value on the header.

### Example:

Newly added button **[Recalculate]** is Disabled by default. It gets enabled when Current Amount is changed.

The screenshot displays the 'ENTER RECEIPT' form. The 'Detail' section includes fields for Deposit Date, Sequence, Check Received Date, Check Date, Customer, Job, Check Number, Amount (1,900.00), Remaining Amt (0.00), Currency (USD), Method (CH), Exchange Rate (1.0000000), Cash Account (Bank of America), and Comment (Test-1). A red box highlights the 'Amount' field, and a red arrow points to it with the text 'Current Paid Amount'. Another red box highlights the 'Recalculate' button, with a red arrow pointing to it and the text 'Newly added Button \'Recalculate\' will be Enabled when Current Paid Amount is changed'. The 'Invoice Allocation' section shows a table with columns: Company, Source, Description, Invoice Date, Discount Date, Outstanding Amt, Retainage, Total Tax Amt, Status, Payment Amt, Discount Amt, Allowance Amt, Chrg Bk/WOff, Remaining Amt, and WO. The table contains three rows of data, with the first two rows highlighted in red. A red arrow points to the 'Current Distribution' header above the table.

Company	Source	Description	Invoice Date	Discount Date	Outstanding Amt	Retainage	Total Tax Amt	Status	Payment Amt	Discount Amt	Allowance Amt	Chrg Bk/WOff	Remaining Amt	WO
ZZ	AR000022	Test-3	15-Oct-20	15-Oct-20	300.00	0.00	0.00	O	220.00	0.00	0.00	0.00	80.00	WO
ZZ	AR000021	Test-2	15-Oct-20	15-Oct-20	900.00	0.00	0.00	O	900.00	0.00	0.00	0.00	0.00	WO
ZZ	AR000020	Test - 1	15-Oct-20	15-Oct-20	780.00	0.00	0.00	O	780.00	0.00	0.00	0.00	0.00	WO
					1,980.00	0.00	0.00		1,900.00	0.00	0.00	0.00	80.00	

Accounts Receivable > Receipt > Enter Receipts

As soon as User changes the Current Amount, the new button **[Recalculate]** is enabled.

**ENTER RECEIPT**

Company: ZZ CMC Test Company  
Batch Number: 5773 SWETA 2020-10-15 R

Enter Receipts | Print Edit List | Post Receipts

**Detail**

Search | Insert | Delete | Previous | Next | Workflows | Report Options | Attachments | Notes | ECM Documents | User Extensions

\* Deposit Date: 15-Oct-20  
Sequence: 58  
Check Received Date: 15-Oct-20  
\* Check Date: 15-Oct-20  
\* Customer: A1DOORS LTD  
Job: A1DOORS LTD  
\* Check Number: 56321  
\* Amount: 1,979.00  
Remaining Amt: 79.00  
\* Currency: USD US Dollar  
\* Method: CH Check  
Exchange Rate: 1.0000000  
\* Cash Account: ZZ 00 1000.100  
Bank of America (Operating) 6754597 Bank of America  
Comment: Test-1  
Invoice Related: **Recalculate**

When Amount is changed the New Button is now enabled.

**Invoice Allocation**

Invoices | GL Distribution | Fin. Charges

View | Freeze | Detach | Search | Delete | Workflows | Report Options | Export | ECM Documents | User Extensions

Company	Source	Description	Invoice Date	Discount Date	Outstanding Amt	Retainage	Total Tax Amt	Status	Payment Amt	Discount Amt	Allowance Amt	Chrg.Bk.W.Off	Remaining Amt	WO
ZZ	AR000022	Test-3	15-Oct-20	15-Oct-20	300.00	0.00	0.00	O	220.00	0.00	0.00	0.00	80.00	WO
ZZ	AR000021	Test-2	15-Oct-20	15-Oct-20	900.00	0.00	0.00	O	900.00	0.00	0.00	0.00	0.00	WO
ZZ	AR000020	Test - 1	15-Oct-20	15-Oct-20	780.00	0.00	0.00	O	780.00	0.00	0.00	0.00	0.00	WO
					1,980.00	0.00	0.00		1,900.00	0.00	0.00	0.00	80.00	

When User clicks on the [Recalculate] button, the payment amount and the detail write off amounts get updated.

**ENTER RECEIPT**

Company: ZZ CMC Test Company  
Batch Number: 5773 SWETA 2020-10-15 R

Enter Receipts | Print Edit List | Post Receipts

**Selection Criteria**

Company: ZZ CMC Test Company  
Batch Number: 5773 SWETA 2020-10-15 R

Enter Receipts | Print Edit List | Post Receipts

**Detail**

Search | Insert | Delete | Previous | Next | Workflows | Report Options | Attachments | Notes | ECM Documents | User Extensions

\* Deposit Date: 15-Oct-20  
Sequence: 58  
Check Received Date: 15-Oct-20  
\* Check Date: 15-Oct-20  
\* Customer: A1DOORS LTD  
Job: A1DOORS LTD  
\* Check Number: 56321  
\* Amount: 1,979.00  
Remaining Amt: 0.00  
\* Currency: USD US Dollar  
\* Method: CH Check  
Exchange Rate: 1.0000000  
\* Cash Account: ZZ 00 1000.100  
Bank of America (Operating) 6754597 Bank of America  
Comment: Test-1  
Invoice Related: **Recalculate**

Recalculate button gets disabled again

Invoice Distribution is recreated

**Invoice Allocation**

Invoices | GL Distribution | Fin. Charges

View | Freeze | Detach | Search | Delete | Workflows | Report Options | Export | ECM Documents | User Extensions

Company	Source	Description	Invoice Date	Discount Date	Outstanding Amt	Retainage	Total Tax Amt	Status	Payment Amt	Discount Amt	Allowance Amt	Chrg.Bk.W.Off	Remaining Amt	WO
ZZ	AR000022	Test-3	15-Oct-20	15-Oct-20	300.00	0.00	0.00	O	290.00	0.00	0.00	0.00	1.00	WO
ZZ	AR000021	Test-2	15-Oct-20	15-Oct-20	900.00	0.00	0.00	O	900.00	0.00	0.00	0.00	0.00	WO
ZZ	AR000020	Test - 1	15-Oct-20	15-Oct-20	780.00	0.00	0.00	O	780.00	0.00	0.00	0.00	0.00	WO
					1,980.00	0.00	0.00		1,979.00	0.00	0.00	0.00	1.00	

## Sales Invoice Entry – Import Button (18.56105)

Enabled [Import] tool button in AR Sales Invoice Entry > Invoice Header tab.

The screenshot displays the 'SALES INVOICE' application window. On the left is a navigation pane under the 'FINANCIALS' section, with 'Enter Sales Invoice' highlighted. The main area shows the 'Invoice Header' tab. At the top, 'Selection Criteria' includes fields for Company (CCC), Batch (5803), and a 'Create Batch' button. Below this is a toolbar with buttons for Search, Insert, Delete, Previous, Next, Workflows, Report Options, Import (highlighted with a red box), and ECM Documents. The 'Invoice Header' section contains various input fields: Customer (ABC100), Invoice Series (AR1), Invoice Number (AR000000007), Term Code (NET30), Invoice Date (16/Oct/2020), Due Date (15/Nov/2020), Delivery Date (16/Oct/2020), Discount Date (21/Oct/2020), Customer PO# (5803), Currency Code (USD), AR Dept Code (00), AR Account (1500.100), Collector (COL1), Interest Charge (IR1), Sales Discount % (0), Gross Sales (2575), Tax Amount (128.75), Sales Discount (0), and Invoice Amount (2703.75). A 'Tax Summary' button is at the bottom.

## Pay when Paid Invoice Matching-New Invoice Date Column and Filtering Enabled for additional columns (20.33377)

### Overview:

1.To enable the filtering option on the following three columns of the 'Pay when Paid Invoice Matching' program

- **Pay Status**
- **Contract** and
- **Draw**

2.Also to add **Invoice Date** column on both blocks of the 'Pay when Paid Invoice Matching' Program.

### Modifications:

The program has been modified and the filtering option is now available for the following three columns of the 'Pay When Paid Invoice Matching' program: **Pay Status, Contract and Draw.**

The program has been modified and now both the AR invoices and SC invoices blocks will now have the new column: **Invoice Date.**

### Screen Prints:

**PAY WHEN PAID INVOICE MATCHING**

\* Company: RV123456 | RV123456 - Test Company  
 Job: 199M | 199M - Major Airport Expansion in Chicago O'Hare Internatio

☒ Subcontract  
☒ Purchase Order  
☒ Non SC OR PO  
☒ Query All SC Invoices

[Query Data](#)

---

**AR Invoices**

View | Freeze | Detach | Search | Workflows | Report Options | Export | ECM Documents | User Extensions

Job	Customer	Invoice	Invoice Date	Post Date	Invoice Amount	Contract	Draw
199M	ABC100	754909	31-Jan-2020	31-Jan-2020	18,968.88	199M	1
199M	ABC100	754911	31-Jan-2020	31-Jan-2020	2,042.16	199M	2
199M	ABC100	JB11NV0002	14-Jan-2021	14-Jan-2021	270,041.87	199M	3

Customer Name: ABC100

---

**SC Invoices**

View | Freeze | Detach | Search | Workflows | Report Options | Export | Attachments | Notes | ECM Documents | User Extensions

Set	Vendor	Invoice	Invoice Date	Post Date	Invoice Amount	Pay Status	Contract	Draw	Parent AR Invoice
<input type="checkbox"/>	A1MASONI	M8001-1	01-Jan-2020	01-Jan-2020	4,880.00	Both NC and PaP	199M	1	754909
<input type="checkbox"/>	A1MASONI	M8898-1	28-Sep-2020	28-Sep-2020	9,000.00	Normal	199M		
<input type="checkbox"/>	A1MASONI	M8898-2	28-Sep-2020	28-Sep-2020	81,000.00	Non-Compliant	199M		
<input type="checkbox"/>	A1ROOF	R8001-1	01-Jan-2020	01-Jan-2020	3,240.00	Both NC and PaP	199M	1	754909
<input type="checkbox"/>	A1ROOF	R8003-1	15-Sep-2020	15-Sep-2020	300.00	Normal	199M		
<input type="checkbox"/>	A1ROOF	R8003-12	22-Sep-2020	22-Sep-2020	300.00	Non-Compliant	199M		

Vendor Name: A1 Electric Inc. | [Unlink Records](#) | [Link Records](#)

Filtering option now available for Pay Status, Contract and Draw

**PAY WHEN PAID INVOICE MATCHING**

\* Company: RV123456 | RV123456 - Test Company  
 Job: 199M | 199M - Major Airport Expansion in Chicago O'Hare Internatio

☒ Subcontract  
☒ Purchase Order  
☒ Non SC OR PO  
☒ Query All SC Invoices

[Query Data](#)

---

**AR Invoices**

View | Freeze | Detach | Search | Workflows | Report Options | Export | ECM Documents | User Extensions

Job	Customer	Invoice	Invoice Date	Post Date	Invoice Amount	Contract	Draw
199M	ABC100	754909	31-Jan-2020	31-Jan-2020	18,968.88	199M	1
199M	ABC100	754911	31-Jan-2020	31-Jan-2020	2,042.16	199M	2
199M	ABC100	JB11NV0002	14-Jan-2021	14-Jan-2021	270,041.87	199M	3

Customer Name: ABC100

---

**SC Invoices**

View | Freeze | Detach | Search | Workflows | Report Options | Export | Attachments | Notes | ECM Documents | User Extensions

Set	Vendor	Invoice	Invoice Date	Post Date	Invoice Amount	Pay Status	Contract	Draw	Parent AR Invoice
<input type="checkbox"/>	A1HVAC	H8001-1	01-Jan-2020	01-Jan-2020	2,820.00	Normal	199M	1	754909

Vendor Name: A1 Heating and Cooling Inc. | [Unlink Records](#) | [Link Records](#)

Invoice filtered using Pay status, Contract and Draw



**PAY WHEN PAID INVOICE MATCHING**

Company: RV123456 | Job: 159M | Major Airport Expansion in Chicago O'Hare International

☒ Subcontract  
☒ Purchase Order  
☒ Non SC OR PO  
☒ Query All SC Invoices

Query Data

---

**AR Invoices**

Job	Customer	Invoice	Invoice Date	Post Date	Invoice Amount	Contract	Draw
159M	ABC100	754909	31-Jan-2020	31-Jan-2020	18,993.89	159M	1
159M	ABC100	754911	31-Jan-2020	31-Jan-2020	2,042.18	159M	2
159M	ABC100	JB11NV0002	14-Jan-2021	14-Jan-2021	270,041.87	159M	3

Customer Name: ABC100

---

**SC Invoices**

Set	Vendor	Invoice	Invoice Date	Post Date	Invoice Amount	Pay Status	Contract	Draw	Parent AR Invoice
<input type="checkbox"/>	A1MASON	M8001-1	01-Jan-2020	01-Jan-2020	4,880.00	Both NC and PuP	159M	1	754909
<input type="checkbox"/>	A1MASON	M8001-1	28-Sep-2020	28-Sep-2020	9,000.00	Normal	159M		
<input type="checkbox"/>	A1MASON	M8001-2	28-Sep-2020	28-Sep-2020	81,000.00	Non-Compliant	159M		
<input type="checkbox"/>	A1ROOF	R8001-1	01-Jan-2020	01-Jan-2020	3,240.00	Both NC and PuP	159M	1	754909
<input type="checkbox"/>	A1ROOF	R8003-1	15-Sep-2020	15-Sep-2020	300.00	Normal	159M		
<input type="checkbox"/>	A1ROOF	R8003-12	22-Sep-2020	22-Sep-2020	300.00	Non-Compliant	159M		

Vendor Name: A1 Electric Inc. | Unlink Records | Link Records

Invoice Date column now added on both the blocks: AR Invoices and SC Invoices

## New AR Invoice format-ARINVPRT\_UK (21.42827)

New AR Invoice format ARINVPRT\_UK.

### Modifications:

Created a new AR Invoice format ARINVPRT\_UK.

- New report option will be added to AR Control file Field "Free form invoice Name".
- 'Print invoice' button on Enter invoice screen will be modified to read invoice format report from AR Control file.
- Banking details on the report, AR Cash account on accounting tab on AR control file will be used.
- A User Defined Field is added on the Enter Invoice Screen called "Remarks". This should be printed in a box at the bottom of the Invoice.

The details of how the fields are populated are listed below:

- Company Legal Name: COMP\_LEGAL\_NAME in DA.COMPANY
- Address format: Street (COMP\_ADD1)  
Suite (COMP\_ADD2)  
City (COMP\_ADD3), State (the name of the state not the code)(  
COMP\_REGION\_NAME)  
ZIP (COMP\_POSTAL\_CODE)  
Country (COMP\_COUNTRY)

- Vat Reg No: COMP\_VAT\_REG\_NUM in DA.COMPANY
- Invoice details:
  - Invoice No: INV\_NUM in AR#INVOICE
  - Invoice Date: INV\_DATE in AR#INVOICE
  - Order No: INV\_ORD\_NUM in DA.INVOICE
  - Account Ref: Customer code (INV\_CUST\_CODE in AR#INVOICE)
  - Quantity: INVD\_QTY in DA.INVDETAIL
  - Description: INVD\_TEXT in DA.INVDETAIL
  - Unit Price: INVD\_UNIT\_PRICE in DA.INVDETAIL
  - Net Amt: INVD\_AMT in DA.INVDETAIL
  - VAT %: the percentage on the tax code assigned to that line item
  - VAT: Tax amount for that line item
  - Total Net Amount: INV\_SALES\_AMT in AR#INVOICE
  - Total tax amount: INV\_TAXES in AR#INVOICE
  - Invoice Total: INV\_NET\_AMT in AR#INVOICE
- The bank details should be driven from the GL account selected at the customer level for that company. The account name, account number, sort code, IBAN, swift and bank name should all be the ones associated with (Global tables→Banking→Bank account) the GL account for that company.
  - Account name: BAB\_ACC\_TITLE in DA.BABANKACCT
  - Account Number: BAB\_ACC\_NUMBER in DA.BABANKACCT
  - Sort Code: BAB\_ROUTING\_CODE\_A in DA.BABANKACCT
  - IBAN: BAB\_IBAN\_NUM in DA.BABANKACCT
  - Swift: BAB\_MICR\_CODE in DA.BABANKACCT (Transit field)
- Logo should be populated from the AR control file.
  - Note: There will not be more than one tax per line.
  - Setup and printing the AR Invoices:

**MAINTAIN AR CONTROL SETTINGS**

**Selection Criteria**

\* Company

**System Defaults** | Receipt | Statement | Accounting

Search | Insert | Delete | Workflows | Report Options | ECM Documents | User Extensions

Current Year And Period

**Journal Codes**

\* AR

\* CR

\* IR

**Control Flags**

☒ Calculate Retainage on Tax1  
☒ Default AR Dept From Customer  
☒ Allocate AP Discounts to Job  
☒ Allow Invoice Date In A Future Period  
☐ Allow Posting to Inactive Cost Codes/Categories  
☒ Invoice Series Codes Required  
☒ Allow Posting To Future Periods  
☒ Default Post Date Into Invoice Posting And Receipt Programs  
☐ Use Batch Control Totals  
☐ Restrict Jobs by Customer on Invoices

**General Settings**

Average Days To Pay Cutoff

Default Invoice Series

Interest Rate Code

Collector Code

Sales Tax Calculation Method

Freeform Invoice Name

\* Default Term Code

Company Logo File Name

**Discount Settings**

☐ Calc Discount on Tax ☐ Insurance ☐ Freight ☐ Miscellaneous

*AR>Local Tables>Control File Options*

Create an AR Invoice and print the invoice. The invoice will need to be launched from the print invoice button in the Enter Invoices program.

AR INVOICE ENTRY

Enter Invoices

Print Edit List

Print Invoices

Post Invoices

Selection Criteria

\* Company

KMCOM

Kejal's Group

\* Batch

10783

KEJAL 2021-11-19 N

Create Batch

Invoice Details

Defaults

Search

Insert

Delete

Previous

Next

Workflows

Report Options

Attachments

Notes

ECM Documents

User Extensions

\* Customer

ARROW

Job

Series Code

AR1

\* Invoice

AR10000004

\* Inv Date

11222021

Due Date

12302021

Retainage %

10.00

Discount Date

12302021

Discount %

2.00

Ret. Released

Description

Charges for statement

Remarks

Custom field added-Remarks

Release Retainage

Distribution

Details

Save and New

Print Invoice

Sales

2,000.00

Retainage

200.00

Taxes

180.00

Other Taxes

0.00

Discount

37.00

Net

1,943.00

Address

Order Num

124563

Currency

USD

Exchange Rate

1.0000000

\* Interest Code

IR1

\* Collector

KM

Tax1 Retainage

20.00

Tax Released

DETAILS

Save

Exit

Customer

ARROW

Number

AR10000004

Date

11222021

Details

View

Freeze

Detach

Search

Insert

Delete

Workflows

Report Options

Export

Import

ECM Documents

User Extensions

Type	Location	Description	Qty	WM	Unit Price	Sales Amount	Tax1	Tax2	Tax3	Dist	Dept/Job	Account/Cost Code	Cat
	MAIN	Bricks main building	10,000	EA	150.00	1,500.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	G	00	4000.700	
	MAIN	Old bricks building	25,000	\$	20.00	500.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	G	00	4000.700	
						2,000.00							

Inventory Class

BRICKS

Inventory Type

New

Item Name


BRICKS

Location

Main Warehouse

Company details

**Kejal Mehta Group**  
1202, 3695 Mills Crescent  
2561  
San diego, California  
432 088  
USA  
  
**VAT Reg No:** VATREG1111



Logo

K-Customer

BP Details

1202, 3695 Crescent  
4500  
Atlantic City, New Jersey  
451223  
USA

INVOICE

Page 1

Invoice details

Invoice No	AR10000003
Invoice Date	11222021
Order No	ORD111
Account Ref	K-CUST

DESCRIPTION	
Invoice for Strategy Fees description	5,200.00

Bank information

Bank Details:

Account Name: Kiwi Bank  
Account Number: 4850000121  
Sort Code: SORTKIWI  
IBAN: IBAN10052  
SWIFT: 123456789  
Bank: KIWI BANK

Total Net Amount	5,200.00
Total Tax Amount	468.00
Invoice Total	5,148.00

Invoice remarks

UDF-Remarks

## Select All Option in Enter Receipt (22.54697)

### Overview

Added 'Select All' option in Enter Receipt program.

**ENTER RECEIPT**

Selection Criteria  
 Company CCC CMG Construction Company  
 Batch Number 42842 DHRUV 2022-04-24 R

Detail  
 \* Deposit Date 24-04-2022  
 Sequence 319  
 Check Received Date 24-04-2022  
 \* Check Date 24-04-2022  
 \* Customer PRSHMART Freshmart Groceries Inc.  
 Job  
 Check Number 65320  
 \* Amount 15,000.00  
 Remaining Amt 15,000.00  
 \* Currency USD US Dollar  
 \* Method CH Check  
 Exchange Rate 1.000000  
 \* Cash Account CCC 00 1000.100  
 Bank of America (Operating) 123456789  
 Comment Select All Cashbox  
☒ Invoice Related Recalculate

Invoice Allocation  
 Invoices GL Distribution Fin. Charges  
 View Freeze Detach Search Workflows Report Options Export ECM Documents

Available Invoice List  
 Remaining 15,000.00

Select	* Invoice	Company	Description	Invoice Date	Due Date	Discount Date	Outstanding	Order
<input type="checkbox"/>	AR-00000203	CCC	Invoice 1	24-04-2022	24-05-2022	20-04-2022	1,350.00	
<input type="checkbox"/>	AR-00000171	CCC		04-02-2022	09-03-2022	09-02-2022	1,000.00	
<input type="checkbox"/>	AR-00000169	CCC		04-02-2022	09-03-2022	09-02-2022	1,800.00	
<input type="checkbox"/>	AR-00000168	CCC		04-02-2022	09-03-2022	09-02-2022	900.00	
<input type="checkbox"/>	PB-00000011	CCC	JB Draw 1 -	09-12-2021	09-01-2022	11-12-2021	14,715.00	3374R4
<input type="checkbox"/>	PB-00000010	CCC	JB Draw 1 -	09-12-2021	09-01-2022	11-12-2021	14,715.00	3374R3
<input type="checkbox"/>	PB-00000009	CCC	JB Draw 1 -	09-12-2021	09-01-2022	11-12-2021	14,715.00	3374R2
<input type="checkbox"/>	PB-00000008	CCC	JB Draw 1 -	09-12-2021	09-01-2022	11-12-2021	14,715.00	3374R1
<input type="checkbox"/>	PB-00000007	CCC	JB Draw 1 -	09-12-2021	09-01-2022	11-12-2021	14,715.00	3374M
<input type="checkbox"/>	PB-00000006	CCC	JB Draw 1 -	09-12-2021	09-01-2022	11-12-2021	14,715.00	3374R3
<input type="checkbox"/>	PB-00000005	CCC	JB Draw 1 -	09-12-2021	09-01-2022	11-12-2021	14,715.00	3374R2
<input type="checkbox"/>	PB-00000004	CCC	JB Draw 1 -	09-12-2021	09-01-2022	11-12-2021	14,715.00	3374R1
<input type="checkbox"/>	PB-00000003	CCC	JB Draw 1 -	09-12-2021	09-01-2022	11-12-2021	14,715.00	3374M
<input type="checkbox"/>	FM-04-1	CCC	20 21731-1-1	05-11-2021	05-12-2021	07-11-2021	693.00	
<input type="checkbox"/>	AR-00000147	CCC	20 21731-2	05-11-2021	05-12-2021	07-11-2021	702.00	

Check Cash Assigned To

Accept Close

Accounts Receivable > Receipt > Enter Receipt – Invoices

## Implementation

Select All checkbox in AR > Receipt > Enter Receipt

**ENTER RECEIPT**

Selection Criteria  
 Company CCC CMG Construction Company  
 Batch Number 42842 DHRUV 2022-04-24 R

Detail  
 \* Deposit Date 24-04-2022  
 Sequence 319  
 Check Received Date 24-04-2022  
 \* Check Date 24-04-2022  
 \* Customer PRSHMART Freshmart Groceries Inc.  
 Job  
 Check Number 65320  
 \* Amount 15,000.00  
 Remaining Amt 15,000.00  
 \* Currency USD US Dollar  
 \* Method CH Check  
 Exchange Rate 1.000000  
 \* Cash Account CCC 00 1000.100  
 Bank of America (Operating) 123456789  
 Comment Select All Cashbox  
☒ Invoice Related Recalculate

Invoice Allocation  
 Invoices GL Distribution Fin. Charges  
 View Freeze Detach Search Workflows Report Options Export ECM Documents

Available Invoice List  
 Remaining 15,000.00

Select	* Invoice	Company	Description	Invoice Date	Due Date	Discount Date	Outstanding	Order
<input type="checkbox"/>	AR-00000203	CCC	Invoice 1	24-04-2022	24-05-2022	20-04-2022	1,350.00	
<input type="checkbox"/>	AR-00000171	CCC		04-02-2022	09-03-2022	09-02-2022	1,000.00	
<input type="checkbox"/>	AR-00000169	CCC		04-02-2022	09-03-2022	09-02-2022	1,800.00	
<input type="checkbox"/>	AR-00000168	CCC		04-02-2022	09-03-2022	09-02-2022	900.00	
<input type="checkbox"/>	PB-00000011	CCC	JB Draw 1 -	09-12-2021	09-01-2022	11-12-2021	14,715.00	3374R4
<input type="checkbox"/>	PB-00000010	CCC	JB Draw 1 -	09-12-2021	09-01-2022	11-12-2021	14,715.00	3374R3
<input type="checkbox"/>	PB-00000009	CCC	JB Draw 1 -	09-12-2021	09-01-2022	11-12-2021	14,715.00	3374R2
<input type="checkbox"/>	PB-00000008	CCC	JB Draw 1 -	09-12-2021	09-01-2022	11-12-2021	14,715.00	3374R1
<input type="checkbox"/>	PB-00000007	CCC	JB Draw 1 -	09-12-2021	09-01-2022	11-12-2021	14,715.00	3374M
<input type="checkbox"/>	PB-00000006	CCC	JB Draw 1 -	09-12-2021	09-01-2022	11-12-2021	14,715.00	3374R3
<input type="checkbox"/>	PB-00000005	CCC	JB Draw 1 -	09-12-2021	09-01-2022	11-12-2021	14,715.00	3374R2
<input type="checkbox"/>	PB-00000004	CCC	JB Draw 1 -	09-12-2021	09-01-2022	11-12-2021	14,715.00	3374R1
<input type="checkbox"/>	PB-00000003	CCC	JB Draw 1 -	09-12-2021	09-01-2022	11-12-2021	14,715.00	3374M
<input type="checkbox"/>	FM-04-1	CCC	20 21731-1-1	05-11-2021	05-12-2021	07-11-2021	693.00	
<input type="checkbox"/>	AR-00000147	CCC	20 21731-2	05-11-2021	05-12-2021	07-11-2021	702.00	

Check Cash Assigned To

Accept Close

**ENTER RECEIPT**

Selection Criteria  
 Company CCC CMIC Constnution Company  
 Batch Number 42842 DHRUV 2022-04-24 R

Detail  
 \* Deposit Date 24-04-2022  
 Sequence 319  
 Check Received Date 24-04-2022  
 \* Check Date 24-04-2022  
 \* Customer FRSHMART Freshmart Groceries Inc.  
 Job  
 Check Number 85320  
 \* Amount 15,000.00  
 Remaining Amt 15,000.00  
 \* Currency USD US Dollar  
 \* Method CH Check  
 Exchange Rate 1.0000000  
 \* Cash Account CCC 00 1000.100  
 Bank of America (Operating) 123456789  
 Comment Select All Cashbox  
☒ Invoice Related Recalculate

Invoice Allocation  
 Invoices GL Distribution Fin. Charges  
 View Freeze Detach Search Workflows Report Options Export ECM Documents

Available Invoice List  
 Remaining 0.00

Select	* Invoice	Company	Description	Invoice Date	Due Date	Discount Date	Outstanding	Order
<input checked="" type="checkbox"/>	AR-00000203	CCC	Invoice 1	24-04-2022	24-05-2022	25-04-2022	1,350.00	
<input checked="" type="checkbox"/>	AR-00000171	CCC		04-02-2022	06-03-2022	06-02-2022	1,000.00	
<input checked="" type="checkbox"/>	AR-00000169	CCC		04-02-2022	06-03-2022	06-02-2022	1,800.00	
<input checked="" type="checkbox"/>	AR-00000168	CCC		04-02-2022	06-03-2022	06-02-2022	900.00	
<input checked="" type="checkbox"/>	PB-00000011	CCC	JB Draw 1 -	09-12-2021	08-01-2022	11-12-2021	14,715.00	374R4
<input checked="" type="checkbox"/>	PB-00000010	CCC	JB Draw 1 -	09-12-2021	08-01-2022	11-12-2021	14,715.00	374R3
<input checked="" type="checkbox"/>	PB-00000009	CCC	JB Draw 1 -	09-12-2021	08-01-2022	11-12-2021	14,715.00	374R2
<input checked="" type="checkbox"/>	PB-00000008	CCC	JB Draw 1 -	09-12-2021	08-01-2022	11-12-2021	14,715.00	374R1
<input checked="" type="checkbox"/>	PB-00000007	CCC	JB Draw 1 -	09-12-2021	08-01-2022	11-12-2021	14,715.00	374M
<input checked="" type="checkbox"/>	PB-00000006	CCC	JB Draw 1 -	09-12-2021	08-01-2022	11-12-2021	14,715.00	3374R3
<input checked="" type="checkbox"/>	PB-00000005	CCC	JB Draw 1 -	09-12-2021	08-01-2022	11-12-2021	14,715.00	3374R2
<input checked="" type="checkbox"/>	PB-00000004	CCC	JB Draw 1 -	09-12-2021	08-01-2022	11-12-2021	14,715.00	3374R1
<input checked="" type="checkbox"/>	PB-00000003	CCC	JB Draw 1 -	09-12-2021	08-01-2022	11-12-2021	14,715.00	3374M
<input checked="" type="checkbox"/>	FM-DH-1	CCC	20 21731-1-1	05-11-2020	05-12-2020	07-11-2020	693.00	
<input checked="" type="checkbox"/>	AR-00000147	CCC	20 21731-2	05-11-2020	05-12-2020	07-11-2020	702.00	

Check Cash Assigned To

Accept Close

**ENTER RECEIPT**

Selection Criteria  
 Company CCC CMIC Constnution Company  
 Batch Number 42842 DHRUV 2022-04-24 R

Detail  
 \* Deposit Date 24-04-2022  
 Sequence 319  
 Check Received Date 24-04-2022  
 \* Check Date 24-04-2022  
 \* Customer FRSHMART Freshmart Groceries Inc.  
 Job  
 Check Number 85320  
 \* Amount 15,000.00  
 Remaining Amt 15,000.00  
 \* Currency USD US Dollar  
 \* Method CH Check  
 Exchange Rate 1.0000000  
 \* Cash Account CCC 00 1000.100  
 Bank of America (Operating) 123456789  
 Comment Select All Cashbox  
☒ Invoice Related Recalculate

Invoice Allocation  
 Invoices GL Distribution Fin. Charges  
 View Freeze Detach Search Workflows Report Options Export ECM Documents

Available Invoice List  
 Remaining 17,800.00

Select	* Invoice	Company	Description	Invoice Date	Due Date	Discount Date	Outstanding	Order
<input type="checkbox"/>	AR-00000203	CCC	Invoice 1	24-04-2022	24-05-2022	25-04-2022	1,350.00	
<input type="checkbox"/>	AR-00000171	CCC		04-02-2022	06-03-2022	06-02-2022	1,000.00	
<input type="checkbox"/>	AR-00000169	CCC		04-02-2022	06-03-2022	06-02-2022	1,800.00	
<input type="checkbox"/>	AR-00000168	CCC		04-02-2022	06-03-2022	06-02-2022	900.00	
<input type="checkbox"/>	PB-00000011	CCC	JB Draw 1 -	09-12-2021	08-01-2022	11-12-2021	14,715.00	374R4
<input type="checkbox"/>	PB-00000010	CCC	JB Draw 1 -	09-12-2021	08-01-2022	11-12-2021	14,715.00	374R3
<input type="checkbox"/>	PB-00000009	CCC	JB Draw 1 -	09-12-2021	08-01-2022	11-12-2021	14,715.00	374R2
<input type="checkbox"/>	PB-00000008	CCC	JB Draw 1 -	09-12-2021	08-01-2022	11-12-2021	14,715.00	374R1
<input type="checkbox"/>	PB-00000007	CCC	JB Draw 1 -	09-12-2021	08-01-2022	11-12-2021	14,715.00	374M
<input type="checkbox"/>	PB-00000006	CCC	JB Draw 1 -	09-12-2021	08-01-2022	11-12-2021	14,715.00	3374R3
<input type="checkbox"/>	PB-00000005	CCC	JB Draw 1 -	09-12-2021	08-01-2022	11-12-2021	14,715.00	3374R2
<input type="checkbox"/>	PB-00000004	CCC	JB Draw 1 -	09-12-2021	08-01-2022	11-12-2021	14,715.00	3374R1
<input type="checkbox"/>	PB-00000003	CCC	JB Draw 1 -	09-12-2021	08-01-2022	11-12-2021	14,715.00	3374M
<input type="checkbox"/>	FM-DH-1	CCC	20 21731-1-1	05-11-2020	05-12-2020	07-11-2020	693.00	
<input type="checkbox"/>	AR-00000147	CCC	20 21731-2	05-11-2020	05-12-2020	07-11-2020	702.00	

Check Cash Assigned To

Accept Close

Selecting all the invoices.

ENTER RECEIPT

Table Mode Save Print Edit List Post Receipts

Bank of America (Operating) 123456789 BOA

Comment Select All Cehdbox

☒ Invoice Related Recalculate

Invoice Allocation

Invoices GL Distribution Fin. Charges

View Freeze Detach Search Delete Workflows Report Options Export ECM Documents User Extensions

Company	Source	Description	Invoice Date	Discount Date	Outstanding Amt	Retainage	Total Tax Amt	Status	Payment Amt	Discount Amt	Allowance Amt	Chrg Blt/Off	Remaining Amt	Wt
CCC	AR-000001		26-08-2021	28-08-2021	-75.00	100.00	0.00	O	-75.00	0.00	0.00	0.00	0.00	W
CCC	AR-0000001		03-05-2011	03-05-2011	750.00	0.00	0.00	O	750.00	0.00	0.00	0.00	0.00	W
CCC	AR-0000000		04-05-2011	04-05-2011	500.00	0.00	0.00	O	500.00	0.00	0.00	0.00	0.00	W
CCC	AR-0000002		05-02-2011	05-02-2011	1,000.00	0.00	0.00	O	1,000.00	0.00	0.00	0.00	0.00	W
CCC	AR-0000000		21-03-2011	21-03-2011	10,000.00	0.00	0.00	O	10,000.00	0.00	0.00	0.00	0.00	W
CCC	AR-0000001		10-04-2011	10-04-2011	1,000.00	0.00	0.00	O	1,000.00	0.00	0.00	0.00	0.00	W
CCC	JB-0000001	JB Draw 1 -	30-04-2011	30-04-2011	690,780.00	73,420.00	0.00	O	1,825.00	0.00	0.00	0.00	658,955.00	W
CCC	AR-0000001	33	20-05-2011	20-05-2011	1,275.00	0.00	0.00	O	0.00	0.00	0.00	0.00	1,275.00	W
CCC	JB-0000002	JB Draw 1 -	29-07-2011	29-07-2011	13,500.00	1,500.00	0.00	O	0.00	0.00	0.00	0.00	13,500.00	W
CCC	JB0000000	JB Draw 4 -	31-08-2011	02-09-2011	35,733.79	3,970.42	0.00	O	0.00	0.00	0.00	0.00	35,733.79	W
CCC	JB-0000003	JB Draw 1 -	03-09-2011	03-09-2011	699.30	77.70	0.00	O	0.00	0.00	0.00	0.00	699.30	W
CCC	JB-0000004	JB Draw 1 -	30-10-2011	30-10-2011	22,484.25	2,486.25	0.00	O	0.00	0.00	0.00	0.00	22,484.25	W
CCC	JB-0000004	JB Draw 1 -	30-10-2011	30-10-2011	14,836.50	1,648.50	0.00	O	0.00	0.00	0.00	0.00	14,836.50	W
CCC	JB-0000004	JB Draw 1 -	30-10-2011	30-10-2011	12,440.25	1,382.25	0.00	O	0.00	0.00	0.00	0.00	12,440.25	W
CCC	JB-0000004	JB Draw 1 -	30-10-2011	30-10-2011	12,440.25	1,382.25	0.00	O	0.00	0.00	0.00	0.00	12,440.25	W
					8,717,694.99	959,819.05	0.00		15,000.00	0.00	0.00	0.00	8,702,694.99	

## Update Post Date in AR (21.51353)

### Overview

Ability to update batch post date in AR.

### Modifications

System privilege **PSTCHGAR** - **Allows the user to change post dates on transactions** is added in user maintenance to provide access to this utility. Be default, this privilege is un-checked for the user.

USER MAINTENANCE

Table Mode Exit Print Edit List Post Receipts

User

\* Login Name DHRUV \* User DHRUV Save/Refresh

General Assign Roles System Privileges Configuration Privileges Consolidations Access Company Access Employee Security Compliance Security

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

* Code	* Name	Select
PSTCHGAR	AR: Allows the user to change post dates on transactions	<input type="checkbox"/>

System Data > Security > User Maintenance > System Privilege

Change Batch Post Date and Change Batch Post Date Query are the new programs added under the following path in Treeview:

Accounts Receivable > Utilities > Change Batch Post Date  
Accounts Receivable > Utilities > Change Batch Post Date Query



**CHANGE BATCH POST DATE** Save Exit Print Help ? ? ? ? ? ? ? ? ? ?

**Selection Criteria**

\* Application AR Accounts Receivable

\* Company CCC CMIC Construction Company

\* Batch Type

\* Batch Number

Current Post Date

\* New Posting Date

Message

Update Post Date

Accounts Receivable > Utilities > Change Batch Post Date

**CHANGED BATCH POST DATE QUERY** Save Exit Print Help ? ? ? ? ? ? ? ? ? ?

**Selection Criteria**

Application AR Accounts Receivable

**Changed Post Date Log**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Application	Batch	Batch Name	Type	Description	Old Post Date	New Post Date	Date Of Change	User ID	User Name
AR	42836	DHRUV 2022-04-24 A	A	AR Adjustment Batch	01-04-2022	09-04-2022	24-04-2022	DHRUV	Dhruv Sharma
AR	42833	DHRUV 2022-04-24 M	M	AR Memo Batch	26-04-2022	25-04-2022	24-04-2022	DHRUV	Dhruv Sharma
AR	42831	DHRUV 2022-04-24 N	N	Invoice Batch	01-04-2022	24-04-2022	24-04-2022	DHRUV	Dhruv Sharma
AR	43020	DHRUV 2022-04-27 N	N	Invoice Batch	31-01-2022	04-02-2022	27-04-2022	DHRUV	Dhruv Sharma
AR	42838	DHRUV 2022-04-24 R	R	Receipt Batch	23-04-2022	25-04-2022	24-04-2022	DHRUV	Dhruv Sharma
AR	42841	DHRUV 2022-04-24 U	U	Void Receipt Batch	31-03-2022	10-04-2022	24-04-2022	DHRUV	Dhruv Sharma
AR	42839	DHRUV 2022-04-24 W	W	Void Invoice Batch	31-03-2022	10-04-2022	24-04-2022	DHRUV	Dhruv Sharma

Accounts Receivable > Utilities > Change Batch Post Date Query

## Implementation

PSTCHGAR: Un-checked

User will not have access to the program

**USER MAINTENANCE** Table Mode Exit Print Help ? ? ? ? ? ? ? ? ? ?

**User**

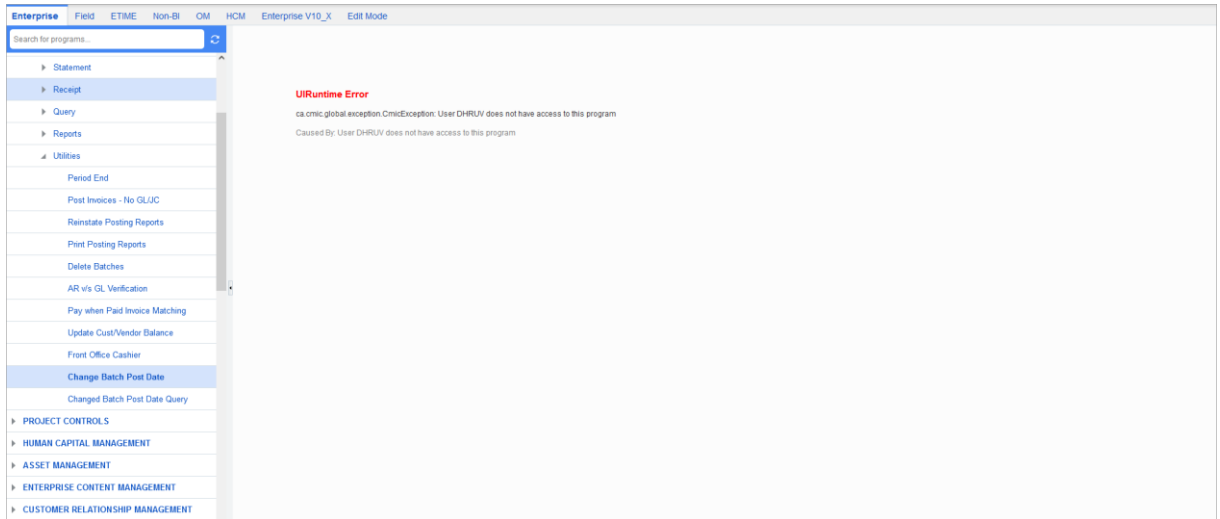
\* Login Name DHRUV \* User DHRUV Save/Refresh

General Assign Roles **System Privileges** Configuration Privileges Consolidations Access Company Access Employee Security Compliance Security

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

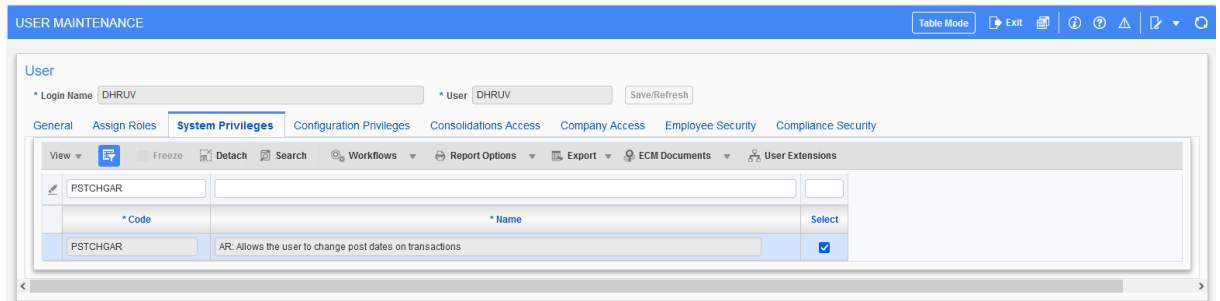
* Code	* Name	Select
PSTCHGAR	AR: Allows the user to change post dates on transactions	<input type="checkbox"/>

System Data > Security > User Maintenance > System Privilege



*Accounts Receivable > Utilities > Change Batch Post Date*

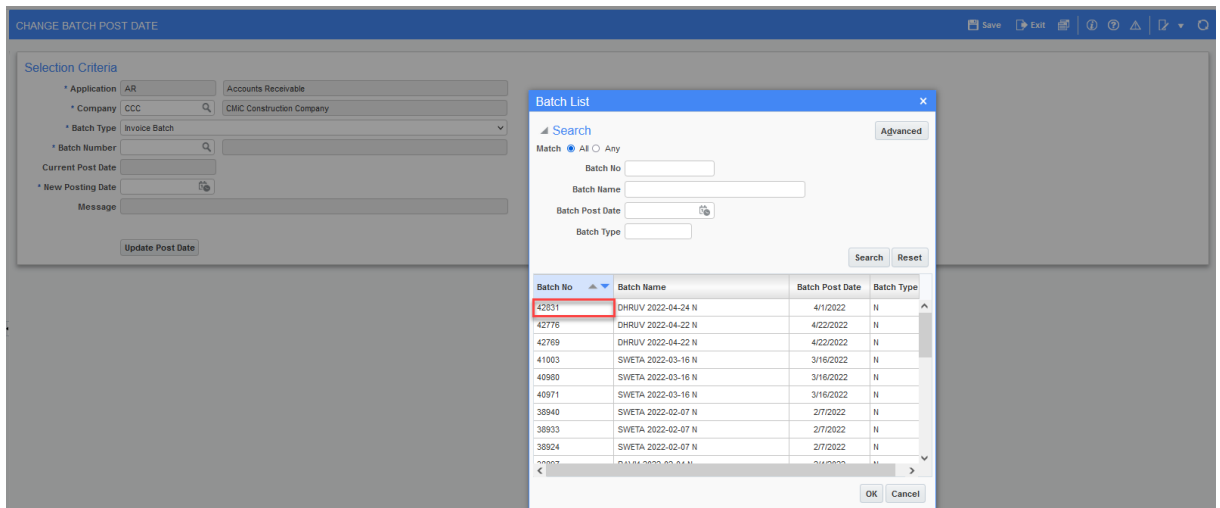
Check the flag for the user and user will get access to the utility.



*System Data > Security > User Maintenance > System Privilege*

Case 1: Updating Batch post date

1) Invoice Batch



*Accounts Receivable > Utilities > Change Batch Post Date*

CHANGE BATCH POST DATE

Save Exit

**Selection Criteria**

\* Application: AR Accounts Receivable

\* Company: CCC CMC Construction Company

\* Batch Type: Invoice Batch

\* Batch Number: 42831 DHRUV 2022-04-24 N

Current Post Date: 01-04-2022

\* New Posting Date: 24-04-2022

Message:

Update Post Date

Accounts Receivable > Utilities > Change Batch Post Date

CHANGE BATCH POST DATE

Save Exit

**Selection Criteria**

\* Application: AR Accounts Receivable

\* Company: CCC CMC Construction Company

\* Batch Type:

\* Batch Number:

Current Post Date:

\* New Posting Date:

Message: Process Completed! Post Date for Batch 42831 changed from 01-APR-22 to 24-APR-22

Update Post Date

Accounts Receivable > Utilities > Change Batch Post Date

AR INVOICE QUERY

Exit

**Selection Criteria**

\* Company: CCC CMC Construction Company Show Voided Invoices Deleted Invoices

Customer: Invoice Number: Batch: 42831 Job Code: Query Date:

**Invoices**

View Freeze Detach Search Workflows Report Options Export Attachments Notes ECM Documents User Extensions

* Company	Customer	* Invoice Number	Invoice Date	Due Date	Post Date	Net Amount	Retainage Amount	Discount Amount	Discount Taken Amount	Gross Amount	Outstanding Amount	Batch	Job Code	Ser Code	Collection Code	Charge Code	Curr Code	AR
CCC	FRESHMART	AR-00000203	24-04-2022	24-05-2022	24-04-2022	1,350.00	150.00	27.00		1,500.00	1,350.00	42831	ARJOB1	AR	COL1	10	USD	
						1,350.00	150.00	27.00		1,500.00	1,350.00							

Customer Name: Freshmart Groceries Inc. Invoice Description: Invoice 1

Update Memo Attached Payments

## 2) Updating Memo type batch

**CHANGE BATCH POST DATE**

Selection Criteria

\* Application: AR Accounts Receivable

\* Company: CCC CMiC Construction Company

\* Batch Type: AR Memo Batch

\* Batch Number: 42833 DHRUV 2022-04-24 M

Current Post Date: 26-04-2022

\* New Posting Date: 25-04-2022

Message:

Update Post Date

Accounts Receivable > Utilities > Change Batch Post Date

**CHANGE BATCH POST DATE**

Selection Criteria

\* Application: AR Accounts Receivable

\* Company: CCC CMiC Construction Company

\* Batch Type:

\* Batch Number:

Current Post Date:

\* New Posting Date:

Message: Process Completed - Post Date for Batch 42833 Changed from 26-APR-22 to 25-APR-22

Update Post Date

Accounts Receivable > Utilities > Change Batch Post Date

**CMiC**

**CCC - CMiC Construction Company**

**JOB COSTING - JC POSTING REPORT**

**Batch 42833 - DHRUV 2022-04-24 M**

Page: 1 of 1  
Date: Apr 24, 2022  
Time: 1:35 PM EDT

Company	I	Dept	Account	Job	Cost Code	Cat	Source Code	Ref Code	Ref Date	Post Date	Batch	SRC	PO/SC	WM	Quantity	Amount
		/WBS 1	/WBS 2	/WBS 3	/WBS 4											
CCC	B	00	4000 100	18404	01130	3000	ABC100	AR-00000172	24-04-2022	25-04-2022	42833	AR		NA	0.000	500.00
			JCWBSV-					MEMo Batch								
CCC	B	00	4000 100	18404	01130	3000	ABC100	AR-00000172	24-04-2022	26-04-2022	42833	AR		NA	0.000	500.00
			JCWBSV-					MEMo Batch								
CCC	B	00	4000 100	18404	01130	3000	ABC100	AR-00000172	24-04-2022	26-04-2022	42833	AR		NA	0.000	-500.00
			JCWBSV-					MEMo Batch								
													Total For Job:		18404	500.00
													Total For Company:		CCC	500.00
													Total For Currency:		USD	500.00

**General Ledger Posting Report**  
**Batch 42833 - DHRUV 2022-04-24 M**

Page: 1 of 1  
 Date: Apr 24, 2022  
 Time: 1:35 PM EDT

Department	Account	Account Name	Post Date	Source	Reference	Debit	Credit	Exchange Amount	Currency	Rate
<b>Company CCC - CMiC Construction Company</b>										<b>Currency USD</b>
20	1500.100	Current Receivables	25-04-2022	ABC100	AR-00000172	500.00	0.00	500.00	USD	1.0000
00	4000.100	Construction Revenue	25-04-2022	ABC100	AR-00000172	0.00	500.00	-500.00	USD	1.0000
20	1500.100	Current Receivables	26-04-2022	ABC100	AR-00000172	0.00	500.00	-500.00	USD	1.0000
20	1500.100	Current Receivables	26-04-2022	ABC100	AR-00000172	500.00	0.00	500.00	USD	1.0000
00	4000.100	Construction Revenue	26-04-2022	ABC100	AR-00000172	500.00	0.00	500.00	USD	1.0000
00	4000.100	Construction Revenue	26-04-2022	ABC100	AR-00000172	0.00	500.00	-500.00	USD	1.0000
<b>Total for Company CCC - CMiC Construction Company</b>						<b>1,500.00</b>	<b>1,500.00</b>			
<b>Total for Currency USD</b>						<b>1,500.00</b>	<b>1,500.00</b>			

### 3) Adjustment Entry batch

**CHANGE BATCH POST DATE**

Selection Criteria

\* Application: AR Accounts Receivable

\* Company: CCC CMiC Construction Company

\* Batch Type: AR Adjustment Batch

\* Batch Number: 42836 DHRUV 2022-04-24 A

Current Post Date: 01-04-2022

\* New Posting Date: 09-04-2022

Message:

Update Post Date

*Accounts Receivable > Utilities > Change Batch Post Date*

**CHANGE BATCH POST DATE**

Selection Criteria

\* Application: AR Accounts Receivable

\* Company: CCC CMiC Construction Company

\* Batch Type:

\* Batch Number:

Current Post Date:

\* New Posting Date:

Message: Process Completed : Post Date for Batch 42836 Changed from 01-APR-22 to 09-APR-22

Update Post Date

*Accounts Receivable > Utilities > Change Batch Post Date*

**General Ledger Posting Report**  
**Batch 42836 - DHRUV 2022-04-24 A**

Page: 1 of 1  
 Date: Apr 24, 2022  
 Time: 2:06 PM EDT

Department	Account	Account Name	Post Date	Source	Reference	Debit	Credit	Exchange Amount	Currency	Rate
Company CCC - CMiC Construction Company										Currency USD
00	1000.100	Bank of America (Operating)	01-04-2022		AR-00000150	12,500.00	0.00	12,500.00	USD	1.0000
00	1000.100	Bank of America (Operating)	01-04-2022		AR-00000150	0.00	12,500.00	-12,500.00	USD	1.0000
00	4000.100	Construction Revenue	01-04-2022	A1BRICKS	AR-00000150	500.00	0.00	500.00	USD	1.0000
00	4000.100	Construction Revenue	01-04-2022	A1BRICKS	AR-00000150	0.00	500.00	-500.00	USD	1.0000
00	5300.500	Equipment Tools	01-04-2022	A1BRICKS	AR-00000150	0.00	12,000.00	-12,000.00	USD	1.0000
00	5300.500	Equipment Tools	01-04-2022	A1BRICKS	AR-00000150	12,000.00	0.00	12,000.00	USD	1.0000
00	1000.100	Bank of America (Operating)	09-04-2022		AR-00000150	12,500.00	0.00	12,500.00	USD	1.0000
00	4000.100	Construction Revenue	09-04-2022	A1BRICKS	AR-00000150	0.00	500.00	-500.00	USD	1.0000
00	5300.500	Equipment Tools	09-04-2022	A1BRICKS	AR-00000150	0.00	12,000.00	-12,000.00	USD	1.0000
Total for Company CCC - CMiC Construction Company						37,500.00	37,500.00			
Total for Currency USD						37,500.00	37,500.00			



**CCC - CMiC Construction Company**

Page: 1 of 1  
 Date: Apr 24, 2022  
 Time: 2:06 PM EDT

**EQUIPMENT COSTING - POSTING REPORT**

Category	TranCode	Rev Type	Post Date	Ref Date	SRC	Source Code	Ref Code	UnitWM	Eqp Qty	Cost Amount	Revenue Amount
Equipment	20621	20621									
RENTAL	RENT		01-04-2022	24-04-2022	AR	A1BRICKS	32	0.00		-12,000.00	0.00
RENTAL	RENT		01-04-2022	24-04-2022	AR	A1BRICKS	32	0.00		12,000.00	0.00
RENTAL	RENT		09-04-2022	24-04-2022	AR	A1BRICKS	32	0.00		12,000.00	0.00
Total for Equipment										12,000.00	0.00
Report Total										12,000.00	0.00



**CCC - CMiC Construction Company**  
**JOB COSTING - JC POSTING REPORT**  
**Batch 42836 - DHRUV 2022-04-24 A**

Page: 1 of 1  
 Date: Apr 24, 2022  
 Time: 2:06 PM EDT

Company	I	Dept	Account	Job	Cost Code	Cat	Source Code	Ref Code	Ref Date	Post Date	Batch	SRC	PO/SC	WM	Quantity	Amount
		/WBS 1	/WBS 2	/WBS 3	/WBS 4											
CCC	B	00	4000.100	ARJOB1	01130	1000	A1BRICKS	AR-00000150	24-04-2022	01-04-2022	42836	AR		HR	0.000	500.00
		EXT0006	GL	030	free1			Adjustment Entry								
CCC	B	00	4000.100	ARJOB1	01130	1000	A1BRICKS	AR-00000150	24-04-2022	01-04-2022	42836	AR		HR	0.000	-500.00
		EXT0006	GL	030	free1			Adjustment Entry								
CCC	B	00	4000.100	ARJOB1	01130	1000	A1BRICKS	AR-00000150	24-04-2022	09-04-2022	42836	AR		HR	0.000	500.00
		EXT0006	GL	030	free1			Adjustment Entry								
Total For Job:														ARJOB1		500.00
Total For Company:														CCC		500.00
Total For Currency:														USD		500.00

#### 4) Receipt Batch

CHANGE BATCH POST DATE

Selection Criteria

\* Application AR Accounts Receivable

\* Company CCC CMC Construction Company

\* Batch Type Receipt Batch

\* Batch Number 42838 DHRUV 2022-04-24 R

Current Post Date 23-04-2022

\* New Posting Date 25-04-2022

Message

Update Post Date

Accounts Receivable > Utilities > Change Batch Post Date

CHANGE BATCH POST DATE

Selection Criteria

\* Application AR Accounts Receivable

\* Company CCC CMC Construction Company

\* Batch Type

\* Batch Number

Current Post Date

\* New Posting Date

Message Process Completed - Post Date for Batch 42838 Changed from 23-APR-22 to 25-APR-22

Update Post Date

Accounts Receivable > Utilities > Change Batch Post Date

Page: 1 of 1  
Date: Apr 24, 2022  
Time: 2:16 PM EDT

**General Ledger Posting Report**  
**Batch 42838 - DHRUV 2022-04-24 R**

Department	Account	Account Name	Post Date	Source	Reference	Debit	Credit	Exchange Amount	Currency	Rate
<b>Company CCC - CMC Construction Company</b>										<b>Currency USD</b>
00	1000.100	Bank of America (Operating)	23-04-2022		6500251	1,000.00	0.00	1,000.00	USD	1.0000
00	1000.100	Bank of America (Operating)	23-04-2022		6500251	0.00	1,000.00	-1,000.00	USD	1.0000
00	1500.100	Current Receivables	23-04-2022	ABC100	6500251	0.00	1,000.00	-1,000.00	USD	1.0000
00	1500.100	Current Receivables	23-04-2022	ABC100	6500251	1,000.00	0.00	1,000.00	USD	1.0000
00	1000.100	Bank of America (Operating)	25-04-2022		6500251	1,000.00	0.00	1,000.00	USD	1.0000
00	1500.100	Current Receivables	25-04-2022	ABC100	6500251	0.00	1,000.00	-1,000.00	USD	1.0000
<b>Total for Company CCC - CMC Construction Company</b>						<b>3,000.00</b>	<b>3,000.00</b>			
<b>Total for Currency USD</b>						<b>3,000.00</b>	<b>3,000.00</b>			

Page: 1 of 1  
Date: Apr 24, 2022  
Time: 2:16 PM EDT

**Multiple Companies**  
**Accounts Receivable - Check Posting Report**  
**Batch 42838 - DHRUV 2022-04-24 R**

Customer	Customer Name	Sequence	Check Number	Check Date	Check Amount	Comment	Pay Amount	Discount Amount	Allowance Amount	Write Off Amount	Retainage Amt
Invoice		Invoice		Inv Date	Inv Amount						
ABC100	ABC100										
317		6500251		23-04-2022	\$1,000.00	Test					
IPB-00000015				11-04-2022	112,500.00		1,000.00	0.00	0.00	0.00	
Comp	Dept	Account	Account Name	Distribute Amount	Type	Job / Equip.	Phase / Equip. Cat	Cat / Tran. Code	PM Code		
CCC	00	1000.100	Bank of America (Operating)	1,000.00							
CCC	00	1500.100	Current Receivables	-1,000.00							

## 5) Void Invoice Batch

**CHANGE BATCH POST DATE**

Selection Criteria

\* Application: AR Accounts Receivable

\* Company: CCC CMIC Construction Company

\* Batch Type: Void Invoice Batch

\* Batch Number: 42839 DHRUV 2022-04-24 W

Current Post Date: 31-03-2022

\* New Posting Date: 10-04-2022

Message:

Update Post Date

Accounts Receivable > Utilities > Change Batch Post Date

**CHANGE BATCH POST DATE**

Selection Criteria

\* Application: AR Accounts Receivable

\* Company: CCC CMIC Construction Company

\* Batch Type:

\* Batch Number:

Current Post Date:

\* New Posting Date:

Message: Process Completed - Post Date for Batch 42839 Changed from 31-MAR-22 to 10-APR-22

Update Post Date

Accounts Receivable > Utilities > Change Batch Post Date

Page: 1 of 1  
Date: Apr 24, 2022  
Time: 6:22 PM EDT

**General Ledger Posting Report**  
**Batch 42839 - DHRUV 2022-04-24 W**

Department	Account	Account Name	Post Date	Source	Reference	Debit	Credit	Exchange Amount	Currency	Rate
<b>Company CCC - CMIC Construction Company</b>										<b>Currency USD</b>
20	1500.100	Current Receivables	31-03-2022	A1BRICKS	AR-00000193	0.00	501.00	-501.00	USD	1.0000
20	1500.100	Current Receivables	31-03-2022	A1BRICKS	AR-00000193	501.00	0.00	501.00	USD	1.0000
00	4000.800	Sales Revenue	31-03-2022	A1BRICKS	AR-00000193	501.00	0.00	501.00	USD	1.0000
00	4000.800	Sales Revenue	31-03-2022	A1BRICKS	AR-00000193	0.00	501.00	-501.00	USD	1.0000
20	1500.100	Current Receivables	10-04-2022	A1BRICKS	AR-00000193	0.00	501.00	-501.00	USD	1.0000
00	4000.800	Sales Revenue	10-04-2022	A1BRICKS	AR-00000193	501.00	0.00	501.00	USD	1.0000
<b>Total for Company CCC - CMIC Construction Company</b>						<b>1,503.00</b>	<b>1,503.00</b>			
<b>Total for Currency USD</b>						<b>1,503.00</b>	<b>1,503.00</b>			

## 6) Void Receipt batch

**CHANGE BATCH POST DATE**

Selection Criteria

\* Application: AR Accounts Receivable

\* Company: CCC CMIC Construction Company

\* Batch Type: Void Receipt Batch

\* Batch Number: 42841 DHRUV 2022-04-24 U

Current Post Date: 31-03-2022

\* New Posting Date: 10-04-2022

Message:

Update Post Date

Accounts Receivable > Utilities > Change Batch Post Date



**CHANGE BATCH POST DATE**

Selection Criteria

\* Application: AR Accounts Receivable

\* Company: CCC CMIC Construction Company

\* Batch Type: [Dropdown]

\* Batch Number: [Search]

Current Post Date: [Date]

\* New Posting Date: [Date]

Message: Process Completed - Post Date for Batch 42841 Changed from 31-MAR-22 to 10-APR-22

[Update Post Date]

Accounts Receivable > Utilities > Change Batch Post Date

Page: 1 of 1  
Date: Apr 24, 2022  
Time: 6:24 PM EDT

**General Ledger Posting Report  
Batch 42841 - DHRUV 2022-04-24 U**

Department	Account	Account Name	Post Date	Source	Reference	Debit	Credit	Exchange Amount	Currency	Rate
<b>Company CCC - CMIC Construction Company</b>										<b>Currency USD</b>
00	1000.100	Bank of America (Operating)	31-03-2022	A1BRICKS	CHK-164	1,000.00	0.00	1,000.00	USD	1.0000
00	1000.100	Bank of America (Operating)	31-03-2022	A1BRICKS	CHK-164	0.00	1,000.00	-1,000.00	USD	1.0000
00	1500.100	Current Receivables	31-03-2022	A1BRICKS	CHK-164	0.00	500.00	-500.00	USD	1.0000
00	1500.100	Current Receivables	31-03-2022	A1BRICKS	CHK-164	500.00	0.00	500.00	USD	1.0000
00	1500.600	AR Deposits	31-03-2022	A1BRICKS	CHK-164	500.00	0.00	500.00	USD	1.0000
00	1500.600	AR Deposits	31-03-2022	A1BRICKS	CHK-164	0.00	500.00	-500.00	USD	1.0000
00	1000.100	Bank of America (Operating)	10-04-2022	A1BRICKS	CHK-164	0.00	1,000.00	-1,000.00	USD	1.0000
00	1500.100	Current Receivables	10-04-2022	A1BRICKS	CHK-164	500.00	0.00	500.00	USD	1.0000
00	1500.600	AR Deposits	10-04-2022	A1BRICKS	CHK-164	500.00	0.00	500.00	USD	1.0000
<b>Total for Company CCC - CMIC Construction Company</b>						<b>3,000.00</b>	<b>3,000.00</b>			
<b>Total for Currency USD</b>						<b>3,000.00</b>	<b>3,000.00</b>			

Accounts Receivable > Utilities > Change Batch Post Date Query

Change Batch Post Date query screen will display all the changed post date log

**CHANGED BATCH POST DATE QUERY**

Selection Criteria

Application: AR Accounts Receivable

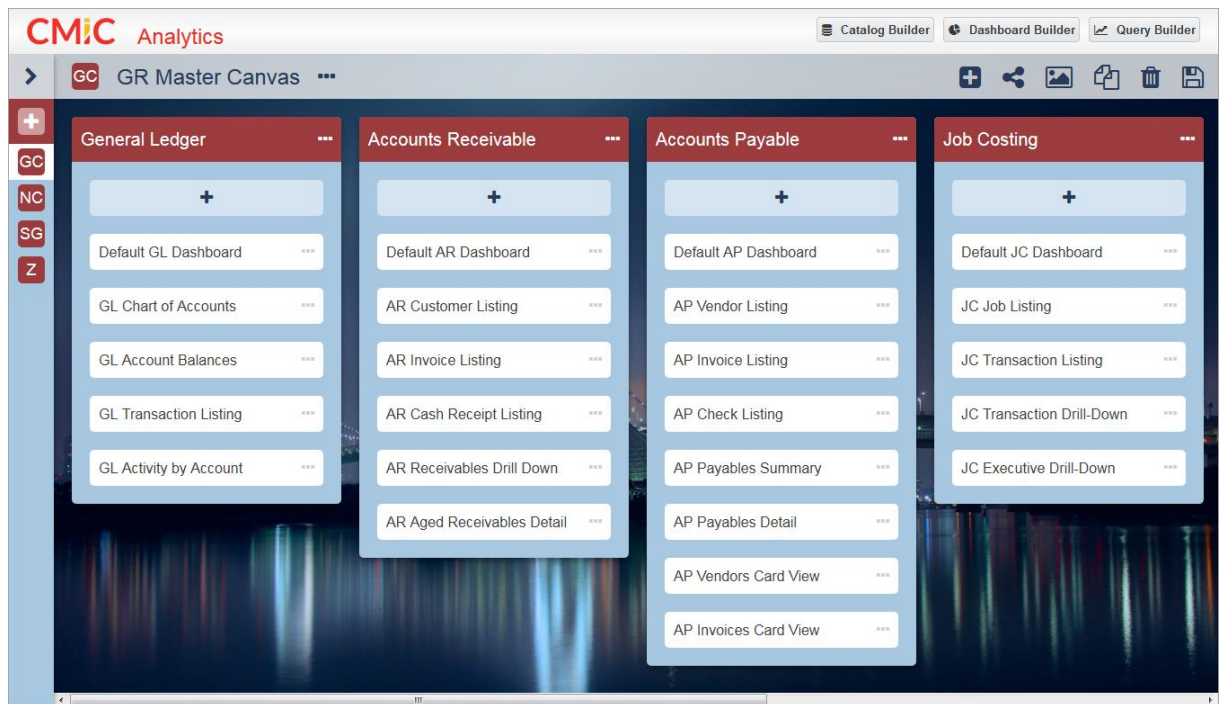
Changed Post Date Log

Application	Batch	Batch Name	Type	Description	Old Post Date	New Post Date	Date Of Change	User ID	User Name
AR	42836	DHRUV 2022-04-24 A	A	AR Adjustment Batch	01-04-2022	09-04-2022	24-04-2022	DHRUV	Dhruv Sharma
AR	42833	DHRUV 2022-04-24 M	M	AR Memo Batch	25-04-2022	25-04-2022	24-04-2022	DHRUV	Dhruv Sharma
AR	42831	DHRUV 2022-04-24 N	N	Invoice Batch	01-04-2022	24-04-2022	24-04-2022	DHRUV	Dhruv Sharma
AR	43020	DHRUV 2022-04-27 N	N	Invoice Batch	31-01-2022	04-02-2022	27-04-2022	DHRUV	Dhruv Sharma
AR	42838	DHRUV 2022-04-24 R	R	Receipt Batch	23-04-2022	25-04-2022	24-04-2022	DHRUV	Dhruv Sharma
AR	42841	DHRUV 2022-04-24 U	U	Void Receipt Batch	31-03-2022	10-04-2022	24-04-2022	DHRUV	Dhruv Sharma
AR	42839	DHRUV 2022-04-24 W	W	Void Invoice Batch	31-03-2022	10-04-2022	24-04-2022	DHRUV	Dhruv Sharma

## Banking

This section is currently under development.

# BI Analytics



CMiC Analytics

CMiC's BI Analytics is a tool used for organizing and launching dashboards, queries, and card views. Users can create customized canvases to fan out their data analyses by dragging and dropping object cards (dashboards, queries, and card views) into specific user-defined groups called buckets to display and launch their analytics in a convenient, logical manner.

BI Analytics is used in conjunction with CMiC's other BI tools, which include BI Dashboard Builder, BI Catalog Builder, and BI Query Builder. For more information, please refer to the *BI Dashboard Builder* guide, which includes a quick guide for BI Query Builder, and the *BI Catalog Builder* guide.

## Overview



### CMiC Analytics

The main console contains buttons to conveniently launch Business Intelligence (BI) tools directly from the Analytics tool. These BI tools include BI Catalog Builder, BI Dashboard Builder, and BI Query Builder.

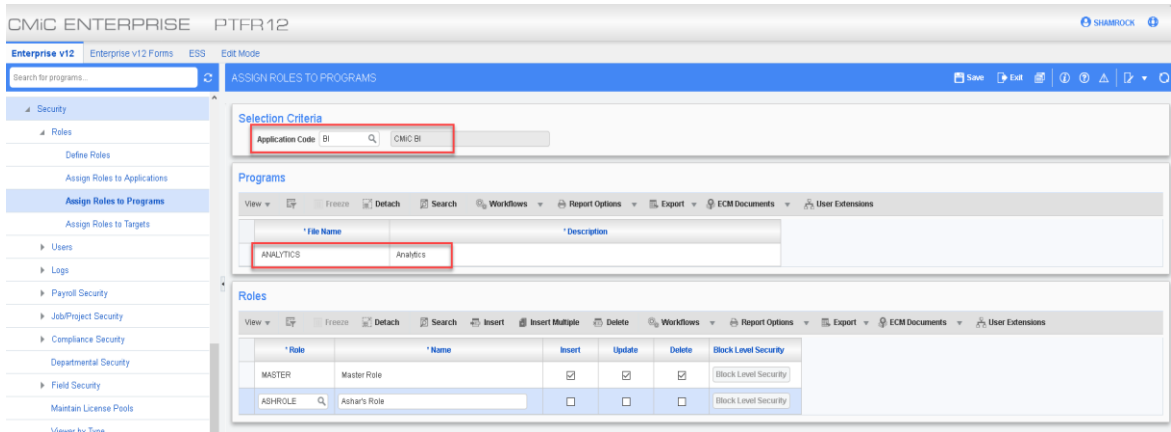
The Analytics screen is divided into two panels: Menu and Canvas, as shown in the screenshot above.

For further information, please refer to the Analytics Reference Guide as well as the various mentioned guides for BI.

## BI Application Code and Setting Security Roles for Analytics

(21.37385)

CMiC has replaced the previous application code 'BIC' (Catalog Builder) with 'BI' (CMiC BI). In addition, we have added the ability to customize privileges of existing roles for Analytics via the security option "Assign Roles to Programs":

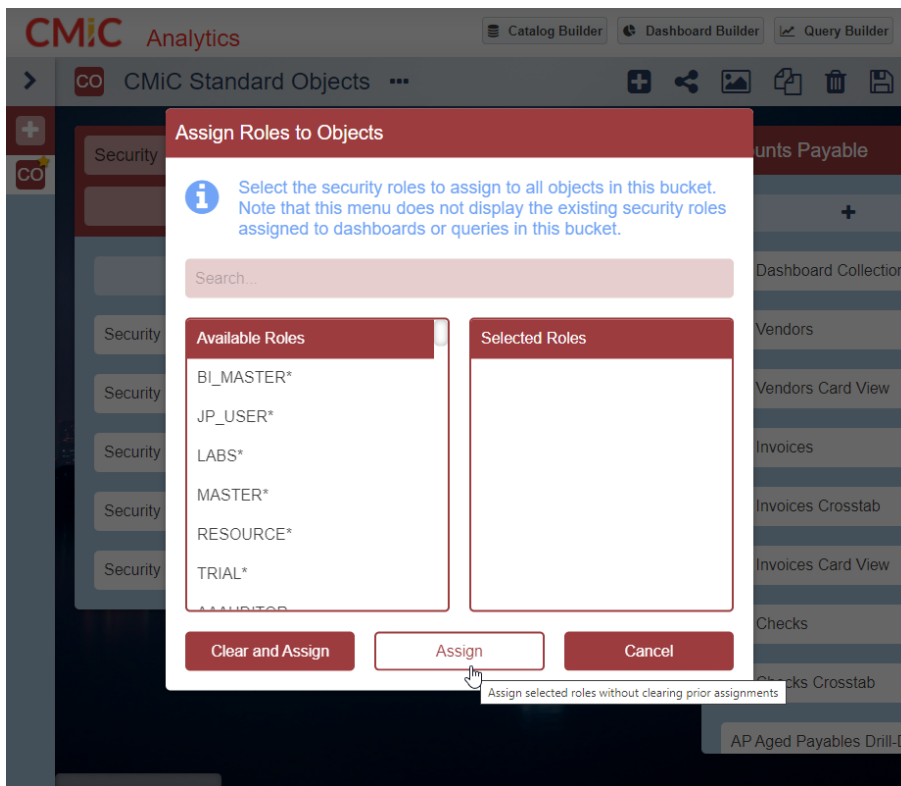


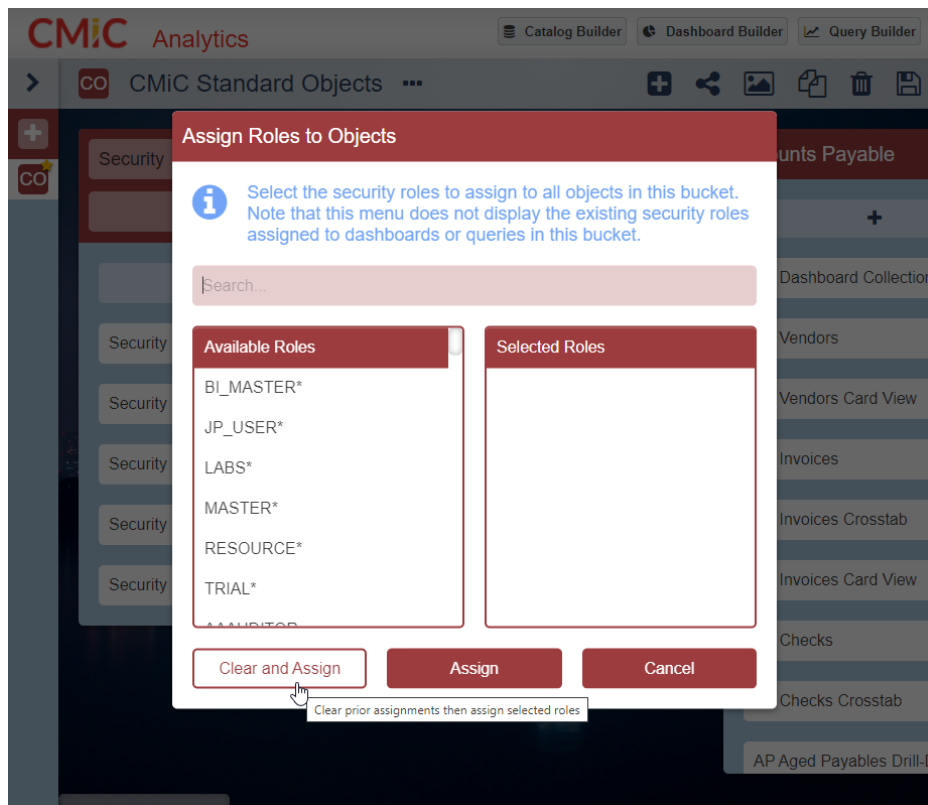
How to use:

- Open program “Assign Roles to Programs”.
- Select application BI.
- Select program Analytics.
- Select a Role that needs to be customized.
- Select/Unselect Update or Delete checkboxes as required.

## Analytics Enhancement (21.42008-122,125)

Modifications have been made to enable users to assign roles to bucket objects without removing prior assignments. CMiC also added informative messages to clearly indicate the purpose of the feature.





## BI Catalog Builder

### BI Catalog – Export/Import Specific Business Areas or Folders (20.31878)

- Ability to Export/Import specific Business Areas or Folders.

To import:

Navigate to “Import Data Source” screen and select an import file as usual.

Once the file is validated, select Destination Data Source if importing a Business Area or select both a Destination Data Source and a Destination Business Area when importing a folder.

Press Import

#### **Usage notes:**

When importing a specific Folder or a Business Area, the program will also import Joins.

If the destination data source already has a folder or business area with the same name as the one to be imported, then it will be imported with a new name (adding a number suffix). The new name will be displayed in the Import log.

Export files extensions:

\*.ds – export file for an entire Data Source

- \*.dsf – export file for a Specific Folder
- \*.dsb – export file for a Specific Business Area

## **BI Catalog** (19.69431 – 602-618)

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### **Enhancements**

- Whenever folders or fields are about to be deleted, a warning will appear showing a list of affected Dashboards/Queries.

Functionality that uses this feature:

Refresh.

Refresh will check if any folders or fields are going to be deleted and will show a list of such folders and fields along with a list of Dashboards/Queries where they are used.

Add/Remove User-Defined Fields dialog.

If a User-Defined field is going to be deleted while it's used in a Dashboard/Query, a warning will appear showing a list of affected Dashboards/Queries.

Field Visible property.

A warning with the usage report will appear if a user changes Visible property to N on a field that is used in Dashboards/Queries.

Edit Business Area dialog.

Removing a table/view from a Business Area will show a list of folders that are going to be deleted.

Manual delete of a folder or Business Area.

- Added the following folders:
  - "GLBI Transactions with Year Period"
  - "AP Registered Invoices"
  - "EC Posted Transaction Detail"

## **BI Catalog** (19.69431 – 619-638)

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**New feature:** List of available Context Variables for Folders.

As it is now possible to utilize Context Variables used in database views in Dashboard/Query Builder, users are now able to see the list of Context Variables for a corresponding folder in Catalog Builder. The folders now have a new button "Context Variables". See screenshot.

**Refresh process:**

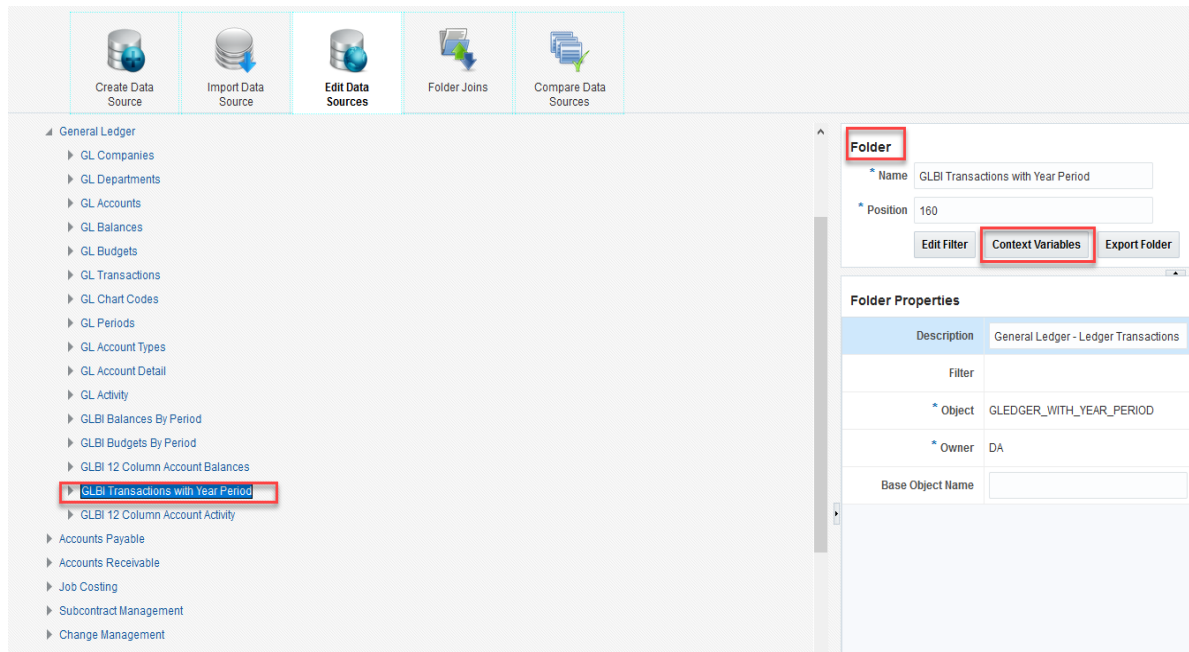
Refresh process will also refresh the list of context variables.

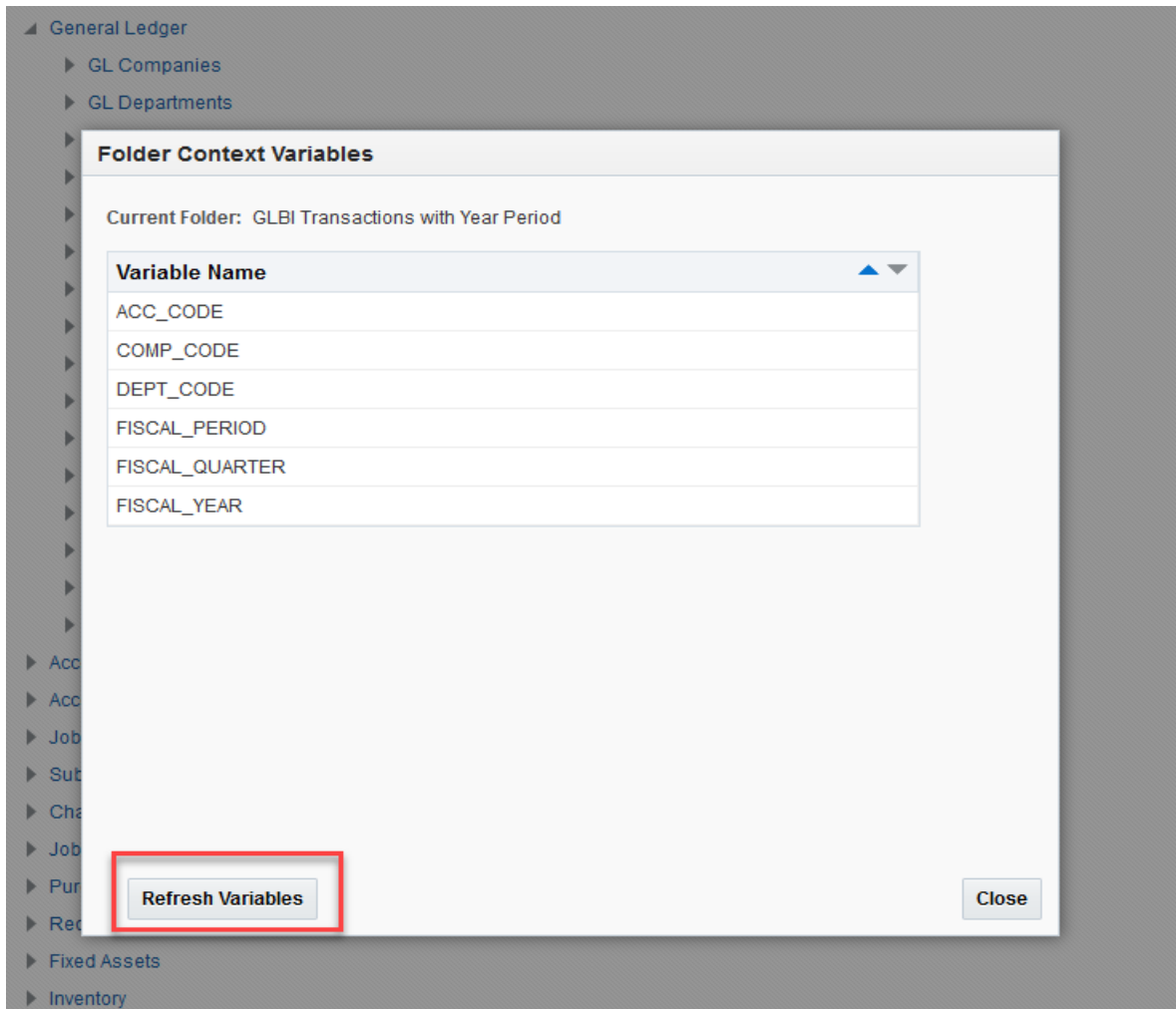
**Custom (customer's own) views:**

If context variables in customer's own views are modified, to bring the updated list of variables into Catalog Builder, users can either use a new button "Refresh Variables" in the Context Variables popup or execute Refresh on the folder.

In order to be used in CMIC BI, the Context Variables must use namespace "CMIC\_BI".

Please, refer to Dashboard Builder's manual on how to utilize Context Variables in your Dashboards and Queries.





**Defects resolved:**

- Compare Data Sources: Fixed an issue where joined fields were not cleared when navigating to folders with no joins.
- Fixed references to not-existing or not-default reports

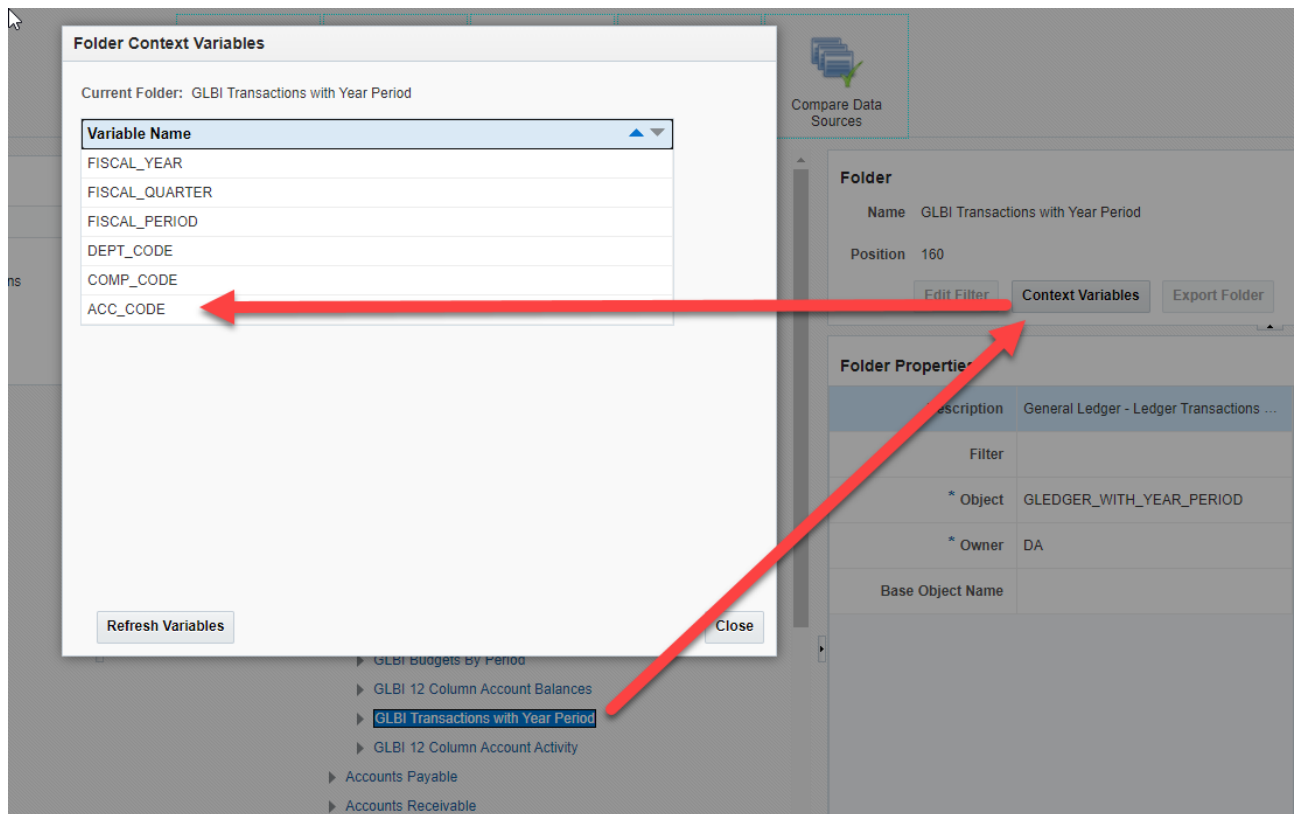
## BI Catalog - Context Variable for GLBI Transactions with Year Period (19.69431 – 641,642)

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**In Catalog Builder:**

Context variables defined for folder GLBI Transactions with Year Period:





## BI Catalog – Navigation Panel (19.69431 – 653)

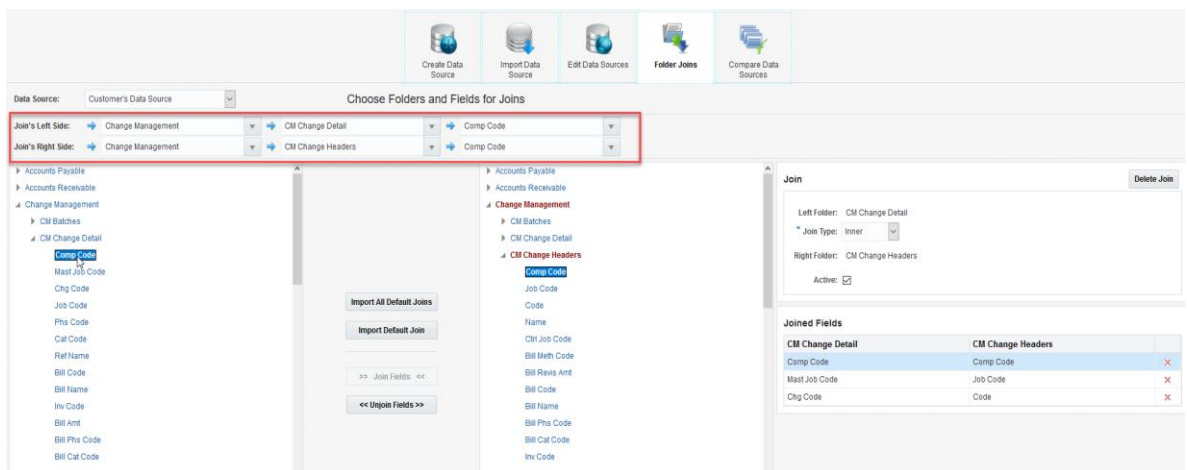
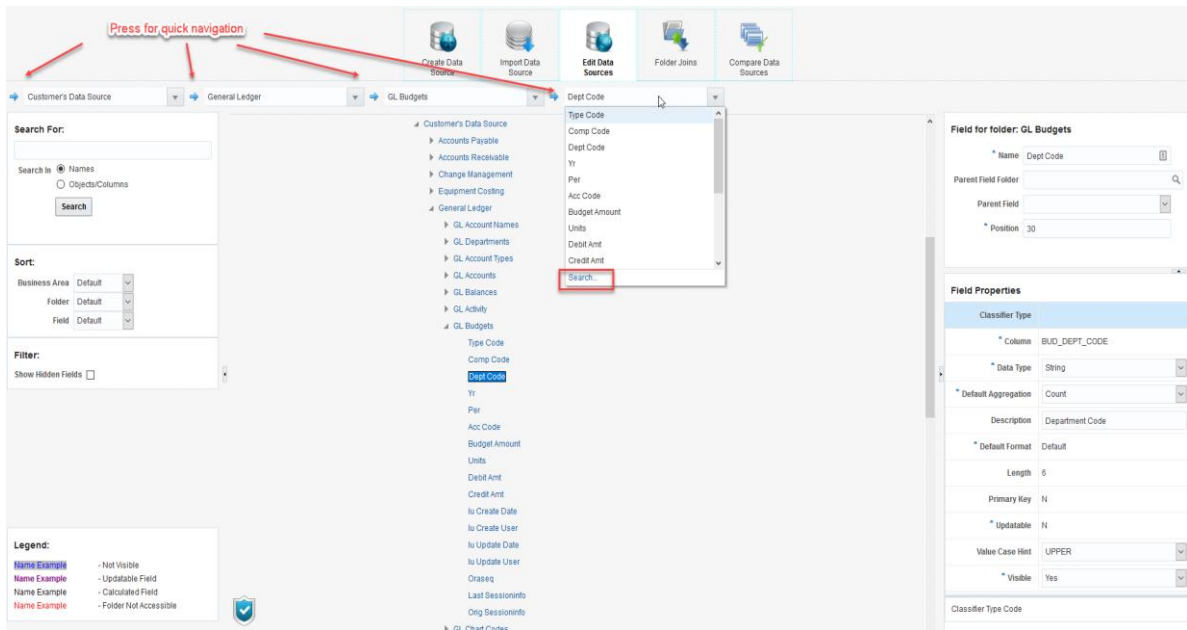
### New Features:

- Navigation Panel for trees.
- Ability to change Sorting in data sources (Edit Data Sources screen).
- Ability to hide/show hidden fields (Edit Data Sources screen).

**Navigation Panel** is now available for trees in Edit Data Sources and Folder Joins screens.

### Panel functionality:

- The panel allows users to navigate the trees and select tree nodes using drop-down lists.
- Each Drop-Down List has Search functionality.
- Users can quickly navigate to top levels by pressing an Arrow icon next to the required level.



## Sort Panel:

Sort Panel allows users to sort Business Areas, Folders and Fields by

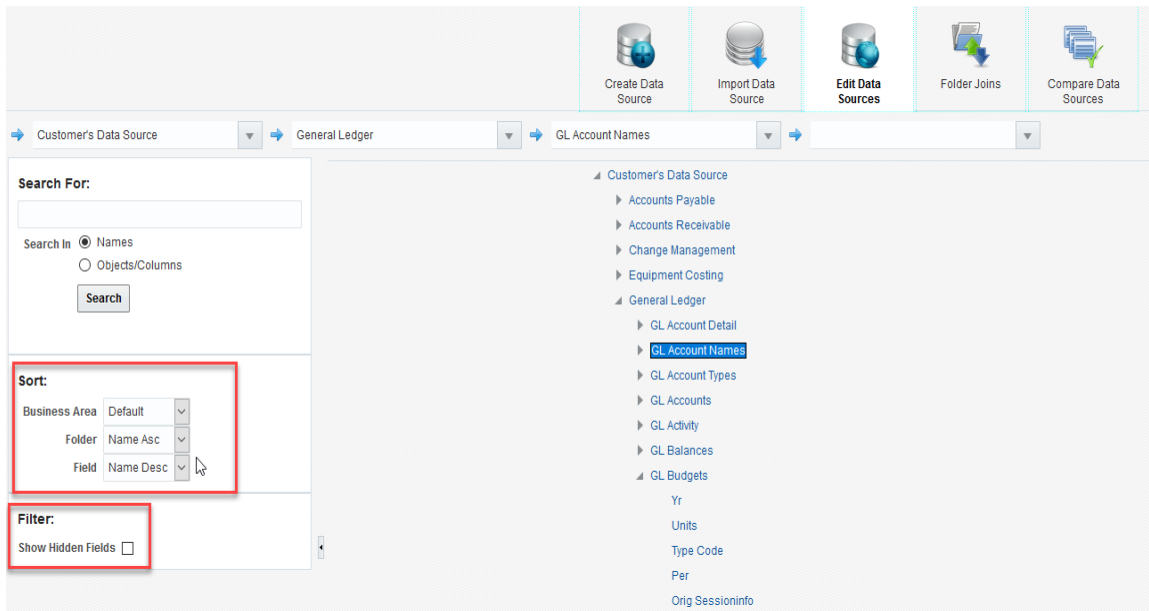
- Default (using Position property)
- Name Ascending
- Name Descending

## Filter:

Show Hidden Fields checkbox.

When Unchecked – fields that have “Visible” property set to No will be hidden.

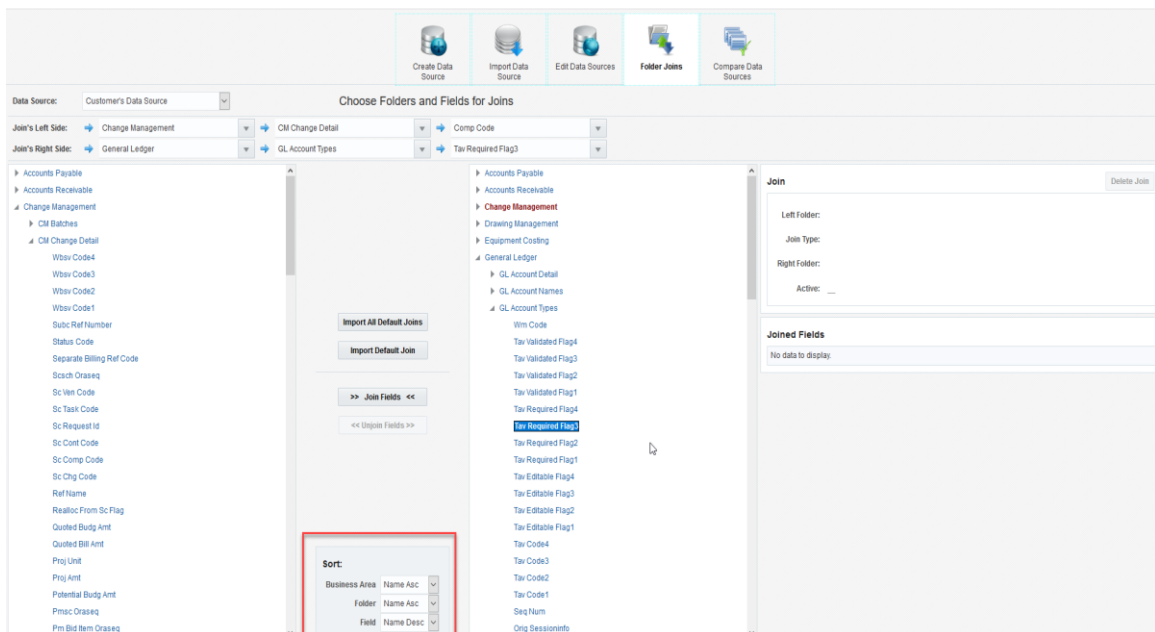
**NOTE:** The filter is unchecked by default meaning the hidden fields won't be shown until users check this flag.



## BI Catalog – Sort Panel (19.69431 – 656)

### New Features:

- Added **Sort Panel** to Folder Joins screen:



## BI Catalog - Updates to CMiC Default Data Source (20.31272)

The following updates have been made to the CMiC Default Data Source:

**Added Folders:**

"GLBI Transactions with Year Period"  
"AP Registered Invoices"  
"EC Posted Transaction Detail"  
"JC Contract Forecast Cost To Complete Details"  
"Workflow Look up User"

**Removed Folder:**

"JC WIP".

**Added Business Area:**

"Workflow"

**Added field to folder "GLBI Transactions with Year Period":**

"Conschart Code"

**Added fields to Folder "PY Employee Master":**

"Reports To Name"  
"Student Loan Plan Type"

**Added field to Folder "PY Employee Time Sheets":**

"Exempt Ref Bch Num"

**Added fields to Folder "PY Trades Codes":**

"Craft Code"  
"Labor Class"

Fixed Join between folders "SC Subcontract Headers" and "SC Subcontract SOV Details":

Removed "Job Code" field condition.

Added join:

"GL Transactions" - "JC Transactions"

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**BI Catalog – Enabled UDFs for PM Daily Journals (20.32146)**

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Enabled UDFs for PM Daily Journals (PMDJUDFTAB Classifier type).

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**BI Catalog – Enabled UDFs for PCI Header (20.34143)**

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Enabled UDFs for PCI Header (PCIHEADER Classifier type).

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**BI Catalog – Partial Data Source Export (20.31878)**

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Implemented Partial Data Source Export.

Fixed a defect where a multiline text (like for calculated fields) transferred into a single line text after Data Source Import.

Improved Search in Edit Available Tables/Views and Edit Business Area screens.

## BI Catalog – Modified CMiC Default Data Source (21.36490)

The following changes have been made:

- Added join: "CM PCI Detail" - "AP Vendors"
- Added these fields to folder "RQ Requisition Details":

"User Field5"

"User Field6"

"User Field7"

"User Field8"

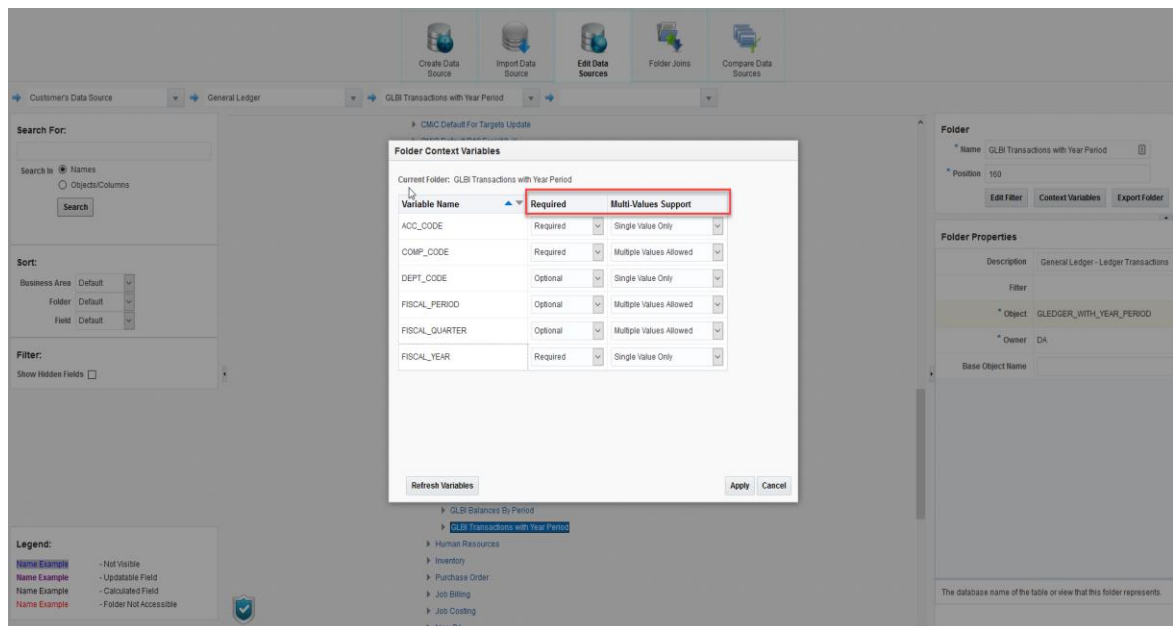
"Itm Desc"

## BI Catalog – Variable Value for Folders Context Variable (19.69431-678,681,685)

A new feature has been added into Catalog Builder for Folders Context Variables:

It is now possible to specify for each Context Variable if the variable value is required and if the variable can handle multiple values.

Once specified, this information will be used by Dashboard and Query Builders (for example in filters).



## BI Catalog – Updates to Data Source, Folder, Queries (21.39361-1-5)

The following updates have been made to the BI Catalog :

- Released updated version of CMiC Default Data Source.
- Released new Queries.

- Released updated CMiC Standard Objects Canvas in Analytics.

CMiC Default Data Source changes:

New default dashboards:

- Project Manpower Report
- Current Project Manpower Report

**Added folders:**

"PY Leave Master"

"PY Employee Leave Table"

"PYBI Employee Leave"

"OM Opportunity Risk Detail"

"OM Sales Team"

**Added Join:**

"SD System Contacts" - "PM Project Contacts"

**Added field:**

Folder "PY Employee Master" - Field "Employee"

Removed obsolete field:

Folder "AP Invoices" - field "Image Manager".

**New Queries:**

Aged Payables Crosstab

Aged Payables Crosstab Drill-Down

Aged Receivables Crosstab

Aged Receivables Crosstab Drill-Down

AP Checks Crosstab

AP Checks Crosstab Drill-Down

AP Invoices Crosstab

AP Invoices Crosstab Drill-Down

AR Cash Receipts Crosstab

AR Cash Receipts Crosstab Drill-Down

AR Invoices Crosstab

AR Invoices Crosstab Drill-Down  
GL Transaction Crosstab  
GL Transaction Crosstab Drill-Down  
GL Transaction Drill Down  
JC Transactions Crosstab  
JC Transactions Crosstab Detail  
JC Transactions Crosstab Drill-Down  
Leave Details

Deleted folder "JB Change Orders" as the corresponding view da.JB\_CHANGE\_ORD was deleted.  
The folder was not used in any Dashboard or Query.

## **BI Catalog – New PO, PY Folders and JB Joins** (21.39361-6)

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Changes made:

### **New folders added:**

- "PO Requisition Details"
- "PY Control File"
- "PY SUI Magnetic Media"
- "PY SUI Magnetic Media - California"

### **New fields added to "PY Employee Master" folder:**

- "US Employee Count"
- "California Employee Count"

### **New field added to "PM Documents" folder:**

- "Count"

### **New joins added:**

- "JB Contract Details" - "CM Owner Change Order - Posted"
- "JB Contract Headers" - "CM Owner Change Order - Posted"

## **BI Catalog – Default Data Source Changes** (21.45771-3)

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Changes made to the Default Data Source include:

- Fixed incorrect field names in folder "PM Project Labor Distribution".

- Updated calculation for field "Object Type" in folder "PMBI Outstanding Action Items"
- Added new folders:
  - "From Project Contact"
  - "Responsible Project Contact"
  - "To Project Contact"

## **BI Catalog – Resource Planning-related Updates Made** (21.50685-1,2)

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### **Changes made:**

#### **Default Data Source:**

- Added new field "Forecast Period Date" to folder "JC Period Balances".
- Added joins:
  - "Needs" to "GL Companies"
  - "Needs" to "JC Jobs"
- Fixed join between "JC Period Balances" and "JC Job Phases" folders.

#### **Default Dashboards:**

- Added new dashboards: Profit Fade and Resource Planning.
- Default Canvas: Added Profit Fade and Resource Gantt cards.

## **BI Catalog - Updates Made to Most Modules** (21.50685-3,4)

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### **Default Dashboard:**

- Added new Purchase Order Dashboard

### **Default Data Source changes:**

#### **Fields modifications:**

- folder "GL Companies" - added new fields "Rbq Num" and "Neq Num".
- folder "AP Vendors" - added new field "Payment Purpose Code".
- folder "AP Invoices" - added new fields "Deposit Amt" and "Workflow Status".
- folder "AP Checks" - added new fields "Nvp Pay Batch Id" and "Down Payment Flag".
- folder "AP Voucher Distributions" - added new field "Deposit Amt".
- folder "AP Voucher Payments" - added new field "Rev Code".
- folder "AR Tax Codes" - added new fields "Reverse Chrg Flag", "Authorities Code", "Description", "Eng Translation".
- folder "JC Jobs" - added new fields "Phs Template Code", "Apply Phs Template Flag", "Show Cost Amt Wip Flag".
- folder "JC Transactions" - added new field "Deposit Amt".
- folder "JC Contract Forecast Detail" - added new field "Unposted Pci Spent Amt".
- folder "JCBI Cost Status Query" - folder renamed to "JCBI Cost Status Snapshot".
- folder "SC Subcontract Headers" - added new fields "Deposit Pct", "Deposit Amt", "Deposit Approval Date".
- folder "SC Subcontract SOV Details" - added new fields "Cont Deposit Pct", "Cont Deposit Amt", "Curr Deposit Pct", "Curr Deposit Amt", "Prev Deposit Amt", "Prev Deposit Pct".



- folder "SC Vendors" - added new field "Payment Purpose Code".
- folder "SC Control" - added new field "Deposit Approval Flag".
- folder "SC Voucher Details" - added new fields "Deposit Amt", "Workflow Status".
- folder "CM PCI Detail" - added new field "Markup Flag".
- folder "CM PCI Header" - added new fields "Workflow Status", "Allow Cost Flag".
- folder "CM PCI Detail - Unposted" - added new field "Markup Flag".
- folder "CM PCI Header - Unposted" - added new field "Allow Cost Flag".
- folder "CM Posted PCI Detail" - added new field "Markup Flag".
- folder "CM Posted PCI Header" - added new field "Allow Cost Flag".
- folder "CM Detail Original Budget Posted" - added new field "Markup Flag".
- folder "CM Master Original Budget Posted" - added new field "Allow Cost Flag".
- folder "JB Contract Headers" - added new field "Remit Details".
- folder "JB Risk Management Codes" - added new field "Amt".
- folder "JB Risk Management Rates" - added new field "Amt".
- folder "JBB Transaction Detail Query" - added new field "Comp Code".
- folder "PO Blanket Purchase Order Headers" - added new fields "Wkfl Status", "Wkfl Signed Date", "Wkfl Routing Comp", "Wkfl Routing Job".
- folder "PRM Transactions" - added new field "Exchg Curr Code".
- folder "PY Employee Master" - deleted fields "Salary Frq" and "Monthly Salary".
- folder "PY Employee Pay History" - added new fields "Exchg Curr Code", "Exchg Rate".
- folder "PY Employee Time Sheets" - added new field "Exchg Curr Code".
- folder "PY Trades Codes" - added new field "Apprentice".
- folder "PY Control File" - added new field "Use Work Comp Curr Flag".
- folder "PM Projects" - added new field "Pre Win Proj Code".
- folder "PM Documents" - added new fields "Sheet Number", "Location Code", "Trade Name".
- folder "PM History" - added new fields "Required Reviewer Flag", "Seq Num".
- folder "PM Journal Headers" - added new field "Wf Approval Status".
- folder "PM Project Partners" - added new fields "Approver Partner Code", "Approver Partner Type", "Approver Cont Code".
- folder "PM Submittals" - added new fields "Curr Review Start Date", "Curr Review End Date", "Curr Review Lead Time", "Review Start Date", "Review End Date", "Review Lead Time".
- folder "DRW Drawings" - added new fields "Location Code", "Sheet Number 1", "Trade Name".
- folder "DRW Annotations" - added new field "Thumbnail Available Flag".
- folder "DRW Documents" - added new fields "Location Code", "Sheet Number", "Trade Name".
- folder "OM Project Table" - added new field "Pre Win Proj Code".
- folder "OMBI Opportunity Query" - added new fields "Job Orig Contract Amt", "Job Contract Amt".
- folder "SP References" - added new fields "Clv Value Code1", "Clv Value Code2", "Clv Value Code3", "Clv Value Code4", "Clv Value Code5", "Clv Value Code6".
- folder "WO Jobs" - added new fields "Phs Template Code", "Apply Phs Template Flag", "Show Cost Amt Wip Flag", "Certrep Email".
- folder "PM Document Types" - added new fields "Sheet Num Title", "Location Code Title", "Trade Name Title", "Sheet Num Active Flag", "Location Active Flag", "Trade Name Active Flag".
- folder "PM Security Roles" - added new field "Internal Only Flag".
- folder "From Project Partner" - added new fields "Approver Partner Code", "Approver Partner Type", "Approver Cont Code".
- folder "To Project Partner" - added new fields "Approver Partner Code", "Approver Partner Type", "Approver Cont Code".

- folder "Responsible Project Partner" - added new fields "Approver Partner Code", "Approver Partner Type", "Approver Cont Code".

***Added new folders:***

- "PYBI Timesheet Query"
- "Py Bi Ca Det"
- "Py Bi Ca Hours"
- "Py Bi Ca Payment"
- "Py Bi Ca Sum"
- "REST API Audit"
- "AR Tax Codes 1"
- "AR Tax Codes 2"
- "AR Tax Codes 3"

***Added new Joins between folders:***

- "JCBI Phase Unit Summary - Earned Value" and "JC Jobs"
- "JC Jobs" and "PO Purchase Order Headers"
- "PO Purchase Order Detail" and "JC Jobs"
- "PO Purchase Order Detail" and "PO Free Form Item Detail"
- "PO Purchase Order Detail" and "IV Item Master"
- "PO Purchase Order Headers" and "PO Purchase Order Batches"
- "PM RFIs" and "Responsible System Contact"

## **BI Catalog - Updates Made to JC,SD,PM** (21.50685-5,6)

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**New Default Dashboards:**

"Expected RFI Dashboard", "Expected Cost Dashboard", "Project and Employee Map"

**Default Data Source changes:**

**Added new folders:**

JC Expected Cost 1  
JC Expected Cost 2  
JC Expected Cost 3  
Comparison Project List  
Comparison Project List IDs  
Comparison Project Details  
PM Expected RFI Counts

**Deleted folders:**

SD System Privileges  
PM Programs  
PM Project Privileges

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# BI Dashboard Builder

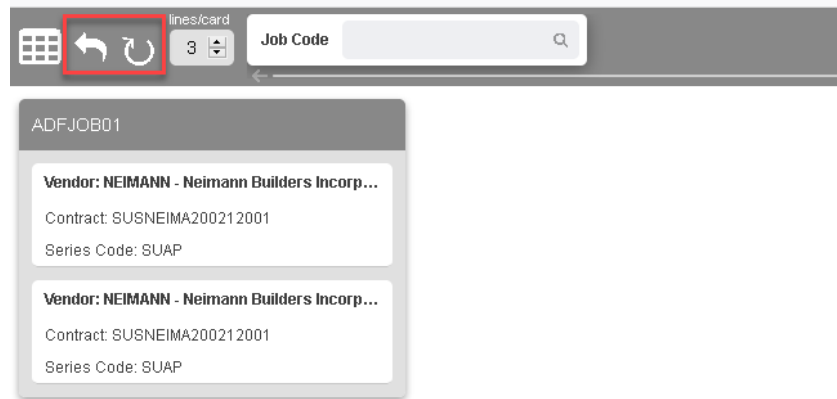
## BI Dashboard (19.69431 – 602-618)

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### Enhancements

- Added BACK and REFRESH buttons to the Card View.

The [Back] button is available only when a “drill-in-place” has occurred.



- Calculated Fields
  - The **switch function** can be used to replace blank values with a field reference or a constant. This feature is supported for all data types.

The switch function converts a field reference's values against a list of values and returns one of multiple possible result.

Syntax:

*switch(<field reference>, <value>, <result>[, <value>, <result>]...[, <else>])*

The data type of the field reference must be the same as the comparison value's data type. The data type of the result must be the same as the calculated field's data type. The blank() function can be used in place of the comparison value.

### Expression Examples

*New Amount A = -15 \* ('Folder 1'[Amount 1] - 'Folder 2'[Amount 2]) / 'Folder 3'[Amount 3] + 29.76*

*New Amount B = 100 \* switch('Folder 2'[String Field], blank(), -1, "One", 1, "Two", 2, "Three", 3, 0)*

*Status = "Status: " & switch('Folder 2'[Amount 2], blank(), "Undecided", 1, "Approved", 2, "Denied", "Other")*

*Two Lines = "Line 1\nLine2"*

*Address = 'Folder 1'[Address Line 1] & "\n" & 'Folder 1'[Address Line 2]*

*Full Name = 'Folder 1'[First Name] & " " & 'Folder 2'[Last Name]*

*Message = "The file \" & 'Folder 1'[File Name] & "\" is located at C:\\Temp\\"*

- Added the **date function** that returns the specified date in the DATE data type.

Syntax:

date(<year>, <month>, <day>)

+ year: a number representing the year.

+ month: a number from 1 to 12 representing the month.

+ day: a number from 1 to 31 representing the day.

### **Notes on Calculated Fields**

BI supports calculated fields for all visualizations.

#### *Rules:*

- A calculated field may not be created from another calculated field.
- A calculated field's data type may be number, date, string or URL..
- To construct a number calculated field, the following arithmetic operators are supported:
  - + (addition)
  - (subtraction)
  - \* (multiplication)
  - / (division)

- To construct a string or URL calculated field, the operator & is used for concatenation.

- A field reference is constructed in the following format:

‘Folder Name’[Field Name]

The folder name part is enclosed in single quotes ‘ and the succeeding field name part is enclosed in square brackets []

- When constructing a string or URL calculated field, the values of a number/date field reference is converted to string using the field's default format pattern.

- String literal is enclosed in double quotes “

- In a string literal, a double quote can be specified as \", a line break can be specified as \n and the escape character \ can be specified as \\

### **Defects Resolved**

- Dashboard/page filters cannot filter other visualizations using a visualization calculated field (a calculated field created on dashboard builder).

Resolution: Since a visualization calculated field is localized to the page filter, it cannot be used to filter other visualizations. Disable the ability to create visualization calculated fields in a page filter.

- Unable to export a table to Excel when the table contains a calculated column – resolved.
- Issue 20.32578: PDF export prints [Blank] on inactive subtotal cells.
- Changes for issue 20.27270 (When a table data value of group sorted cell is null, display it as [Blank] on ADF, Excel and PDF) are causing too many side effects, including issue 20.32578 above. Resolution: Revert changes for issue 20.27270.
- Table visualization raises error when it contains an aggregated column and an aggregated filter from the same field.
- The default canvas export module releases default canvas containing cards referencing invalid dashboards (not exist or not default). Resolution: Add validation for this condition, stop the process and produce a detail HTML error report (see attachment).
- The default dashboard export module releases default dashboards containing invalid drill-in-place or invalid visual references (not exist or not default). Resolution: Add validation detecting default dashboard containing drill-in-place or visual reference point to:

- A non-default dashboard
- A dashboard that does not exist
- A visualization that does not exist

stop the process and produce a detail HTML error report (see attachment).

## **BI Dashboard** (19.69431 – 619-638)

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### **Enhancements**

- Change Dashboard/Query Builder banner
- Add Crosstab Visual for experimental mode only.
- Enhance validation for visualization calculated field switch function for the date data type.

### **Defects Resolved - Analytics**

- default canvas export validation is always false.
- default canvas and default dashboard export validation is always false.

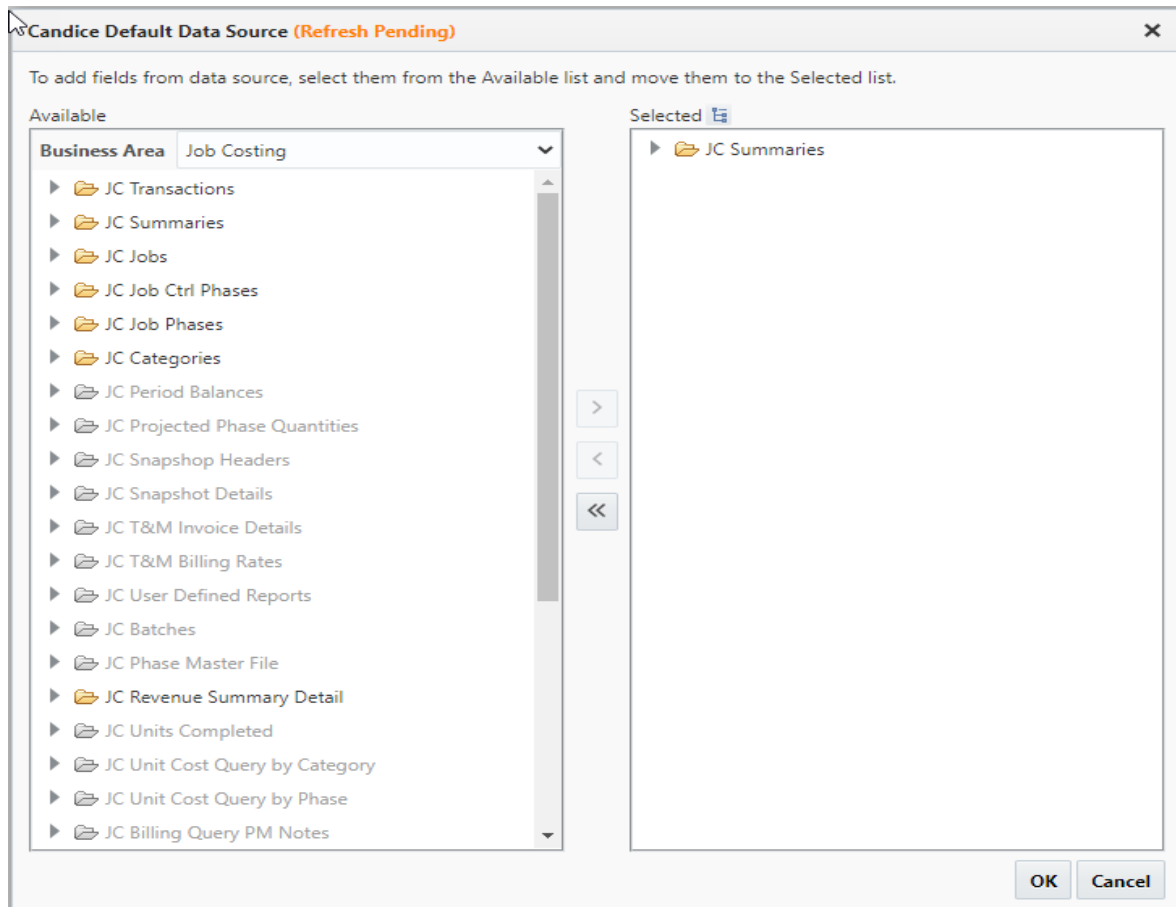
## **BI Dashboard – Asynchronous Data Refresh** (19.69431 – 639,640)

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### **Changes:**

- Crosstab: Added "Drill in Place", removed sort panel, remove disable autoloading data, swap rows and columns, add auto row-column sort
- Display "(Refresh Pending)" for data source that is queued for refresh.

For performance reasons, data source refresh is asynchronous. Dashboard users are not blocked waiting for a data source refresh. When a data source is queued for refresh, the **(Refresh Pending)** suffix is added to the data source name on the fields selection popup.



## BI Dashboard - Dashboard Filter as Context Variable (19.69431 – 641,642)

### Changes made:

When a dashboard filter (page filter) is a context variable<sup>1</sup>, any changes to its value or when it is removed, will refresh all visualizations that are affected by the context variable<sup>2</sup>.

<sup>1</sup> A dashboard filter is a context variable when its property Format -> Context Variable contains a context variable name.

<sup>2</sup> A visualization is affected by a context variable when one of its folders contains the context variable name. For more information about

### Example:

Account Code  
1000.100

**Account Code dashboard filter is also a context variable, named ACC\_CODE**

Visualizations ?

Fields ▾ ▲

GL Accounts

Label

Context Variable ACC\_CODE ?

Drill-down ?

Layout

Alignment Center ▾

Field Width 200 px

CONTEXT VARIABLE EXAMPLE

Company Code ZZ Year 2,020.00 Account Code 1000.100

Comp Code	Debit Amt	Credit Amt	Acct Description
ZZ	43.00	0.00	DKI39
ZZ	86.00	0.00	DKI57
ZZ	794.53	0.00	DKI44
ZZ	5,000.00	0.00	DKI50
ZZ	24,555,002.62	4,798,086.36	
	24,560,926.15	4,798,086.36	

**This folder can consume context variable ACC\_CODE. When the Account Code dashboard filter value changes or when the filter is removed, this table visual is refreshed.**

Visualizations ?

Fields ▾ ▲

GLBI Transactions with Year Pe...

Column

Comp Code ▲ ▾

Debit Amt ▾ ▲

Credit Amt ▾ ▲

Acct Description ▲ ▾

Drag data fields here

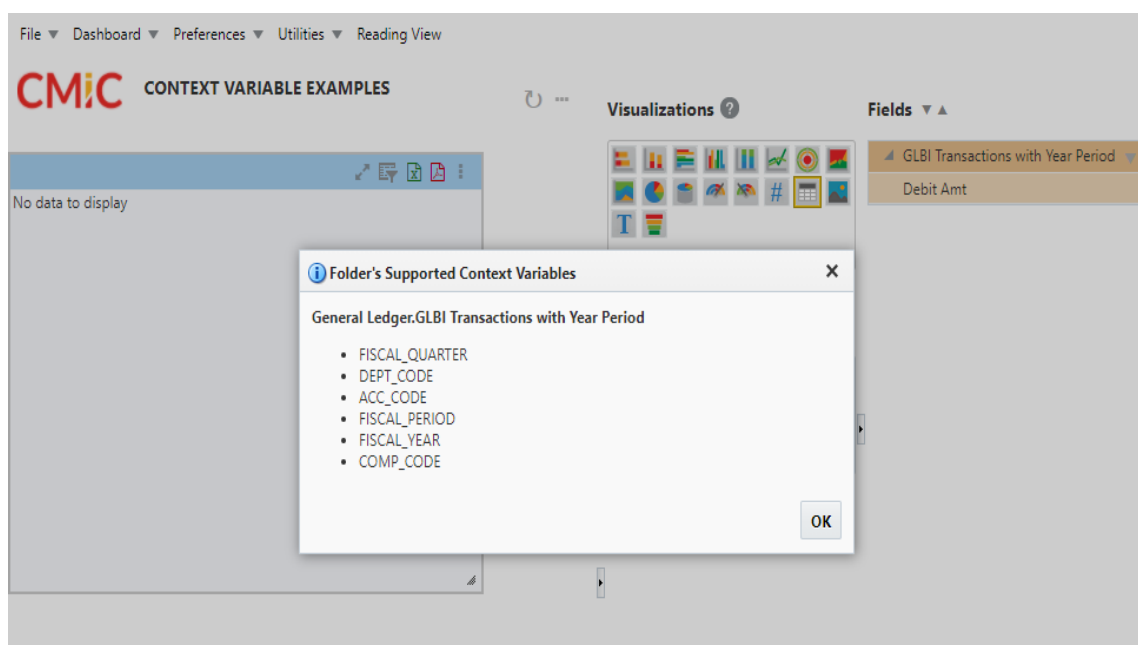
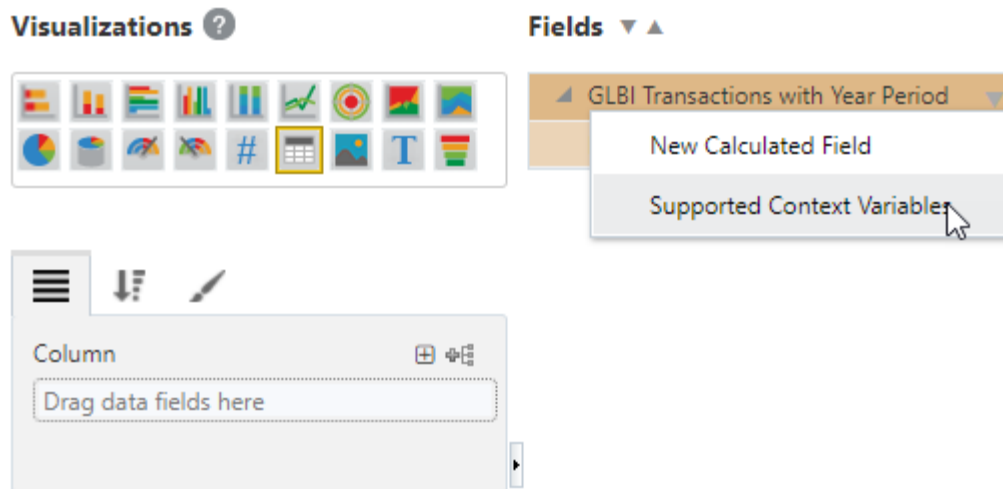
## BI Dashboard – Supported Context Variable (19.69431 – 643,644)

### Defects Resolved:

Issue 20.35822: BI Reports Exporting Differently in Excel Than Formatted.

### Enhancements:

For dashboard designers without access to Catalog Builder, a folder's supported context variables are also available on Dashboard Builder.



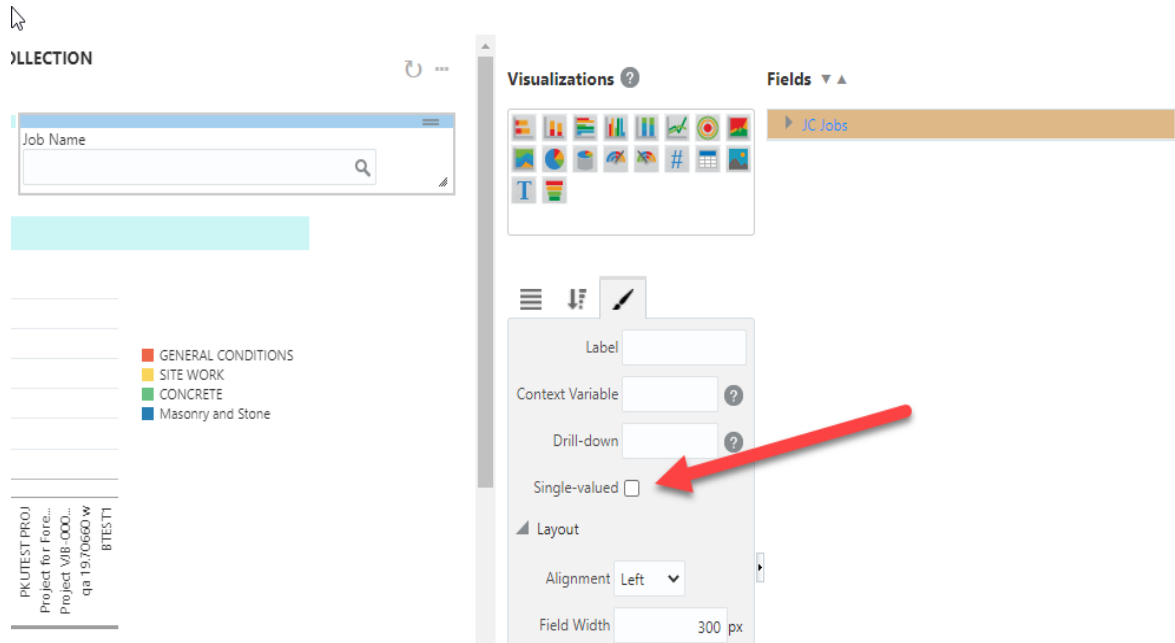
## BI Dashboard – Page Filter – Added Support for Single-valued (19.69431 – 651,652)

### Changes:

- **Crosstab:** -- Add total/subtotal  
-- Allow total/subtotal cell to be drillable



- Add total/subtotal configuration (visible, label, font weight, font color, background color)
- Add custom label for column/row/value
- Add sort order option (ascending/descending)
- Add custom format for column/row/value
- Dashboard/page filter: added support for single-selection only. The **Single-valued** setting is available for dashboard designers to indicate that the filter can use a single value only. This enhancement is especially needed when using legacy parameterized views with context variables in BI. There are many instances when the legacy views cannot consume multi-valued context variables.



## BI Dashboard Crosstab Visualization Added (19.69431 – 654,655)

### Enhancements:

Added the **Crosstab** visualization. For subtotal/total to be available, all “Values” fields must use one of the following aggregations:

- Count
- Count (Distinct)
- Sum

Example:





**Query Builder**

File Query Preferences Utilities Reading View

CMiC

Year

Pivot Items

**ACCOUNT BALANCES**

Fiscal Period 8 Account Type

Account Code Account Name

00 - Company Level	10001	Bank- \$USD Operating Account
00 - Company Level	10001	Bank- \$USD Operating Account
00 - Company Level	10001	Bank- \$USD Operating Account
00 - Company Level	10001	Bank- \$USD Operating Account
00 - Company Level	10002	Payroll Transactions
00 - Company Level	10002	Payroll Transactions
00 - Company Level	10002	Payroll Transactions
00 - Company Level	10002	Payroll Transactions
00 - Company Level	10003	Bank- \$CAD for US Companies
00 - Company Level	10003	Bank- \$CAD for US Companies
00 - Company Level	10003	Bank- \$CAD for US Companies
00 - Company Level	10003.01	F/X - \$CAD-\$USD
00 - Company Level	10003.01	F/X - \$CAD-\$USD
00 - Company Level	10003.01	F/X - \$CAD-\$USD
00 - Company Level	10004	Bank- \$USD Lockbox Account

**Visualization Properties**

Identifier fiscal\_year

Context Variable ☒ ?

Label Year

Data Type DATE

Ignore Time ☒

Alignment Center

Field Width 200 px

Width 234

Show Border ☐

**Query Builder**

File Query Preferences

CMiC

Year

Pivot Items: Company Fiscal Period 8 Account Type

Department Account Code Account Name

00 - Company Level	10001	Bank- \$USD Operating Account
00 - Company Level	10001	Bank- \$USD Operating Account
00 - Company Level	10001	Bank- \$USD Operating Account
00 - Company Level	10001	Bank- \$USD Operating Account

**Context Variable**

Check to indicate that the substitution variable is a context variable. Based on the identifier, the table below lists the context variable name(s) that is assigned this substitution variable's value. Each character "|" inside a context variable value is encoded to @pipe#.

Context Variables	Context Variable Format
FISCAL_YEAR,FISCAL_YEAR_TIME	YYYY-MM-DD,YYYY-MM-DD HH24:MI:SS

**Visualization Properties**

Identifier fiscal\_year

Context Variable ☒ ?

Label Year

Data Type DATE

Ignore Time ☒

## BI Dashboard - Dashboard Filter Enhancements (19.69431- 682,683,686)

Enhancements:

- Dashboard filter: Support an optional Description plotting field. The values of the Description field will be displayed within the list (LOV) instead of the values of the Filter By field. This feature allows dashboard designers to:

1. Optimize performance by using an indexed code or oraseq for the Filter By field. This usage is highly recommended.
2. Provide a user-friendly list by using the Description field.

Add Selected Value(s) Details popup to display the selected Filter By values and Description values in detail.

- Dashboard filter: Support visualization calculated field for the Description plotting field.

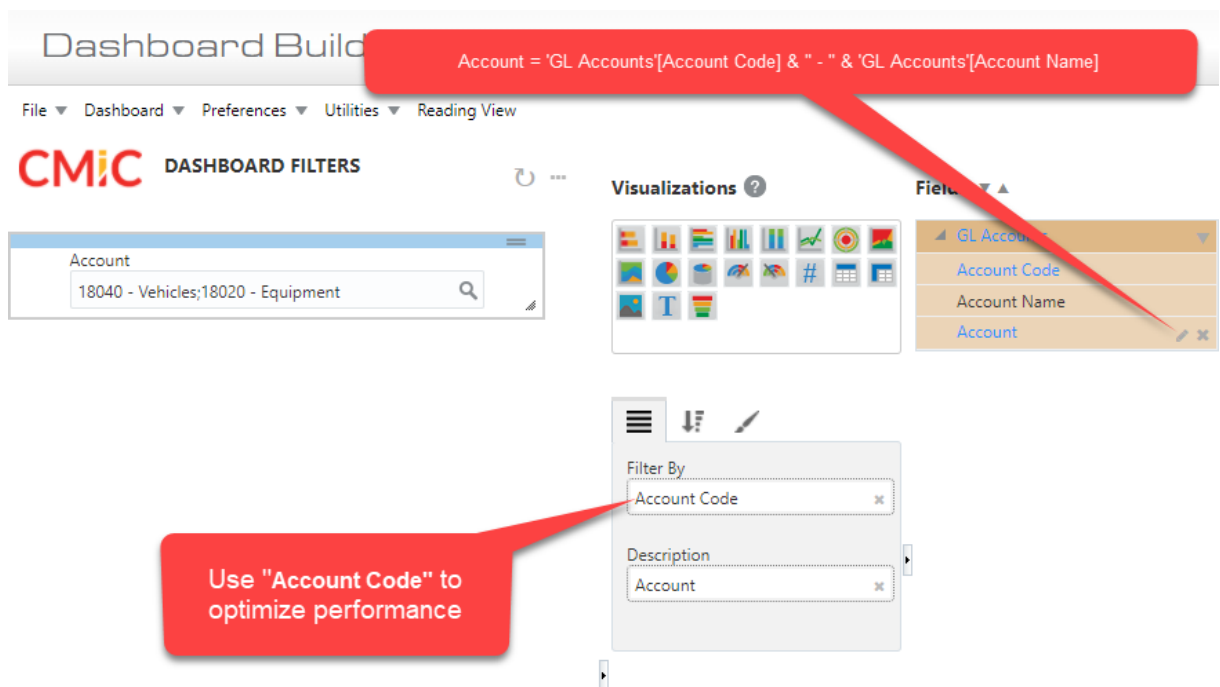
- Dashboard filter: Support filter by [Blank] or NULL. The value [Blank] is displayed in the list (if exists) for selection.

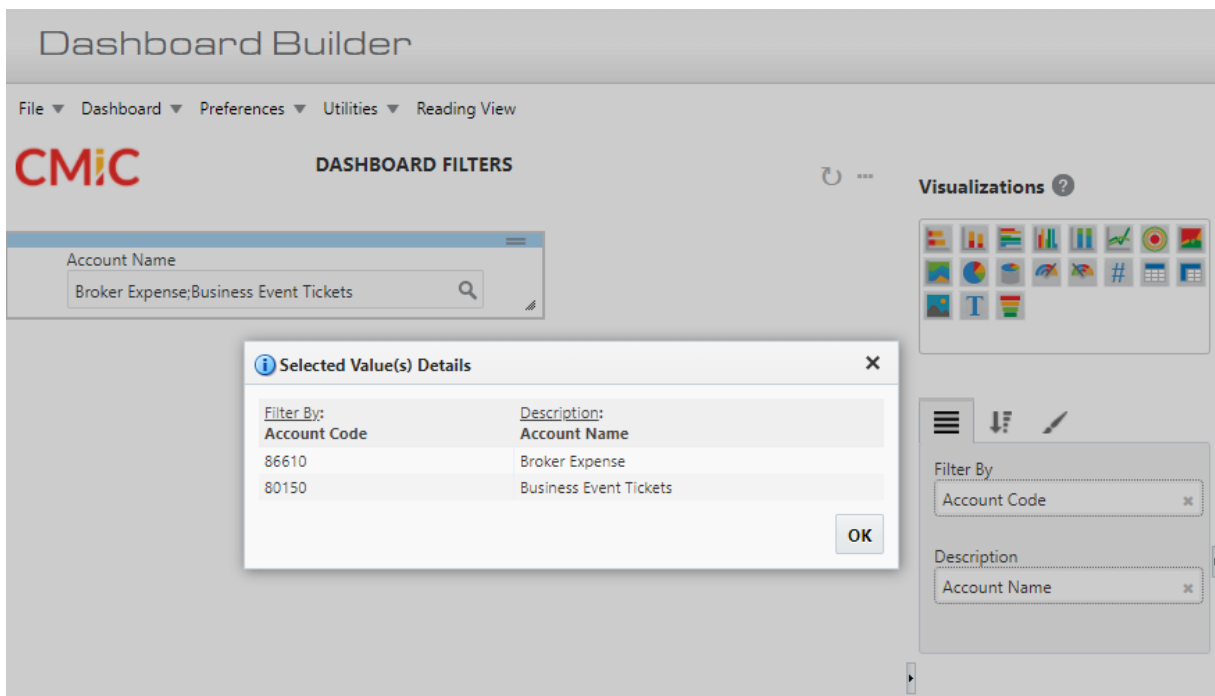
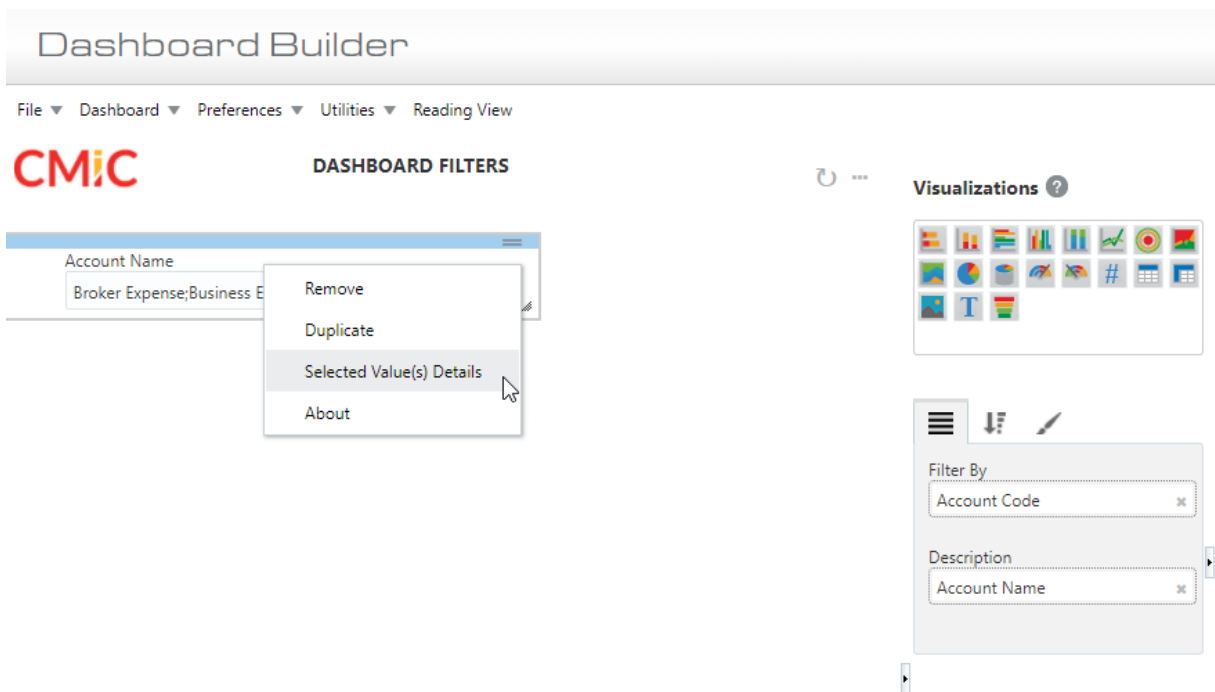
- In the Supported Folder's Context Variables popup: Display context variable attributes (Value Required, Single-valued). These attributes are specified in Catalog Builder.

-- When a context variable is "Value Required", the underlying SQL view of the folder will only return data when it receives the context variable with a value. It is recommended that any dashboard filters representing the context variable should be labelled as required or mandatory.

-- Unless a context variable can have more than one value at one time (as specified in Catalog Builder), it is assumed to be single-valued. Any dashboard filter(s) representing a single-valued context variable is automatically single-valued. Multiple value selection is disabled and the dashboard filter's Single-valued property is automatically checked.

- When default dashboards and queries are released, clear all selected values of table pivot items but keep all selected values for dashboard filters and substitution variables.





### Query Builder

File ▾ Query ▾ Preferences ▾ Utilities ▾ Reading View

#### GL TRANSACTION DRILL DOWN

Company (Required)  Department  Account (Required)

Year  Period

Company Department Account Code

No data to display

**Visualization Properties**

Column

- Fiscal Year
- Fiscal Period
- Company

**Fields**

- GL Companies
- GL Accounts
- GL Periods
- GLB Transactions with Year Pe...

**Folder's Supported Context Variables**

General Ledger.GLB Transactions with Year Period

Context Variable Name	Value Required	Single-valued
ACC_CODE	Yes	Yes
COMP_CODE	Yes	No
DEPT_CODE	No	Yes
FISCAL_PERIOD	No	No
FISCAL_QUARTER	No	No
FISCAL_YEAR	Yes	Yes

OK

When a context variable is "Value Required", it is recommended that any dashboard filters representing the context variable should be labelled as required or mandatory.

### Dashboard Builder

File ▾ Dashboard ▾ Preferences ▾ Utilities ▾ Reading View

**CMiC** **DASHBOARD FILTERS**

Postal Code

**Visualizations**

**Fields**

- AP Vendors

**Search and Select Postal Code**

- [Blank]
- 02108
- 02116
- 03062
- 05765
- 06183
- 06510
- 07928
- 10001
- 10002
- 10003
- 10005
- 10006
- 1011 PN
- 1018

\*Hold the Ctrl or Shift key to select multiple rows

Support filter by [Blank] or NULL

**Filter By**

Postal Code

**Description**

Drag data fields here

## BI Dashboard – Correction of Calculated Visualization Dropdown Lists (19.69431-687)

---

Defects resolved:

- In the calculated column and calculated visualization field popups, the insert dropdown lists did not work in certain browser versions.

Resolution: Use the dropdown lists for selection only. A button is added to each list to explicitly insert the selected value.

Create Column ?

- Select Function - + - Select Column - +

New Column =

Validate OK Cancel

Messages

Create Field ?

Data Type STRING Default Format Default - Select Function - + - Select Field - +

New Field =

Validate OK Cancel

Messages



## BI Dashboard – Table Visualization; Deep Linking for Filters (19.69431-689)

### Changes:

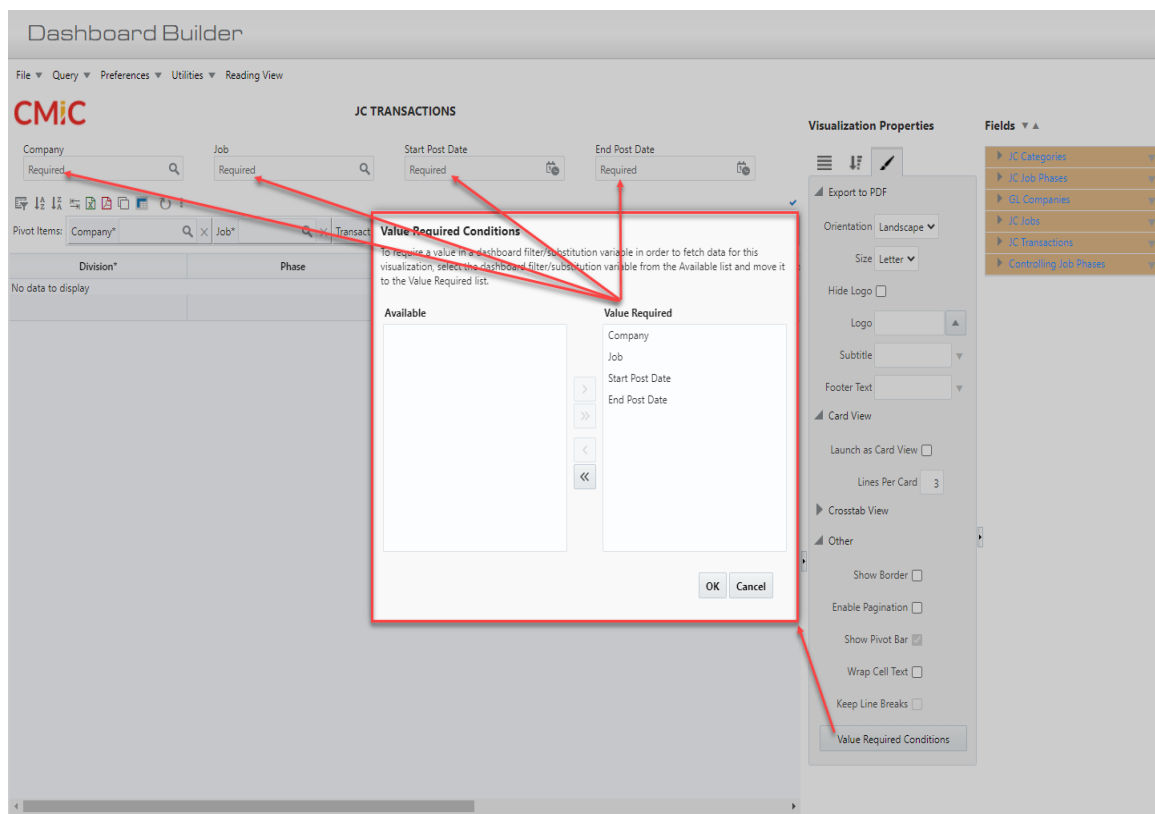
- Table visual: When a column's label is used in a calculated column expression, its label is not allowed to change.
- Add deep linking feature for dashboard filters that use the description plotting field (ex: GL Transaction Drilldown query).

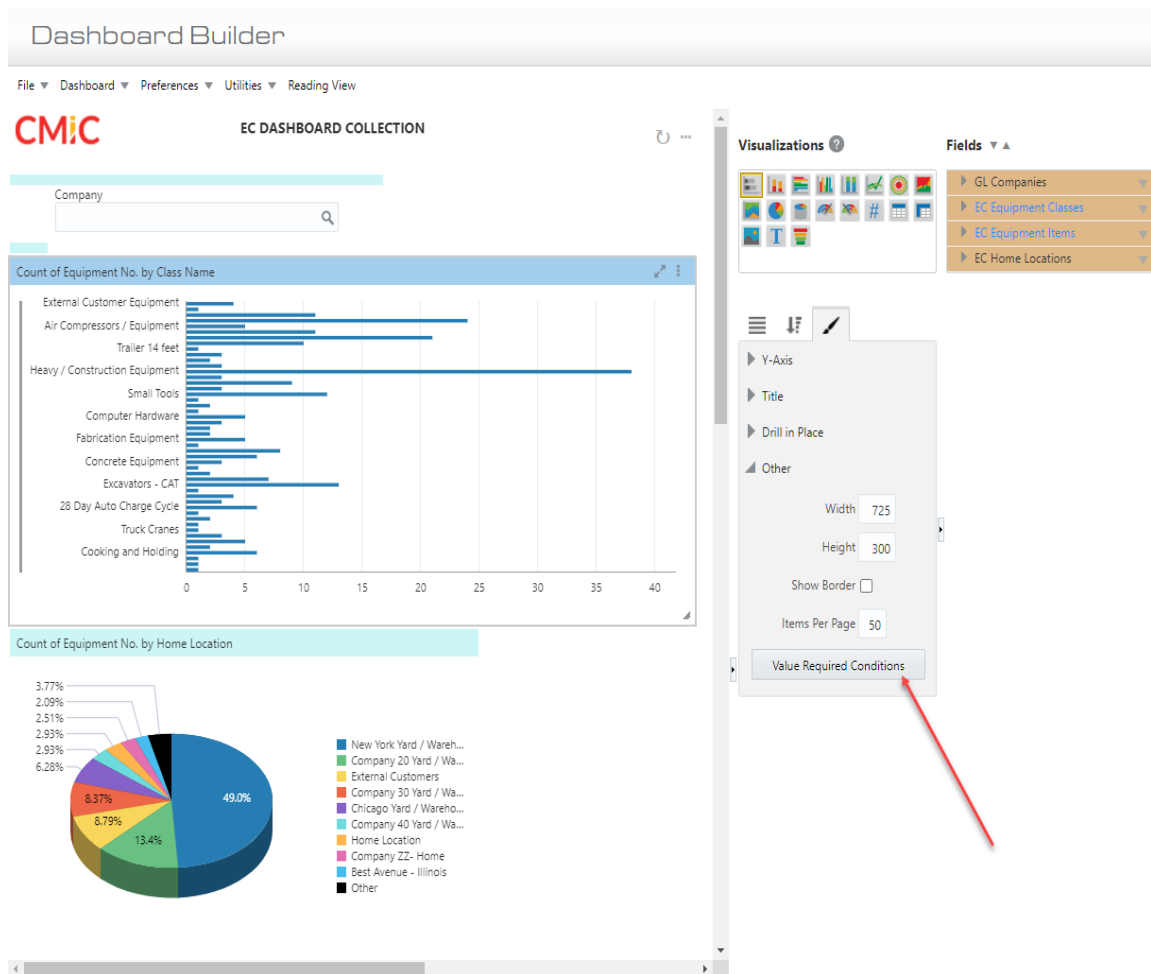
## BI Dashboard – Visualizations Require Value (19.69431-692, 693)

### Enhancements:

- Allow visualizations to require a value in a dashboard filter/substitution variable in order to fetch data. When a value required dashboard filter/substitution variable is empty, the dependent visualization data is cleared.

\*This feature is necessary for visualizations that cannot run without being filtered because the dataset is too large.





## BI Dashboard – Crosstab Enhancements; Defects Resolved (19.69431-695,696)

### Defects Resolved

- An error occurs when a visualization requires a value in an incomplete dashboard filter/substitution variable.

For examples:

- When a dashboard filter does not have a Filter By field.
- When a substitution variable does not have an Identifier.

- Table Visual: Excel export and PDF export does not respect the “Value Required Conditions”.

### Crosstab Enhancements

- Add layer selection.

- Add the split view functionality. In a split view, the crosstab is split into multiple panes vertically and/or horizontally, facilitating a side-by-side viewing of rows or columns not located next to each in the crosstab.

## Crosstab View Layer Selection

**CMiC** **AR INVOICES CROSTAB**

Company:  Invoice Date Year:

Layers:

	Invoice Amount				
	2021	Feb 2021	Mar 2021	Apr 2021	Total
City of...	2,000.00				2,000.00
Golden...	3,090.00	103.00			3,193.00
Midland Contractors	5,000.00				5,000.00
PCL Constructors Inc.	4,567.38				4,567.38
Southwest Gas Corp				7,500.00	7,500.00
SW Gas - Nevada				2,500.00	2,500.00
SW Gas - Tucson				5,000.00	5,000.00
x2business partner			200.00		200.00

Layers menu options: Show All, Customer Code, Customer Name, Invoice Date Month

## Crosstab Visualization Layer Selection

**Dashboard Builder**

File ▾ Dashboard ▾ Preferences ▾ Utilities ▾ Reading View

**CMiC** **INVOICE CROSTAB**

Visualizations:

Fields: GL Companies ▾ AP Business Partners ▾ AP Invoices ▾

		30 Apr 2020		Im	
		1-TX203		1-TX208	
		Invoice Amt	Paid Amt	Invoice Amt	Paid Amt
10 - CMiC Construction R12 TEST	14595 - Northwest Lasers, Inc.			2,000.00	1,800.00
	18020 - All American Tile Inc.	12,000.00	11,200.00		12,000.00

Layers menu options: Company, Vendor, Invoice Date, Invoice No, Refresh, Get Link..., Remove, Duplicate, Replace..., About

Rows: Company, Vendor, Drag data fields here

Columns: Invoice Date, Invoice No, Drag data fields here

Values: Invoice Amt, Paid Amt, Drag data fields here

## Column Only Split View of Crosstab Data

CMiC

AGED PAYABLES CROSTAB

Company:

Due Date: Year:

Layers

		2018										2019														
		18	Mar 2018	Apr 2018	May 2018	Jun 2018	Jul 2018	Aug 2018	Sep 2018	Dec 2018	Jan 2019	Mar 2019	May 2019	Jun 2019		19	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020					
001	test																									
0100	Midland Contractors		408,356.75	213,819.26		19,577.51	292,550.61	500.00					20.00					5,000.00	5,000.00	9,900.00						
01031006	TMM Mechanical Inc.		768.95	768.95	4,613.65	1,537.90	1,537.86								52,250.00	1,900.00		213,768.90	4,337.70	95.00						
0140	Excelsior Concrete														9,000.00				3,000.00							
01ARCH	Arrow Chane Architects			26,125.00															495.00	300.00						
0212	Diamond Contracting		1,530.00	1,953,402.76		12,700.00	87,811.00	90,450.00	4,500.00		960,700.00	500.00			74,900.00	7,250.00	900.00			2,110.50						
02940	Staples - USA																									
02941	Staples Canada																									
03200	City of Charlotte																									
033	HESS Construction																900.00		43,000.00							
0401	Mason's Masonry	.70	14,670.00	5,850.00	20,250.00	3,600.00	11,016.00	5,489.10	9,900.00					15,000.00	12,000.00	11,370.60		18,000.00		4,500.00						
0430	Woody's Wood Services	.00			7,757.82	3,557.20	2,942.00							2,000.00	10,000.00			23,850.00	1,000.00	8,100.00						
100	keele																		9,000.00							
1000060	Buffalo Bills, LLC																		13,500.00							
10-001	Sun Life Group														8,000.00		200.00		12,150.00							
10-003	AK Air Conditioning Inc.		450.00									4,507.70	25,100.00	400.00	9,000.00	350.00			6,300.00							
100101	Touchstones Supply							59,125.00					50.00		7,339.50											
10844	Microdesk, Inc.															28,710.00			900.00							
10TILE	Champion Tile																									
110588	Minto Group Ltd																		36,500.00							
1121	Lee's Electrical Inc																1,000.00		54,540.00							

CMiC

AGED PAYABLES CROSTAB

Company:

Due Date: Year:

Layers

		2017										2019											
		7	Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017	Jul 2017	Aug 2017	Sep 2017	Oct 2017	Jan 2019	Mar 2019	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	
001	test																						
0100	Midland Contractors													20.00		1,001,000.00	1,260.00		5,000.00	5,000.00	9,900.00		
01031006	TMM Mechanical Inc.			950.00			413,950.73									52,250.00	1,900.00		213,768.90	4,337.70	95.00		
0140	Excelsior Concrete															9,000.00				3,000.00			
01ARCH	Arrow Chane Architects								927,961.21											495.00	300.00		
0212	Diamond Contracting	5	11,769.52	16,955.84	6,681.22	4,479.51	810.00	2,201.71	1,268,886.20	1,260.00	1,960,700.00	500.00				74,900.00	7,250.00	900.00				2,110.50	
02940	Staples - USA																						
02941	Staples Canada																						
03200	City of Charlotte																						
033	HESS Construction																	900.00		43,000.00			
0401	Mason's Masonry	0	6,516.00	21,708.00	4,500.00	7,281.00	40,725.00	8,928.00	8,982.00	2,151.00	15				15,000.00	12,000.00	11,370.60		18,000.00		4,500.00		
0430	Woody's Wood Services							21,683.35	18,402.89	24,323.95					2,000.00	10,000.00			23,850.00	1,000.00	8,100.00		
100	keele																			9,000.00			
1000060	Buffalo Bills, LLC																			13,500.00			
10-001	Sun Life Group															8,000.00		200.00		12,150.00			
10-003	AK Air Conditioning Inc.		1,000.00										4,507.70	25,100.00	400.00	9,000.00	350.00		6,300.00				
100101	Touchstones Supply													50.00		7,339.50							
10844	Microdesk, Inc.																28,710.00			900.00			
10TILE	Champion Tile																						
110588	Minto Group Ltd																			36,500.00			
1121	Lee's Electrical Inc																	1,000.00		54,540.00			

Horizontal scrollbars are visible as needed to scroll the split views

2019									
2017	Oct	Jan 2019	Mar	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct	
					1,001,000.00	1,260.00			
					52,250.00	1,900.00			213
					9,000.00				
260.00		1 960,700.00	500.00		74,900.00	7,250.00	900.00		

## Row Only Split View of Crosstab Data

CMiC

AGED PAYABLES CROSSTAB

Company

Due Date: Year

Layers

		2017												2018											
		7 Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017	Jul 2017	Aug 2017	Sep 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018	Jul 2018	Aug 2018	Sep 2018				
44922	Marriott																								
52001	United States Steel Corporation											230.00													
61003	Rosendin Electric																								
61004	Bode Concrete																								
6171	Cemstone for Concrete Inc.								22,500.00																
70415	Saddleback Materials Company, Inc.			1,200.00																	12,102				
72025	Sparkletts Drinking Water										762.82						690.63								
72902	Corporate Express America Inc.																500.00								
73249	US Concrete and Rebar																								
76182	Rebar, Inc																								
7896	Marina Landscape, Inc																								
81171	Sprint																								
82244	Verizon Wireless											3,548.52													
856000	Ace Structural Steel																								
90223	Coastal Construction - Miami											16,650.00			900.00										
90742	Cosco Fire Protection Inc.									31,500.00															
ATLAND	A1 Landscaping																								
ACME01	Acme Construction Corp																								
ALF	Aerial Experts LTD																								
AGM001	Agway Metals Inc.											4,954.50													
AGS001	Architectural Products Inc.																								

Company

Due Date: Year

Layers

		2017												2018											
		7 Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017	Jul 2017	Aug 2017	Sep 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018	Jul 2018	Aug 2018	Sep 2018	Oct 2018	Nov 2018	Dec 2018	
10844	Microdesk, Inc.																								
1011E	Champion Tile																								
110588	Minto Group Ltd										500.00	2,000.00													
1121	Lee's Electrical Inc																								
1159	Ace Supply Co. Inc.						15,300.00				1,546.25		540.00						3,387.00	250.00	100.00				
11719	Color Tech Painting Contractors Inc																								
1225	ICON Architects Inc																								
1333	Airgas Safety Inc.																								
1382	United Rentals Inc.																								
APART	Major Partner																								
APRTEST	April Test Partner																								
ARCVEN0	ARC Vendor 01																								
BAKER	Baker Construction Company Inc.												450.00	1,800.00											
BILLTR01	Bill's Trucking, Inc.																				174.39				
BP001	Business Partner 001																								
BP002	Business Partner 002																								
BROOK01	Brookfield Properties Inc.																								
CARLISLE	Carlisle Construction Inc.																								
CAS001	Canadian Springs																								
CC	Cangiano Construction																								
CHI001	City of Chicago											750.00													

Vertical scrollbars are visible as needed to scroll the split views

Vertical scrollbars are visible as needed to scroll the split views

1121	Lee's Electrical Inc																							
1159	Ace Supply Co. Inc.																							
11719	Color Tech Painting Contractors Inc																							
1225	ICON Architects Inc																							
1333	Airgas Safety Inc.																							
1382	United Rentals Inc.																							
76182	Rebar, Inc																							
7896	Marina Landscape, Inc																							
81171	Sprint																							
82244	Verizon Wireless																							
856000	Ace Structal Steel																							
90223	Coastal Construction - Miami																							
90742	Cosco Fire Protection Inc.																							

Height...

Width...

Unsplit View

## Column and Row Split View of Crosstab Data

CMiC

AGED PAYABLES CROSTAB

Company

Due Date: Year

Layers

		2018												2019											
		Nov 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018	Jul 2018	Aug 2018	Sep 2018	Dec 2018	Jan 2019	Mar 2019	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019			
2015	OCD Architecture																						700.00		
2017	ER Roofing																						630.00		
235-2495	Van Ert Electrical Company Inc.																								
2857	Triumph Construction, LLC																						2,700.00		
290950	Joe's Company																	855.00					585.00		
30841	Hawaiian Cement		460.00																						
34763	Harrington Electric Company								76,500.00																
37846	Lake Erie Electric Inc		180.00					952.32										300.00							
40005	T&B Demolition, LLC																								
44922	Marriott																								
52001	United States Steel Corporation		230.00															511.20					6,600.00		
61003	Rosendin Electric																								
61004	Bode Concrete																	2,128.50							
6171	Cemstone for Concrete Inc.																	25,000.00							
70415	Saddleback Materials Company, Inc.										12,102.00												14,220.00		
72025	Sparkletts Drinking Water							690.63											50.00						
72902	Corporate Express America Inc.							500.00																	
73249	US Concrete and Rebar																								
76182	Rebar, Inc																								
7896	Marina Landscape, Inc																	871.20							
81171	Sprint																						810.00		

**CMiC** AGED PAYABLES CROSTAB

Company:  Due Date: Year:

Layers

		2020												2019											
		Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017	Jul 2017	Aug 2017	Sep 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Mar 2018	May 2018	Jun 2018	Jul 2018	Aug 2018	Sep 2018	Oct 2018	Nov 2018	Dec 2018
1121	Lee's Electrical Inc																								
1159	Ace Supply Co. Inc.										3,387.00	250.00	100.00						200.00	27,190.56	200.00	4,285.00	190.00		29,900.00
11719	Color Tech Painting Contractors Inc																					45.00			765.00
1225	ICON Architects Inc																								3,450.00
1333	Airgas Safety Inc.																								4,860.00
1387	United States Steel Corporation																								
34763	Harrington Electric Company										76,500.00														
37846	Lake Erie Electric Inc																			300.00					
40005	T&B Demolition, LLC			30,000.00							10,704														
44922	Marriott																								
52001	United States Steel Corporation																								
61003	Rosendin Electric																			511.20					6,600.00
61004	Bode Concrete																								
6171	Cemstone for Concrete Inc.																			2,128.50					
70415	Saddleback Materials Company, Inc.										1,200									25,000.00					
72025	Sparkletts Drinking Water																								
72902	Corporate Express America Inc.																								
73249	US Concrete and Rebar			421.35																					
76182	Rebar, Inc			101,090.00																					
7896	Marina Landscape, Inc																								
81171	Sprint																								810.00

Scrollbars are visible as needed to scroll the split views

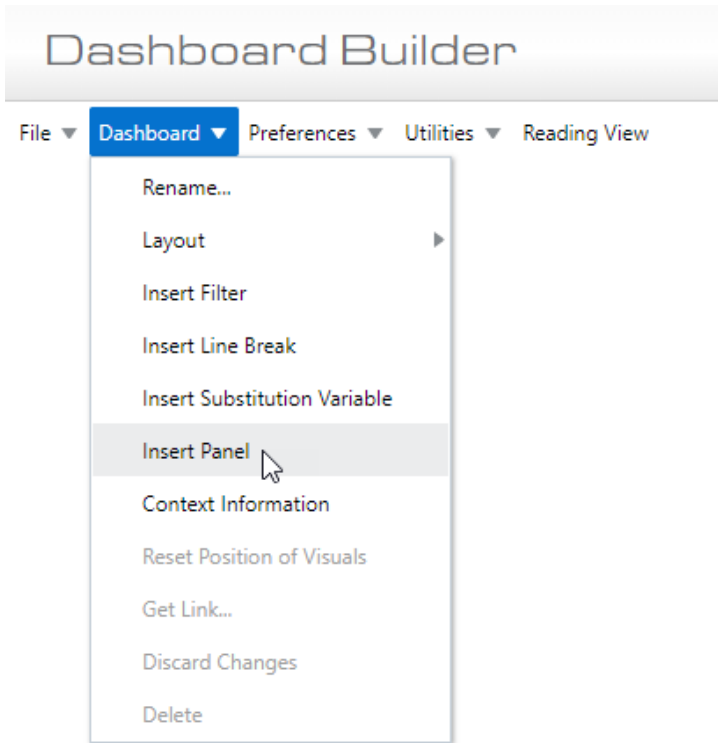
20							
Feb 2017	Mar 2017	Apr 2017	Jun 2018	Jul 2018	Aug 2018	Sep 2018	Dec 2018
				3,387.00	250.00	100.00	
			76,500.00				
		10,704					

Unsplit View

### BI Dashboard – Panel Visualization (19.69431-698,699,700)

- Added the panel visualization. A panel is a container in which to arrange and group visualizations in a flow layout dashboard. The visualizations inside a panel are arranged in fixed layout.

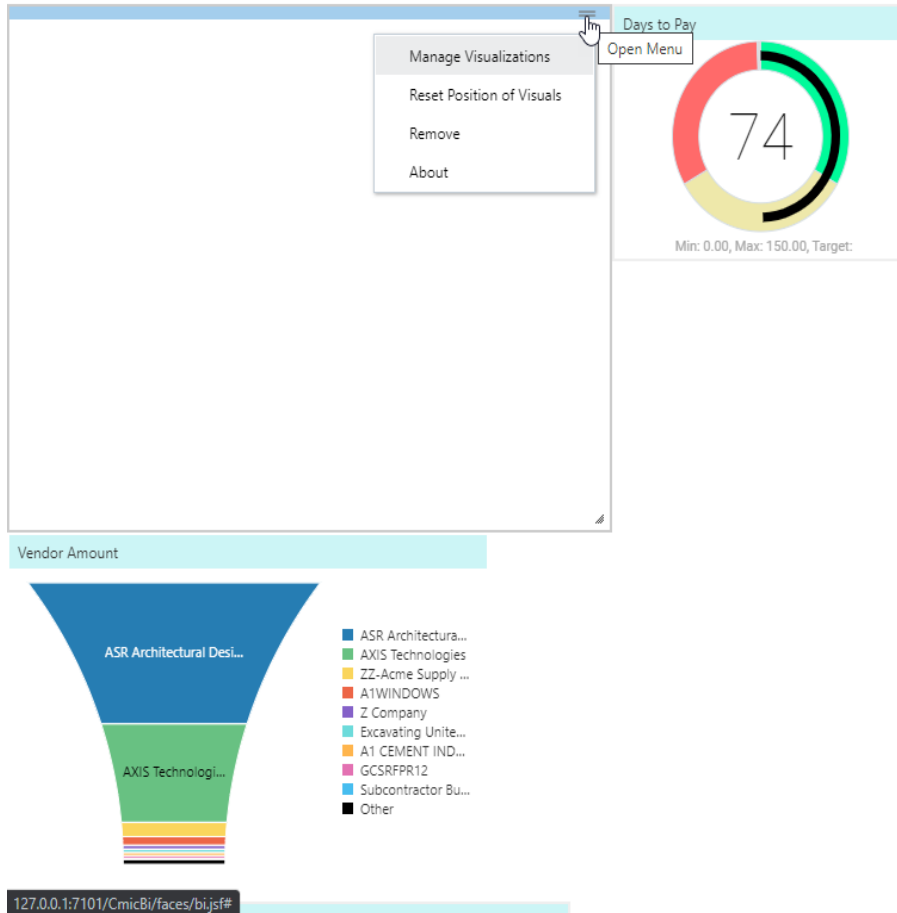


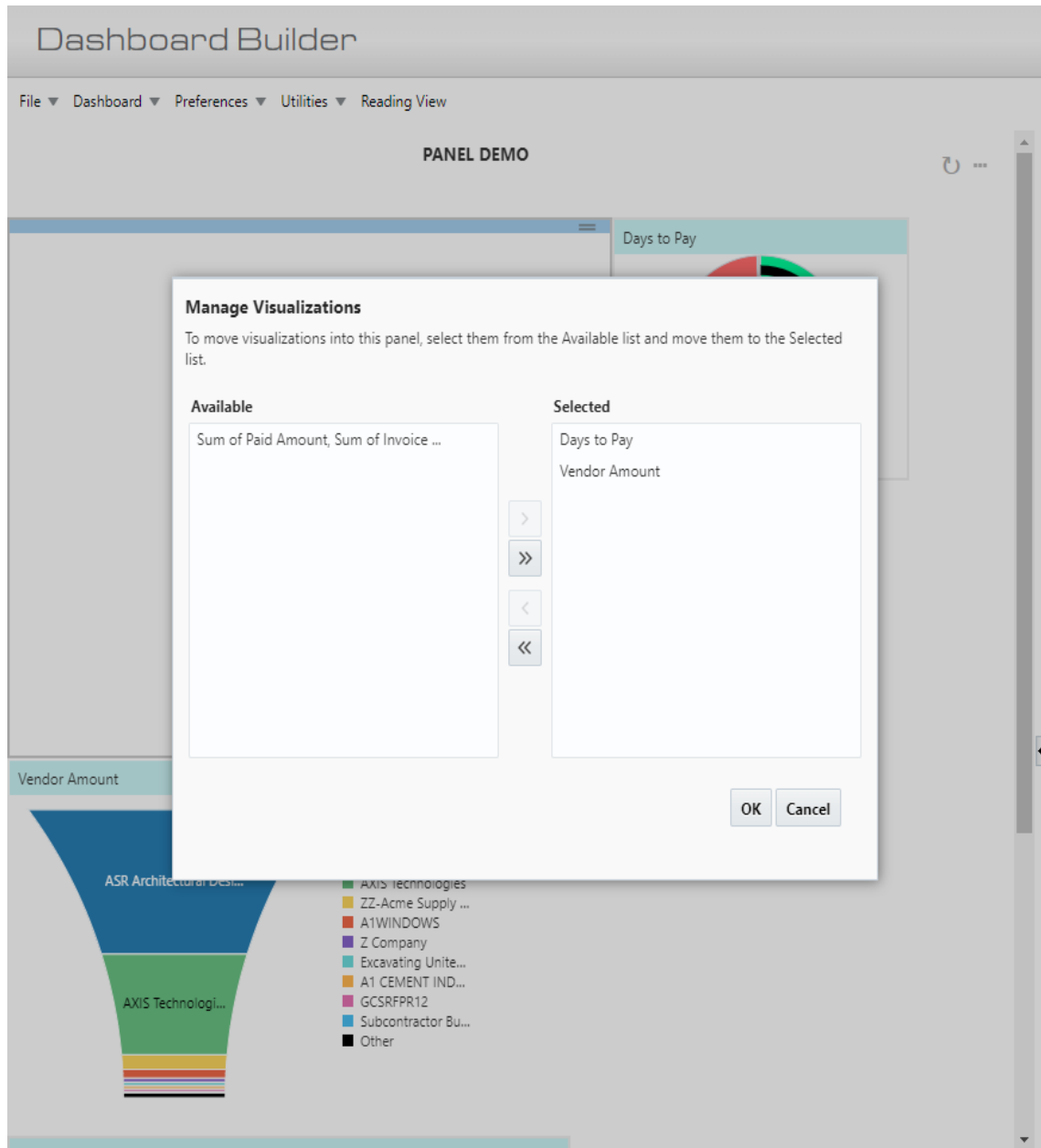


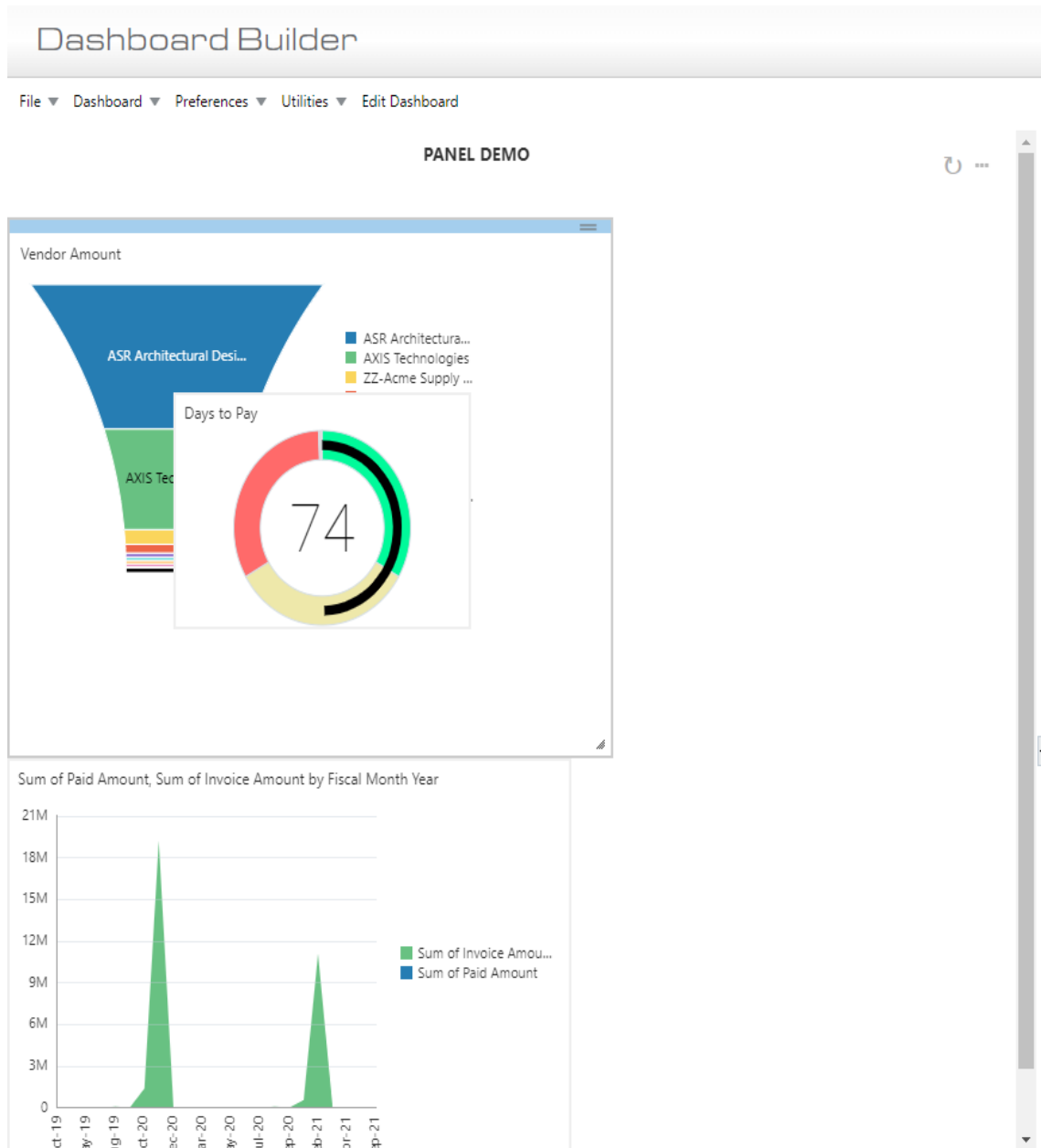
# Dashboard Builder

File ▾ Dashboard ▾ Preferences ▾ Utilities ▾ Reading View

## PANEL DEMO

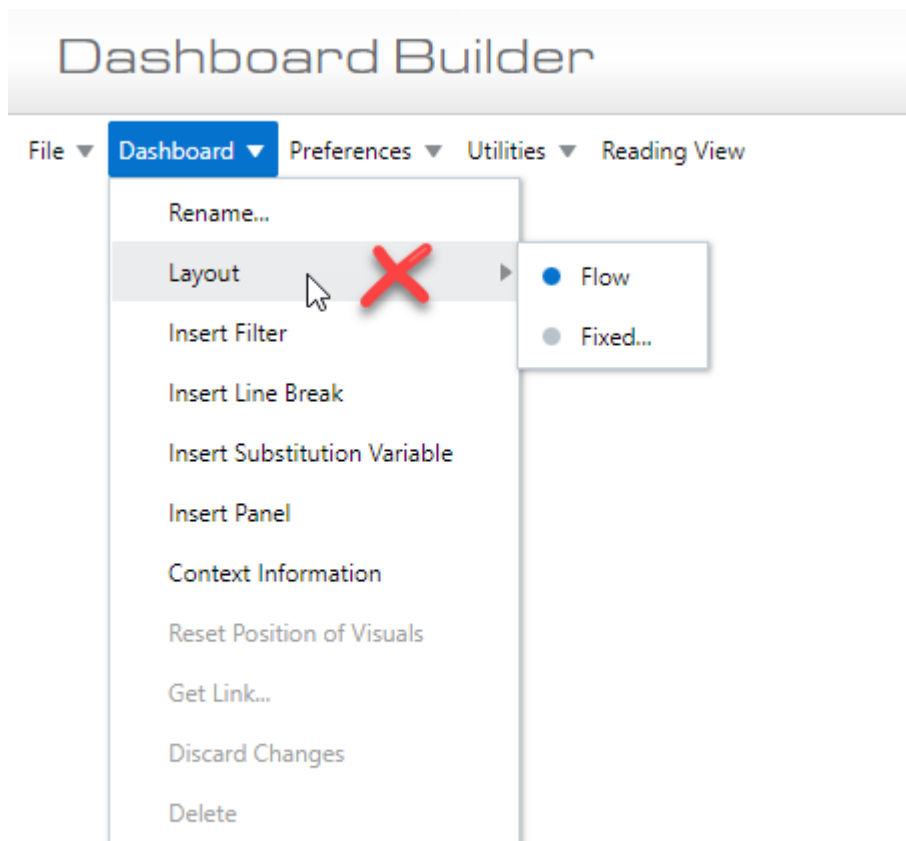






## BI Dashboard – Updates to Fixed Layout; Defects Resolved (19.69431-703,704)

- Remove fixed layout. Visualizations in a dashboard are arranged in flow layout only. Fixed layout is only available inside a panel.
- Migrate all fixed layout dashboards to flow layout. This includes moving all visualizations to a panel. The positions of the visualizations are retained. The panel is given the same dimension as the dashboard.
- Defect resolved: When a visualization calculated field is used in a Text visual as a plotting field, disclosing the **Callout Value** properties section causes a dashboard error.



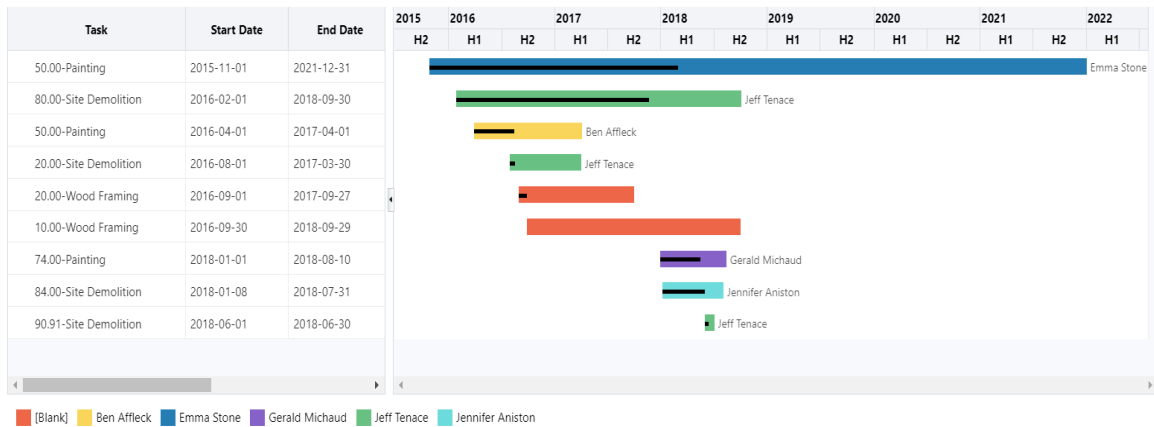
## BI Dashboard – Gantt Chart Visualization etc. (21.42008-63, 64)

---

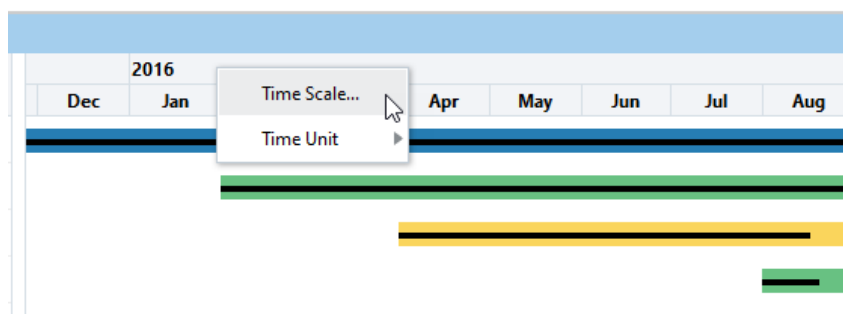
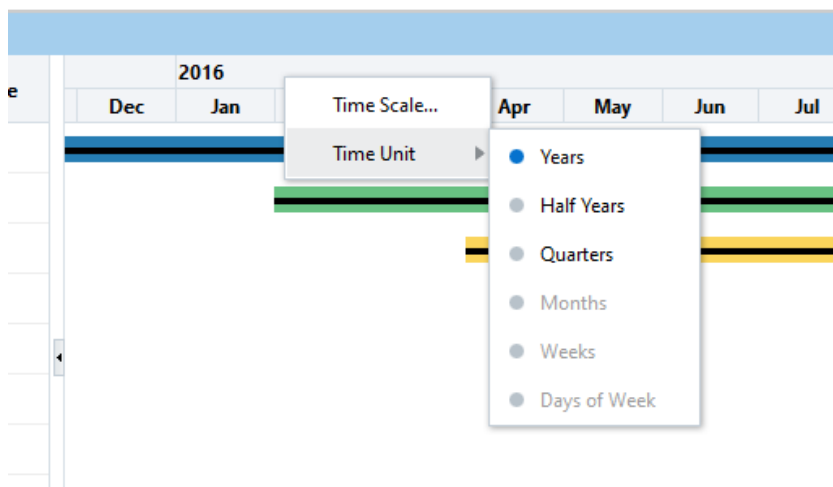
- Added the Gantt chart visualization (see screenshots below).
- Added support for export and import dashboards to the same data source in multi-tenant environments (CLOUD).

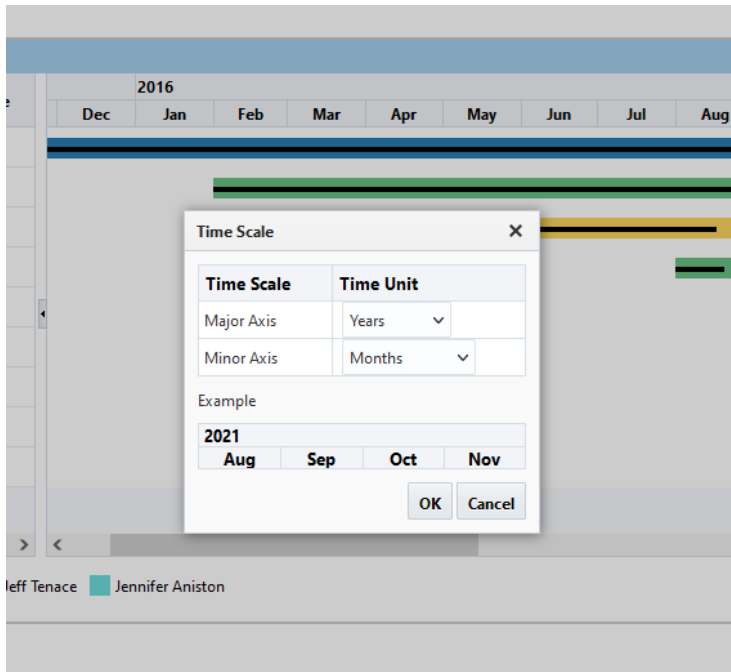
Defects resolved:

- Issue 21.46383: Unable to recover a visualization containing a folder that is no longer available in a data source.
- Unable to change the number format of the Values plotting fields in Crosstabs.

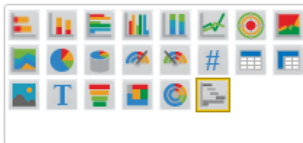


Right click on a header to show the **Time Scale** menu





## Visualizations ?



Task

Task

Start Date

Start Date

End Date

End Date

% Complete

Percent Complete

Task Type

Resource

Label

Resource

The screenshot shows the 'Task' dialog box in Microsoft Project. The dialog box is open, and the 'Task' tab is selected. The 'Column Width' field is set to 180. The 'Drillthrough' button is visible. The background shows a list of tasks with columns for 'Assignment type', 'Assignment Percentage', 'Task', and 'Percent Complete'.

▲ Title

Text

▲ Drillthrough

Target Dashb...

Target Visual

▲ Other

Width

Height

Show Border ☐

Value Required



## BI Dashboard – Treemap and Sunburst Visuals (21.42008-40, 41)

---

The following enhancements have been made:

- Renamed the "Drill in Place" feature to "Drillthrough". All "Drill in Place" labelling is changed to "Drillthrough" (screenshots further below).
- Added the **Treemap** visual and the **Sunburst** visual (screenshots further below).
  - All standard features are supported. Ex: visual calculated fields, drillthrough, etc...
  - Support multiple Group plotting fields. When multiple plotting fields are dropped on the Group section, the multi-group controls are revealed for the following multi-group features:
    - Traversing through one group at a time
    - Expanding/collapsing one group at a time
    - Drill down and drill up the group plotting fields. The drillthrough feature is replaced with the drill-down feature when drill-down mode is turned on.

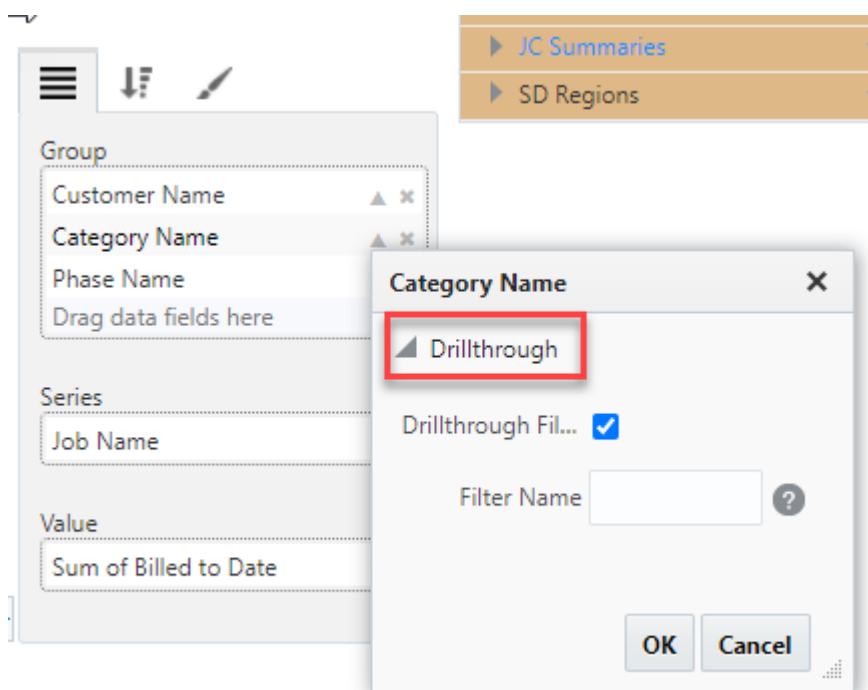
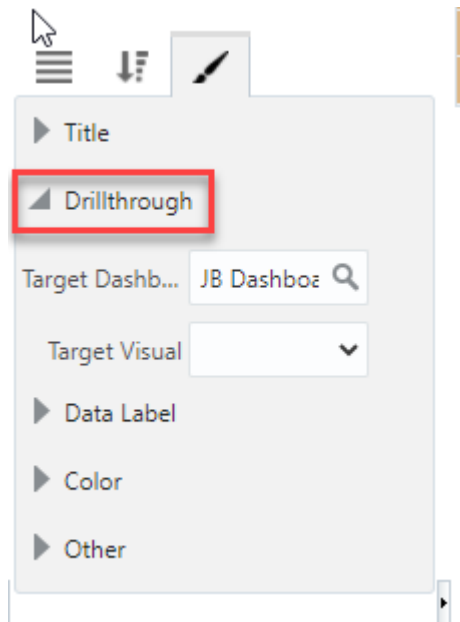
The following options are supported:

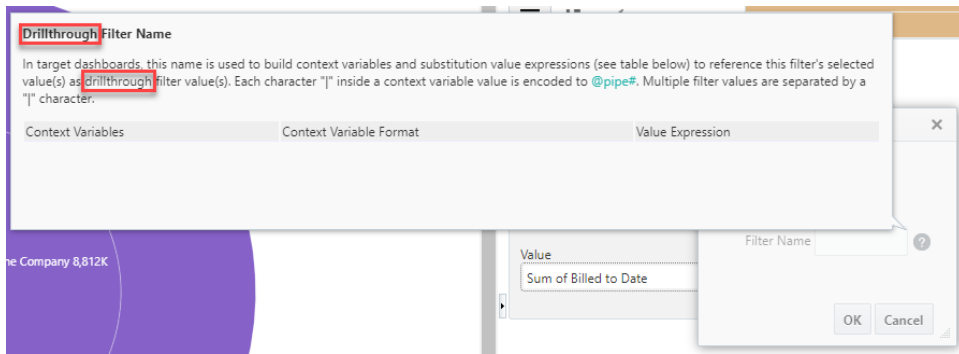
- Display the value next to the label. This includes number formatting with display unit. Ex: 100K, 20M.
- Display negative values by using the absolute value to determine size. For example, 7 and -7 are shown as the same size.
- Format data point background color by color scale. The format can be based on the value field (default) or another field. By default, the minimum and maximum values are the minimum and maximum values of the field that the color scale is based on. The values can be provided by the user.
  - Minimum color: The color given to the minimum value.
  - Maximum color: The color given to the maximum value.

For values between the minimum value and the maximum value, the data points are given gradient background colors from the minimum color to the maximum color.

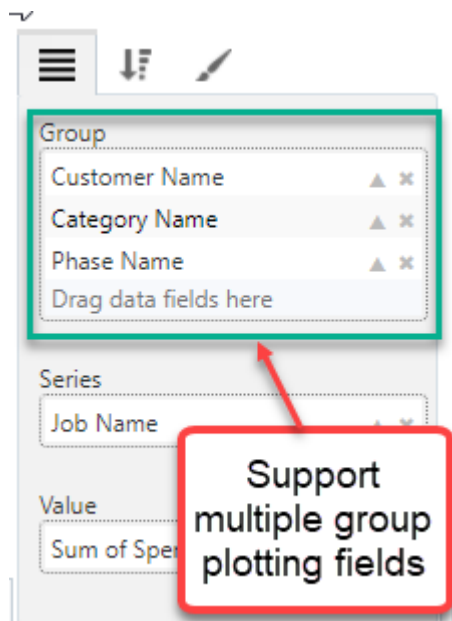
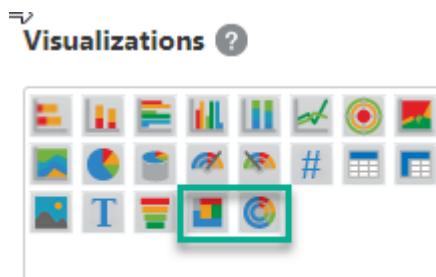
- Layout (treemap only)
- Group Gaps (treemap only)

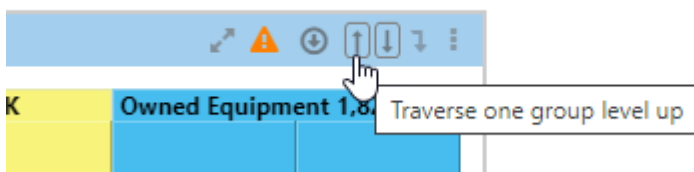
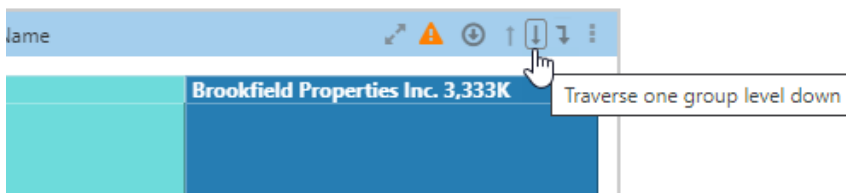
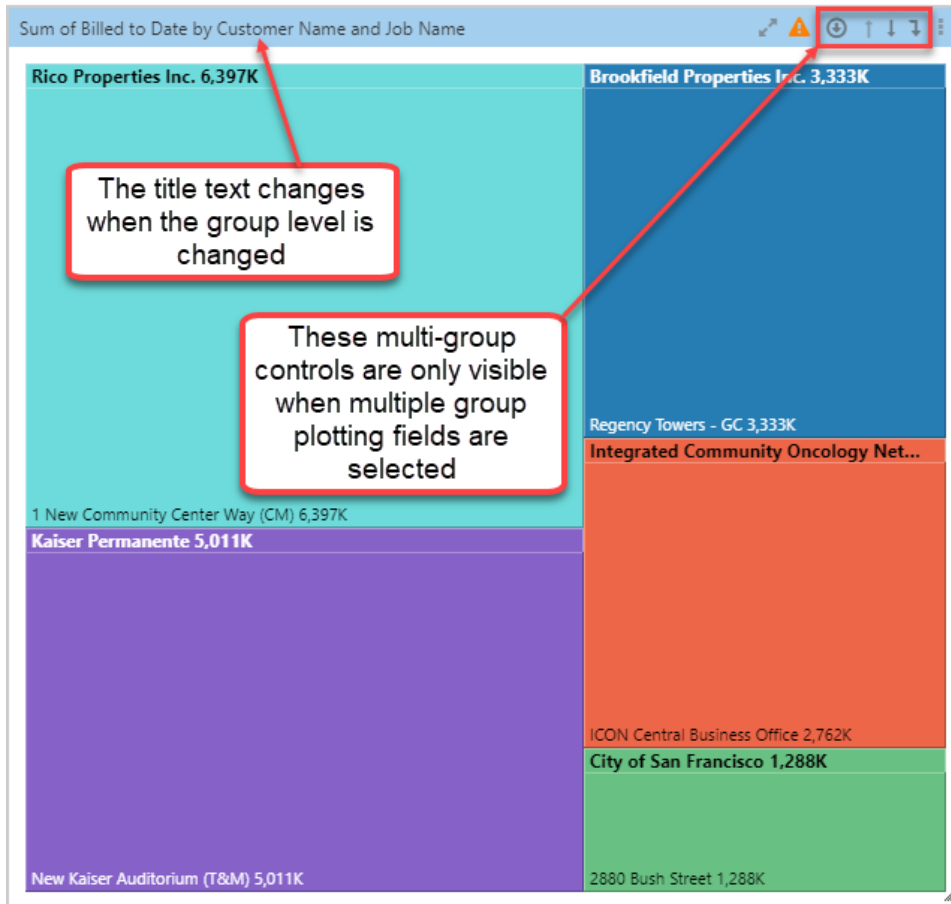
## Drillthrough Screenshots

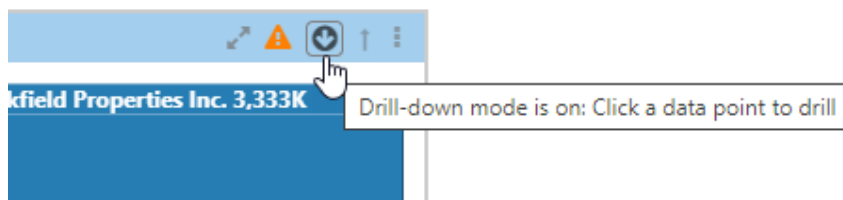
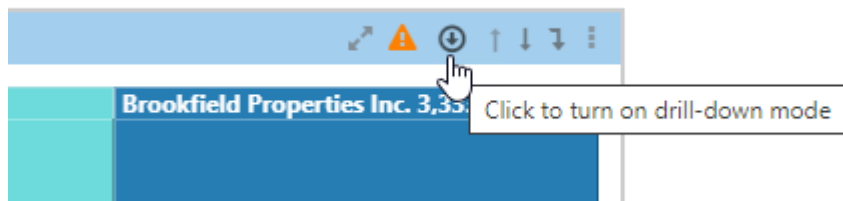
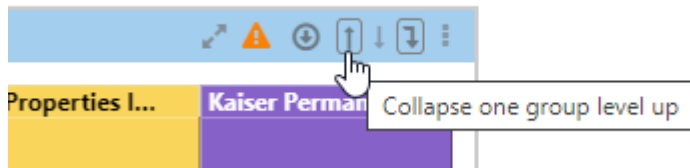
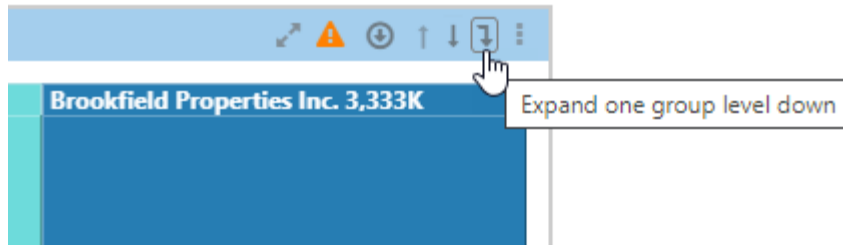




## Treemap and Sunburst Screenshots



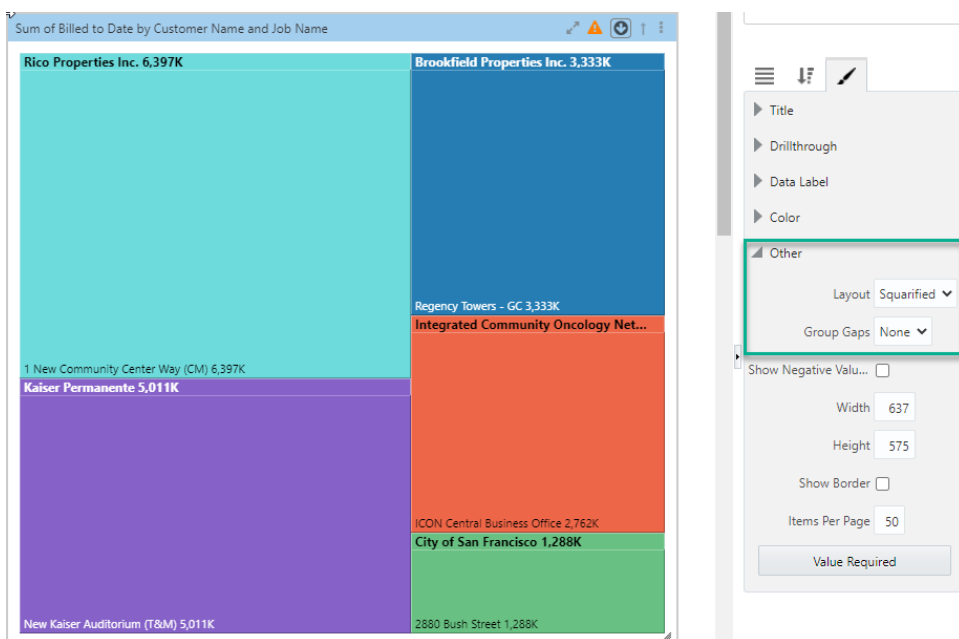
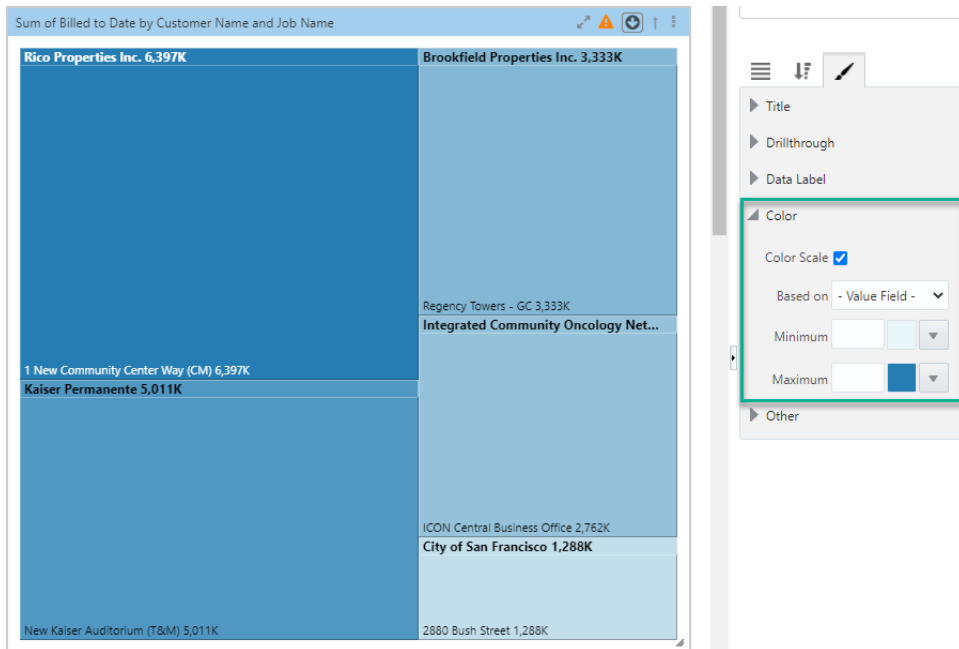


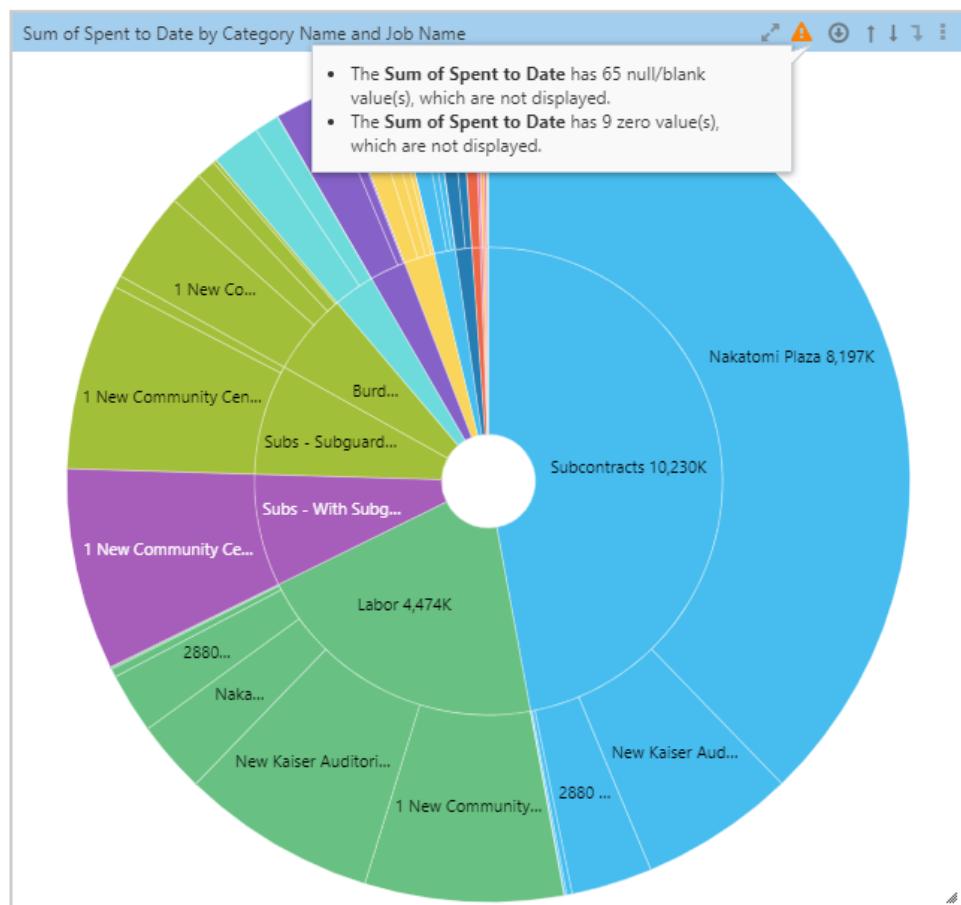
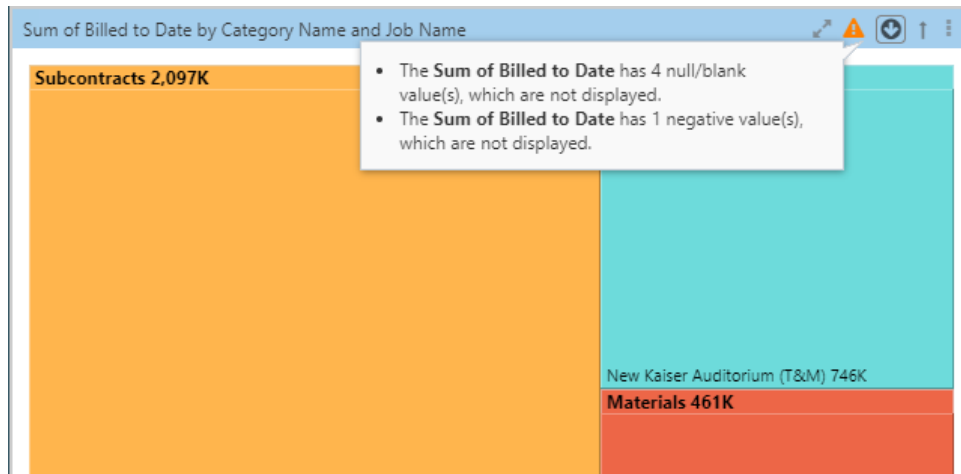


Title  
 Drillthrough  
**Data Label**  
 Visible ☒  
 Display Unit Thousands  
 Format #,##0 (55,555)  
 Color  
 Other

Title  
 Drillthrough  
 Data Label  
 Color  
**Other**  
 Layout Squarified  
 None  
 Show Negative Values ☒  
 Width 637  
 Height 575  
 Show Border ☐  
 Items Per Page 50  
 Value Required

Use the absolute value to determine size. For example, 7 and -7 are displayed as the same size.





## Dashboard Builder – Visualization Toolbar Enhancements (21.42008-75,76)

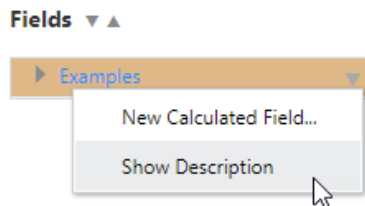
- Visualization toolbar enhancements:

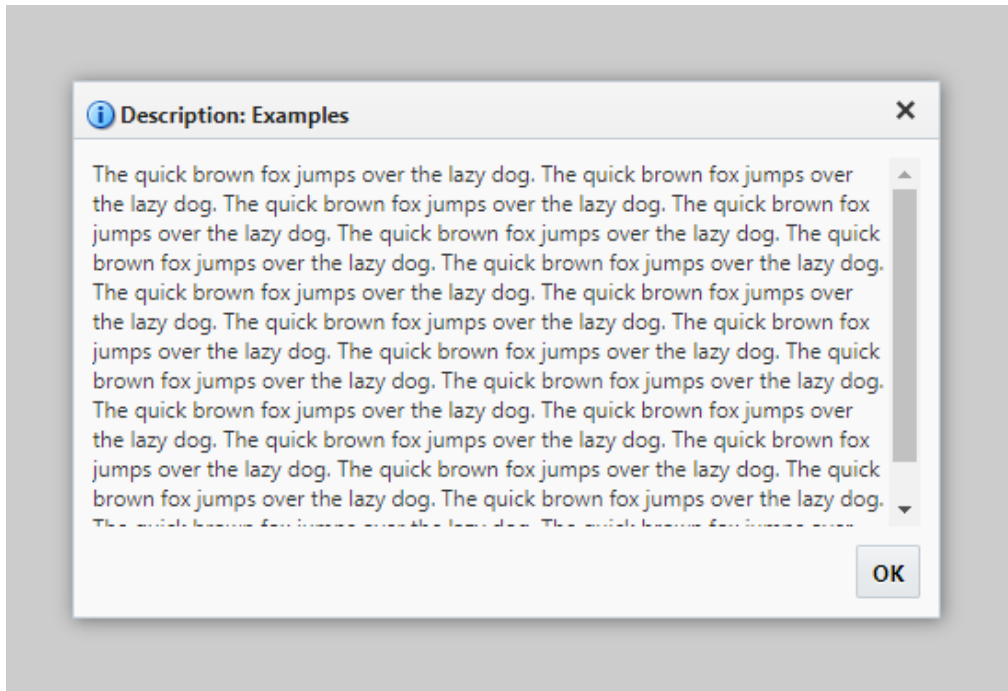


- Move title text below the toolbar to support longer text
- Show toolbar controls (Excel export, PDF export, maximize, etc...) on hover
- Change toolbar colors to grey

## Dashboard Builder – Filters and Substitution Variables (21.42008-82,83)

- Automatically save the selected values of dashboard filters and substitution variables per user. The persisted values will be used to prepopulate the same dashboard filters and substitution variables when the dashboard is open:
  - Using File -> Open
  - Using a URL obtained from Dashboard -> Get Link...
- Allow the dashboard filters to load data when autoload data is off (**Preferences -> Autoload Data**). This allows the user to select filter values before turning autoload data back on.
- Add **Show Description** menu option to allow dashboard builder users to view the folder description specified in Catalog Builder.





## Dashboard Builder – Selection of Text Color (21.42008-90,91)

Allow Dashboard Builder users to select the text color of a table cell using a format expression. Currently, the feature is not applied to Excel/PDF export yet.

The format expression supports the following operators:

Comparison Operators	Description	Examples
==	Equal to	[Account Type] == "Equity"
!=	Not equal to	[Account Type] != "Equity"
>	Greater than	[Invoice Date] > date(2017,12,17)
<	Less than	[Account Type] < "Equity"
>=	Greater than or equal to	[Invoice Amount] >= 1000
<=	Less than or equal to	[Invoice Amount] <= 1000

Logical Operators	Description	Examples
-------------------	-------------	----------

&&	The double ampersand performs a logical AND operation. It combines two expressions and returns true only if both expressions are true.	([Account Type] == "Equity") && ([Invoice Amount] <= 1000)
	The double pipe performs a logical OR operation. It combines two expressions and returns true if one of the expressions is true.	([Account Type] == "Equity")    ([Invoice Amount] <= 1000)

The switch function is enhanced (for format expressions only).

The switch function converts an <expression>'s values against a list of values and returns one of multiple results.

Syntax:

```
switch(<expression>, <value>, <result>[, <value>, <result>]...[, <else>])
```

<expression> can be a <field reference>, true, false

<value> can be an expression: a field reference, a number, a string, a URL, a date, a function (including another switch function call), combinations of arithmetic/comparison/logical expressions.

<result> can be a field reference, a number, a string, URL or a date.

<else> can be a field reference, a number, a string, URL or a date.

The data type of the <expression> must be the same as the comparison <value>'s data type.

Examples:

```
color = switch([Balance Amt], blank(), "#ff0000", 0, "#0000ff", "#00ff00")
```

```
color = switch(true, [Account Type] == "Assets", "#00ff00")
```

color = switch(true, [Account Type] <= "Expense", "#00ff00")

color = switch(true, trim([Account Name]) == "", "#ff0000")

color = switch(true, [Balance Amt] == blank(), "#ff0000", [Balance Amt] > 0, "#00ff00")

color = switch(true, (-15 \* ([Amount 1]-[Amount 2])/[Amount 3] + 29.76) > 0, "#00ff00", [Amount 4] == blank(), "#ff0000")

color = switch(true, [Account Type] != "Expense", "blue", "#00ff7f", [Balance Amt] >= 50, "#b8860b", "#ed6647")

color = switch(true, ([Balance Amt] >= 0) || ([Account Type] == "Assets") || ([Account Type] == "Revenues"), "#00ff00")

color = switch(true, [Balance Amt] == blank(), "#ff0000", ([Balance Amt] > 0) && ([Account Type] == "Assets"), "#00ff00")

color = switch(true, [Balance Amt] == 0, "#ff0000", ([Balance Amt] + [Credit Amt]) > 0 && ([Account Type] == "Assets"), "green")

color = switch(true, [Balance Amt] < 0, "#ff0000", ([Balance Amt] + switch([Account Type], "Assets", 100, 0)) <= 10000, "#00ff00", "#0000ff")

color = switch(true, [Invoice Date] < date(2017,12,23), "blue", ([Invoice Date] >= date(2017,12,23) ) && ([Invoice Date] <= date(2020,12,27) ), "#ffff00")

# Dashboard Builder

File ▾ Query ▾ Preferences ▾ Utilities ▾ Reading View

## AP INVOICES

Pivot Items: Company\*

Vendor Name*	Invoice No	Invoice Date	Due Date	Invoice Amt	Image Link
	TEST-234-02	2021-05-10	2021-06-09	0.00	
	TEST-SC1	2021-04-21	2021-05-21	49.99	
	TEST-SC2	2021-04-21	2021-05-21	49.99	
	TEST2	2021-09-15	2021-10-30	100.00	
	TESTSC	2021-02-26	2021-03-28	1.67	
<b>Total for A1 CEMENT INDUSTRIES.</b>				<b>530,529.12</b>	
A1 FLOOR MAKER	28012020	2020-01-28	2020-02-27	4,000.00	
	INV-0013	2021-04-26	2021-05-26	20.00	
	INV-009	2021-04-23	2021-05-23	1,050.00	
	INV-0092	2021-05-31	2021-06-30	200.00	
	INV0010	2021-04-23	2021-05-23	420.00	
	INV0012	2021-04-23	2021-05-23	20.00	
<b>Total for A1 FLOOR MAKER</b>				<b>5,710.00</b>	
A1METAL	123412333	2021-06-01	2021-07-01	40.00	
	123434	2020-08-28	2020-09-27	100.00	
	INV-0014	2021-04-26	2021-05-26	0.50	
	INV-06077	2021-07-06	2021-08-05	0.50	
<b>Total for A1METAL</b>				<b>141.00</b>	
A1WINDOWS	TEST100	2020-03-31	2020-04-20	1,502.63	
<b>Total for A1WINDOWS</b>				<b>1,502.63</b>	
ABC100 Customer Name Update	LV-1	2020-05-25	2020-05-25	100.00	
<b>Total for ABC100 Customer Name Update</b>				<b>100.00</b>	
ABS Contractors Ltd	001	2018-07-05	2018-08-04	100.00	
	002	2018-07-05	2018-08-04	50.00	
	00366	2018-07-05	2018-08-04	50.00	
	0100	2021-07-02	2021-08-01	10.00	
	1052	2010-08-24	2010-08-24	100.00	
	1088	2010-09-01	2010-09-01	200.00	
	1111	2010-08-17	2010-09-16	1,000.00	
	12	2013-02-04	2013-03-06		
	123	2019-05-07	2019-06-06	1.00	
	156	2010-07-29	2010-08-28	350.00	
	18.68296	2019-03-27	2019-03-27	1.00	
				<b>760,315.76</b>	

### Visualization Properties

Column

- Company Code\*
- Company\*
- Vendor Code\*
- Vendor Name\*
- Invoice No
- Post Date
- Invoice Date
- Due Date
- Invoice Amt
- Image Link
- Retainage Amt
- Paid Amt
- Outstanding Amt
- Invoice Description
- Job Name
- Post Date:Month
- Drag data fields here

### Fields ▾ ▴

- GL Companies
- AP Business Partners
- AP Invoices
- JC Jobs

**Column: Invoice Amt**

Label

Alignment Right ▾

Visible ☒

Format #,##0.00 (\$5,555.70) ▾

Conditional Formatting

Text Color Off ☒ On ☐

Grouping

Total

Drillthrough

Card View

OK Cancel

Dashboard Builder

FileQueryPreferencesUtilitiesReading View

AP INVOICES

Pivot Items: Company\*

Vendor Name\*

Invoice No

Invoice Date

Due Date

Invoice Amt

Image Link

TEST-234-02	2021-05-10	2021-06-09	0.00	
TEST-SC1	2021-04-21	2021-05-21	49.99	
TEST-SC2	2021-04-21	2021-05-21	49.99	
TEST2	2021-09-15	2021-10-30	100.00	

Total for A1 CEMENT INDUSTRIES.

A1 FLOOR MAKER

Total for A1 FLOOR MAKER

A1METAL

Total for A1METAL

A1WINDOWS

Total for A1WINDOWS

ABC100 Customer Name Update

LV-1

2020-05-25

2020-05-25

100.00

Total for ABC100 Customer Name Update

100.00

ABS Contractors Ltd

001

2018-07-05

2018-08-04

100.00

002

2018-07-05

2018-08-04

50.00

00366

2018-07-05

2018-08-04

50.00

0100

2021-07-02

2021-08-01

10.00

1052

2010-08-24

2010-08-24

100.00

1088

2010-09-01

2010-09-01

200.00

1111

2010-08-17

2010-09-16

1,000.00

12

2013-02-04

2013-03-06

123

2019-05-07

2019-06-06

1.00

156

2010-07-29

2010-08-28

350.00

18.68296

2019-03-27

2019-03-27

1.00

760,315.76

Visualization Properties

Column

Company Code\*

Company\*

Vendor Code\*

Vendor Name\*

Fields

GL Companies

AP Business Partners

AP Invoices

JC Jobs

Format Expression

Text Color =

switch(true,

[Invoice Amt] < 10, "##0000",

[Invoice Amt] < 200, "##a500"

)

Validate

OK

Cancel

Messages

Item: Invoice Amt

Label

Alignment: Right

Visible ☒

Format: #,##0.00 (\$5,555.70)

Conditional Formatting

Text Color

Off

On

Format Expression

Grouping

Total

Drillthrough

Card View

OK

Cancel

Working Document R12 New Functionality

R12 New Functionality (Draft) • 371

Dashboard Builder

FileQueryPreferencesUtilitiesReading View

Pivot Items: Company

Vendor Name	Invoice No	
TEST-234-02	20	
TEST-SC1	20	
TEST-SC2	20	
TEST2	20	

Total for A1 CEMENT INDUSTRIES.

A1 FLOOR MAKER

Total for A1 FLOOR MAKER

A1METAL

Total for A1METAL

A1WINDOWS

Total for A1WINDOWS

ABC100 Customer Name Update

Total for ABC100 Customer Name Update

ABS Contractors Ltd

LV-1	2020-05-25	2020-05-25	100.00	
001	2018-07-05	2018-08-04	100.00	
002	2018-07-05	2018-08-04	50.00	
00366	2018-07-05	2018-08-04	50.00	
0100	2021-07-02	2021-08-01	10.00	
1052	2010-08-24	2010-08-24	100.00	
1088	2010-09-01	2010-09-01	200.00	
1111	2010-08-17	2010-09-16	1,000.00	
12	2013-02-04	2013-03-06		
123	2019-05-07	2019-06-06	1.00	
156	2010-07-29	2010-08-28	350.00	
18.68296	2019-03-27	2019-03-27	1.00	
			760,315.76	

Examples:

Color = "#ff0000"  
Color = switch([Balance Amt], blank(), "#ff0000", 0, "#b8860b", "#c3b47b")  
Color = switch(true, [Account Type] == "Assets", "#00ff00")  
Color = switch(true, [Account Type] <= "Expense", "#00ff00")  
Color = switch(true, trim([Account Name]) == "", "#ff0000")  
Color = switch(true, (-15 \* ([Amount 1] - [Amount 2]) / [Amount 3] + 29.76) > 0, "#00ff00", [Amount 4] == blank(), "#ff0000")  
Color = switch(true, [Account Type] <= "Expense", "#00ff00", [Balance Amt] > 99, "#00ff7f", [Balance Amt] >= 50, "#b8860b", "#ed6647")  
Color = switch(true, ([Balance Amt] >= 0) || ([Account Type] == "Assets") || ([Account Type] == "Revenues"), "#00ff00")  
Color = switch(true, [Balance Amt] == blank(), "#ff0000", ([Balance Amt] > 0) && ([Account Type] == "Assets"), "#00ff00")  
Color = switch(true, [Balance Amt] == blank(), "#ff0000", ([Balance Amt] + [Credit Amt]) > 0 && ([Account Type] == "Assets"), "#00ff00")  
Color = switch(true, [Balance Amt] < 0, "#ff0000", ([Balance Amt] + switch([Account Type], "Assets", 100, 0)) <= 10000, "#00ced1", "#0000ff")  
Color = switch(true, [Invoice Date] < date(2017,12,23), "#0000ff", ([Invoice Date] >= date(2017,12,23)) && ([Invoice Date] <= date(2020,12,27)), "#ffa500")

Format Expression

Text Color =  
switch(true,  
[Invoice Amt] < 10, "#ff0000",  
[Invoice Amt] < 200, "#ffa500"  
)

ValidateOKCancel

Messages

Item: Invoice Amt

Label  
Alignment: Right  
Visible  
Format: #,##0.00 (\$5,555.70)

Conditional Formatting

Text Color  
OffOn

Format Expression

Grouping

Total

Drillthrough

Card View

OKCancel

# Dashboard Builder

File ▾ Query ▾ Preferences ▾ Utilities ▾ Reading View

## AP INVOICES

Pivot Items:

Company\*

Q 🔍 ×

Vendor Name*	Invoice No	Invoice Date	Due Date	Invoice Amt	Image Link
MISSISSAUGA FORECASTING COMPANY	54543	2021-08-17	2021-09-06	1,000.00	
	TEST1234	2021-02-24	2021-03-16	0.00	
	T101	2021-02-24	2021-03-16	1,000.00	
Total for MISSISSAUGA FORECASTING COMP				2,000.00	
A1 CEMENT INDUSTRIES.	001	2020-10-22	2020-11-21	40.00	
	002	2020-10-22	2020-11-21	12.00	
	003	2020-10-22	2020-11-21	4.00	
	004	2020-10-22	2020-11-21	1.00	
	006	2020-10-01	2020-10-31	1.00	
	008-01	2021-05-10	2021-06-09	100.00	
	008-02	2021-05-10	2021-06-09	0.00	
	010-01	2021-05-11	2021-06-10	100.00	
	010-02	2021-05-11	2021-06-10	200.00	
	011-01	2021-05-11	2021-06-10	100.00	
	011-02	2021-05-11	2021-06-10	0.00	
	011-03	2021-05-11	2021-06-10	0.00	
	011-04	2021-05-11	2021-06-10	0.00	
	012-01	2021-05-11	2021-06-10	100.00	
	012-02	2021-05-11	2021-06-10	0.00	
	012-03	2021-05-11	2021-06-10	20.00	
	014-01	2021-05-11	2021-06-10	100.00	
	014-02	2021-05-11	2021-06-10	0.00	
	018-01	2021-05-11	2021-06-10	100.00	
	018-2	2021-05-11	2021-06-10	0.00	
	018-3	2021-05-11	2021-06-10	0.00	
	019-01	2021-05-11	2021-06-10	100.00	
	019-03	2021-05-11	2021-06-10	0.00	
	019-2	2021-05-11	2021-06-10	0.00	
	020-01	2021-05-12	2021-06-11	100.00	
	020-02	2021-05-12	2021-06-11	0.00	
	020-03	2021-05-12	2021-06-11	0.00	
	021-1	2021-05-12	2021-06-11	100.00	
	024-01	2021-05-25	2021-06-24	100.00	
				760,315.76	

### Visualization Properties

Columns

- Company Code\* ▲ ▼
- Company\* ▲ ▼
- Vendor Code\* ▲ ▼
- Vendor Name\* ▲ ▼
- Invoice No ▲ ▼
- Post Date ▲ ▼
- Invoice Date ▲ ▼
- Due Date ▲ ▼
- Invoice Amt ▼ ▲
- Image Link ▲ ▼
- Retainage Amt ▼ ▲
- Paid Amt ▼ ▲
- Outstanding Amt ▼ ▲
- Invoice Description ▲ ▼
- Job Name ▲ ▼
- Post Date:Month ▲ ▼
- Drag data fields here

### Fields

- GL Companies
- AP Business Partners
- AP Invoices
- IC Jobs

## Dashboard Builder – Background Color Selection (21.42008-96,97)

Allow Dashboard Builder users to select the background color of a table cell using a conditional format expression. The selected color is applied to the Excel/PDF exports.



## Dashboard Builder

File ▾ Query ▾ Preferences ▾ Utilities ▾ Reading View



## AP INVOICES

Company Name  
CMiC Construction R12 TEST

Job

0340 - HD Woodson High Sch...

[illegible]

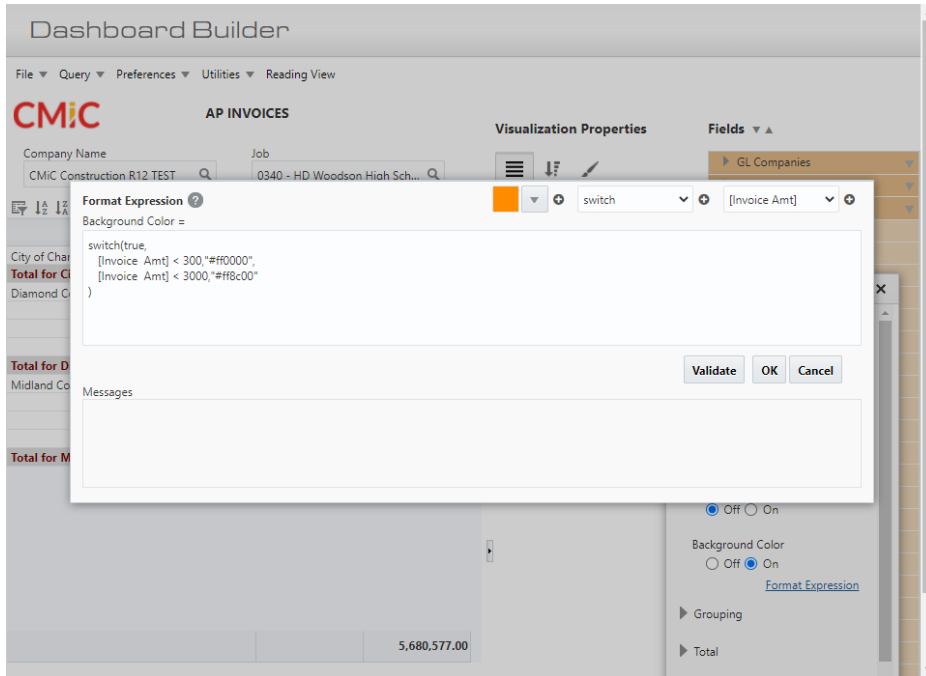
### Visualization Properties

## Fields ▼ ▲

The screenshot displays the 'Column: Invoice Amt' configuration dialog in SAP S/4HANA. The dialog is overlaid on a table editor interface. The table in the background has columns: 'Vendor Name\*', 'Due Date', 'Invoice Amt', and a list of companies. The 'Column: Invoice Amt' dialog has the following settings:

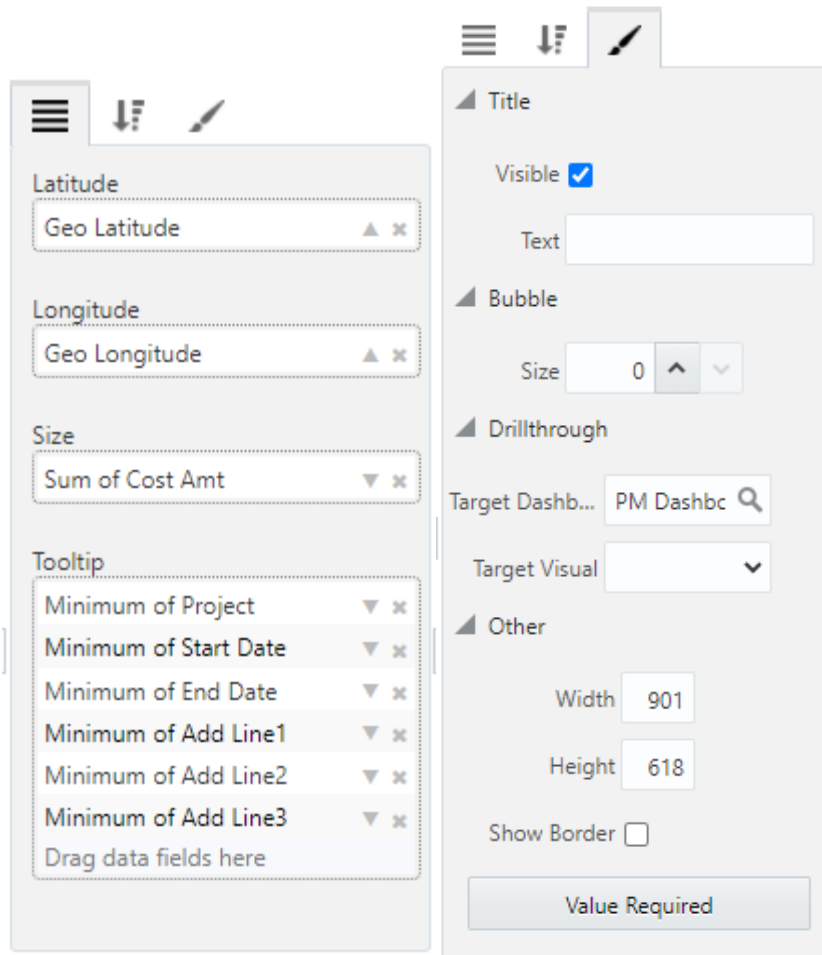
- Label:** Invoice Amt
- Alignment:** Right
- Visible:** ☒
- Format:** ###0.00 (55,555.70)
- Conditional Formatting:**
  - Text Color:** Off (selected)
  - Background Color:** Off (selected)
- Grouping:**
  - Total
  - Drillthrough
  - Card View

The background table shows data for 'Vendor Name\*' (e.g., Vendor Name\*), 'Due Date' (e.g., 12/31/2018), 'Invoice Amt' (e.g., 55,555.70), and a list of companies (e.g., GL Companies, AP Business Partners, AP Invoices, JC Jobs).







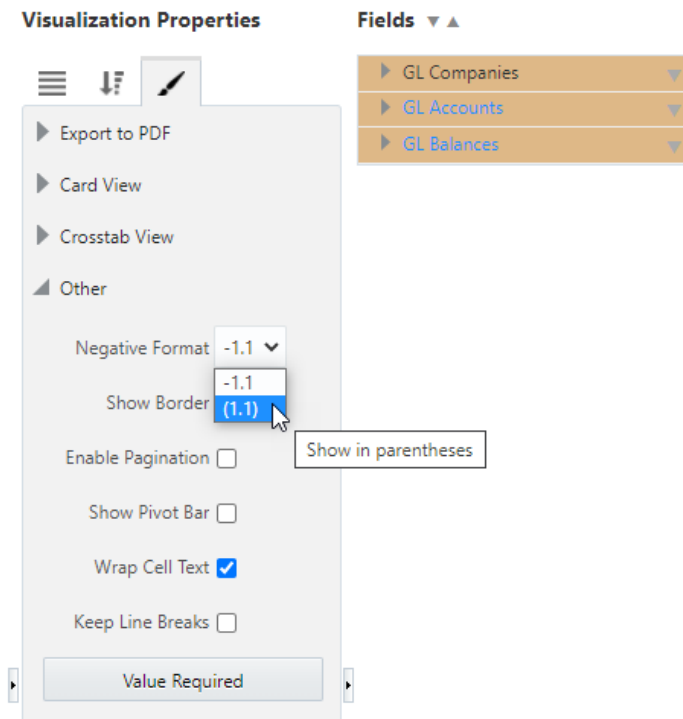
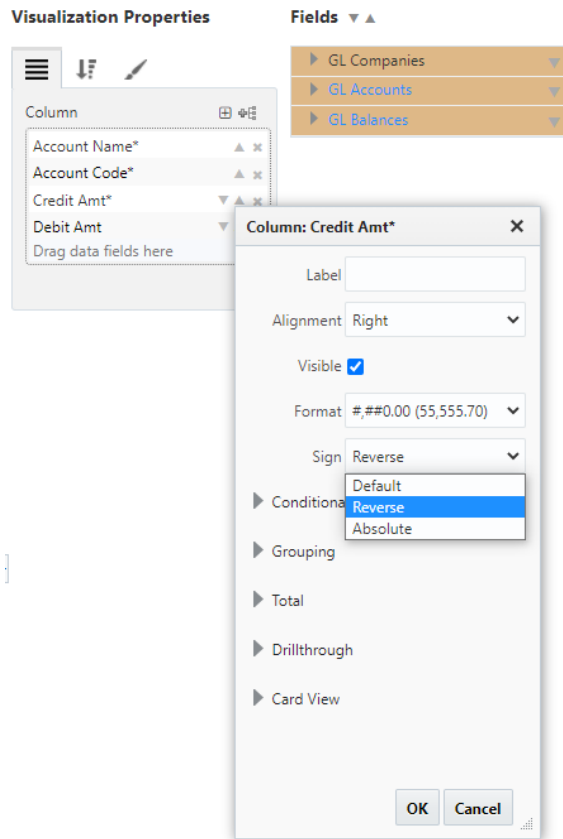


## Dashboard Builder – Table Visual (21.42008-120,121)

Table Visual:

Enables the user to change the final display of numbers without affecting calculations. Specifically, the following options are supported.

- Change the sign of numbers from positive to negative and from negative to positive (reverse sign).
- Change the sign of negative numbers to positive (absolute value).
- Display negative numbers in brackets.
- All enhancements above are applied to Web, Excel, PDF, Card view and Crosstab view. They are also applied to pivot items, subtotals and totals.

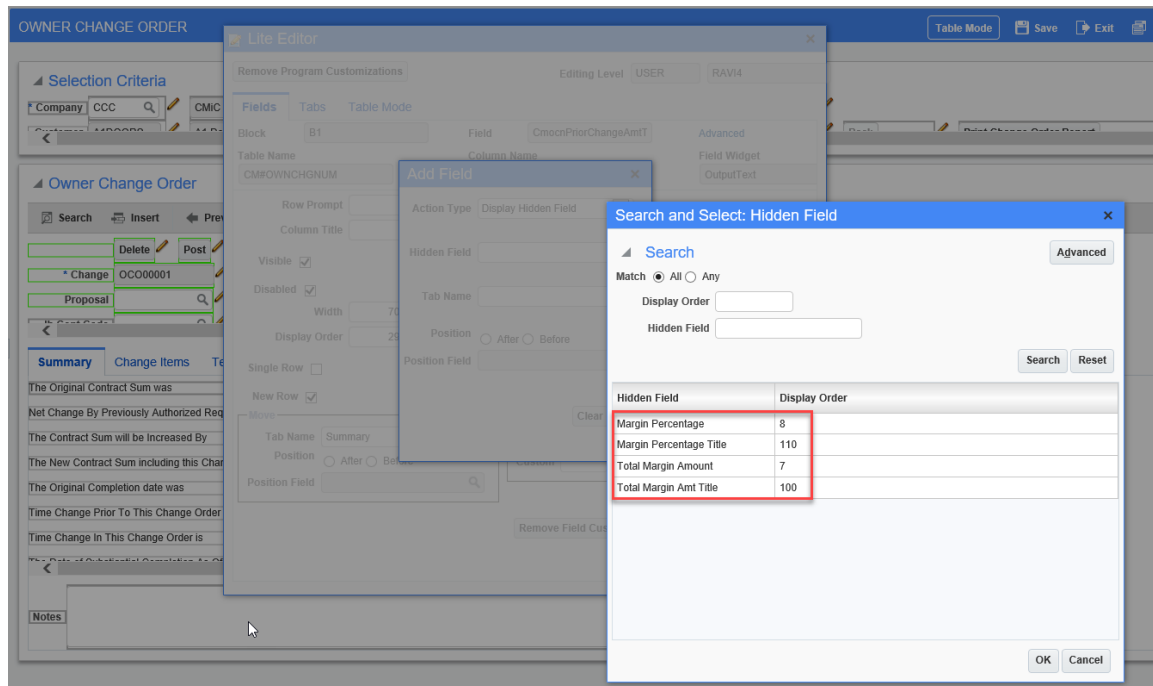


Account Name*	Account Code*	Credit Amt*	Debit Amt
401k Employer (DR)	6300.112	(3.00)	9.00
		(36.00)	21.00
	<b>Total: 6300.112</b>	<b>(39.00)</b>	<b>30.00</b>
A/P- GST Rec (Retainage)	11104	(11.92)	1,059.06
		(26.82)	2.98
	<b>Total: 11104</b>	<b>(38.74)</b>	<b>1,062.04</b>
AP Expense/WIP	5000.108	(0.16)	7,423.63
		(0.64)	9,876,858.21
		(0.74)	9,880,463.21
		(0.96)	9,881,693.74
			9,884,307.52
		(1.92)	9,885,150.65
	<b>Total: 5000.108</b>	<b>(5.38)</b>	<b>49,415,896.96</b>
AP Misc.Expense unapplied ca	5000.100	(0.14)	12,394.09
	<b>Total: 5000.100</b>	<b>(0.14)</b>	<b>12,394.09</b>
AP/AR Currency Gain/Loss	5000.105	(8.00)	0.00
		(20.00)	12.00
	<b>Total: 5000.105</b>	<b>(28.00)</b>	<b>12.00</b>
AP/AR Discounts Lost/Taken	5000.106	(46.41)	15.47

## Change Management

### Added Margin Fields to OCO program (19.79664)

Added 2 new columns (Total Margin Amount and Margin %) to Owner Change Order screen (invisible by default and to be added using lite Editor), same as available in PMJSP Owner Change Order Screen.



### The Calculation is as follows:

Example of 1 OCO with 2 PCI's:

PCI 1 = 20500 (billing) - 12500 (budgeted) = 8000

PCI 2 = 2411 (billing) - 2210 (budgeted) = 201

### Final Margin and Margin %

Total Margin Amount = \$8201 (8000 + 201)

Margin % = 35.8% (8201 / 22911)

Summary	Change Items	Text Codes	Distribution
The Original Contract Sum was	125,000.00	Days Impact	
Net Change By Previously Authorized Requests and Changes	0.00	Issued Date	
The Contract Sum will be Increased By	22,911.00	Executed Date	
The New Contract Sum including this Change Order	147,911.00	Post Date	
The Original Completion date was		Sent Date	
Time Change Prior To This Change Order Were	0	Received Date	
Time Change In This Change Order is			
The Date of Substantial Completion As Of This Change Order Therefore is			
Change Order Margin	8,201.00		
Change Order Margin %	35.80		

## Selective Markups for PCI (21.40801)

### Overview:

The purpose of this feature is to provide the ability of calculating Markups for selected PCIs. A new column as checkbox called 'Markup' has been added to the PCI Detail Tab in 'Enter PCI' screen, so user can specify which line items will have the markup rules applied to.

### Modifications:

#### **Modified ADF screen - Enter PCI (PMCHGFM):**

CM > Change Orders > Enter PCI

A new checkbox column called 'Markup' has been added to 'Enter PCI' screen that indicates which line will have markups applied to.

#### **Markup flag:**

- When checked and enabled, indicates only the selected lines will have a markup applied to, if the job, cost code and category satisfy the markup rules.
- When unchecked and enabled, indicates Markup has been removed from the PCI line or markup has not been calculated for that PCI line.



- When unchecked and disabled, indicates the line is a Markup line.

**Note:** For new PCIs, Markup flag is set to 'Y' by default which leads to save the corresponding value in database. For existing PCIs (created before this feature), Markup flag is set to 'Y' on the screen to facilitate calculating Markup if user wishes to do so.

## Screenshots:

### Calculation of Markups:

#### CM > Change Orders > Enter PCI

Markup checkbox is now available on Enter PCI screen

The screenshot shows the 'POTENTIAL CHANGE ITEMS' screen. At the top, there's a 'Selection Criteria' section with fields for Company (RV123456), Project (21.40801), and Contract (21.40801). Below this is the 'PCI Information' section with tabs for General, Detail, Summary, RFQ, Approval, Notes, Attachment, and History. The 'Detail' tab is active, showing a table of PCI lines. A red box highlights the 'Markup' checkbox in the first row of the table. The table has columns for Vendor, Contract, Job, Cost Code, Category, WM, Billing Code, Cost Code Qty, Quantity, Estimated Amount, Quoted Amount, Final Amount, Billing Amount, and Subcontract Change.

As mentioned earlier, for existing PCIs, Markup flag shown as 'Y' on the screen to facilitate calculating Markup if user wishes to do so.

By pressing 'Calc. Markups' button, Markups will be calculated and applied to the selected PCI lines based on the Markup Rules Details defined in the following screen.

### CM > Local Tables > PCI Markup Rules

The screenshot shows the 'MAINTAIN PCI MARKUP RULES' screen. At the top, there's a 'Selection Criteria' section with fields for Company (RV123456), Project (21.40801), and Contract (21.40801). Below this is the 'Rules' section, which contains a table of rules. A red box highlights the 'Rules' section. The table has columns for Order, Description, Rounding Rule, Rounding Method, and Level. Below the table, there's a 'Details' section showing a table of rule details. The table has columns for Calculate On Job, Cost Code, Cat, Allocate To Job, Cost Code, Cat, Budget %, and Billing %.

As the result of Markup Calculation (Calc. Markups button) for the selected PCIs, Markup lines will be generated that satisfy the Markup rules (Detail Rules marked in the above screen), followed by a confirmation alert.

**POTENTIAL CHANGE ITEMS**

Selection Criteria: Company: RV123456, Project: 21.40801, Contract: 21.40801, Change Item Markup Rules

PCI Information: Search, Insert, Delete, Previous, Next, Workflows, Report Options, Notes, ECM Documents, User Extensions

Post, Owner CO, Copy, Modify Type, Modify PCI

\* Type: EXT, \* PCI NO: EXT00001, \* Status: 1, Approved, Total Budgeted: 4,500.00, Total Billing: 5,200.00

General, Detail, Summary, RFO, Approval, Notes, Attachment, History

Show Rates, Hide Rates, Calc. Markups, Markups Tracking, PCI Participation, SCO

View: Freeze, Detach, Search, Insert, Insert Multiple, Delete, Workflows, Report Options, Export, Notes, ECM Documents, User Extensions

Markup	Vendor	Contract	* Job	* Cost	Category	WM	Billing Code	Days Impact	Cost Code Qty	Cost Code Wk	Quantity	Estimated Amount	Quoted Amount	Final Amount	Billing Amount	Subcontract Change	Task ID	Status Code	OCO No
<input checked="" type="checkbox"/>	A1ARCH	A1ARCH.2016	21.40801	01-100	2000	LS	21.40801.01-100		NA						2,500.00	2,500.00		1	
<input checked="" type="checkbox"/>			21.40801	01-100	5000	NA	21.40801.01-100		NA						1,000.00	1,500.00		1	
<input checked="" type="checkbox"/>			21.40801	00001	3000	DY	21.40801.00001		NA						500.00	500.00		1	
<input checked="" type="checkbox"/>	A1ARCH	A1ARCH.2017	21.40801	01-100	2000	LS	21.40801.01-100		NA						500.00	500.00		1	
															4,500.00	5,200.00			

Vendor Name: A1 Architects, Cost Code Desc: Temporary Structures

By acknowledging the alert, generated Markup lines appear on the PCI Detail tab.

**Detached Table**

View: Freeze, Detach, Search, Insert, Insert Multiple, Delete, Workflows, Report Options, Export, Notes, ECM Documents, User Extensions

Markup	Vendor	Contract	* Job	* Cost Code	* Category	WM	Billing Code	Days Impact	Cost Code Qty	Cost Code Wk	Quantity	Estimated Amount	Quoted Amount	Final Amount	Billing Amount	Subcontract Change	Task ID	Status Code	OCO No
<input checked="" type="checkbox"/>	A1ARCH	A1ARCH.2016	21.40801	01-100	2000	LS	21.40801.01-100		NA						2,500.00	2,500.00		1	
<input checked="" type="checkbox"/>			21.40801	01-100	5000	NA	21.40801.01-100		NA						1,000.00	1,500.00		1	
<input checked="" type="checkbox"/>			21.40801	00001	3000	DY	21.40801.00001		NA						500.00	500.00		1	
<input checked="" type="checkbox"/>	A1ARCH	A1ARCH.2017	21.40801	01-100	2000	LS	21.40801.01-100		NA						500.00	500.00		1	
<input type="checkbox"/>			21.40801	01-100	4000	DY	21.40801.01-100								15.00	15.00		1	
<input type="checkbox"/>			21.40801	02-100	2000	LS	21.40801.02-100								450.00	450.00		1	
<input type="checkbox"/>			21.40801	01-100	1000	HR	21.40801.01-100								140.00	195.00		1	

Generated Markup lines

Please note that Markup flag is **disabled** for the generated Markup lines and cannot be selected.

### Remove Markup on specific PCIs:

To remove generated Markups for one or more PCIs, unchecking the Markup flag and recalculating Markups using 'Calc. Markups' button will remove the Markup lines for selected PCIs.

POTENTIAL CHANGE ITEMS

Selection Criteria  
 Company: RV123456  
 Project: 21.40801  
 Contract: 21.40801  
 Change Item Markup Rules

PCI Information  
 Search Insert Delete Previous Next Workflows Report Options Notes ECM Documents User Extensions

Post Owner CO Copy Modify Type Modify PCI  
 \* Type: EXT  
 \* PCI NO: EXT00001  
 \* Status: 1  
 Total Budgeted: 5,105.00  
 Total Billing: 5,909.00

General Detail Summary RFQ Approval Notes Attachment History  
 Show Rates Hide Rates Calc Markups Allowance Tracking PCI Participation SCO Line Notes

View Search Insert Insert Multiple Delete Workflows Report Options Export Notes ECM Documents User Extensions

Markup	Vendor	Contract	* Job	* Cost Code	* Category	WM	Billing Code	Days Impact	Cost Code Qty	Cost Code WM	Quantity	Estimated Amount	Quoted Amount	Final Amount	Billing Amount	Subcontract Change
<input checked="" type="checkbox"/>	A1ARCH	A1ARCH.0016	21.40801	01-100	2000	LS	21.40801.01-100			NA				2,500.00	2,500.00	
<input checked="" type="checkbox"/>	A1ARCH	A1ARCH.0016	21.40801	01-100	5000	NA	21.40801.01-100			NA				1,000.00	1,500.00	
<input type="checkbox"/>	A1ARCH	A1ARCH.0017	21.40801	00001	3000	DV	21.40801.00001			NA				500.00	500.00	
<input checked="" type="checkbox"/>	A1ARCH	A1ARCH.0017	21.40801	01-100	2000	LS	21.40801.01-100			NA				500.00	500.00	
														5,105.00	5,909.00	

Vendor Name Cost Code Desc Drawings

A confirmation alert indicates the success of the removal Markup line(s) for unchecked PCI and generating Markup lines for PCIs that still checked and satisfy the Markup Rules Details.

POTENTIAL CHANGE ITEMS

Selection Criteria  
 Company: RV123456  
 Project: 21.40801  
 Contract: 21.40801  
 Change Item Markup Rules

PCI Information  
 Search Insert Delete Previous Next Workflows Report Options Notes ECM Documents User Extensions

Post Owner CO Copy Modify Type Modify PCI  
 \* Type: EXT  
 \* PCI NO: EXT00001  
 \* Status: 1  
 Total Budgeted: 5,105.00  
 Total Billing: 5,909.00

General Detail Summary RFQ Approval Notes Attachment History  
 Show Rates Hide Rates Calc Markups Allowance Tracking PCI Participation SCO Line Notes

View Search Insert Insert Multiple Delete Workflows Report Options Export Notes ECM Documents User Extensions

Markup	Vendor	Contract	* Job	* Cost Code	* Category	WM	Billing Code	Days Impact	Cost Code Qty	Cost Code WM	Quantity	Estimated Amount	Quoted Amount	Final Amount	Billing Amount	Subcontract Change
<input checked="" type="checkbox"/>	A1ARCH	A1ARCH.0016	21.40801	01-100	2000	LS	21.40801.01-100			NA				2,500.00	2,500.00	
<input checked="" type="checkbox"/>	A1ARCH	A1ARCH.0016	21.40801	01-100	5000	NA	21.40801.01-100			NA				1,000.00	1,500.00	
<input type="checkbox"/>	A1ARCH	A1ARCH.0017	21.40801	00001	3000	DV	21.40801.00001			NA				500.00	500.00	
<input checked="" type="checkbox"/>	A1ARCH	A1ARCH.0017	21.40801	01-100	2000	LS	21.40801.01-100			NA				500.00	500.00	
														5,105.00	5,909.00	

Vendor Name Cost Code Desc Drawings

Alert: Markups generated successfully. 2 inserted/updated row(s). OK

Following screen shows the Detail tab after removing and recalculating Markups:

Detached Table

Markup line removed for this PCI

Markup	Vendor	Contract	* Job	* Cost Code	* Category	WM	Billing Code	Days Impact	Cost Code Qty	Cost Code WM	Quantity	Estimated Amount	Quoted Amount	Final Amount	Billing Amount	Subcontract Change	Task ID	Status Code	OCO No
<input checked="" type="checkbox"/>	ATARCH	ATARCH-0016	21 40801	01-100	2000	LS	21 40801 01-100			NA		>	>	2,800.00	2,800.00			1	
<input checked="" type="checkbox"/>			21 40801	01-100	8000	NA	21 40801 01-100			NA		>	>	1,000.00	1,500.00			1	
<input type="checkbox"/>			21 40801	00001	3000	DY	21 40801 00001			NA		>	>	800.00	800.00			1	
<input checked="" type="checkbox"/>	ATARCH	ATARCH-0017	21 40801	01-100	2000	LS	21 40801 01-100			NA		>	>	800.00	800.00			1	
<input type="checkbox"/>			21 40801	01-100	1000	HR	21 40801 01-100					>	>	140.00	195.00			1	
<input type="checkbox"/>			21 40801	02-100	2000	LS	21 40801 02-100					>	>	480.00	480.00			1	

Markup line generated for highlighted PCI

If Markup flag is unchecked for one or more PCI line, no Markups will be generated even though the detail line(s) satisfies the Markup Rules Details.

In this example Markup flags unchecked for all PCI lines.

POTENTIAL CHANGE ITEMS

Table Mode Save Exit Print Help Search

Selection Criteria

Company RV123456 Test Company  
Project 21 40801 Selective Markups Contract 21 40801 Change Item Markup Rules

PCI Information

Post Owner CO Copy Modify Type Modify PCI  
\* Type EXT External \* Status 1 Approved  
\* PCI NO. EXT00001 markup1 Total Budgeted 5,080.00 Total Billing 5,891.00

General Detail Summary RFQ Approval Notes Attachment History

Show Rates Hide Rates Calc. Markups Allowance Tracking PCI Participation SCO Line Notes

View View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Notes ECM Documents User Extensions

Markup	Vendor	Contract	* Job	* Cost Code	* Category	WM	Billing Code	Days Impact	Cost Code Qty	Cost Code WM	Quantity	Estimated Amount	Quoted Amount	Final Amount	Billing Amount	Subcontract Change
<input type="checkbox"/>	ATARCH	ATARCH-0016	21 40801	01-100	2000	LS	21 40801 01-100			NA		>	>	2,800.00	2,800.00	
<input type="checkbox"/>			21 40801	01-100	8000	NA	21 40801 01-100			NA		>	>	1,000.00	1,500.00	
<input type="checkbox"/>			21 40801	00001	3000	DY	21 40801 00001			NA		>	>	800.00	800.00	
<input type="checkbox"/>	ATARCH	ATARCH-0017	21 40801	01-100	2000	LS	21 40801 01-100			NA		>	>	800.00	800.00	
														5,080.00	5,891.00	

Vendor Name Cost Code Desc: Temporary Structures

Calculating Markups using 'Calc. Markups' button, results in the following screen with no Markup lines and an alert to indicate that no markups have been generated.

POTENTIAL CHANGE ITEMS

Table Mode Save Exit Print Refresh Filter Search

**Selection Criteria**

Company RV123456 RV123456 - Test Company  
 Project 21.40801 Selective Markups testing Contract 21.40801 Change Item Markup Rules

**PCI Information**

Search Insert Delete Previous Next Workflows Report Options Notes ECM Documents User Extensions

Post Owner CO Copy Modify Type Modify PCI  
 \* Type EXT External \* Status 1 Approved  
 \* PCI NO EXT00001 markup1 Total Budgeted 5,000.00 Total Billing 5,891.00

General Detail Summary RFQ Approval Notes Attachment History

Show Rates Hide Rates Calc. Markups Allowance Tracking PCI Partitions

View Freeze Detach Search Export Notes ECM Documents User Extensions

Alert: No markups have been generated. Please verify the setup of markup rules, JB contract and billing codes. OK

Markup	Vendor	Contract	* Job	Job Code	Quantity	Unit	Rate	Cost Code	City	Cost Code Wtd	Quantity	Estimated Amount	Quoted Amount	Final Amount	Billing Amount	Subcontract Change
<input type="checkbox"/>	ATARCH	A1ARCH.0016	21.40801	01-100	2000	LS	21.40801.01-100			NA				2,500.00	2,500.00	
<input type="checkbox"/>			21.40801	01-100	8000	NA	21.40801.01-100			NA				1,000.00	1,500.00	
<input type="checkbox"/>			21.40801	00001	3000	DY	21.40801.00001.1			NA				500.00	600.00	
<input type="checkbox"/>	ATARCH	A1ARCH.0017	21.40801	01-100	2000	LS	21.40801.01-100			NA				800.00	800.00	
												5,000.00	5,891.00			

Vendor Name Cost Code Desc Temporary Structures

## Security:

Standard Security has been implemented to control the column with the following options:  
 Unrestricted, Read Only, Hidden

**Unrestricted:** Markup flag is shown on Potential Change Items screen and user can check/uncheck the flag to calculate/remove the markups for the PCI lines.

MAINTAIN UIRTIME FIELDS SECURITY

Save Exit Print Refresh Filter Search

**Selection Criteria**

Program PMCHGFM  
 Block B2  
 Role RAVI  
 Reset Program Reset Block  
 NOTE: Because of internal logic in the program, security restrictions may not have the desired effect on all fields.

**Field Security**

View Freeze Detach Search Delete Workflows Report Options Export ECM Documents User Extensions

Block	Field	Normal Level	Level	Field Removed	Block Removed
B2	CmdMarkupFlag	Unrestricted	Unrestricted	<input type="checkbox"/>	<input type="checkbox"/>

**POTENTIAL CHANGE ITEMS**

Selection Criteria  
 Company: RV123456  
 Project: 21.40801  
 Contract: 21.40801  
 Change Item Markup Rules

PCI Information  
 Search, Insert, Delete, Previous, Next, Workflows, Report Options, Notes, ECM Documents, User Extensions

Post, Owner CO, Copy, Modify Type, Modify PCI  
 \* Type: EXT  
 \* PCI NO: EXT00001  
 \* Status: 1  
 Total Budgeted: 5,105.00  
 Total Billing: 5,909.00

General, Detail, Summary, RFQ, Approval, Notes, Attachment, History  
 Show Rates, Hide Rates, Calc. Markups, Allowance Tracking, PCI Participation, SCO, Line Notes

View, Freeze, Detach, Search, Insert, Insert Multiple, Delete, Workflows, Report Options, Export, Notes, ECM Documents, User Extensions

Markup	Vendor	Contract	* Job	* Cost Code	* Category	WM	Billing Code	Days Impact	Cost Code Qty	Cost Code WM	Quantity	Estimated Amount	Quoted Amount	Final Amount	Billing Amount	Subcontract Change
<input checked="" type="checkbox"/>	A1ARCH	A1ARCH.0016	21.40801	01-100	2000	LS	21.40801.01-100			NA				2,500.00	2,500.00	
<input checked="" type="checkbox"/>			21.40801	01-100	5000	NA	21.40801.01-100			NA				1,000.00	1,500.00	
<input checked="" type="checkbox"/>			21.40801	00001	3000	DY	21.40801.00001			NA				500.00	500.00	
<input checked="" type="checkbox"/>	A1ARCH	A1ARCH.0017	21.40801	01-100	2000	LS	21.40801.01-100			NA				500.00	500.00	
														5,105.00	5,909.00	

Vendor Name: A1 Architects  
 Cost Code Desc: Temporary Structures

**Read only:** Markup Flag is shown on Potential Change Items screen, but user cannot edit(uncheck/check) the flag.

**MAINTAIN URUNTIME FIELDS SECURITY**

Selection Criteria  
 Program: PMCHGFM  
 Block: B2  
 Role: RAV1  
 Reset Program, Reset Block  
 NOTE: Because of internal logic in the program, security restrictions may not have the desired effect on all fields.

Field Security  
 View, Freeze, Detach, Search, Delete, Workflows, Report Options, Export, ECM Documents, User Extensions

Block	Field	Normal Level	Level	Field Removed	Block Removed
B2	CmoMarkupFlag	Unrestricted	Read Only	<input type="checkbox"/>	<input type="checkbox"/>

**POTENTIAL CHANGE ITEMS**

Selection Criteria  
 Company: RV123456  
 Project: 21.40801  
 Contract: 21.40801  
 Change Item Markup Rules

PCI Information  
 Search, Insert, Delete, Previous, Next, Workflows, Report Options, Notes, ECM Documents, User Extensions

Post, Owner CO, Copy, Modify Type, Modify PCI  
 \* Type: EXT  
 \* PCI NO.: EXT0001  
 \* Status: 1  
 Total Budgeted: 5,105.00  
 Total Billing: 5,909.00

General, Detail, Summary, RFQ, Approval, Notes, Attachment, History  
 Show Rates, Hide Rates, Calc. Markups, Allowance Tracking, PCI Participation, SCO, Line Notes

Markup	Vendor	Contract	* Job	* Cost Code	* Category	WM	Billing Code	Days Impact	Cost Code Qty	Cost Code WM	Quantity	Estimated Amount	Quoted Amount	Final Amount	Billing Amount	Subcontract Change
	A1ARCH	A1ARCH.0016	21.40801	01-100	2000	LS	21.40801.01-100			NA				2,500.00	2,500.00	
			21.40801													000
			21.40801	01-100	5000	NA	21.40801.01-100			NA				1,000.00	1,500.00	
			21.40801	00001	3000	DY	21.40801.00001:			NA				500.00	600.00	
														5,105.00	5,909.00	

Vendor Name: Cost Code Desc:

**Hidden:** Markup flag is not visible on the screen, and it is not available to the user

**MAINTAIN RUNTIME FIELDS SECURITY**

Selection Criteria  
 Program: PMCHSPM  
 Block: B2  
 Role: RAVI  
 Reset Program, Reset Block  
 NOTE: Because of internal logic in the program, security restrictions may not have the desired effect on all fields.

Field Security  
 View, Freeze, Detach, Search, Delete, Workflows, Report Options, Export, ECM Documents, User Extensions

Block	Field	Normal Level	Level	Field Removed	Block Removed
B2	CondMarkupFlag	Unrestricted	Hidden		

POTENTIAL CHANGE ITEMS

Table Mode Save Exit

Selection Criteria

Company RV123456 Project 21.40801 Selective Markups testing Contract 21.40801 Change Item Markup Rules

PCI Information

Search Insert Delete Previous Next Workflows Report Options Notes ECM Documents User Extensions

Post Owner CO Copy Modify Type Modify PCI

\* Type EXT \* PCI NO. EXT00001 \* Status 1 Approved

Total Budgeted 5,105.00 Total Billing 5,909.00

Markup flag not shown and not available to the user

General Detail Summary RFQ Approval Notes Attachment History

Show Rates Hide Rates Calc. Markups Allowance Tracking PCI Participation SCO Line Notes

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Notes ECM Documents User Extensions

Vendor	Contract	* Job	* Cost Code	* Category	WM	Billing Code	Days Impact	Cost Code Qty	Cost Code WM	Quantity	Estimated Amount	Quoted Amount	Final Amount	Billing Amount	Subcontract Change	Task ID
A1ARCH	A1ARCH.0016	21.40801	01-100	2000	LS	21.40801.01-100			NA				2,500.00	2,500.00		
		21.40801	01-100	5000	NA	21.40801.01-100			NA				1,000.00	1,500.00		
		21.40801	00001	3000	DY	21.40801.00001			NA				500.00	800.00		
A1ARCH	A1ARCH.0017	21.40801	01-100	2000	LS	21.40801.01-100			NA				500.00	800.00		
													5,105.00	5,909.00		

Vendor Name A1 Architects Cost Code Desc. Temporary Structures

## New 'Year' Field Added so that Latest AIA Report Version is Printed (21.46274)

New year field added to JB Control so that latest version of AIA G701 (PMG701) report prints.

### Modifications:

New field 'Year' is added on Invoice tab in JB Control.

The AIA related fields need to be grouped under 'AIA' section on Invoice tab of JB Control program.

Changed the prompt of AIA License Flag from 'AIA G702 and G703 Forms Licensed by Company' to read as 'AIA G701, G702 and G703 Forms Licensed by Company'.

When AIA License Flag is unchecked, the fields AIA License Number, AIA License Expiry Date and Year are cleared and disabled.

'Year' field is validated to be a positive number.

### Set up and Printing:

In JB Control, Check the AIA Licence flag 'AIA G701, G702 and G703 Forms Licensed by Company'. Enter the AIA License Number, AIA License Expiry Date and Year of new version of G701 you want to print on the PMG701 report.



**JB CONTROL**

**Selection Criteria**

\* Company: RV123456 | RV123456 - RV Company | Copy Control File

**JB Control Detail**

General | Billing | Invoice | Department | Risk Management

Search | Insert | Workflows | Report Options | ECM Documents | User Extensions

Default Invoice Format: [Search] [JB1INV\*\*\*\*\*] [JB1INV00096]

\* Self Performed Work: JB1 | [Search] [JB1INV\*\*\*\*\*] [JB1INV00096]

Sub-Contracted Work: MR | [Search] [bbbbbb-\*\*\*\*] [CUSTCO-0001]

\* Self Performed Work Code: INTERNAL

Self Performed Work Description: [Text Field]

☒ Use Job Department For AR Posting  
☒ Use Customer's AKA Name If Available  
☒ Allow SC Request For Payment Creation From Billing Invoice  
☒ JB Invoice Void Automatically Voids SC Manual Request For Payment

Remittance Details: [Text Field]

**AIA**

☒ AIA G701, G702 and G703 Forms Licensed by Company

AIA License Number: AIA1234567890

AIA License Expiry Date: 31/Dec/2021 | [Calendar Icon]

Year: 2021

Print the Owner Change Order document (PMG701) report.

**AIA DOCUMENT G701 - 2021**

**Change Order** Page: 3 of 16

PROJECT: (Name and Address)  
168M - Major Airport Expansion in Chicago | 168M  
300, Business Street  
500, Floor V  
Chicago, IL, 60224, US

TO CONTRACTOR: (Name and Address)  
Real's Construction Co Ltd.  
100, Downtown  
500, Floor V  
Chicago, IL, 62541, US

CHANGE ORDER NUMBER: CCO00002  
Date: [Text Field]

ARCHITECT'S PROJECT NO:  
CONTRACT DATE: 2020-JAN-01  
CONTRACT FOR: General Construction

OWNER: ☐  
ARCHITECT: ☐  
CONTRACTOR: ☐  
FIELD: ☐  
OTHER: ☐

**THE CONTRACT IS CHANGED AS FOLLOWS:**  
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

EXT00005		
Temporary Structures - Subcontract	\$5,000.00	\$11,600.00
Temporary Structures - Equipment	\$2,900.00	
Temporary Structures - Material	\$2,900.00	

The original Contract Sum was \$7,368,600.00  
 The net change by previously authorized Change Orders \$0.00  
 The Contract Sum prior to this Change Order was \$7,368,600.00  
 The Contract Sum will be increased by this Change Order in the amount of \$11,600.00  
 The New Contract Sum including This Change Order \$7,317,100.00  
 The Contract Time Will Not Be Changed  
 The date of Substantial Completion as of the date of this Change Order therefore is

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER**

ARCHITECT (Firm name)	CONTRACTOR (Firm name)	OWNER (Firm name)
Real's Construction Co Ltd.	Real's Construction Co Ltd.	
100, Downtown 500, Floor V Chicago, IL, 62541, US	100, Downtown 500, Floor V Chicago, IL, 62541, US	
ADDRESS	ADDRESS	ADDRESS
BY (Signature)	BY (Signature)	BY (Signature)
(Typed Name)	(Typed Name)	(Typed Name)
DATE	DATE	DATE

**CAUTION:** You Should sign an Original AIA Contract Document. On which this text appears in RED. An original assures that changes will not be obscured.

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This Document was produced at 15:02:53 on 11/08/2021 Under Order No. AIA1234567890 Which Expires on 12/31/2021 and is not for resale.

When the year field is left blank in JB Control, then the document would print **2017** which is the current date of the official AIA G701.



## Enhancement Request-For Markups (21.42130)

### Overview:

CMiC has added the ability for PCI Markup amounts to round to the nearest thousands and hundreds of thousands.

### Modifications:

The program has been modified so that the 'Maintain PCI Markup Rules' screen will now include the following Rounding rule/options while setting up the markup rule

No Rounding

Round to Nearest .01

Round to Nearest 1

Round to Nearest 10

Round to Nearest 100

Round to Nearest 1,000

Round to Nearest 10,000

Round to Nearest 100,000

Round to Nearest 1,000,000

### Screenshots:

**MAINTAIN PCI MARKUP RULES**

**Selection Criteria**

Company: RV123456 Construction Company  
Job: 21.42130 DPR markup functionality

**Rules**

Order	Description	Rounding Rule	Rounding Method	Level
1	rule1	No Rounding	Standard	1

**Details**

Calculate On Job	Cost Code	Amount	Cost Code	Cat	Budget %	Billing %
21.42130	01-103	1000	21.42130	01-100	4000	1.11002
21.42130	01-103	2000	21.42130	01-100	4000	8
21.42130	01-103	3000	21.42130	01-100	4000	8.05

Calculate On Job: DPR markup functionality  
Calculate On Cost Code: Site Office  
Calculate On Cat: Equipment

Allocate To Job: DPR markup functionality  
Allocate To Cost Code: Temporary Structures  
Allocate To Cat: Material

### Example 1:

PCI Amount: 3,000,000

Markup Rounding Rule: *Round to Nearest 100,000 (hundreds of thousands)*

Markup Rule: 8%

Markup Amount with No Rounding: 240,000

Markup Amount with Rounding Applied: 200,000

**MAINTAIN PCI MARKUP RULES**

**Selection Criteria**

\* Company: RV123456 Construction Company  
\* Job: 21.42130 DPR markup functionality  
Copy From Job

**Rules**

* Order	Description	* Rounding Rule	* Rounding Method	* Level
1	rule1	Round to Nearest 100,000	Standard	1

**Details**

Calculate On Job	* Cost Code	* Cat	Allocate To Job	* Cost Code	* Cat	* Budget %	* Billing %
21.42130	01-103	1000	21.42130	01-100	4000	1.11002	2.11002
21.42130	01-103	2000	21.42130	01-100	4000	8	8
21.42130	01-103	3000	21.42130	01-100	4000	8.05	8.05

Calculate On Job: DPR markup functionality  
Calculate On Cost Code: Site Office  
Calculate On Cat: Labour

Allocate To Job: DPR markup functionality  
Allocate To Cost Code: Temporary Structures  
Allocate To Cat: Material

**POTENTIAL CHANGE ITEMS**

**Selection Criteria**

Company: RV123456 Construction Company  
Project: 21.42130 Markup roundup  
Contract: 21.42130  
Change Item Markup Rules

**PCI Information**

Post: Owner CO: Copy: Modify Type: Modify PCI  
\* Type: EXT External  
\* PCI NO: COE00002 External Markup calculation  
Total Budgeted: 3,200,000.00  
Total Billing: 3,300,000.00  
Status: A Approved

General Detail Summary RFQ Approval Notes Attachment History  
Show Rates Hide Rates Calc Markups Allowance Tracking PCI Participation SCO Line Notes

Markup	Vendor	Contract	* Cost Code	* Category	WM	Billing Code	Default Bill Code for WBS	Days Impact	Cost Code Qty	Cost Code WM	Quantity	Estimated Amount	Quoted Amount	Final Amount	Billing Amount
<input checked="" type="checkbox"/>			01-103	2000	CY	21.42130.01-				NA				3,000,000.00	3,000,000.00
<input type="checkbox"/>			01-100	4000	LS	21.42130.01-								200,000.00	300,000.00
														3,200,000.00	3,300,000.00

Vendor Name: Cost Code Desc: Site Office

## Example 2

PCI Amount: 3,000,000

Markup Rounding Rule: Round to Nearest 1,000 (thousands)

Markup Rule: 8.05%

Markup Amount with No Rounding: 241,500

Markup Amount with Rounding Applied: 242,000

**MAINTAIN PCI MARKUP RULES**

Selection Criteria

\* Company RV123456 Construction Company

\* Job 21-42130 DPR markup functionality

Copy From Job

Rules

* Order	Description	* Rounding Rule	* Rounding Method	* Level
1	rule1	Round to Nearest 1,000	Standard	1

Details

Calculate On Job	* Cost Code	* Cat	Allocate To Job	* Cost Code	* Cat	* Budget %	* Billing %
21-42130	01-103	1000	21-42130	01-100	4000	1.11002	2.11002
21-42130	01-103	2000	21-42130	01-100	4000	8	9
21-42130	01-103	3000	21-42130	01-100	4000	8.05	8.05

Calculate On Job: DPR markup functionality

Calculate On Cost Code: Site Office

Calculate On Cat: Labour

Allocate To Job: DPR markup functionality

Allocate To Cost Code: Temporary Structures

Allocate To Cat: Material

**POTENTIAL CHANGE ITEMS**

Selection Criteria

Company RV123456 Construction Company

Project 21-42130 Markup roundup

Contract 21-42130

Change Item Markup Rules

PCI Information

Post Owner CO Copy Modify Type Modify PCI

\* Type EXT External

\* PCI NO COED0002 External Markup calculation

\* Status A Approved

Total Budgeted 3,242,000.00 Total Billing 3,242,000.00

General Detail Summary RFQ Approval Notes Attachment History

Show Rates Hide Rates Calc Markups Allowance Tracking PCI Participation SCO Line Notes

Markup	Vendor	Contract	* Job	* Cost Code	* Category	WM	Billing Code	Default Bill Code for WBS	Days Impact	Cost Code Qty	Cost Code WM	Quantity	Estimated Amount	Quoted Amount	Final Amount	Billing Amount	Subco Cha
			21-42130	01-103	3000	DY	21-42130-01-				NA				3,000,000.00	3,000,000.00	
			21-42130	01-100	4000	LS	21-42130-01-								242,000.00	242,000.00	
															3,242,000.00	3,242,000.00	

Vendor Name

Cost Code Desc Site Office

## New Flag 'Allow Cost' is added to the PCI header in PCI Entry screen (21.38030)-Beta version released

### Overview:

A new flag 'Allow Cost' is added to the PCI header in PCI Entry screen.

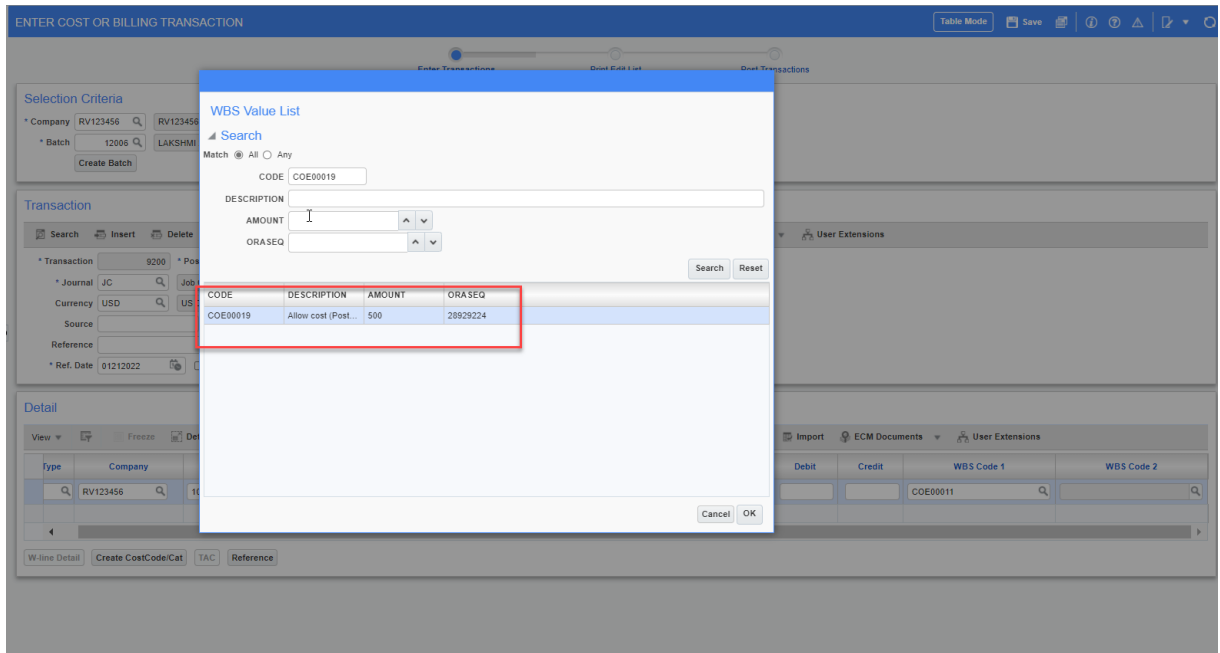
### Modifications:

The new flag 'Allow Cost' is added to header in the general tab on PCI Entry screen. The default value for Allow Cost=Y. This new flag is editable for the unposted and posted PCIs. When unchecked the PCI does not appear for selection in cost transaction screens, MCT, Crew timesheets, Imaging.

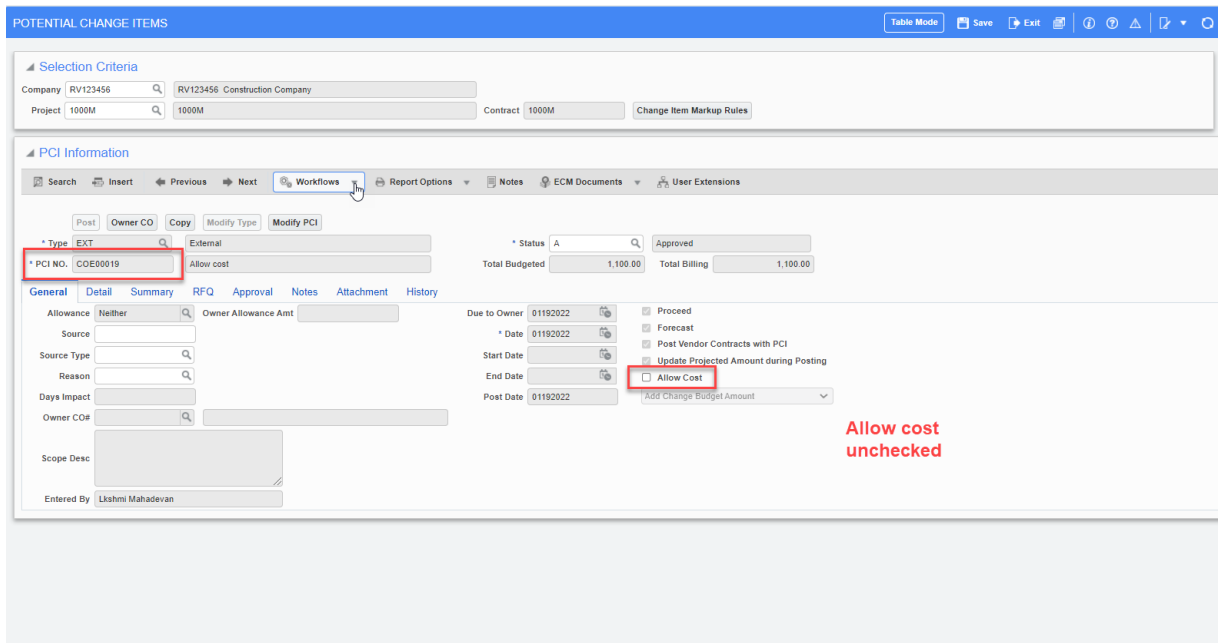
### Screenshots:

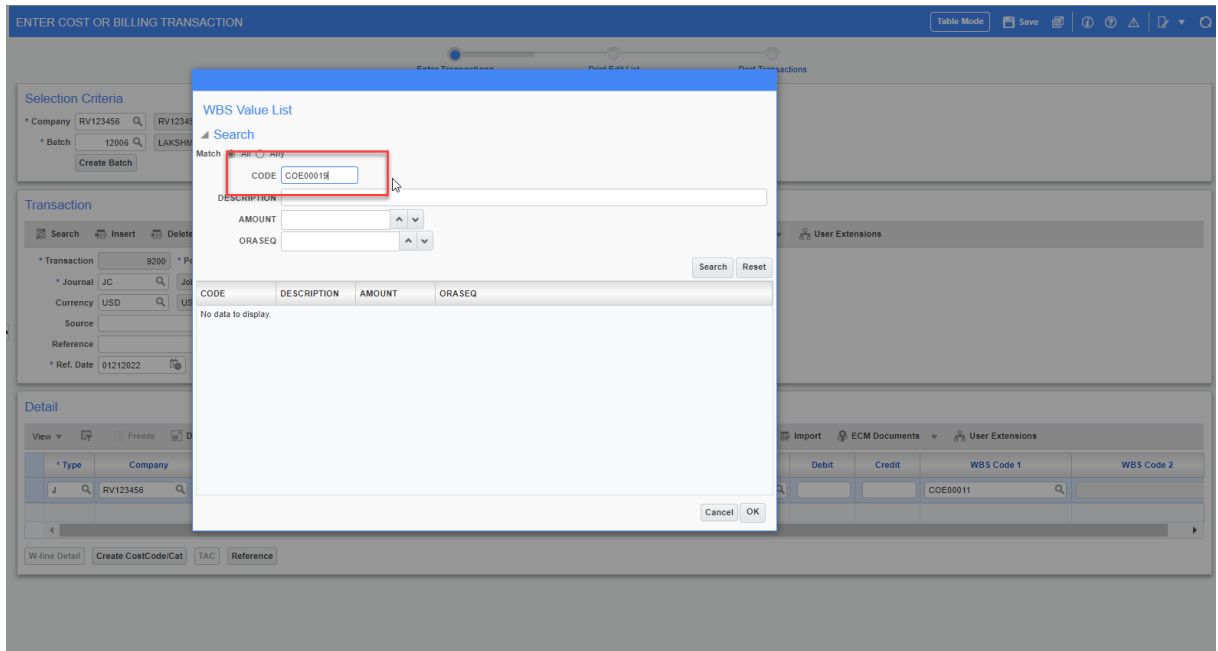
The screenshot displays the 'POTENTIAL CHANGE ITEMS' screen. The 'Selection Criteria' section shows filters for Company (RV123456), Project (1000M), and Contract (1000M). The 'PCI Information' section includes tabs for Search, Insert, Previous, Next, Workflows, Report Options, Notes, ECM Documents, and User Extensions. The 'General' tab is active, showing fields for Type (EXT), Status (A), PCI NO. (COE00019), and Allow cost (checked). The 'Allow Cost' checkbox is highlighted with a red box, and a red text annotation 'Allow Cost default value checked' is present. Other fields include Owner Allowance Amt, Due to Owner, Date, Start Date, End Date, Post Date, and various checkboxes for Proceed, Forecast, Post Vendor Contracts with PCI, and Update Projected Amount during Posting.

When Allow cost is checked for a PCI, the PCI is available for selection in the cost transaction entry screen.



When Allow cost flag is not checked for a PCI, the PCI is not available for selection in the cost transaction entry screen.





Note that changes has been made only to ADF and CMiC Field changes are under development.

## CMiC Field

### Cost/Budget Status Query UD Logs – Temp Table Population (15.06485)

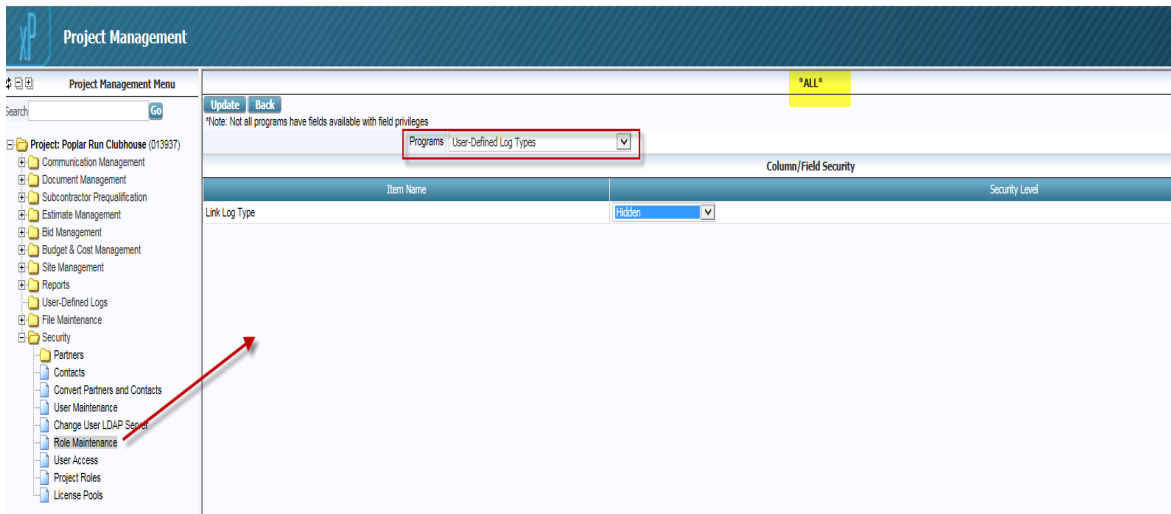
#### BACKGROUND

Prior to the changes below, user-defined logs created off the Cost Status Query log types did not show any data because the temporary table that is used for populating the Cost Status Query did not also populate data for related user-defined logs. The changes under this work order are programmed to rectify this problem by populating the temporary table with data for the user-defined logs.

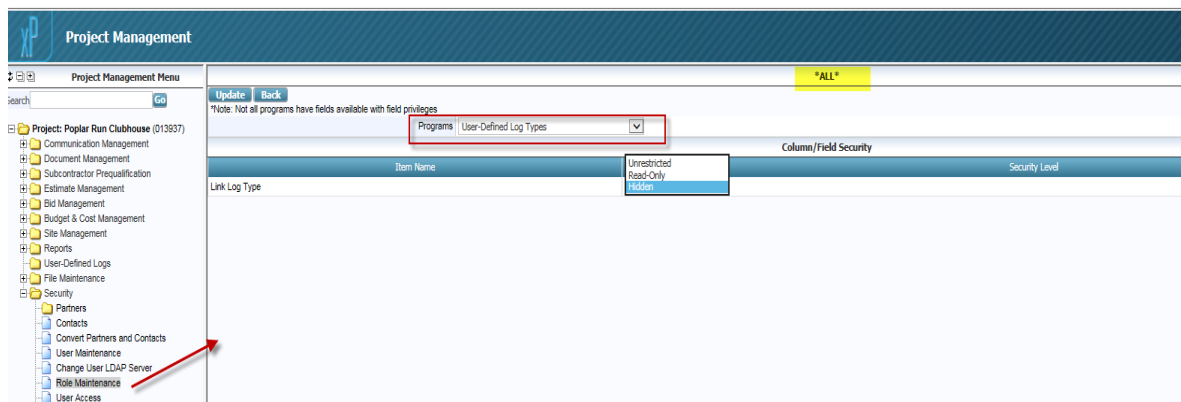
#### SUMMARY OF CHANGES

Created the field 'Link Log Type' on the User Defined Log Type screen. This field has default field security set to 'HIDDEN' on the \*ALL\* role:





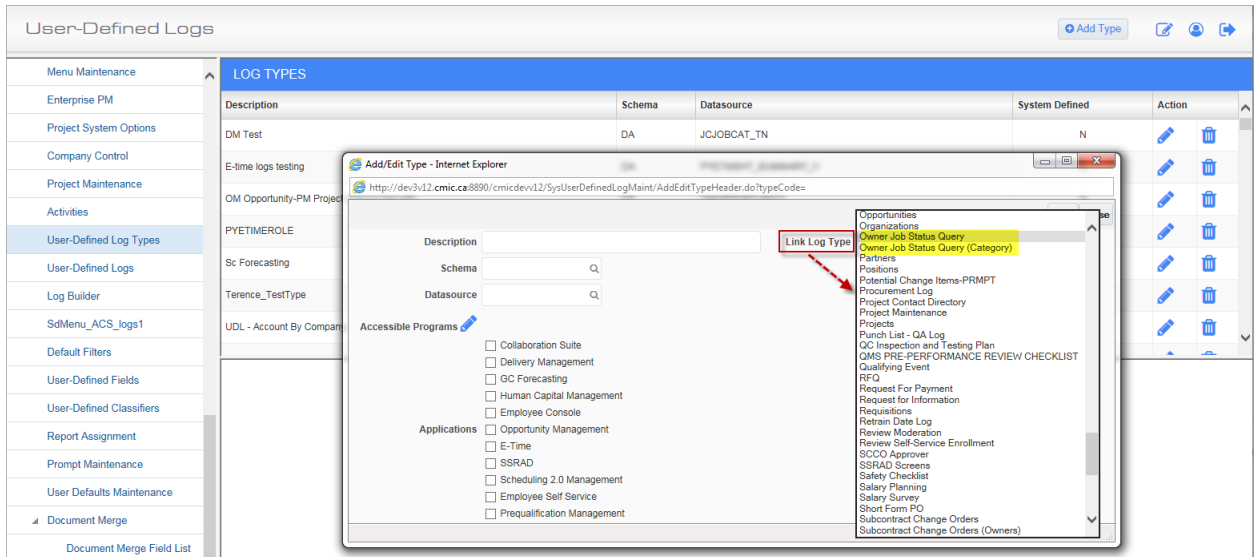
The possible setting is Unrestricted/Read-only/Hidden:



When set to Unrestricted, the User Defined Log Types screen has the 'Link Log Type' field displayed.

Clicking on the drop-down arrow will display the list of system log types that this log type can be linked with.

**NOTE: As of now changes have only been made for Cost and Budget Status Query logs.**



Once the link is established, user-defined logs created for the Owner Job Status Query and linked to log type Owner Job Status Query or Owner Job Status Query (Category), will display the temporary table data.

Example:

The screenshot shows the 'Project Management' interface. On the left is a navigation menu with options like 'Project Management Menu', 'Communication Management', 'Document Management', etc. The main area displays a table titled 'Custom Cost Status Query' with columns: PMOJOL\_XBL\_CODE, PMOJOL\_PSE\_CODE, PMOJOL\_OBL\_BUDGET\_AMT, PMOJOL\_FORECAST\_AMT, PMOJOL\_PROJ\_AMT, PMOJOL\_PROJ\_VARIANCE\_AMT, PMOJOL\_TO\_COMPLETE\_AMT, PMOJOL\_COMMITTED\_AMT, PMOJOL\_SPENT\_AMT, PMOJOL\_SPENT\_COMMITTED\_AMT, and PMOJOL\_COMMITTED\_REMAIN\_AMT. A red box highlights the 'User Defined Logs' section in the left navigation menu, and a red arrow points to the 'Owner Job Status Query' log type in the table.

## Request for Payment – SOV for Posted Record (15.04564)

Changes have been made so that the SOV section of posted RFP screen shows the Completed Amount **to date** according to the chronology of the posted vouchers for the same contract (unposted RFP screen remains unchanged). For example,

Voucher 1 for Contract A

Current Amount = 4000.00

Completed Amount = 4000.00

Voucher 2 for Contract A

Current Amount = 1784.15

Completed Amount = 5784.15

Voucher 3 for Contract A

Current Amount = 5410.00

Completed Amount = 11194.15

## Analyze Bids – Copy Estimated to Quoted Amount (15.06491)

Project Management Bid Analysis

Company: ZZ CMiC Test Company Sort By: Bidder

Project: SBPROJ01 Tridel Phase 1 Entries From: 1 Through: 4 Of: 4 Prev Next

Bid Package: SBPROJ002 15.06491 - Copy Estimated to quoted

Submitted Bids

Selected	Name	WM	Purchased	Est Amt	Quoted Amount	Total	Select	Quoted Amount	Total	Select	Quoted Amount	Total	Select
<input type="checkbox"/>	Bid Items		<input type="checkbox"/>				<input type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	Slabs	NA	<input type="checkbox"/>	21,000.00	21,000.00		<input type="checkbox"/>	21,000.00		<input type="checkbox"/>	21,000.00		<input type="checkbox"/>
<input checked="" type="checkbox"/>	Footings	NA	<input checked="" type="checkbox"/>	4,560.00	4,560.00		<input checked="" type="checkbox"/>	4,560.00		<input type="checkbox"/>	4,560.00		<input type="checkbox"/>
<input type="checkbox"/>	Blue Prints (3000)	NA	<input type="checkbox"/>				<input type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>	Blue Prints (4000)	NA	<input type="checkbox"/>				<input type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	Blue Prints (9000)	NA	<input checked="" type="checkbox"/>		2,400.00		<input checked="" type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>	Excavation (3000)	NA	<input type="checkbox"/>				<input type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>	Excavation (9000)	NA	<input type="checkbox"/>				<input type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>	Subtotal		<input type="checkbox"/>	25,560.00	27,960.00		<input type="checkbox"/>	25,560.00		<input type="checkbox"/>	25,560.00		<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>				<input type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>
	Notes			25,560.00	27,960.00			25,560.00			25,560.00		

Add Bid Item Create Bid Item Add Bidders

Copy Est to Quoted

Record: 1/21

Added the **[Copy Est to Quoted]** button to the Analyze Bids FORM. When this button is clicked it will allow the user to select the bidder under which to copy the Estimated Amount to the Quoted Amount for applicable bid items. If a value already exists in the Quoted Amount field, it will not be overwritten.

A different popup window is displayed when there is a single bidder versus multiple bidders in the bid package:

## Single Bidder:

Action Edit Block Field Record Query Utility Help Window

Project Management Bid Analysis

**Bid Package**

Company: ZZ CMiC Test Company Sort By: Bidder

Project: SBPROJ01 Tridel Phase 1 Entries From: 1 Through: 1 Of: 1 Prev Next

Bid Package: SBPROJ0001 Bid Package for 15.06491

**Submitted Bids**

Selected	Name	VM	Purchased	Est Amt	Quoted Amount	Total	Select	Quoted Amount	Total	Select	Quoted Amount	Total	Select
<input checked="" type="checkbox"/>	<b>Bid Items</b>												
<input checked="" type="checkbox"/>	Slabs	NA											
<input checked="" type="checkbox"/>	Footings	NA											
<input type="checkbox"/>	Subtotal												
<input type="checkbox"/>	<b>General</b>												
<input type="checkbox"/>	Subtotal												
<input type="checkbox"/>	<b>Special Pricing</b>												
<input type="checkbox"/>	Subtotal												
	Notes			25,560.00	25,560.00								

Buttons: Add Bid Item, Create Bid Item, Add Bidders, Copy Est to Quoted, Purchase

Record: 0/16 <OSC>

**Forms**

Estimated Amount will be copied into Quoted Amount for all applicable Bid Items. Do you wish to proceed?

Yes No

in case of single bidder

## Multiple Bidders:

Action Edit Block Field Record Query Utility Help Window

Project Management Bid Analysis

**Bid Package**

Company: ZZ CMiC Test Company Sort By: Bidder

Project: SBPROJ01 Tridel Phase 1 Entries From: 1 Through: 4 Of: 4 Prev Next

Bid Package: SBPROJ0002 15.06491 - Copy Estimated to quoted

**Submitted Bids**

Selected	Name	VM	Purchased	Est Amt	Quoted Amount	Total	Select	Quoted Amount	Total	Select	Quoted Amount	Total	Select
<input checked="" type="checkbox"/>	<b>Bid Items</b>												
<input checked="" type="checkbox"/>	Slabs	NA											
<input checked="" type="checkbox"/>	Footings	NA											
<input type="checkbox"/>	Blue Prints (3000)	NA											
<input type="checkbox"/>	Blue Prints (4000)	NA											
<input checked="" type="checkbox"/>	Blue Prints (9000)	NA	<input checked="" type="checkbox"/>		2,400.00								
<input type="checkbox"/>	Excavation (3000)	NA											
<input type="checkbox"/>	Excavation (9000)	NA											
<input type="checkbox"/>	Subtotal			25,560.00	27,960.00			25,560.00	25,560.00				
	Notes			25,560.00	27,960.00			25,560.00	25,560.00				

Buttons: Add Bid Item, Create Bid Item, Add Bidders, Copy Est to Quoted, Purchase

Record: 1/1 <OSC>

**Copy Estimated to Quoted Amount**

Bidder: Blue Cross Blue Shield

Blue Cross Blue Shield

E and L Tool Rental

ZZ - Home Depot

ZZ-Acme Supply

in the case of multiple bidders

## Sort Order for SOV in Subcontract, Change Order, RFP and Flysheet (15.04863)

A Sort Order field will now appear on Subcontract, Subcontract Change Order, Request for Payment and in the Imaging Flysheet detail section. The field is numeric and auto-generated, but can be over-written in un-posted /posted SC/SCCO. There is no validation for this new field.

The Sort Order field is controlled by a flag on the Subcontract Control File (ADF). When this flag is checked it will take precedence over the sort order of the SOV lines in all the above-mentioned applications.

## Bcc added to Communication, Issue, RFI, Submittal (15.05536)

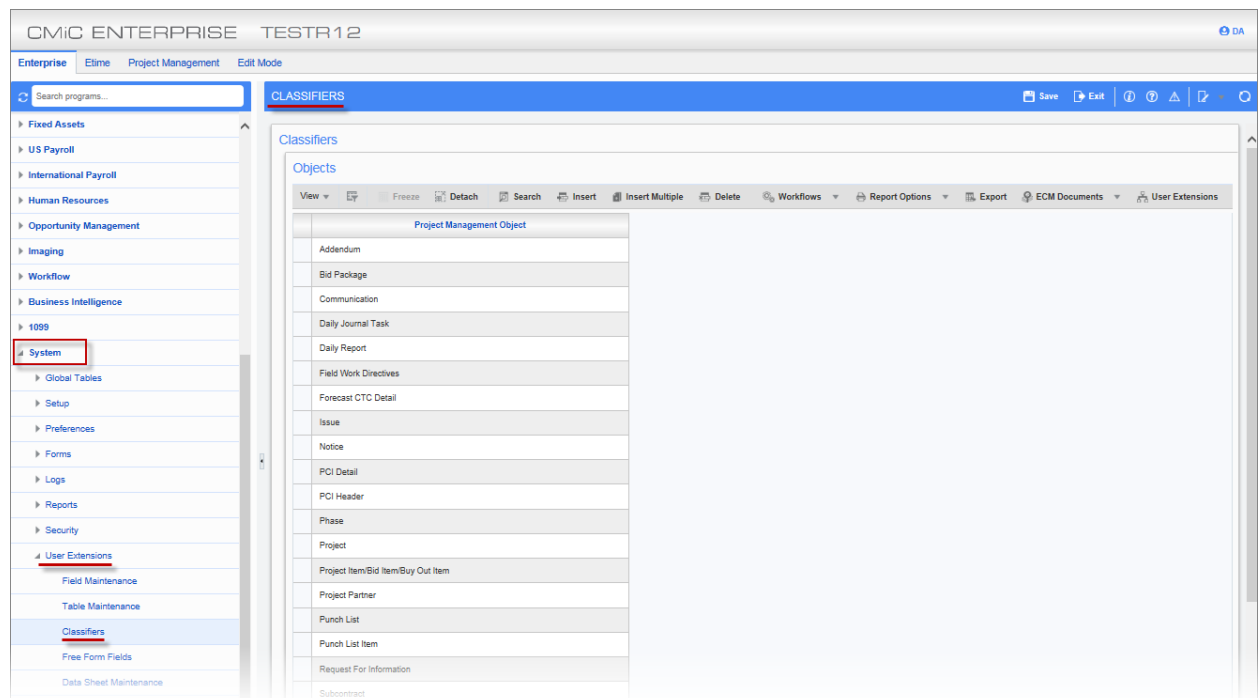
The **[Bcc]** button has been added to Communication, Issue, RFI and Submittal screens. Field security can be applied to this button if desired.

Changes were applied to allow the users to add Bcc contacts and to send I/O Email to these contacts.

## Six Classifiers for Subcontract SOV (15.05229)

Added the ability to add 6 User Defined Classifiers to the Schedule of Values (SOV) of subcontracts.

This is achieved by accessing CMiC Enterprise (Forms) through the following paths:



The object is '**Subcontract Schedule**'. Select the desired user-defined fields from the LOV of each classifier in the 'Classifiers' section of the screen and save the entries.

For example:

CLASSIFIERS

Save

Exit

Issue

Notice

PCI Detail

PCI Header

Phase

Project

Project Item/Bid Item/Buy Out Item

Project Partner

Punch List

Punch List Item

Request For Information

Subcontract

Subcontract Schedule

Submittal

Submittal Package

System Contact

Trade Equipment

Trade Labor

Transmittal

\* Date Display Format

DD-MON-YYYY

13-MAR-2019

Classifiers

Search

Delete

Previous

Next

Workflows

Report Options

ECM Documents

User Extensions

Classifier1

AUDIT\_DATE

Audit Date

Default Value

Classifier2

PURCH\_TYPE

Purchasing Type

Default Value

Classifier3

PROJ\_TYPE

Project type

Default Value

Classifier4

TRADE\_CODE

Trade Code

Default Value

Classifier5

REVIEWER

REVIEWEMP

Default Value

Classifier6

REVIEWDATE

Date

Default Value

In PM JSP, when a subcontract is created, the schedule will show the classifiers that are in use:

Subcontract Entry

Save Draft Save Cancel

Subcontract Detail Change Orders Participation Attachments Alternates Special Pricing\_123 Inclusions Exclusions Text Codes Free Form Review/Approval

Project: ZZ Walmart (ZZ-WALMART)

Communication Management

Document Management

Subcontractor Prequalification

Estimate Management

Bid Management

Budget & Cost Management

Subcontract

Subcontract Change Orders

Subcontractor SOV

CMIC BIM 360

Potential Change Items

Change Orders

Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query (Revenue)

Cost Status Query (Category)

ENTER SUBCONTRACT ID

Vendor

Description

Status Pending

Contact

Contact Email

Sender Email

Contract Type

Control Contract Amount

Created 13/Mar/2019

User Defined

Approval Level 1

Brand

Approval Level 0

Applicant Type

Schedule of Values

ription	Buissness Partner Code	Code2	Posted/Unposted Change Orders	Employee Number	Audit Date	Purchasing Type	Project type	Trade Code	Reviewed By	Date Reviewed	Action
											+ -

Scope

Scope Of Work

Summary

Total SOV Lines	0.00
Total Including Taxes	0.00

## Field Security

Field security can be applied to any or all of the six classifiers if needed:

\*ALL\*

Update Back

\*Note: Not all programs have fields available with field privileges

Programs Subcontract

COLUMN/FIELD SECURITY

Item Name	Security Level
SOV Classifier 1	Unrestricted
SOV Classifier 2	Unrestricted
SOV Classifier 3	Unrestricted
SOV Classifier 4	Unrestricted
SOV Classifier 5	Unrestricted
SOV Classifier 6	Unrestricted

Possible setting is Unrestricted/Read-only/Hidden.

## Subcontract Detail Sequence Number (15.05296)

A **Sequence** number field has been added to the subcontract detail section.

This sequence number is unique within a subcontract and begins at 1 for every contract and incrementing by 1 when additional detail lines are being added to that contract.

If a detail line is deleted, the sequence number for that line is not re-used.

The field is not editable.

The screenshot shows the 'Subcontract Entry' form. The left sidebar contains a navigation menu with options like 'Communication Management', 'Document Management', 'Subcontractor Prequalification', 'Estimate Management', 'Bid Management', and 'Budget & Cost Management'. The main area is divided into several tabs: 'Subcontract Detail', 'Change Orders', 'Participation', 'Attachments', 'Alternates', 'Special Pricing\_123', 'Inclusions', 'Exclusions', 'Text Codes', 'Free Form', and 'Review/Approval'. The 'Subcontract Detail' tab is active, showing fields for Vendor (American Gas Supply Co.), Status (In Process), Description (Contract), Contact, Contact Email, Sender Email (docs@cmic.ca), Created (23/Feb/2010), and Post Date (Feb/23/2010). Below these are 'User Defined' fields for Approval Level 1 (2015-10-17), Brand, Approval Level 0 (Email), and Applicant Type (N/A). The 'Schedule of Values' table is at the bottom, with columns for Action, Task Code, Seq, Task Name, Unit, W/M, Rate, Amount, Job, Phase, Category, and JB Bill Code. The 'Seq' column has two rows: 'TASK1' with '1' and 'TASK2' with '2'. The 'Seq' field for 'TASK2' is highlighted with a red box.

## Field Security

Field security can be applied to the sequence number if needed:

The screenshot shows the 'Field Security' configuration screen. At the top, there's a blue header with '\*ALL\*'. Below it, a note states: '\*Note: Not all programs have fields available with field privileges'. A 'Programs' dropdown is set to 'Subcontract'. The 'COLUMN/FIELD SECURITY' section has a table with two columns: 'Item Name' and 'Security Level'. The 'Item Name' is 'Unique sequence # by Subcontract' and the 'Security Level' is 'Unrestricted (Read-only)'.



Possible setting is Unrestricted Read-only/Hidden.

## Daily Journal – Labor tab Copy Previous Row (15.10940)

The changes of this work order include:

- the addition of an icon to represent the 'copy of the previous row' action in the Labor tab of a Daily Journal record
- the application of field security for this icon

### a) Copy Previous Row

When the blue  is clicked, a new row is opened above it and includes an additional action icon  which represents the action 'copy the contents of the previous row into this row'.

See the screenshot below:



Daily Report

Cancel Save Save Draft Back To Log

Project: Basic's Job Project (BASIC)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Estimate Management

Budget & Cost Management

Site Management

Daily Journal

00000069

00000095

Punchlists

Field Work Directives

Notices

Checklists

QC Inspection and Testing Plan

Reports

Daily Report

Notes

Attachments

Not Submitted

Report No. 00000095 Date 05/Nov/2013 TUESDAY Prepared By Glenda Stmpson

Sky Wind Precipitation (F)

Rain Day Low Temperature (F) High Temperature (F)

Units Complete Status Empty Crew Code

Submitted By Datestart Dateend2

Project type

General Labor Field Force Own Equipment Trade Equipment Materials Quality Control Visitors Safety Billing Units Complete Units Complete

Validate Select All Unselect All

Action	Select	Comp	Emp#	Employee Name	Job	Phase	Cat	Normal Hours	OT Hours	DOT Hours	Other Hours	Type	Expense	Expense Description	Quantity
	<input type="checkbox"/>	SUS Q	SUS-EMP01 Q	Glenda Stmpson	BASIC Q	062000 Q	F1 Q	100							
	<input checked="" type="checkbox"/>	SUS Q	Q		Q	Q	Q						Q		
								Total	100	0	0	0			
								Total as of Journal Date	145	5	0	0			
								Project Total	145	5	0	0			

## b) Field Security

Field security can be applied to the Copy Previous Row icon if needed:

\*ALL\*

Update Back

\*Note: Not all programs have fields available with field privileges

Programs Daily Journal

COLUMN/FIELD SECURITY

Item Name	Security Level
Labor - Copy Previous Row	Unrestricted

Possible setting is Unrestricted/Hidden. The default setting is 'Unrestricted'.

Update:

**THE SAME APPLIES TO OTHER TABS – FIELD SECURITY ALSO AVAILABLE**

\*ALL\*

Update Back

\*Note: Not all programs have fields available with field privileges

Programs Daily Journal

### COLUMN/FIELD SECURITY

Item Name	Security Level
Tasks - Copy Previous Row	Unrestricted
Labor - Copy Previous Row	Unrestricted
Field Force - Copy Previous Row	Unrestricted
Own Equipment - Copy Previous Row	Unrestricted
Trade Equipment - Copy Previous Row	Unrestricted
Materials - Copy Previous Row	Unrestricted
Quality Control - Copy Previous Row	Unrestricted
Visitors - Copy Previous Row	Unrestricted

## Enter Bid added to PM Systems Options – Document Types tab (15.08109)

Project System Options

Save

File Maintenance

- Local Tables
- BIM 360 Maintenance
- Menu Maintenance
- Enterprise PM
- Project System Options
- Company Control
- Project Maintenance
- Activities
- User-Defined Log Types

### PROJECT SYSTEM OPTIONS

General Locking Document Types Field Options Contract Forecast

Documents	Addenda	Bid Pkg	Check List	Communication	Daily Jr	Enter Bid	FWD	Issue	Media	Meeting	Notice	OCO	PCI	Project Maint	Punch List	RFI	RFP	Subcontract	Submittal	Submittal Pkg	Transmittal
User Must Select Document Type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attachment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Audio/Video	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Collaborate Pay Request	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Added 'Enter Bid' as a valid entry on the Document Types tab in Project Systems Options.

## Multiple Form Letter Print - Merge Attachments after Report (14.87559)

Accept Close

### Select Multiple Form-Letters

<input type="checkbox"/>	Type	Code	Name
<input type="checkbox"/>	Subcontract Document		
<input type="checkbox"/>	Modifications to Subcontract		

☐ Include Attachments

☒ Merge Attachments after Report

There is an additional flag in the Print Multiple Form Letter screen to **'Merge Attachments after Report'**. This option involves a new process to add the valid attachments (PDF, JPG, PNG, BMP, JPEG, TIFF) to the report generated. All 'converted' attachment types will have their original state and should retain the markups as well.

---

NOTE: When this new flag is un-checked, the Print Multiple Form Letter functionality will function in the original way.

---

The screenshot shows a web browser window titled "Form Letter - Internet Explorer" with the address bar displaying "http://qa4v10.cmic.ca:7785/cmcp". The main content area contains a form with the following fields and options:

- Print Server**: A text input field.
- Destination**: A dropdown menu with the following options: Preview, Preview with Cold Storage, Printer, File, E-Mail, Fax, Cold Storage, Preferred Contact Method, and **Preview with attachments** (highlighted).
- Name**: A text input field.
- Format**: A dropdown menu set to **PDF**.
- Print Blank Letter**: An unchecked checkbox.
- Merge Report & Attachments**: A checked checkbox.

At the bottom of the form, there are two buttons: **Run Report** and **Close**.

When the 'Merge Attachments after Report' flag is checked valid destinations are 'Preview with Attachments' and 'Email' only. Also note that with the 'Email' option you will need to select the attachments in the 'Email Information' popup display (see below), and this will add an additional report (report+attachments.pdf) to the Email, which is the merge: report + attachments:

Email Information - Internet Explorer

http://qa4v10.cmic.ca:7785/cmictfv10x/SysRptParams/showEmail.do?&server=ptfv10x&p\_mpower\_user=SI

Check Spelling Back Send

### Email Information

From: Stephanie@cmic.ca

To: martin.robbs@axissolutions.ca

CC:

BCC:

Subject: Subcontract Documents

Message:

Report File Name: SYSRPDOC.pdf

Merge Report & Attachments ☒

### Attachments

Document Name	File Name	
00-CMiC	00-CMiC	<input type="checkbox"/>
00-Dispatch Category	00-Dispatch Category.jpg	<input checked="" type="checkbox"/>
00-error1	00-error1.jpeg	<input checked="" type="checkbox"/>
2uo4212	2uo4212.png	<input checked="" type="checkbox"/>
A1-2 Site Plan	A1-2 Site Plan.pdf	<input checked="" type="checkbox"/>
R2LOGO	R2LOGO.jpg	<input checked="" type="checkbox"/>

## ITB/RFQ Broadcast Email Enhancements (15.07544)

The following enhancements have been made:

1. ITB Email and ITB Name on Project Maintenance screen have been made more generic since they are used by ITB and RFQ broadcasts;
2. Also, messages are displayed for cases where Broadcast email is missing, RFQ contact email is missing or contact already responded to RFQ broadcast/ Received Date is not null/Quoted Amount is not null.

## Post OCO 'Sub' Privilege (15.11781)

---

Posting - Voiding	
<input type="checkbox"/> Post PCI - External	<input type="checkbox"/> Post PCI - Internal
<input type="checkbox"/> Post PCI - Transfer	<input type="checkbox"/> Post PCI - Original Budget
<input type="checkbox"/> Edit Posted PCI	<input type="checkbox"/> Post OCO
<input type="checkbox"/> Post PCI - External Via OCO	<input type="checkbox"/> Allow for adding posted PCI's to unposted OCO's
<input type="checkbox"/> Post Subcontract	<input type="checkbox"/> Post Subcontract Change Order
<input type="checkbox"/> Void Subcontract	<input type="checkbox"/> Void Subcontract Change Order
<input type="checkbox"/> Add SOV On Posted Subcontract	<input type="checkbox"/> Add SOV On Posted Subcontract Change Order

Enhancement - addition of a sub-privilege to the 'Post OCO' privilege. This sub-privilege allows the user to post external PCI's via the OCO instead of directly with the original 'Post External PCI's' privilege.

## Cost Status Queries – Send to Spreadsheet for PCI Popup (15.13478)

---

Cost Status Queries - Provided Send to Spreadsheet functionality on PCI transaction popup in Cost Status Query including the Category level queries.

## Field Security for Issue Resolution Date (15.11912)

---

Added field security to RESOLUTION DATE field on the JSP Issue screen.

## Field Security for Quantity & WM in Cost Status Queries (15.12019)

---

Cost Status Queries - field security can be set for Quantity and WM in Cost Status Queries drill down.

## Cost Status Query Logs – Variance Field (16.14379)

---

Added a Variance field (as per Manual Forecast) to the Cost Status Query (also category level) Log Builder. This variance field (PMOJSQ\_PROJ\_VARIANCE\_CALC\_AMT) is the difference between the Current Budget and the Projected Cost.

## Archive Forecast upon Store Forecast Function (15.04092)

---

Added an option to 'Archive' forecast when performing 'Store Forecast' function.

### Modifications:

The Project System Options > Contract Forecasting tab is modified with a check box 'Allow Archiving On Store Forecast'. The default value is 'N'.

The value set in Project System Options will default into 'Store Forecast' popup, which users may override as required. When checked, upon store forecast, 'Archive' function will also be performed.

Project System Options

Save

**File Maintenance**

- Local Tables
- BIM 360 Maintenance
- Menu Maintenance
- Enterprise PM
- Project System Options**
- Company Control
- Project Maintenance
- Activities
- User-Defined Log Types

**PROJECT SYSTEM OPTIONS**

General Locking Document Types Field Options **Contract Forecast**

Filter: Cost/Revenue

Show Zero Lines: Show Zero Cost Lines

Hide Zero Projected Cost Lines: ☒

Rows: Both

**Allow Archiving On Store Forecast**: ☒

Auto Refresh Forecast: ☒

Default Posting Date by Forecast Period: ☐

Calculate Forecast Revenue Amounts On Runtime: ☒

*Project System Options > Contract Forecast Tab*

Contract Forecast with PCI Projections

Forecast Comments Calculate Burdens Configure View Clear Overrides Refresh Store Forecast Contract Summary Notes Attachments Send To Spreadsheet

**Budget & Cost Management**

- Subcontract
- Subcontract Change Orders
- Subcontractor SOV
- Potential Change Items
- Owner Change Orders
- Owner Change Transmittal
- Request For Payment
- Compliance Status Log
- Expense Authorization
- Cost Status Query
- Budget Status Query
- Cost Status Query (Category)
- Budget Status Query (Category)
- PCI Projection
- Contract Forecasting**
- PCI Markup Rules
- Subcontractor Tracking Log

**CONTRACT**

Contract: JB-00001 Year: 2018 Current Status: In Process

Job: Period: 12 Status: In Process

Filter: Cost/Revenue Show: ☒ Zero Cost Lines ☐ Zero Cost and Revenue Lines Hide: ☒ Zero Projected Cost Lines Rows: Recoverable Non-Recoverable Both

Forecast has been refreshed

**BILL CODES (FILTERED)**

Freeze	Update	Bill Code	Job	Job Name	Phase	Name	Category	Type	SpentCom...	Meth...	Current	SpentCom...	Actual Cost	SpentCom...	Complete %	PCI Code	Pending Internal PCI	Pending Cost To Co...	Pending External PCI	Pending Internal Cost To
<input type="checkbox"/>	<input type="checkbox"/>	JB-00001 01-299	JB-00001	New Community	01-2999	Iron Flat							0.00	0.00	0.00	0.00 EXT0002	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	JB-00001 01-300	JB-00001	New Community	01-3000	Project Coordi							4,000.00	6,000.00	21.05	MULTIPLE	4,000.00	4,000.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	JB-00001 01-300	JB-00001	New Community	01-3000	Project Coordi							0.00	0.00	0.00	MULTIPLE	15.00	167.00	162.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	JB-00001 01-312	JB-00001	New Community	01-3120	Site Superint							0.00	0.00	0.00	0.00 NONE	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	JB-00001 01-312	JB-00001	New Community	01-3120	Site Superint							0.00	0.00	0.00	0.00 NONE	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	JB-00001 01-313	JB-00001	New Community	01-3130	Superintendent							0.00	0.00	0.00	0.00 NONE	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	JB-00001 01-313	JB-00001	New Community	01-3130	Superintendent							0.00	0.00	0.00	0.00 EXT0006	0.00	454.00	454.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	JB-00001 01-315	JB-00001	New Community	01-3150	Project Manag							0.00	0.00	0.00	0.00 NONE	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	JB-00001 01-315	JB-00001	New Community	01-3150	Project Manag							0.00	0.00	0.00	0.00 NONE	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	JB-00001 01-203	JB-00001	New Community	01-2030	Field Office	N	E	COST		0.00	0.00	75,000.00	0.00	0.00	0.00 NONE	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	JB-00001 01-203	JB-00001	New Community	01-2030	Field Office	N	L	COST		0.00	0.00	60,000.00	0.00	0.00	0.00 NONE	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	JB-00001 01-203	JB-00001	New Community	01-2030	Field Office	N	M	COST		6,658.20	0.00	40,000.00	6,658.20	0.00	0.00 NONE	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	JB-00001 01-203	JB-00001	New Community	01-2030	Field Office	N	OH	COST		0.00	0.00	15,000.00	0.00	0.00	0.00 NONE	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	JB-00001 01-340	JB-00001	New Community	01-3400	Project Accounti	N	E	COST		0.00	0.00	22,000.00	0.00	0.00	0.00 NONE	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	JB-00001 01-340	JB-00001	New Community	01-3400	Project Accounti	N	L	COST		0.00	0.00	200,000.00	0.00	0.00	0.00 NONE	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	JB-00001 01-340	JB-00001	New Community	01-3400	Project Accounti	N	OH	COST		0.00	0.00	10,000.00	0.00	0.00	0.00 NONE	0.00	0.00	0.00	0.00

Confirm - Google Chrome

STORE FORECAST

Are you sure you want to store the forecast?

**Allow Archiving On Store Forecast**: ☒

OK Cancel

*Contract Forecast > Store Forecast pop-up*

## ADF PCI Owner Allowance – Read-only for Out of Scope (14.98430)

The ADF PCI Entry screen has been modified so that the Owner Allowance amount is not editable in the PCI header for 'Out of Scope' allowance type. Instead, when the user invokes the Allowance Tracking screen from the PCI detail line, the Owner Allowance on the Allowance Tracking screen will be defaulted as the Revenue Budget from the phase/category for which the screen was invoked.

There is no change to any other calculations.

Note that this functionality will only be for new PCIs being entered. If an existing PCI already has an Owner Allowance specified, the Allowance Tracking screen will continue to consider that as Owner Allowance. The Revenue Budget is not defaulted as the Owner Allowance for such PCIs.

These changes do not apply to the FORMS version of the screen.

## Subcontract – Tax Codes in Header (15.06063)

Modifications have been made to Subcontract Entry to include the three Tax fields (Tax1, Tax2, Tax3 on detail) on the SC Header, where the user is able to enter tax codes when the checkbox [Default Taxes] is checked. The Tax Code LOV is also made available for selection.

The tax codes entered in the SC header will be populated on the SOV lines otherwise if they are not, then the system will populate these tax codes in the same way it currently does (i.e. Taxes on SC header will take the precedence).

Users are only allowed to make this setup on base subcontracts. However, these fields are available on the change orders as read-only.

Field security for these SC Header Tax Codes can be applied. The default is set as HIDDEN.

## Project Contact Directory Report – New Fields (15.12274)

Modifications have been made to the Project Contact Directory Report - PM1600.REP - to include Contact Code, Partner Abbreviation, and Trade/Scope (user-defined field).

## PM Role Privileges for Disabling Printing Subcontract /SCCO (15.05451)

Other

- ☐ Non-Project CCs
- ☐ Update Submittals from Bid Item screen
- ☐ Allow For Adding Notes And Attachments To Closed Issues
- ☐ No RFI Answer Entry
- ☐ Submit Daily Journal
- ☐ Disable Printing on Subcontract Change Order
- ☐ Validate Punch List Areas
- ☐ Expense Authorization - Create Close Out
- ☐ Allow For Adding Notes And Attachments To Closed RFIs
- ☐ Store Forecast
- ☐ Disable Printing on Subcontract

Added two project level privileges for disabling print button on Subcontracts and Subcontract Change Orders.

The default value for these privileges is 'unchecked' to allow printing, thereby retaining current functionality.

## ITB/RFQ Broadcast – Email and Messages Enhancement (15.07544)

PROJECT

Company CMIC Construction Company

Project Name Rockford Community Rec Center

Project Code JB-00001

Project Control Code ALL

Project Short Name

General Key Players Job Info Defaults Security Notes Attachments ✓ Review/Approval Gateway Data Exchange Pay Request Esign Maintenance

Customer City of Rockford

Customer Address MAIN  
Winston Garder  
12 Main Street  
Rockford IL 61106  
US

Start Date 12-Feb-2018

End Date 29-May-2020

Hard Bid Project ☒

Bid Date 04-Nov-2016 12:00 AM

Use Bid Item Expense Authorization EA

Allow Manual Entry of RFI Answer By Y

For Projects

Ctrl Business Partner

Broadcast Sender Email ccc-pmisp@ccc.com

Broadcast Sender Name CCC PMJSP System

Bid Won Lost Date 02-Aug-2016

Allow Manual Entry of RFI Answer Date Y

PROJECT ADDRESS

Contact Name Frances Joy

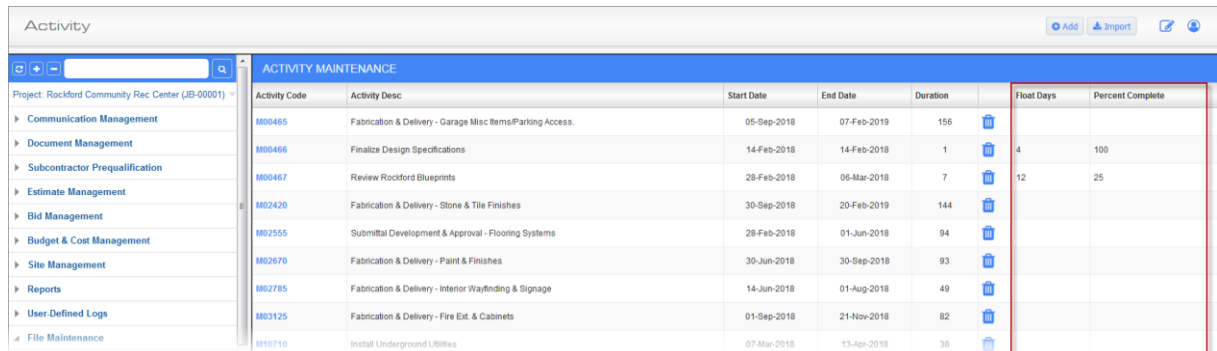
555 Central Ave.  
Chicago Illinois 60606

The ITB Email and ITB Name on the Project Maintenance screen have been made more generic since they are used by ITB and RFQ broadcasts. Also, messages will be displayed for cases where Broadcast email is missing, RFQ contact email is missing or contact already responded to RFQ broadcast/ Received Date is not null/Quoted Amount is not null.

## Activities Maintenance – Float and Percent Complete (16.15258)

The following changes have been implemented for the Activities Maintenance program:

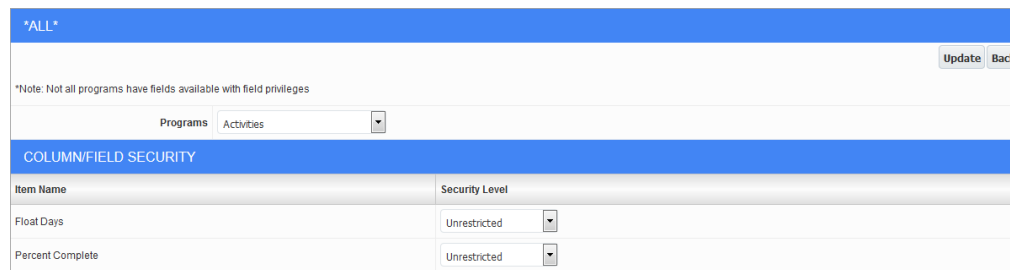
1. Addition of Float (in days – positive number – allows decimals) and Percent Complete (positive number – allows decimals) to Activity Maintenance screen and Activity Import control file and validation screen.



Activity Code	Activity Desc	Start Date	End Date	Duration	Float Days	Percent Complete
IM00465	Fabrication & Delivery - Garage Misc Items/Parking Access.	05-Sep-2018	07-Feb-2019	156		
IM00466	Finalize Design Specifications	14-Feb-2018	14-Feb-2018	1	4	100
IM00467	Review Rockford Blueprints	28-Feb-2018	06-Mar-2018	7	12	25
IM02420	Fabrication & Delivery - Stone & Tile Finishes	30-Sep-2018	20-Feb-2019	144		
IM02555	Submittal Development & Approval - Flooring Systems	28-Feb-2018	01-Jun-2018	94		
IM02670	Fabrication & Delivery - Paint & Finishes	30-Jun-2018	30-Sep-2018	93		
IM02785	Fabrication & Delivery - Interior Wayfinding & Signage	14-Jun-2018	01-Aug-2018	49		
IM03125	Fabrication & Delivery - Fire Ext. & Cabinets	01-Sep-2018	21-Nov-2018	82		
IM07110	Install Underground Utilities	07-Mar-2018	13-Apr-2018	38		

These fields are added for use in custom reports and dashboards. They are not used anywhere else in the application.

By default the field security on these fields are set to 'Hidden' on the \*ALL\* role:



\*ALL\*

Note: Not all programs have fields available with field privileges

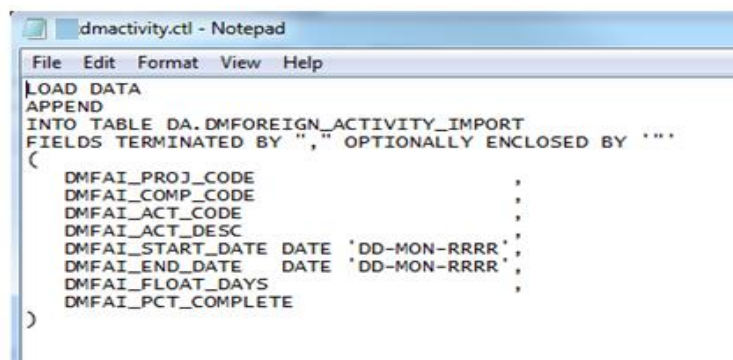
Programs: Activities

COLUMN/FIELD SECURITY

Item Name	Security Level
Float Days	Unrestricted
Percent Complete	Unrestricted

Please note that on the Import screen and Edit mode of the Activities screen Float Days and Percent Complete fields are visible for input only if UNRESTRICTED.

If any of these fields is not unrestricted - no values will be imported for these fields even if provided in the source file.



```
dmactivity.ctl - Notepad
File Edit Format View Help
LOAD DATA
APPEND
INTO TABLE DA.DMFOREIGN_ACTIVITY_IMPORT
FIELDS TERMINATED BY "," OPTIONALLY ENCLOSED BY ""
(
  DMFAI_PROJ_CODE
  DMFAI_COMP_CODE
  DMFAI_ACT_CODE
  DMFAI_ACT_DESC
  DMFAI_START_DATE DATE 'DD-MON-RRRR'
  DMFAI_END_DATE DATE 'DD-MON-RRRR'
  DMFAI_FLOAT_DAYS
  DMFAI_PCT_COMPLETE
)
```

Activities Import Control File – layout



☐ Show lines with errors only  
☐ Show Warnings [5: Warnings]

**REPORT:**  
 1 CSV file processing: 5 lines to process  
 2 0 old rows were deleted  
 3 Insert into DB table: 5 lines inserted. No errors

Action	Activity Code	Activity Desc	Start Date	End Date	Float Days	Percent Complete	Delete Activity
Update	IMP-ACT11	Schedule					<input type="checkbox"/>
Update	IMP-ACT12	Schedule 7					<input type="checkbox"/>
Update	IMP-ACT13	Schedule 2					<input type="checkbox"/>
Update	IMP-ACT14	Schedule 1					<input type="checkbox"/>
Update	IMP-ACT15	Schedule 2					<input type="checkbox"/>

*Activity Import validation screen*

When the field security is set to 'Read-only', the two new fields can only be viewed...they are not editable on the Activities Maintenance screen.

- Also, the Activity Description field has been increased to 120 characters.
- The security for the **Activities** program is now listed under both Security > Role Maintenance > **Assign Programs** as well as **Assign Menu Items**. Therefore the user will need to be given access from both screens in order to use the Activities program.

ADD/REMOVE PROGRAMS FROM THE EVERYTHING ROLE

Program Name	App. Code	Granted
Activities	COLLAB	<input checked="" type="checkbox"/>
Addendum	COLLAB	<input checked="" type="checkbox"/>
Alternate Type Maintenance	COLLAB	<input checked="" type="checkbox"/>
Analyze Bids (Buyouts)	COLLAB	<input checked="" type="checkbox"/>

ADD/REMOVE MENU ITEMS FROM THE EVERYTHING ROLE

Select All Unselect All Update Back

Menu Item	Granted
Communication Management	<input checked="" type="checkbox"/>
Project Calendar	<input checked="" type="checkbox"/>
My Actions	<input checked="" type="checkbox"/>
Outlook Import/Export	<input checked="" type="checkbox"/>
Project System Options	<input checked="" type="checkbox"/>
Company Control	<input checked="" type="checkbox"/>
Project Maintenance	<input checked="" type="checkbox"/>
Activities	<input checked="" type="checkbox"/>
User-Defined Log Types	<input checked="" type="checkbox"/>
User-Defined Logs	<input checked="" type="checkbox"/>

## User Defined Fields Tab in Daily Journal (15.12414)

Added User Defined Fields tab on Daily Journal. Also provided Tab security with default HIDDEN set on the \*ALL\* role:

\*ALL\*

Update Back

\*Note: Not all programs have fields available with field privileges

Programs Daily Journal

COLUMN/FIELD SECURITY

Item Name	Security Level
Journal Date	Unrestricted
Sky Conditions	Unrestricted
Wind Conditions	Unrestricted
Precipitation	Unrestricted
Rain Day	Unrestricted
Low Temperature	Unrestricted
High Temperature	Unrestricted
Employee Name	Unrestricted
Tasks - Total Regular Man Hours	Unrestricted
User Defined Fields Tab	Unrestricted
Tasks - Total Overtime Man Hours	Unrestricted
Tasks - Total Double Overtime Man Hours	Unrestricted
Tasks - Copy Previous Row	Unrestricted
Labor - Copy Previous Row	Unrestricted

The tab is also listed as an object in the User Defined Fields list:

USER-DEFINED FIELDS	
Type	Action
Action Item	
Addendum	
Communication	
Daily Journal UDF Tab	
Employee Profile	
Forecast UDF	
HR Job Classification	
HR Positions	
Issue	
Notice	
OM Sales Budget	

Define the Daily Journal UDFs (example):

Required fields are indicated with a blue triangle (\*)

**ADD USER-DEFINED FIELD**

Type: Daily Journal UDF Tab    User-Defined Field\*:     Default Value:     Sort Order:     Add

**ADD USER-DEFINED FIELD GROUP HEADING**

Type: Daily Journal UDF Tab    Group Heading Name\*:     Sort Order:     Add

User-Defined Field	Group Heading Flag	Default Value/Group Heading	Sort Order	Action
	Y	Heading 1	1	
Acknowledgement Date	N		2	
Area Company	N		3	
Project type	N		3	
	Y	Heading 2	4	
Change Order Status	N		5	
Comments	N		6	

Once the UDFs are defined in this screen they can be seen in the Daily Journal records in the tab:

Daily Journal

Project: Rockford Community Rec Center

Journal No. 00005    Date: 15-Mar-2019    PREPARED    Prepared By: Hestey Retchford

Sky:     Wind:     Precipitation:

Rain Day: ☐    Low Temperature:     High Temperature:

Units Complete Status: Empty    Shift:     Crew Code:

Submitted By:

Project type:

General    Tasks    Labor    Field Force    Own Equipment    Trade Equipment    Materials    Visitors    Safety    Billing Units Complete    Units Complete    Daily Work Plan    **User Defined Fields**

**HEADING 1**

Acknowledgement Date:     Area Company:     Project type:

**HEADING 2**

Change Order Status:     Comments:

## Meeting Topic and Minutes added to Meeting Import (15.07894)

```
pmmeetingitem.ctl - Notepad
File Edit Format View Help
LOAD DATA
APPEND
INTO TABLE DA.PMMEETINGITEMIMPORT
FIELDS TERMINATED BY "," OPTIONALLY ENCLOSED BY "'"
(
  pmmii_meeting_id      ,
  pmmii_item_id         ,
  pmmii_item_desc       ,
  pmmii_item_status     ,
  pmmii_resp_partn_code ,
  pmmii_resp_cont_code  ,
  pmmii_resp_comment    ,
  pmmii_item_due_date   ' DATE 'DD-MON-RRRR'
  pmmii_topic,
  pmmii_item_note
)
```

Meeting Topic and Minutes (notes) have been added to the Meeting Minutes Import control file (pmmeetingitem.ctl).

## Revision Number and Date added to Order Multiple Form Letter Display (15.11801)

Order Multiple Form-Letters							Cancel	Save	Accept
		Type	Code	Name	Revision Number	Date			
+	<input checked="" type="checkbox"/>	Potential Change Item	PCI	Potential Change Item					
+	<input checked="" type="checkbox"/>	Change Item Entry - Owner	PM3150_002	Notice of Change - "received" (PM3150_002)					
+	<input checked="" type="checkbox"/>	Change Item Entry - Owner	PM3150_000	MASTER FL - Change Item Entry - Owner (PM3150_000)					
+	<input checked="" type="checkbox"/>	Change Item Entry - Owner	PM3150_001	Notice of Change - "directed" (PM3150_001)					
+	<input checked="" type="checkbox"/>	Change Item Entry - Owner	PM3150_003	Notice of Change - "discovered" (PM3150_003)					
+	<input checked="" type="checkbox"/>	Change Item Entry - Subcontr.	DUNN_LTR	Dunnin Letter FLPM3100_V4					
+	<input checked="" type="checkbox"/>	Change Item Entry - Subcontr.	RSRFQ	List of RFQs					
+	<input checked="" type="checkbox"/>	Change Item Entry - Subcontr.	WCCODQ	Overdue Quote					
+	<input checked="" type="checkbox"/>	Change Item Entry - Subcontr.	WCCRFQ	Request For Quote					
+	<input checked="" type="checkbox"/>	SC - PCI RFQ	PCI - RFQ	SC PCI - RFQ					
+	<input checked="" type="checkbox"/>	Change Item Entry - Subcontr.	PM3100_001	Request for Proposal - Subcontractors (PM3100_001)					
+	<input type="checkbox"/>	Attachment	00000001	1-14-16 10-29-55 AM	0	2016-01-21			
+	<input type="checkbox"/>	Attachment	00000002	1-14-16 11-29-45 AM	0	2016-01-21			
+	<input type="checkbox"/>	Attachment	00000003	1-14-16 12-02-50 PM	0	2016-01-21			
+	<input type="checkbox"/>	Attachment	00000004	10-2-15 12-02-35 PM	0	2016-01-21			
+	<input type="checkbox"/>	Attachment	00000005	10-2-15 12-11-09 PM	0	2016-01-21			
+	<input type="checkbox"/>	Attachment	ATT-0001	IMG_0227	0	2016-03-09			

Multiple Form Letter Print - Added two columns (Revision Number and Date) to the "Order Multiple Form-Letters" pop-up.

## Fields Editable for Posted PCI (16.15824)

Changes have been made to allow editing of fields the fields: Description, Scope Description, Source, Start Date, End Date for posted PCI's.

## Six Classifiers for Punch List Header (15.09153)

The changes of this work order includes the ability to add 6 User Defined Classifiers to the Punch List Header.

The object is 'Punch List' as shown:

The screenshot shows the 'CLASSIFIERS' application window. On the left is a navigation pane with a search bar and a tree view containing categories like Imaging, Workflow, Business Intelligence, 1099, System, User Extensions, Alerts, Utilities, and Reports. The 'Classifiers' option under 'User Extensions' is selected. The main window has a title bar 'CLASSIFIERS' and a menu bar with options like View, Freeze, Detach, Search, Insert, Insert Multiple, Delete, Workflows, Report Options, Export, ECM Documents, and User Extensions. Below the menu bar is a toolbar. The main content area is divided into two sections. The top section, titled 'Objects', contains a list of objects under the heading 'Project Management Object'. The 'Punch List' object is highlighted. The bottom section, titled 'Classifiers', contains a table with six rows, each representing a classifier. Each row has a 'Classifier' column, a 'Default Value' column, and a search icon. The classifiers are labeled Classifier1 through Classifier6.

Classifier	Default Value
Classifier1	
Classifier2	
Classifier3	
Classifier4	
Classifier5	
Classifier6	

Select the desired user-defined fields from the LOV of each classifier in the 'Classifiers' section of the screen and save the entries.

In PM JSP, when a Punch list is created, the header will show the classifiers that are in use.

### Field Security

Field security can be applied to any or all of the six classifiers if needed:

\*ALL\*
Update Back

\*Note: Not all programs have fields available with field privileges

Programs Punch List ▼

COLUMN/FIELD SECURITY

Item Name	Security Level
From Contact	Unrestricted ▼
Punch List Description	Unrestricted ▼
Item No.	Unrestricted ▼
Status	Unrestricted ▼
Inspected	Unrestricted ▼
Received On	Unrestricted ▼
Issued On	Unrestricted ▼
Started At	Unrestricted ▼
Schd Comp	Unrestricted ▼
Completed	Unrestricted ▼
Reinspected	Unrestricted ▼
Sign Off	Unrestricted ▼
Value	Unrestricted ▼
Classifier 1	Unrestricted ▼
Classifier 2	Unrestricted ▼
Classifier 3	Unrestricted ▼
Classifier 4	Unrestricted ▼
Classifier 5	Unrestricted ▼
Classifier 6	Unrestricted ▼

Possible setting is Unrestricted/Read-only/Hidden.

## Subcontract and SCCO Pre-qual Limits for Bonded Contract Types (16.15012)

The following changes have been made to the Subcontract/SCCO programs as they relate to Vendor Pre-qualification Limits:

1. Addition of a 'Bonded' checkbox to the FORMS Contract Types local table:

Contract Type Maintenance

Documents Text Codes Compliance Codes Category Codes Cancel Save

File Maintenance

Local Tables

BIM 360 Maintenance

Menu Maintenance

Enterprise PM

Project System Options

Project Control

Project Maintenance

Activities

User-Defined Log Types

User-Defined Logs

Log Builder

SdMenu\_ACS\_logs1

Default Filters

User-Defined Fields

User-Defined Classifiers

Report Assignment

Prompt Maintenance

User Defaults Maintenance

Contract Type Maintenance

Document Merge

Real-Time Integration

Company ZZ CMC Test Company

Action	Type Code*	Type Description*	Retainage %	Pay When Paid	Days	Contract Exceeds Budget	Alternate Account	Do Not Allow To Post RFP When Exceeds Contract Amount	Sender Email	Active	Bonded	Action
+X	BONDED	Bonded						Not Applicable			<input checked="" type="checkbox"/>	+X
+X	COSTPLUS	Cost Plus						Not Applicable			<input type="checkbox"/>	+X
+X	FIXED	Fixed Cost						Not Applicable			<input type="checkbox"/>	+X
+X	STANDARD	Standard						Not Applicable			<input type="checkbox"/>	+X
+X	WARRANTY	Warranty						Not Applicable			<input type="checkbox"/>	+X
+											<input type="checkbox"/>	+X

If the checkbox is checked against a contract type it indicates that any subcontract or subcontract change order of that contract type is excluded from consideration when determining the Subcontractor Pre-qualification limits remaining – Single Project Limit Remaining and Aggregate Limit Remaining.

It also means that if the subcontract/subcontract change order is a 'Bonded' type, there will be no message to the user if the Single Project Limit and/or Aggregate Project Limit is exceeded.

2. The Contract Type field can have field security applied to it.

## Subcontractor Prequalification Enhancements (15.07422)

The following changes have been made to the Vendor Pre-qualification programs:

1. **Website** field added to the Subcontractor Prequalification as well as to the Self Service – Page 1 screen. Field security can also be applied to the field.

a) Website field in SC Pre-qualification header:

Subcontractor Prequalification

Print Rating Reset Self-Service Password Print Report Approve Subcontractor Check Spelling Add Define Applicant Save

Prequalification Management

Search

Project: SB Project 1 (SBPROJ01)

Subcontractors

Applications

Self Service

Subcontractor Rating Setup

Prequalifications Control

Workflow Notification

Document Management

Documents

Document Packages

Maintenance

Security

User Maintenance

Role Maintenance

User Access

Company Concrete Foundations

Also Known As

Legal Name

Parent Corp.

Chief Business Partner

Street 90 Mayberry Boulevard

Suite

City New York

State New York

Country USA

Contact Mr. Stone

Phone (912) 458-1711

Toll Free

Tax ID 7111

Website

Zip 80241

Fax (912) 458-1175

E-mail stephanie@cmc.ca

Prequalification Status Update Prequal

Insurance Category

Aggregate Project Limit

Insurance Rating

Approval Status

Single Project Limit

CAP Required

Host Region

Last Approval Date

Workflow Status Unsubmitted

CAP Approved

Urgent

Removal Date

Prequal Required

Prequal Required

Master Subcontract

Financial Statement

OSHA 300A Form

Bonding Reference Letter

Union

Open Shop

Sample Insurance Cert

Additional Comments

Project History Totals

Current Contract Amount 0.00

Bill To Date 0.00

Remaining To Be Billed 0.00

Largest Contract To Date 0.00

Locations

General

Contracts

User-Defined Fields

Insurance

Safety

Financial

Financial

Surety

Litigation

Approvals

Submission Log

Call Log

Project History

References

Attachments

Action

Selected Regions

CANADA

Canada

EAST

East USA

MIDWEST

Midwest USA

b) Website field in Self Service – Page 1:

Page 1 of 7 | Next

### Subcontractor Prequalification Questionnaire

All questions contained in this questionnaire are strictly confidential.

**Company Headquarters Information**

Federal Tax ID: 7111

Company Name: Concrete Foundations

Also Known As:

Legal Name:

Parent Corp:

Address: 90 Mayberry Boulevard

Suite:

City: New York

State: N.Y.

Zip: 08241

Country: USA

Year Company Founded: 2015

Contact: Mr. Stone

Phone: (912) 458-1711

Toll Free:

Fax: (912) 458-1175

E-mail: stephanie@cmic.ca

Website:

**Branch Offices:** (Enter all your branch office(s) and bid contact names)

Add Row

**Indicate what region your company does work in:**

☐ Select All Regions

☐ Canada ☒ East USA ☐ Midwest USA

Page 1 of 7 | Next

c) Website field – Self Service field security:

\*ALL\*

[Update](#) [Back](#)

\*Note: Not all programs have fields available with field privileges

Programs: Prequal Self Service

Item Name	Column/Field Security	Security Level
Website (Branch Offices)		Unrestricted

d) Website field - SC Pre-qualification field security:

\*ALL\*

[Update](#) [Back](#)

\*Note: Not all programs have fields available with field privileges

Programs: Subcontractor Prequalification

Item Name	Column/Field Security	Security Level
Website		Unrestricted

2. **Bonding Rates Per \$1000** prompt added as shown, to Page 4 of the Self Service screen. This prompt can be modified in Prompt Maintenance.

Save Draft | Previous | Page 4 of 7 | Next

### Subcontractor Prequalification Questionnaire

All questions contained in this questionnaire are strictly confidential.

**Surety Information**

Is your Company Bondable? ☐ Yes ☒ No

Surety Company:

Broker Name:

Phone:

Single Project Bonding Capacity: .00

Aggregate Project Bonding Capacity: .00

Current amount under bond today: .00

**Bonding Rates Per \$1,000**

\$ 0 - \$ 100 K	.00%
\$ 100 K - \$ 500 K	.00%
\$ 500 K - \$ 1 M	.00%
\$ 1 M - \$ 2 M	.00%
\$ 2 M - \$ 5 M	.00%



### 3. Pre-qualifications Control

The following changes have been made to the Pre-qualifications Control screen:

- a) addition of the flag **'Enable Financials Required Prompt'**
- b) addition of the field **'Number of Required Attachments'**.

Display Financial Calculations in Self-Service ☒

**Enable Financials Required Prompt** ☒

Self-Service (3) References are required. ☐

Alternate Self-Service URL

**Number of Required Attachments** 3

These new settings in the Pre-qualification Control have the following effects:

- a) i. When the flag **'Enable Financials Required Prompt'** is checked, the prompt and checkboxes for the question **'Are you interested in bidding work greater than \$50,000?'** [Yes/No] becomes visible in Page 4 of the Self Service screen.

Self Service screen Page 4:

**Financial Information**

**Are you interested in bidding work greater than \$50,000?** ☒ Yes ☐ No

Financial Year Ending: 2015 Add Year

Legal Entity Type: Corporations

Year Company Founded: 2015

Fiscal Year End Date: Jan 1

Subsidiary Names: 1. 2. 3. 4. 5.

Parent Organization

Do you have D&B Number? ☐ Yes ☒ No Number: D&B Paydex No:

Previous Company Names: 1. 2. 3. 4. 5.

Has Your Firm Ever Filed Bankruptcy? ☐ Yes ☒ No

If Yes, explain: Financial Format:

Accountant: Subcontractor is required to send a financial statement. This document be held in strict confidence for the purpose of this Subcontractor Prequalification only.

NOTE: Audited financial statements and a reference letter from your bonding company will not be required for subcontractors that will be performing work under the value of \$50,000.

If **'Yes'** is checked, then certain financial data cannot be zero, namely: Gross Profit Margin, Operating Income, Earnings Before Taxes, Net Income, Total Assets, Total Liabilities, Total Equity and **'Total Liabilities and Equity'**.

If **'No'**, then there is no requirement for these fields to be non-zero.

- ii. Field security can be applied to the checkboxes for this question:

Update Back

\*Note: Not all programs have fields available with field privileges

Programs: Prequal Self Service

Column/Field Security

Item Name	Security Level
Bidding over \$50,000 Flag	Unrestricted

- iii. When the control flag **'Enable Financials Required Prompt'** is un-checked, the prompt and checkboxes for the question are not visible in Page 4 of the Self Service screen.

- b) The value in the field **'Number of Required Attachments'** (Pre-qualification Control), determines the number of attachments that is required on Page 6 of the Self Service screen.

More attachments can be added, but less than the required number will result in rejection of the application during the submission process, forcing the user to add the documents.

Save Draft | Previous | Page 6 of 7 | Next

### Subcontractor Prequalification Questionnaire

All questions contained in this questionnaire are strictly confidential.

The following attachments are requested to be submitted at the same time as the prequalification. At least one of them must exist before you will be able to submit the form to us.

Signed W9 form  
Sample Insurance Certificate including the endorsements  
OSHA 300 A forms for last 3 years (note - these are different than the 300 forms)  
Reference letter from bonding agent if your firm is bondable  
Third party prepared financial statements if wishing to do scopes of work greater than \$50,000.

Should you need to send any of these at a separate time, they can be e-mailed or faxed directly to our Prequalification Department.

Please click Add Row, add a description such as "insurance cert" and then the browse button to attach documents to your application.

Attachments	
Description:	<div>File <input type="button" value="Browse..."/> No file selected.</div>
Description:	<div>File <input type="button" value="Browse..."/> No file selected.</div>
Description:	<div>File <input type="button" value="Browse..."/> No file selected.</div>

Add Row

Financial Attachment:	<input type="button" value="Remove Row"/>
Financial Attachment:	<input type="button" value="Remove Row"/>
Financial Attachment:	<input type="button" value="Remove Row"/>

Save Draft | Previous | Page 6 of 7 | Next

4. The **Credit Line Available** field in the enhanced Financial Information screen (SC Prequalification screen) is now calculated as: (Amount Line of Credit - Against Line of Credit). Previously the field was not being calculated.

## Submittal Activity LOV – Start and End Date added (15.11583)

Added the Start and End Date of the Activity in the Activity LOV in the Submittal Entry screen.

## Units Complete – Source Shown in History (15.07928)

Changes have been made to display all units completed entries, including where the data was entered, on the "Phase Unit Transaction History" pop-up in both the Units Complete program and the Daily journal program, regardless of whether they were entered from the Daily Journal or the Units Complete screen or other. Units entered from FORMS or ADF will not be singled out.

## Field Security on Pre-qual Limit Fields in SC/SCCO (15.07671)

Added field security for the Pre-qualification Limit fields on both the Subcontract and Subcontract Change Order screens.

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs:

Item Name	Column/Field Security	Security Level
Single Project Limit		Unrestricted (Read-Only)
Single Project Limit Remaining		Unrestricted (Read-Only)
Aggregate Project Limit		Unrestricted (Read-Only)
Contract Type		Unrestricted
Unique sequence # by Subcontract		Hidden
Aggregate Project Limit Remaining		Unrestricted (Read-Only)
Tax Codes		Hidden

Update

Back

\*ALL\*

Note: Not all programs have fields available with field privileges

Programs

Subcontract Change Orders

Column/Field Security

Item Name	Column/Field Security	Security Level
Post Date	Unrestricted	
Select Bid Items	Unrestricted	
Related Bid Item Fully Purchased Flag	Unrestricted	
Insert Row Icon	Unrestricted	
Free Form Tab	Hidden	
Void SCCO Button	Unrestricted	
Pay When Paid Checkbox (Unposted Subcontract)	Unrestricted	
Pay When Paid Checkbox (Posted Subcontract)	Unrestricted	
Executed Date	Unrestricted	
Sort Order	Unrestricted	
Prequalification Status	Unrestricted	
Approval Status	Unrestricted	
Self Billing Fields	Hidden	
Override Do Not Exceed flag	Hidden	
Single Project Limit	Unrestricted (Read-Only)	
Single Project Limit Remaining	Unrestricted (Read-Only)	
Aggregate Project Limit	Unrestricted (Read-Only)	
Aggregate Project Limit Remaining	Unrestricted (Read-Only)	
Tax Codes	Hidden	

## PCI Quoted Amount for SCCO Amount (16.14940)

The changes for this work order include the following:

1. Addition of the flag 'Default SCO Amount from PCI Quoted Amount', to the PM Control – Change Management tab:

Company Control				
Company: Supreme Utilitarian Selections				
Code Masks	Defaults	Change Management	Project Calendar	Bid Management
Markup Rounding Rule: No Rounding		Rounding Method: Standard		
Default RPO Review Period: 3		Show PCI Detail Description As The First Column: <input type="checkbox"/> PCI Details Order: Long Description		
Use PCI Detail Status: <input type="checkbox"/>		Default PCI Task Code With Value From PCI Code: <input checked="" type="checkbox"/>		
Default PCI Change Code With TBD: <input checked="" type="checkbox"/>		Project End Date Updatable: <input checked="" type="checkbox"/>		
Show Additional PCI Tracking Fields: <input checked="" type="checkbox"/>		Auto Calculate Markups: <input checked="" type="checkbox"/>		
Use Original Contract Amount Override On OCO: <input type="checkbox"/>		Launch Posting Report popup on POST: <input checked="" type="checkbox"/>		
Calculate OCO Date On Working Days: <input checked="" type="checkbox"/>		Default SCO Amount from PCI Quoted Amount: <input type="checkbox"/>		
Default TBD on subcontract PCI details: <input type="checkbox"/>				
Allow PCs On An Owner Change Order: <input checked="" type="checkbox"/>				
PCI Revenue Category: <input type="text"/> Self Performed Work: <input type="text"/>				
Allow Unposted PCs To Be Assigned To Subcontract CO: <input checked="" type="checkbox"/>		Populate PCI Name On SCCO: <input checked="" type="checkbox"/>		
Post Vendor Contract With The Change Item: <input type="checkbox"/>		Change Item Entry Mode: Amounts		
Lump Sum PCI Phase: <input type="text"/>				
Lump Sum PCI Category: <input type="text"/>				
Category Code For Entry Of Phase Budget Changes: <input type="text"/>		Category Name For Entry Of Phase Budget Changes: <input type="text"/>		
PM Object	OH Type	Status	Processing	Included In Forecast
Communication			<input type="checkbox"/>	<input type="checkbox"/>

When the flag is checked, the subcontract change order Amount will be populated with the Quoted Amount from the associated PCI detail line.

When the flag is unchecked, the subcontract change order Amount will be populated with the Final Amount from the associated PCI detail line (previous functionality).

Field security is available for this flag:

Update Back \*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs | Project Control

Item Name	Column/Field Security	Security Level
Phase Code Maximum Length	Unrestricted	Unrestricted
Phase Segmentation	Unrestricted	Unrestricted
Use Original Contract Amount Override On OCO	Unrestricted	Unrestricted
Project End Date Updateable With Posted OCO	Unrestricted	Unrestricted
Calculate OCO Date On Working Days	Unrestricted	Unrestricted
Calculate RFI reqd. Date On Working Days	Unrestricted	Unrestricted
Calculate Submittal Sched. Dates On Working Days	Unrestricted	Unrestricted
Calculate Issue Due Date On Working Days	Unrestricted	Unrestricted
Calculate Notice Due Date On Working Days	Unrestricted	Unrestricted
Calculate Punchlist Sched. Compl. Date On Working Days	Unrestricted	Unrestricted
Project Calendar	Unrestricted	Unrestricted
Project Only	Hidden	Hidden
PCI Details Order	Unrestricted	Unrestricted
PCI Revenue Category	Unrestricted	Unrestricted
Allow Null Job/Phase/Category For PCI	Hidden	Hidden
Default SCO Amount from PCI Quoted Amount	Unrestricted	Unrestricted

2. Ability to change the prompt of the Amount field on the Subcontract Change Order screen to 'Sub Quote Amount' or any other desired text.

**NOTE:** Field security can be applied to the **Quoted Amount** field on the Subcontract Change Order screen. The field security can be used to hide it (programmed from previous work order).

Update Back \*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs | Subcontract Change Orders

Item Name	Column/Field Security	Security Level
Post Date	Unrestricted	Unrestricted
Select Bid Items	Unrestricted	Unrestricted
Related Bid Item Fully Purchased Flag	Unrestricted	Unrestricted
Insert Row Icon	Unrestricted	Unrestricted
Free Form Tab	Unrestricted	Unrestricted
Void SCCC Button	Unrestricted	Unrestricted
Quoted Amount	Unrestricted (Read-Only)	Unrestricted (Read-Only)
Pay When Paid Checkbox (Unposted Subcontract)	Unrestricted	Unrestricted
Pay When Paid Checkbox (Posted Subcontract)	Unrestricted	Unrestricted
Executed Date	Unrestricted	Unrestricted
Self Billing Fields	Hidden	Hidden
Override Do Not Exceed flag	Hidden	Hidden
Prequalification Status	Unrestricted	Unrestricted
Approval Status	Unrestricted	Unrestricted
Single Project Limit	Unrestricted (Read-Only)	Unrestricted (Read-Only)
Single Project Limit Remaining	Unrestricted (Read-Only)	Unrestricted (Read-Only)
Aggregate Project Limit	Unrestricted (Read-Only)	Unrestricted (Read-Only)
Aggregate Project Limit Remaining	Unrestricted (Read-Only)	Unrestricted (Read-Only)

3. The current functionality to override the amount in the Subcontract Change Order screen still exists.

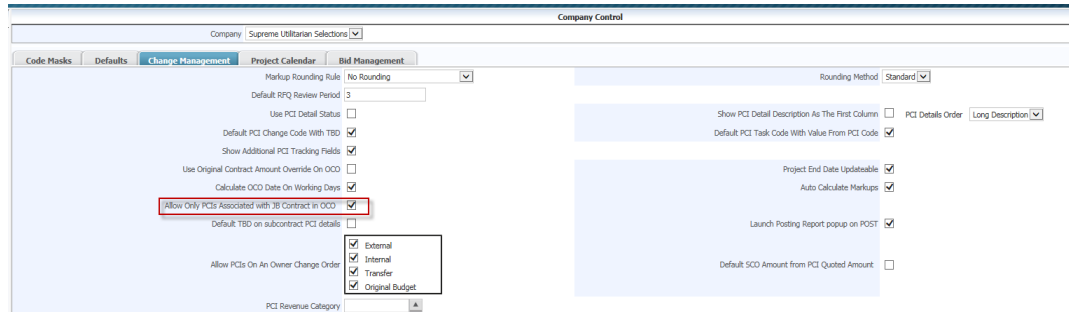
- There is an existing flag called "Synchronize SCO and PCI amount", but this synchronization is on the "Final Amount". The flag is found in the PM JSP > Project Maintenance > Defaults tab.
- If this flag is checked, then if the Amount is modified in the Subcontract Change Order screen, it needs to synchronize the PCI "Quoted Amount" field **ONLY**.
- In this scenario, the PCI detail "Final Amount" remains unchanged.

# Allow Only PCIs Associated with JB Contract in OCO

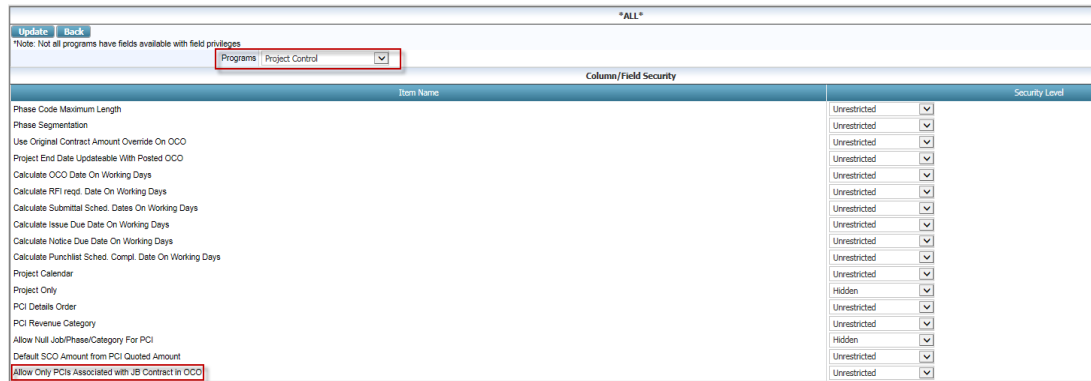
(16.15287)

The changes for this work order were made so that users will be able to filter out available PCI's in an Owner Change Order (OCO) based on the selected JB Contract in the OCO Header.

1. A new PM Control flag has been added to the Change Management tab: "Allow Only PCIs Associated with JB Contract in OCO":



2. Field security is available for this flag.



Item Name	Column/Field Security	Security Level
Phase Code Maximum Length		Unrestricted
Phase Segmentation		Unrestricted
Use Original Contract Amount Override On OCO		Unrestricted
Project End Date Updateable With Posted OCO		Unrestricted
Calculate OCO Date On Working Days		Unrestricted
Calculate RFI reqd. Date On Working Days		Unrestricted
Calculate Submittal Sched. Dates On Working Days		Unrestricted
Calculate Issue Due Date On Working Days		Unrestricted
Calculate Notice Due Date On Working Days		Unrestricted
Calculate Punchlist Sched. Compl. Date On Working Days		Unrestricted
Project Calendar		Unrestricted
Project Only		Hidden
PCI Details Order		Unrestricted
PCI Revenue Category		Unrestricted
Allow Null Job/Phase/Category For PCI		Hidden
Default SCO Amount from PCI Quoted Amount		Unrestricted
Allow Only PCIs Associated with JB Contract in OCO		Unrestricted

3. If the flag is checked in the PM Control, when the user is in the OCO entry screen, only the PCI's that have details that are associated with the JB Contract selected in the OCO Header are available for selection in the PCI LOV of the OCO. If the control flag is not checked, then the availability of the PCI's in the LOV does not include consideration of the JB Contract in the OCO Header, regardless of whether the JB Contract is selected in the OCO Header or not (this is original functionality).

# Tax Codes in Subcontract and Subcontract Change Order Headers

(15.06063)

The changes of this work order include the following:

1. Addition of fields for the Tax Codes in the Subcontract and Subcontract Change Order header. By so doing, the user can set default values that are to be populated in the SOV, and these default values will not necessarily be coming from the vendor record.
2. Field security can be applied to the Tax Codes in the header of the Subcontract and Subcontract Change Order:

The field security is initially set as 'HIDDEN' on the \*ALL\* role for both the Subcontract and Subcontract Change Order programs:

The screenshot shows the 'Column/Field Security' table for the Subcontract program. The 'Tax Codes' field is highlighted with a red box, and its security level is set to 'Hidden'.

Item Name	Security Level
Tax Codes	Hidden

Possible settings on the Subcontract are: Unrestricted, Read-only, Hidden.

The screenshot shows the 'Column/Field Security' table for the Subcontract Change Order program. The 'Tax Codes' field is highlighted with a red box, and its security level is set to 'Hidden'.

Item Name	Security Level
Post Date	Unrestricted
Select Bid Items	Unrestricted
Related Bid Item Fully Purchased Flag	Unrestricted
Insert Row Icon	Unrestricted
Free Form Tab	Hidden
Void SSCO Button	Unrestricted
Pay When Paid Checkbox (Unposted Subcontract)	Unrestricted
Pay When Paid Checkbox (Posted Subcontract)	Unrestricted
Executed Date	Unrestricted
Self Billing Fields	Hidden
Override Do Not Exceed flag	Hidden
Prequalification Status	Unrestricted
Approval Status	Unrestricted
Single Project Limit	Unrestricted (Read-Only)
Single Project Limit Remaining	Unrestricted (Read-Only)
Aggregate Project Limit	Unrestricted (Read-Only)
Aggregate Project Limit Remaining	Unrestricted (Read-Only)
Tax Codes	Hidden

Possible settings on the Subcontract Change Order are: Read-only, Hidden.

## How the new functionality works:

In the Subcontract program, when the 'Default Taxes' checkbox is checked, the Tax Code boxes are visible:

The screenshot shows the Subcontract program form. The 'Default Taxes' checkbox is checked, and the 'Tax1', 'Tax2', and 'Tax3' fields are visible and highlighted with a red box.

If the 'Default Taxes' checkbox is unchecked, then the Tax Code boxes are not visible:

Subcontract

Vendor: [A] Contract: [A] Date: 2016-07-18

Contract No. [ ] Contract Type [v]

Description: [ ]

Invoiced: Via - Subcontract

Address: [A]

Default Retainage %: 10

Allow Only Single Job, CO Per RFP: [ ]

Start Date: [ ]

Received Date: [ ]

Pay When Paid: [x]

Check Hld: [A]

Prequalification Status: [ ]

Single Project Limit: 0.00

Aggregate Project Limit: 0.00

EMR: [ ]

Currency: [v]

Corresp. Address: [A]

SOV Level Retainage Release: [ ]

End Date: [ ]

Executed Date: [ ]

Days: 2

Calculate Tax On Net Amount: [ ]

Approval Status: [ ]

Single Proj Limit Remaining: 0.00

Aggregate Proj Limit Remaining: 0.00

Status: Pending

Bank Account: [A]

Bid Amount: [ ]

Issued Date: [ ]

Rating: [ ]

Compliant: [ ]

CDI: [ ]

Scope Of Work: [ ]

Term Code: [A]

SOV	Task Code	Task Name	Unit	Wt%	Rate	Amount	Job	Phase	Category	JB Bill Code	Tax1	Tax2	Tax3	Tax4	Retainage %	Expense Code	Fully Purch.	Long Description	Action

When the 'Default Taxes' checkbox is checked, and the Vendor is selected, any tax codes defined at the vendor level will default into the Tax Codes boxes in the Subcontract Header. They can be overridden.

The Tax Codes entered in the Header will default to the SC SOV lines created. These can be overridden as well.

Subcontract

Vendor: ZZ-EANDL Contract: [A] Date: 2016-07-18

Contract No. TAXTEST-1 Contract Type [v]

Description: [ ]

Invoiced: Via - Subcontract

Address: [A]

Default Retainage %: 10

Allow Only Single Job, CO Per RFP: [ ]

Start Date: [ ]

Received Date: [ ]

Pay When Paid: [x]

Check Hld: [A]

Prequalification Status: [ ]

Single Project Limit: 0.00

Aggregate Project Limit: 0.00

EMR: [ ]

Currency: US Dollars

Corresp. Address: [A]

Default Taxes: [x]

SOV Level Retainage Release: [ ]

End Date: [ ]

Executed Date: [ ]

Days: 2

Calculate Tax On Net Amount: [ ]

Approval Status: [ ]

Single Proj Limit Remaining: -83,712.78

Aggregate Proj Limit Remaining: -83,712.78

Status: Pending

Bank Account: [A]

Bid Amount: [ ]

Issued Date: [ ]

Rating: [ ]

Compliant: [ ]

CDI: [ ]

Scope Of Work: [ ]

Term Code: BFT10

SOV	Task Code	Task Name	Unit	Wt%	Rate	Amount	Job	Phase	Category	JB Bill Code	Tax1	Tax2	Tax3	Tax4	Retainage %	Expense Code	Fully Purch.	Long Description	Action
							ZZ-WMT				01				10				
							ZZ-WMT				01				10				
							ZZ-WMT				01				10				

For the Subcontract Change Order, the header will default with the values from the Subcontract header, but these values in the change order are presented as Read-only. The change order SOV will also default with the values from the header, but these can be overridden if desired.

**Subcontract Change Orders** Check Spelling Save Cancel

Subcontract Change Orders Attachments Text Codes

Subcontract

Vendor: E and L Tool Rental Contract No.: TAYTEST-1 Change No.: 001

Description: WO 15.06063 - Tax Codes in SC Header etc. Date: 2016-07-18 Issued Date:

Received Date: Executed Date: Scope Of Work:

Default Taxes: ☒ Tax1: 01 Tax2: 01 Tax3: 01

Pay When Paid: ☒

**Summary**

Original Contract Value	70,000.00	Prior Changes	0.00	Current Change	0.00	Revised	70,000.00
Original Completion Date		Prior Changes Days	0	Current Change Days	0	Revised Completion Date	

**Available PCs**

Select	PCI No.	Task Name	Unit	Rate	Amount	Job	Phase	Category	WIM	Days Impact	PCI Status	Long Description	Date Posted
Select	PCI No.	Task Name	Unit	Rate	Amount	Job	Phase	Category	WIM	Days Impact	PCI Status	Long Description	Date Posted

**Available PCs with YBO**

Select	PCI No.	Task Name	Unit	Rate	Amount	Job	Phase	Category	WIM	Days Impact	PCI Status	Long Description	Date Posted
Select	PCI No.	Task Name	Unit	Rate	Amount	Job	Phase	Category	WIM	Days Impact	PCI Status	Long Description	Date Posted

**Schedule of Values**

Action	Item Code*	Task Name	Unit	Rate	Amount	Job*	Phase*	Category*	JOB Bill Code	WIM*	Days Impact	Tax1	Taxable	Tax2	Taxable	Tax3	Taxable	Expense Code	Fully Purch.	Lot
+x						ZZ-VHMT	A		A	A		01	A	01	A	01	A			
+x						ZZ-VHMT	A		A	A		01	A	01	A	01	A			
+x						ZZ-VHMT	A		A	A		01	A	01	A	01	A			
+																				

**IMPORTANT NOTE:** Regardless of the tax codes that are set in the SC or SCCO Header, it is those at the SOV level which will be used to calculate the tax, as per original standard functionality. The codes set in the header are simply for defaulting to the SOV level when new SOV lines are created.

## Daily Journal – Previously Submitted Billing Units (16.20007)

A 'Previously Submitted Units' column has been added to the Billing Units Complete tab. It is the Total of "Today's Units" accumulated for daily journals prior to the current journal date, for SUBMITTED journals.

**Daily Journal** Notes Attachments

Journal No.: 00000004 Date: 2016-07-15, Friday Prepared By: Donna Pottinger

Sky Wind Precipitation: High Temperature

Rain Day: ☐ Low Temperature

Units Complete Status: Empty

General Tasks Labor Field Force Own Equipment Trade Equipment Materials Visitors Safety **Billing Units Complete** Units Complete Daily Work Plan User Defined Fields

Bill Code	Name	WIM	Contracted Units	Previously Billed Units	Previously Submitted Units	Today's Units
SUSJOB01 1000.ADJUST	Site - Adjustments (JB)	NA	0	1130	115	36

**Daily Journal** Notes Attachments

Journal No.: 00000005 Date: 2016-07-26, Tuesday Prepared By: Donna Pottinger

Sky Wind Precipitation: High Temperature

Rain Day: ☐ Low Temperature

Units Complete Status: Empty

General Tasks Labor Field Force Own Equipment Trade Equipment Materials Visitors Safety **Billing Units Complete** Units Complete Daily Work Plan User Defined Fields

Bill Code	Name	WIM	Contracted Units	Previously Billed Units	Previously Submitted Units	Today's Units
SUSJOB01 1000.ADJUST	Site - Adjustments (JB)	NA	0	1130	151	71

The Daily Journal Reports (PM4010.REP, PM4010\_2.REP, PM4010\_3 (Jasper)) have been modified to show this new column as well.



## Vendor LOV – Pre-qualification and Approval Status (16.15818)

Find: % <input type="button" value="Go"/> <input type="button" value="Close"/>					
<< Prev Set		1 - 5 of 5	Next Set >>		
<input type="radio"/> Assigned <input checked="" type="radio"/> Not Assigned <input type="radio"/> All					
Abbrev	Code	Name	Prequal Status	Approval Status	Order Address
ZZ-ACME	ZZ-ACME	ZZ-Acme Supply	Sent For Review	Prequal Date is Blank or > 365 Days Old	123 Greenbriar Lane
ZZ-BCBS	ZZ-BCBS	Blue Cross Blue Shield	Non-Responsive	Regional Hold - Read Comments for Explanation	
ZZ-CGRP	ZZ-CGRP	Citigroup			
ZZ-EANDL	ZZ-EANDL	E and L Tool Rental	Submitted	Safety CAP and/or Insurance Deficiencies	1234 Peterban Drive
ZZ-HDEPO	ZZ-HDEPO	ZZ - Home Depot	On Hold Missing Data	Sign Off Required by RM & CFO	1234 Shady Lane

Added the columns: Pre-qualification Status and Approval Status in the Vendors LOV.

## PM Logs – Highlight Record Accessed (16.15823)

Subcontracts														(Filtered)
Contract No.	Description	Vendor	Contact	Status	Date	Post Date	Original Amount	Current Contract Amount	Posted SC Changes	Pending SC Changes	Pending CM Changes	Total Pending Changes	Adjusted Contract Amount	Attachments
VENDLOV-001	Check Vendor LOV for new pre-qual columns added	Maestro Builders Incorporated		Pending	2016-06-11			0.00	0.00		0.00	0.00	0.00	
SUSMAEST1608110001	Make HIDDEN fields (Prequal Limits and Header Tax Codes) visible	Maestro Builders Incorporated		Pending	2016-06-11		135,000.00	135,000.00	0.00		0.00	0.00	135,000.00	
SUSMAEST1608100001	Create Subcontract - Select Bid Items - taxes and Retainage	Maestro Builders Incorporated		Pending	2016-06-10		59,000.00	59,000.00	0.00		0.00	0.00	59,000.00	
WORKFLOW-1	Approve SC by Workflow then Post using POST privilege	Maestro Builders Incorporated		Pending	2016-07-28		18,000.00	18,000.00	0.00		0.00	0.00	18,000.00	
SUSMAEST1607260001	Create and Post Subcontract	Maestro Builders Incorporated		In Process	2016-07-26	2016-07-26	27,600.00	68,600.00	41,000.00	0.00	0.00	0.00	68,600.00	
SUSMAEST1607220001	create and Post subcontract after redeploying latest SBC4J.jar	Maestro Builders Incorporated		In Process	2016-07-22	2016-07-22	14,000.00	34,100.00	20,100.00	65,150.00	0.00	65,150.00	99,250.00	
SUSMAEST1605030001	Create new subcontract - after deployment in V12 - May 01, 2016	Maestro Builders Incorporated		In Process	2016-05-03	2016-05-03	34,000.00	34,000.00	0.00		0.00	0.00	34,000.00	
SC-222	to be linked to PCI later	Maestro Builders Incorporated		Pending	2016-04-26		28,000.00	28,000.00	0.00		0.00	0.00	28,000.00	
SUSMAEST1603090001	Check for SCQALERT when SOCO is created and posted.	Maestro Builders Incorporated		Pending	2016-03-09			0.00	0.00		0.00	0.00	0.00	
SUSMAEST1603090002	test	Maestro Builders Incorporated		Pending	2016-03-09			0.00	0.00		0.00	0.00	0.00	
SUSMAEST1602020001	SC # 3	Maestro Builders Incorporated	George Allen	In Process	2016-02-02	2016-02-02	65,500.00	65,500.00	0.00		0.00	0.00	65,500.00	
SUSMAEST1601210001	Contract # 2 - check for alerts when contract is posted	Maestro Builders Incorporated	George Allen	In Process	2016-01-21	2016-01-21	12,570.15	12,570.15	0.00		0.00	0.00	12,570.15	
SUSMAEST1601210002	Check for alert on posting contract - ACCOUNTING keyplayer has been added to this project	Maestro Builders Incorporated	George Allen	In Process	2016-01-21	2016-01-21	35,000.00	35,000.00	0.00		0.00	0.00	35,000.00	
SC-001	Contract # 1	Maestro Builders Incorporated		In Process	2016-01-20	2016-01-20	58,000.00	67,200.16	9,200.16	58,000.00	0.00	58,000.00	125,200.16	
Total (14 rows)							486,670.15	556,870.31	70,300.16	123,150.00	0.00	123,150.00	680,120.31	

PM Logs - Added functionality to highlight the current row when user returns to a PM Log after clicking [Back to Log].

## Converting DOCX to PDF when Printing Documents (15.11771)

### SETUP

1) LibreOffice Installation - Apache LibreOffice is used to do the conversion of the DOCX to PDF

It is a manual installation, and required to be the following:

{cmHome}\{version}\{environment}\sql\LibreOffice

(ex. D:\cm\v10\prod\sql\LibreOffice)

**NOTE:** Changes are not available for Unix.

2) LibreOffice license link

<https://www.libreoffice.org/about-us/licenses/>

## RULES

To convert an MS Word DOCX file to PDF, the following rules apply:

- a) DOCX template must not be in compatibility mode on MS Word 2016
- b) for layout, use tables, otherwise there will be a misalignment issue and CMiC will not be supporting this

## FEATURE DESCRIPTION

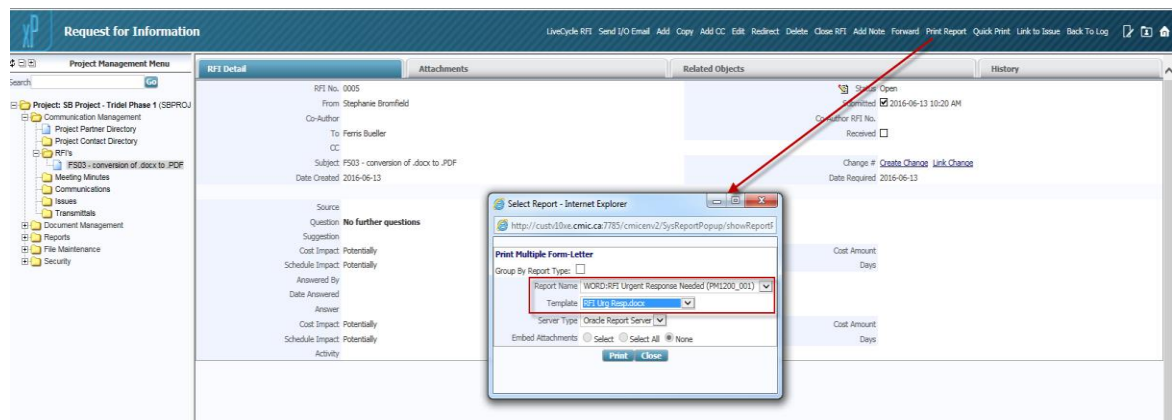
This feature allows the user to print a DOCX file as a PDF rather than only as a DOCX, the only option which was available in CMiC up to this point.

When printing a Form Letter based on a DOCX template the available destinations are “Preview” and “Email”.

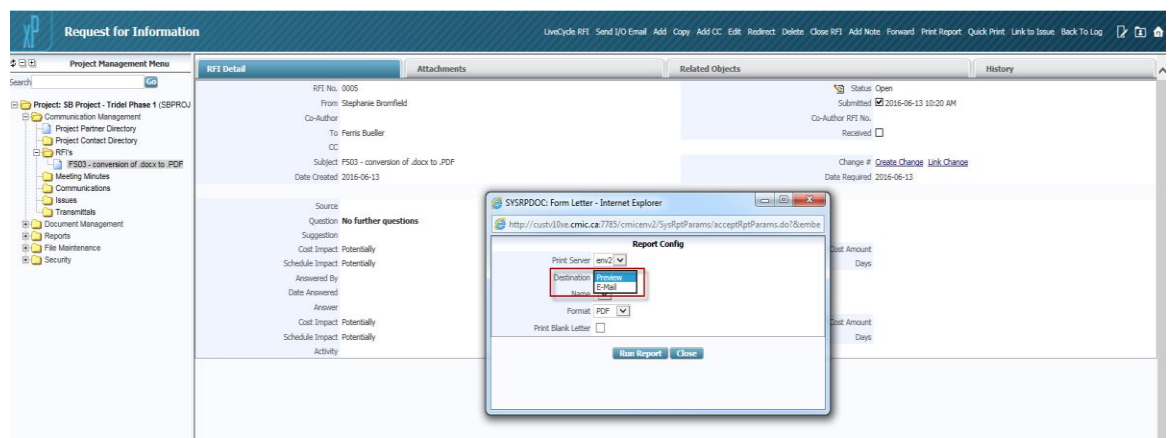
When “Email” is selected, the Email popup offers additional format options: PDF or DOCX.

Below are sample screenshots for a possible path to printing a PDF from a DOCX report.

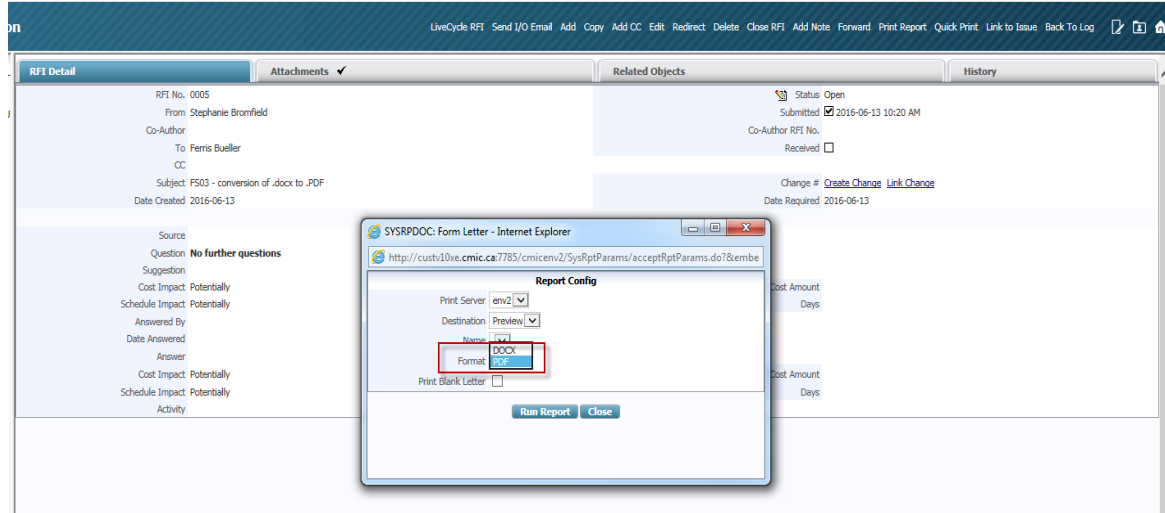
First, select the DOCX report from the reports list when the **[Print Report]** button is clicked:



Next, select the **Destination** and **Format** on the Report Config popup window:

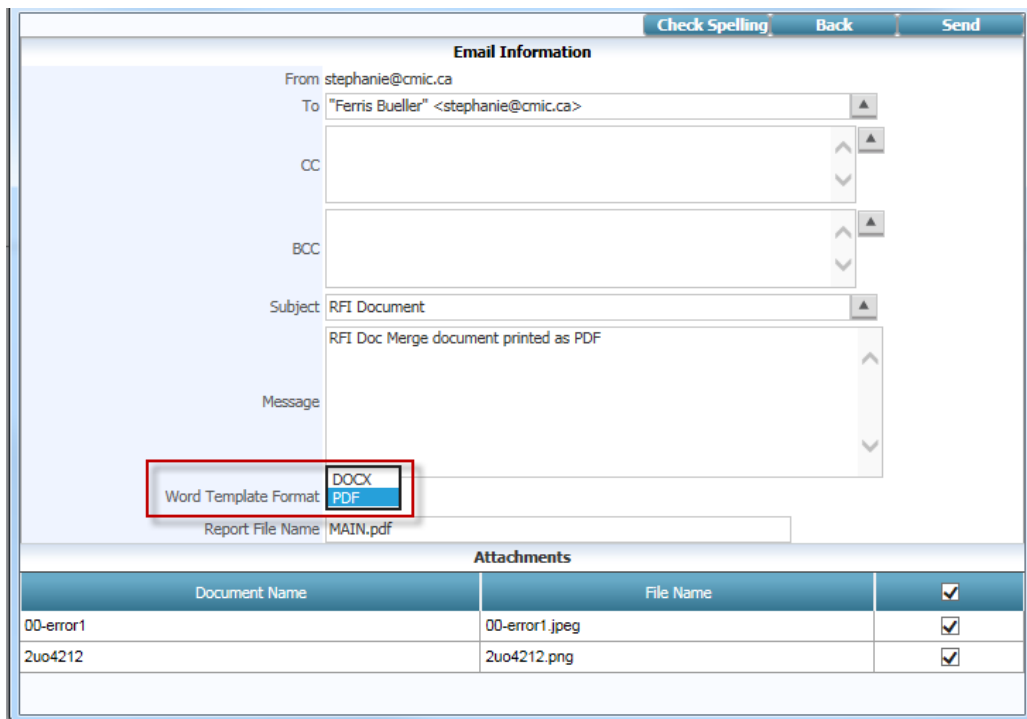


When the Destination is 'Preview', you can chose the Format as either DOCX or PDF.



PDF will display the DOCX as a PDF document. DOCX will display the DOCX in its unconverted format (as per original functionality).

When the Destination is set to 'Email' the **Email Information** screen is displayed with the ability to select the Format. In this screen you can select the PDF format for the DOCX report. You can also select any attachments you want to have accompany the main report.



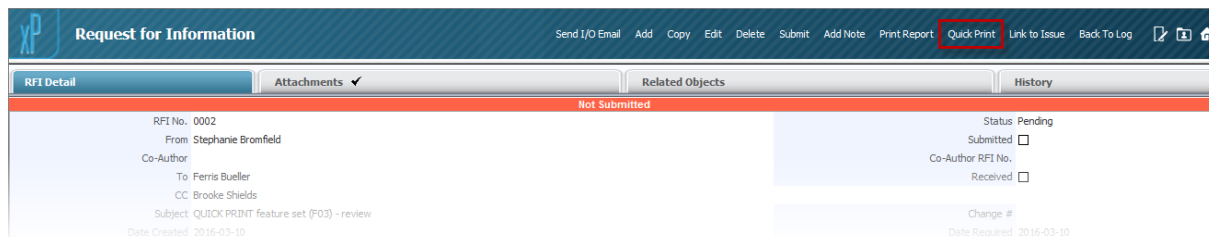
Select PDF then click **[Send]**, and the resulting e-mail that is sent will have the DOCX report converted to a PDF:



## Forecast Date Defaults as Posting Date (16.15822)

Changes applied to default the JC Control - Forecast Period - End Date as the Posting Date for Subcontracts, Subcontract Change Orders, PCI's, Owner Change Orders, Request For Payment. This is achieved via a PM Systems Options flag (PMSYS\_POST\_DT\_ON\_FRCST\_PER\_FL): when set to Y = If the forecast period is different from current month, last day of period or current date comes as default date for posting, whichever is earlier. This flag is updated in the table – there is no user interface screen.

## Quick Print (15.09655)



The underlying concept of Quick Print is to allow users to assign a Report or Form Letter relevant to a particular PM object, such as an RFI, to the **[Quick Print]** button on the screen that displays individual records of the PM object. Also, Quick Print gives users the option of merging any attachments associated with the currently displayed PM object record to the Report/Form Letter assigned to the **[Quick Print]** button.

As an example, the above screenshot shows the **[Quick Print]** button on the Request for Information screen when it is displaying the details of an RFI. If clicked, the Report/Form Letter assigned to this screen's **[Quick Print]** button will be initiated, and if opted, any attachments for the displayed RFI will be merged to the assigned Report/Form Letter.

## Assign Report to Quick Print Button

Code	Desc.	Active	Default	Merge	Type	Action
PM0010	Request For Information Record	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	REP	
PM1200_001	RFI Urgent Response Needed	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	FL	
PM1200_000	MASTER FL - Request For Information (PM1200_000)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	FL	
PM1020_STD	RFI Urgent Response Required - STANDARD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	FL	

Sample of Report Assignment screen; standard Treeview path: **PM > File Maintenance > Report Assignment**

In the Report Assignment screen, the **Default** checkbox is used to indicate that the Report is the default to print when the **[Quick Print]** button is clicked on the screen displaying records of the PM object selected via the **Object** field.

The **Merge** checkbox is used to indicate whether any attachments associated with a particular record are to be merged with the default report set to print by the **[Quick Print]** button for the PM object selected via the **Object** field (shown above).

As an example, in the above Report Assignment screenshot, the selected PM object is an **RFI**, and the Report checked as its default is **RFI Urgent Response Needed**. So, the **[Quick Print]** button on the RFI screen displaying individual RFI records (shown in previous screenshot) will generate the **RFI Urgent Response Needed** Report, and if opted, any attachments for the displayed RFI record will be merged to the Report.

Only one Report/Form Letter at a time can have these checkboxes checked. When a **Merge** flag is checked, it makes sense to ensure that the corresponding **Default** flag is also checked.

The Quick Print feature is available for the following PM objects: Communications, Meeting Minutes, RFI's, Issues and Submittals.

## Auto Indexing of Object Metadata (15.06721)

### Introduction

This application automatically transfers the Object metadata to attachment metadata. Initially, mapping must be done for binding the object to the document type and their fields.

Prerequisites:

This application is Admin managed application. The mapping will be done by Admin.

For mappings the following conditions should be fulfilled:

1. This is a licensing based application. The data would be transferred only if the licensing flag is enable. If licensing flag is disable. No data would be transferred.
2. The mapping should only be done as explained in the below steps.

Functions:

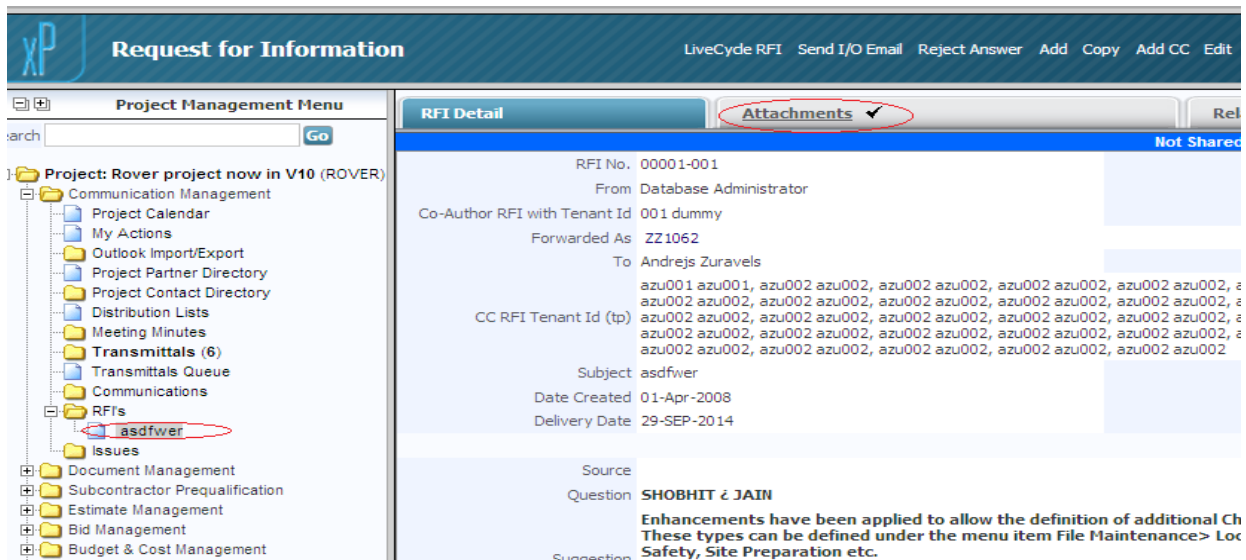
- Mapping of Object to document types.

- Upload the new attachment and transfer the metadata to mapped fields of selected document type.

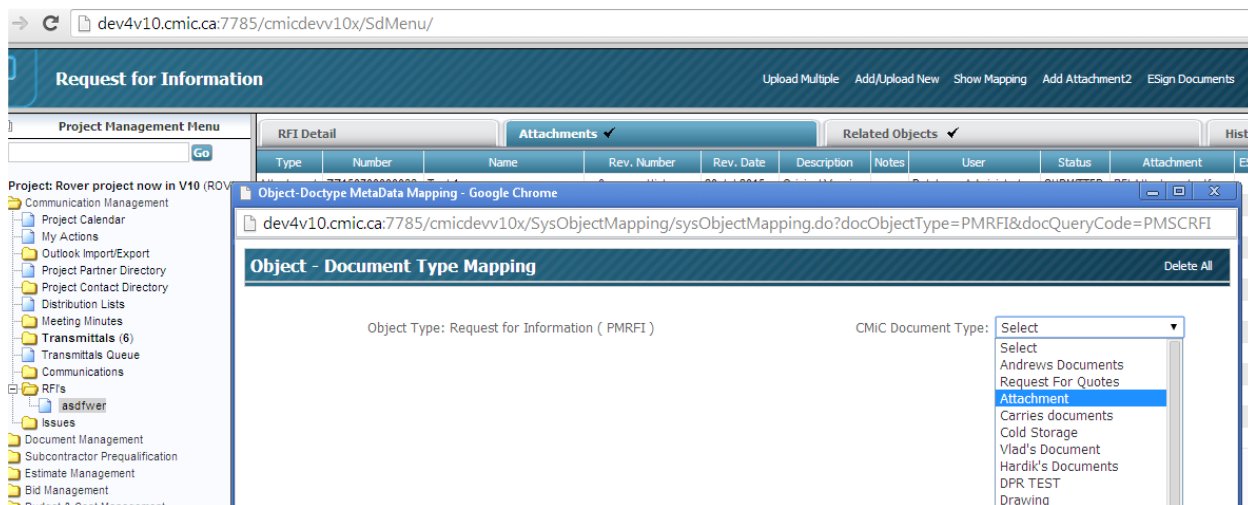
## How it Works

### Phase 1: Mapping Phase:

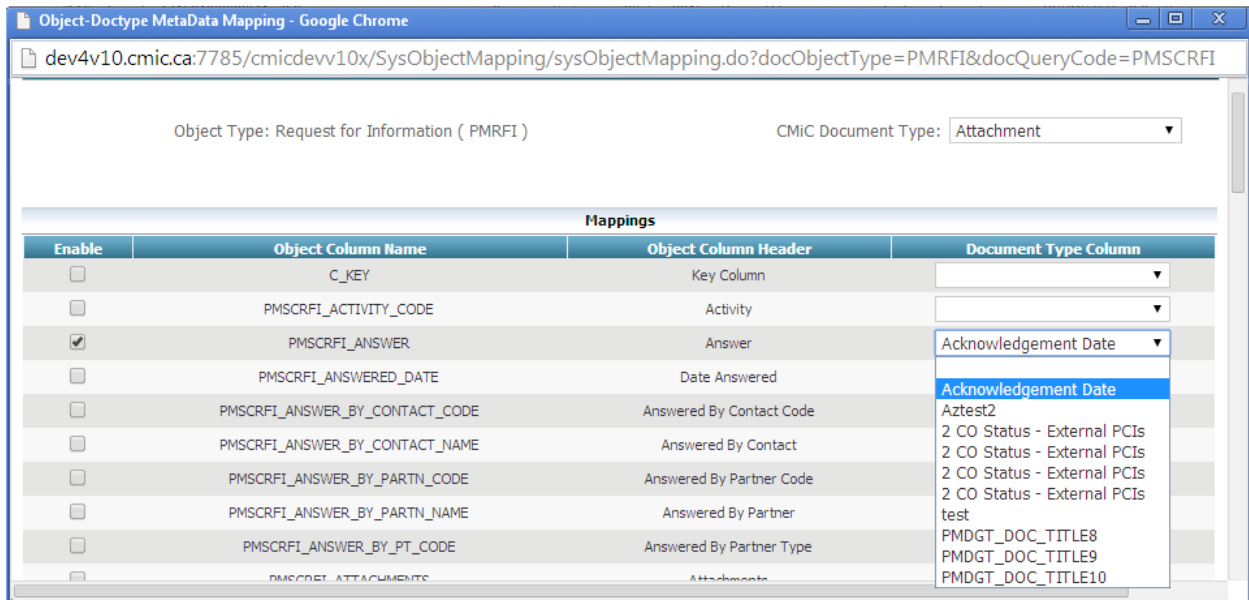
Go to the Attachment tab of any existing object of the Object type which needs to be mapped.



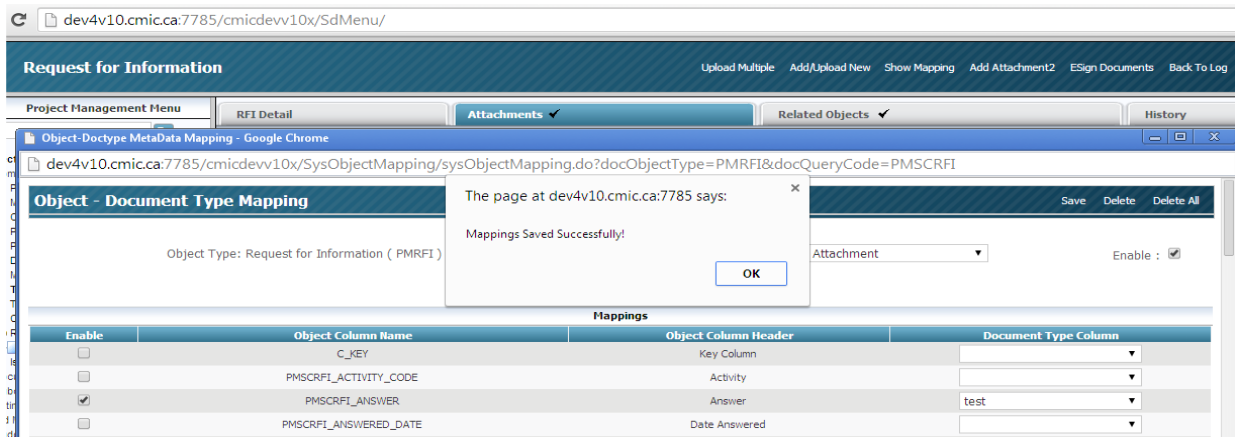
1. Click the Show Mapping button : The Mapping screen will pop- up
2. Select Document type :



3. Enable the check box corresponding to Object field, it will enable the mapping for that Object column. Select document type column. Maximum 10 mappings can be selected.



4. Click the save button after selection. A pop-up message will appear after saving the mappings.
5. One Object type can map to multiple document types but one document type can map to a single Object type.
6. Delete button is for delete the mapping for selected document type.
7. Delete all button works for delete the all mappings for current object.



8. Enable check-box appear for enable/disable the metadata transfer. Mapping can be disabled by click on the save button after uncheck the "Enable check-box".



Object - Document Type Mapping

Object Type: Request for Information ( PMRF )

The page at dev4v10.cmic.ca:7785 says:  
Mappings flag disabled!

OK

Enable	Object Column Name	Object Column Header	Document Type Column
<input type="checkbox"/>	C_KEY	Key Column	
<input type="checkbox"/>	PMSCRFI_ACTIVITY_CODE	Activity	
<input checked="" type="checkbox"/>	PMSCRFI_ANSWER	Answer	test

**Note:** The [Show Mapping] button will not work if launched from anywhere except explained above. Do not do the mapping while adding new object.

## Phase 2: Upload Attachment:

1. Go to Attachment tab of existing Object and click the Add/Upload New button.

Request for Information

Upload Multiple Add/Upload New Show Mapping

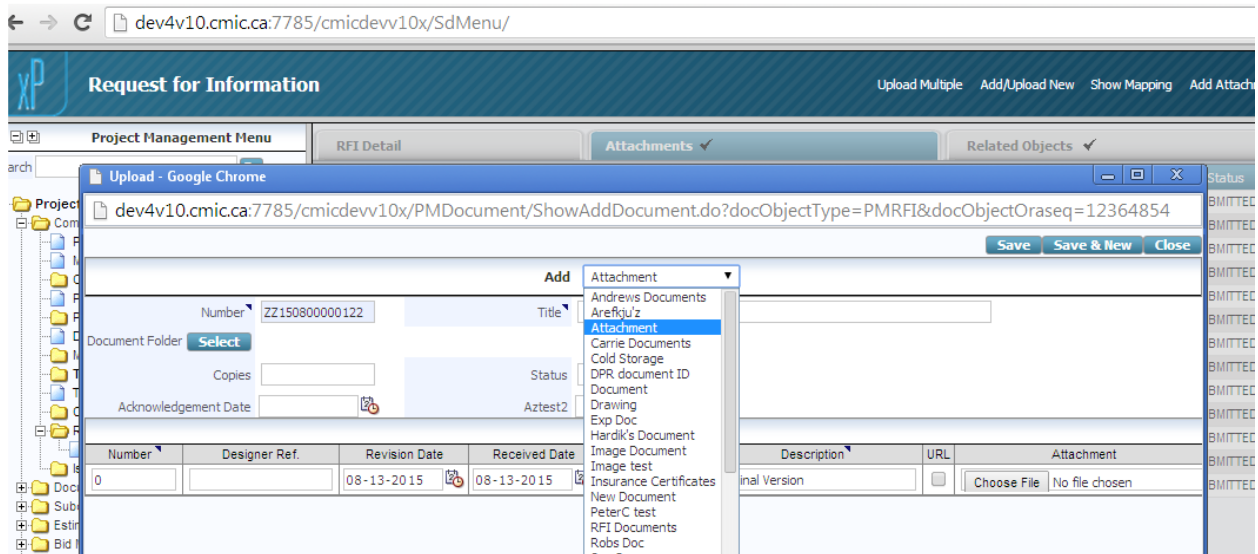
Project Management Menu

RFI Detail Attachments Related Objects

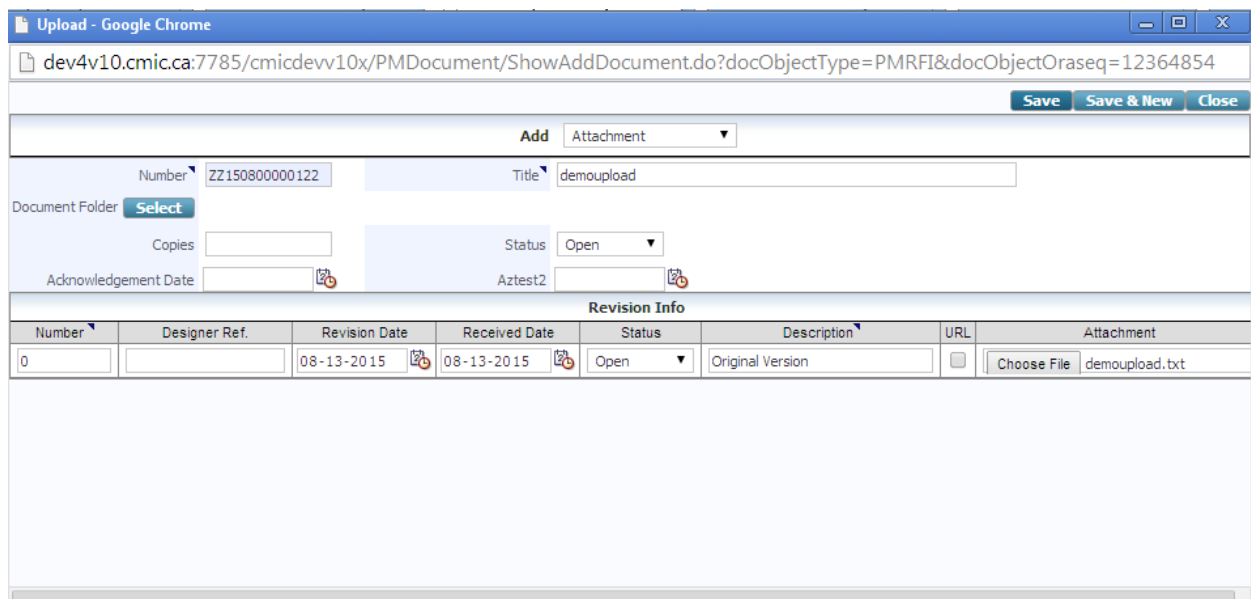
Type	Number	Name	Rev. Number	Rev. Date	Description	Notes	User
Attachment	ZZ150800000122	demoupload	0	History	13-Aug-2015	Original Version	Database Administrator
Attachment	ZZ150700000068	Test 1	0	History	20-Jul-2015	Original Version	Database Administrator
Attachment	ZZ150100000042	0.0	0	History	28-Jan-2015	Original Version	Andrejs Zuravels
Attachment	ZZ150100000041	0.0	0	History	28-Jan-2015	Original Version	Andrejs Zuravels
Attachment	ZZ150100000040	0.0	0	History	28-Jan-2015	Original Version	Andrejs Zuravels
Drawing	ROVER573	Test_Xls	0	History	09-May-2014	Original Version	Database Administrator
Drawing	ROVER572	Test_doc	0	History	09-May-2014	Original Version	Database Administrator
Drawing	ROVER571	Test_Project	0	History	09-May-2014	Original Version	Database Administrator
Drawing	ROVER570	Test_Visio	0	History	09-May-2014	Original Version	Database Administrator
Drawing	ROVER569	Test_OneNote	0	History	09-May-2014	Original Version	Database Administrator
Drawing	ROVER567	Test_PP	0	History	09-May-2014	Original Version	Database Administrator
Drawing	ROVER566	Test_Word	0	History	09-May-2014	Original Version	Database Administrator
Drawing	ROVER565	Test_Excel	0	History	09-May-2014	Original Version	Database Administrator
Drawing	ROVER343	2006-cmicdownload-checkin	2	History	18-Feb-2014	45689	Rasto Sadecky

2. Pop-up will appear. Select the document type.





3. Upload the file and click save button.



4. Open the history of attachment and check the metadata transferred.

RFI Detail Attachments ✓ Related Objects ✓

Type	Number	Name	Rev. Number	Rev. Date	Description	Notes	User	Status	Attachment
Attachment	ZZ150800000122	demoupload	0	History	13-Aug-2015	Original Version	Database Administrator	SUBMITTED	demoupload.txt
Attachment	ZZ150700000068	Test 1	0	History	20-Jul-2015	Original Version	Database Administrator	SUBMITTED	RFI Attachment.p
Attachment	ZZ150100000042	0.0	0	History	28-Jan-2015	Original Version	Andrejs Zuravels	SUBMITTED	0.0.pdf

dev4v10.cmic.ca:7785/cmidev10x/PMDocument/ShowDocument.do?docOraseq=31911226&docType=PMRFI - Google Chro...

dev4v10.cmic.ca:7785/cmidev10x/PMDocument/ShowDocument.do?docOraseq=31911226&docType=PMRFI

User Extensions View History Add Document Edit Delete Print Report Close

Attachment Detail Text Codes

Number: ZZ150800000122 Title: demoupload  
Copies: Status: Open  
Acknowledgement Date: RETURNED Aztest2: ZZ

Revisions

Number	Designer Ref.	Revision Date	Received Date	Status	User	Description	Notes	Attachment	Change #	ESignings	Esign Status	Action
0		13-Aug-2015	13-Aug-2015	Open	Database Administrator	Original Version		demoupload.txt				Update Packages

5. The same works for 'Multiple Upload' and adding existing attachment.

## Issues – Linked Objects and Related Objects tabs (14.87892)

Issues

Project Management Menu

Issue Detail Text Codes Attachments ✓ **Linked Objects ✓** **Related Objects ✓** History

Issue No: 00000001  
From: Defense Pottinger  
To: George Allen  
CC:  
Subject: Check for issue creation after large deployment - April 28  
Customer Issue  
Status: New  
Responsibility: Defense Pottinger  
Description: as per subject  
Internal Description  
Suggestion  
Resolution  
Resolution Date  
Activity

Submitted  
Internal Issue  
Date: 2016-05-03 03:39 PM  
Severity: Normal  
Type: Testing Issue  
Comment

Change # Create Change Link Change  
Due Date: 2016-05-03

The following changes have been applied to the Issues program:

- the 'Related Objects' tab that previously appeared on the Issues screen has been renamed to 'Linked Objects', and a new tab called 'Related Objects' has been added to show the objects related via the new method used by other objects. As such, the Issues screen now has two separate tabs. One labelled 'Related Objects' and the other labelled 'Linked Objects'.
- the button on the 'Linked Objects' tab has been renamed to 'Link Objects' rather than 'Assign Objects' so the terminology is consistent.
- For objects added in the Related Objects tab of an Issue, the issue will be available in the Related Objects tab of that object and vice versa.
- whatever is added via the Linked Objects tab in the Issues screen will not be available in the Related Objects tab of other objects anymore and will be visible in the Link to Issue screen (after click on Link to Issues button) and vice versa.
- field security can be applied to both tabs.

## Submittal/Submittal Package CSI and Free Form Defaults (15.07938)

An enhancement has been made to the Spec Section and Spec Sub-Section LOV Options in PM System Options, as they relate to Submittal and Submittal Packages. Previously, there was an option to Allow Both CSI Code and Free Form codes in the LOV. This has been separated into two options so that when the LOV allows both options, the user can indicate which option it will default with. The two new options are:

- Allow Both CSI Code and Free Form (Default by Free Form) – both options are available in the LOV's but the default is set at Free Form
- Allow Both CSI Code and Free Form (Default by CSI) – both options are available in the LOV's but the default is set at CSI

For example:

With the settings:

The corresponding LOV's will display:

Code	Name	Group Name
002000	Contract Extra	
002600	Contract Mods	
00312413	Soli Contamination Report	
00312423	Environmental Impact Study Report	
003300	Existing Conditions	

**Submittal Detail**

Submittal No.  REVIEW Package No.

Name  Review for CSI and Free Form options

Spec Section  Spec Sub-Section

Sort Order  Copies

Type  Status  Open

Preparation By

Approval By

Returned By

Forwarded To

Required Start

Comment

**Spec Sub-Section - Mozilla Firefox**

Find:

1 - 1 of 1

☐ CSI Codes ☒ Free Form Codes

Spec Sub-Section

[specsub freeform1](#)

the default is set at Free Form

## Meeting Minutes Action Item Link (16.15079)

**Meeting Minutes**

User Extensions Create Next Meeting Close Meeting Add Meeting Edit Import Export Delete Delete Track Printable Print Report Copy Agenda Items Back To Log

Project Management Menu

Search

Project: S/S Project #1 (SUSPROJ1)

Communication Management

Project Calendar

My Actions

Outlook/Insert/Export

Project Partner Directory

Project Contact Directory

Distribution Lists

Meeting Minutes

Transmittals

Transmittals Queue

Communications

RFIs

Issues

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Site Management

**Meeting Detail**

Track Budget Overview

Subject Check for Action Item creation etc.

Meeting No. BU000003 Status SUBMITTED

Meeting Date 2016-09-29 Start 12:00 AM End 12:00 AM

Reminder Date 2016-09-29 Entered By Darlene Pottinger

Location CMIC office

Purpose Testing

**Agenda**

Item No. BU017004 Topic

Group ☐ Seq 202838 Status New

Minute

**Next Meeting Info**

Name first item on the roster

Responsibility MAESTRO - George Allen

**Comments**

Due Date 2016-09-30

Revised Date

Date Completed

Create Change Link Change Link to Issue

Added the 'Action Item' link to view related action items for agenda items. This link is visible when the PM Control – Project Calendar tab flag is checked:

**Company Control**

Company  Supreme Utilitarian Selections

Code Masks Defaults Change Management **Project Calendar** Bid Management

Add Action Items On Project Calendar

Communications ☒

Issue ☒

Meeting Minutes ☒

Notice ☐

Punch List ☒

Request for Information ☒

Submittal ☒

Transmittal ☒

When Checked action item will be added automatically For Meeting Minutes

When Action Items are created for Meeting Minutes as a result of this flag being checked, the link provides a way of opening up the Action Item from within the Meeting Minutes, so that any edits made by the person responsible (from their My Actions page) are easily accessible.

**Meeting Detail**

Track Budget Overview Meeting No. BUD00003 Status SUBMITTED

Subject Check for Action Item creation etc. Start 12:00 AM End 12:00 AM

Meeting Date 2016-09-29 Entered By Darlene Pottinger

Reminder Date 2016-09-29

Location CMIC office

Purpose Test

**Agenda**

Item No.	BUDIT004	Topic
Group		Seq 202838
Minute		

**Action Items - Mozilla Firefox**

test1.v12.cmic.ca:7785/cmictestv12/SysMaintainCalendar/AI.do?aiOraseq=202839&appCode=COLLAB&mode=view

**Edit Action Item**

Check Spelling Save Save All Recurring Reschedule Save & New Delete Cancel

Type ☐ Shared ☒ Private ☐ Public

Action Code Meeting

Status New Action Item

Start Date 2016-09-30

Duration

Time 12:00 am

End Time 12:00 am

Title Meeting-BUD00003-BUDIT004

Urgency

Description first item on the roster

Partner

Contact

Project SUS Project # 1

Completed Date

Completion Note

Recurrence ☐ Recurring Item Hide

Alert Date

Alert Time 12:00 am

**Attachments**

Due Date 2016-09-30

Revised Date

Date Completed

Link Change Link to Issue

Action Item

Also, changes are made for not allowing a user to modify the action item if the user is not responsible for the action item.

For example, after setting the privileges for the current user, in the screenshot below, current user Darlene Pottinger, can view but not edit the action item that has George Allen as responsible contact:

Add/Remove privileges from the SUSPRJMNGR Role	
Privilege	Granted
Access to Screen Editor	<input checked="" type="checkbox"/>
Access to Unsubmitted Records Of The Same Partner	<input checked="" type="checkbox"/>
Action Items - Create Public Items	<input checked="" type="checkbox"/>
Action Items - Delete Others	<input type="checkbox"/>
Action Items - Edit Others	<input type="checkbox"/>
Action Items - View Others	<input checked="" type="checkbox"/>
Address Code - Create On The Fly	<input checked="" type="checkbox"/>

User Extensions Create Next Meeting Close Meeting Add Meeting Edit Import Export Delete Delete Track Printable Print Report Copy Agenda Items Back To Log

**Meeting Detail** Meeting No. BUD00003 Status SUBMITTED Darlene Pottinger's Profile

Track Budget Overview  
Subject Check for Action Item creation etc.  
Meeting Date 2016-09-29 Start 12:00 AM End 12:00 AM  
Reminder Date 2016-09-29 Entered By Darlene Pottinger  
Location CMIC office  
Purpose Testing

**Agenda** Attendees Next Meeting Info Notes Attachments

Item No. BUDIT004 Topic Seq 202838 Status New Name first item on the roster  
Group Responsibility MAESTRO - George Allen Comments Action Item  
Minute Due Date: 2016-09-30 Date Deleted

Item No. BUDIT005 Topic Seq 202841 Status New Name first item on the roster  
Group Responsibility MAESTRO - George Allen Comments Action Item  
Minute Due Date: 2016-09-30 Date Deleted

**Action Items - Mozilla Firefox**  
test1v12.cmic.ca:7785/cmictestv12/SysMaintainCalendar/AL.do?aiOraseq=202839&appCode=COLLAB&mode=view

**Action Item**

Type PRIVATE  
For George Allen  
Action Code Meeting Status New Action Item  
Start Date 2016-09-30 Duration 1  
Time 12:00am End Time 12:00am  
Title Meeting-BUD00003-BUDIT004 Urgency  
Description first item on the roster - edit  
Organization SUS Project # 1 Contact  
Completion Note Completed Date  
Recurrence Recurring Item Hide  
Alert Date

## Meeting Minutes Notes Status (16.21054)

**Minutes - Mozilla Firefox**  
test1v12.cmic.ca:7785/cmictestv12/PmMeetingMinutes/showAgendaItemNotes.do?agendaItemOraseq=199469&not

Agenda Item: BUDIT001 - To Spend

Show Closed Notes Submit Cancel

**Minutes**

Minute

Status

Number	Date	Minutes	Closed	Status	Action
2	2016-06-03 12:00 AM	addition of another note	N	New	Close

New  
Open  
Closed  
Deferred  
On Hold

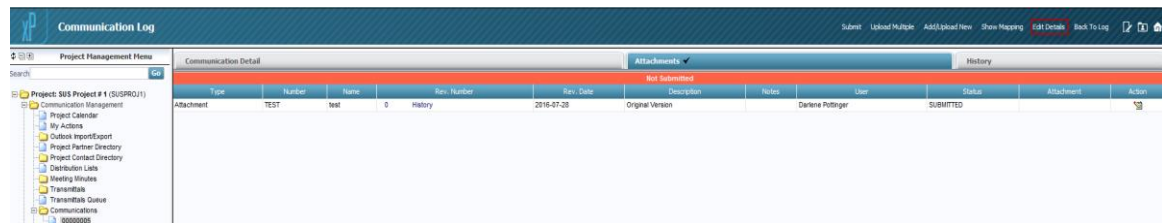
Modifications have been made to allow for a Status field to be set on each Meeting Minute Note. The list of Statuses used are from the same list used for Meeting Minute Items. There is no link or synchronization between a Meeting Minute Note Status and its associated Meeting Minute Status. This field is not considered mandatory, and is being provided for informational purposes only. No reports were adjusted in relation to this change.

## Auto Assignment of Project Selection Program to Security Role (16.21215)

PM History	COLLAB	<input type="checkbox"/>
PM Menu – Project Selection	COLLAB	<input checked="" type="checkbox"/>
Payment Requisition	COLLAB	<input type="checkbox"/>

PM Menu - Project Selection - when a new role is created, access to this program is defaulted as 'checked' and read-only, so that the user assigned to this role will automatically have access to project selection, and no one will 'accidentally' un-check the program when assigning security access.

## ‘Add Attachment’ changed to ‘Edit Details’ (16.23568)



Documents - Changed the button label on all Attachment Tabs from 'Add Attachment' to 'Edit Details' to distinguish from the [Add/Upload New] button.

## Special Terms & Conditions Flag - Vendor Level (16.21149)

### Overview:

CMiC has added a new checkbox labeled “Special Terms & Conditions” to the Maintain Vendor screen. The Subcontract screen in PM JSP has also been modified to show the notification as “Note: Special Terms and Conditions exist for this vendor” on the screen for the vendors with the flag “Special Terms & Conditions” checked.

## Settings and Examples:

1. Check the new flag “Special Terms & Conditions” on the Maintain Vendors screen for the vendor ZZ-ACME:

**MAINTAIN VENDORS**

If Checked: Notification on Subcontract Creation will appear for Vendors with Special Terms and Conditions.

**SELECTION CRITERIA**

Company: ZZ CMIC Construction Inc.

**DETAILS**

**Vendors** Purchases Order Address Accounting Business Partner Address

\* Business Partner: ZZ-ACME ZZ-ACME Supply

Payment Address1: 123 Greenbriar Lane  
Address2: Unit 75  
Address3: Chicago  
State/Province: IL Illinois  
Country: US Zip/Postal Code: 42098  
Attention: Mr. Green  
Phone: (847) 555-1212 Fax: (847) 555-1313  
E-mail:  
Web Site:  
Buyer:  
Class: ZZ3 Company ZZ Others  
Terms: NET30 Net 30  
1099: 3 1099 Other  
Preference: 2 AAA Vendors  
Alt. Add:  
☒ Active ☒ Report T5018 ☐ One Time Vendor ☐ Use Pre-bid Compliance ☒ Special Terms and Conditions

**Contents** **Term Line**

2. Create a Subcontract for the same vendor ZZ-ACME:

**Subcontract Entry**

Vendor: ZZ-ACME

Contract No.: IN-ZZ-ACME-01

Description: IN-ZZ-ACME-01

Invoice: Via - Subcontract

Address: [Empty]

Default Retention %: 0

Allow Only Single Job, CO Per RFP: ☐

Start Date: [Empty]

Predefined Dates: ☒

Pay When Paid: ☒

Check H&B: ☐

Proqualification Status: [Empty]

Single Project Limit: 0.00

Aggregate Project Limit: 0.00

EMR: [Empty]

Scope Of Work: [Empty]

Contract: [Empty]

Contract Type: [Empty]

Date: 2016-11-30

Currency: US Dollar

Bank Account: [Empty]

Status: Pending

Bank Amount: [Empty]

Issued Date: [Empty]

Rating: [Empty]

Complaint: ☐

COB: ☐

End Date: [Empty]

Executed Date: [Empty]

Days: 2

Calculate Tax On Net Amount: ☐

Approval Status: [Empty]

Single Proj Limit Remaining: -212,000.00

Aggregate Proj Limit Remaining: -210,754.50

**LOV** Change Orders Participation Attachments Alternates Special Pricing Inclusions Exclusions Text Codes Price Items

Action	Task Code*	Task Name	Unit	W/U*	Rate	Amount	Job*	Phase*	Category*	JB Bid Code	Tax1	Taxable	Tax2	Taxable	Tax3	Taxable	Reference %	Expense Code	Full Purch
+	311	311	NA	0	2000.00	ZZ-FB	02-999	02-999	0000	01	01	01	01	01	01	01	01	01	01

As soon as the vendor ZZ-ACME is selected from the LOV, the notification “Note: Special Terms and Conditions exist for this vendor” appears on the subcontract screen (as shown above).

3. The notification has remained on the screen upon Saving the Subcontract:



**Subcontract Entry**

Vendor: ZZ-ACME Supply  
 Contract No.: IH-ZZ-ACME-01  
 Description: IH-ZZ-ACME-01  
 Invoiced Via: Subcontract  
 Address: [Blank]  
 Default Retainage %: 0  
 Allow Only Single Job, CO Per RFP: ☐  
 Start Date: [Blank]  
 Received Date: [Blank]  
 Pay When Paid: ☒  
 Check Hld: [Blank]  
 Prequalification Status: [Blank]  
 Single Project Limit: 0.00  
 Aggregate Project Limit: 0.00  
 Scope Of Work: [Blank]  
 Bid Package Description: [Blank]  
 Requires Further Approval: Yes

**Subcontract**  
 Contract: [Blank]  
 Contract Type: [Blank]  
 Currency: US Dollar  
 Corresp. Address: [Blank]  
 Default Taxes: ☒  
 SOV Level Retainage Release: ☒  
 End Date: [Blank]  
 Executed Date: [Blank]  
 Days: 2  
 Calculate Tax On Net Amount: ☐  
 Approval Status: [Blank]  
 Single Proj Limit Remaining: -212,000.00  
 Aggregate Proj Limit Remaining: -210,794.50  
 Reference Number: [Blank]  
 Subcontract Approver: [Blank]

**Summary**  
 Task Code: [Blank]  
 Task Name: [Blank]  
 Unit: NA  
 W/H: 0.00  
 Rate: 2,000.00  
 Amount: 22.00  
 Job: 02-999  
 Phase: 9000  
 Category: 01  
 Task: [Blank]  
 Taskable: [Blank]  
 Task: [Blank]  
 Taskable: [Blank]  
 Task: [Blank]  
 Taskable: [Blank]  
 Retainage %: 0  
 Expense Code: [Blank]  
 Fully Purch: [Blank]

If the user closes the Subcontract, returns to the Log view, and re-opens the same Subcontract (it has a status “Pending”), the notification will still be present on the Subcontract screen.

#### 4. Post the subcontract:

**Subcontract Entry**

Vendor: ZZ-ACME Supply  
 Contract No.: IH-ZZ-ACME-01  
 Description: IH-ZZ-ACME-01  
 Invoiced Via: Subcontract  
 Address: [Blank]  
 Default Retainage %: 0  
 Allow Only Single Job, CO Per RFP: ☐  
 Start Date: [Blank]  
 Received Date: [Blank]  
 Pay When Paid: ☒  
 Check Hld: [Blank]  
 Prequalification Status: [Blank]  
 Single Project Limit: 0.00  
 Aggregate Project Limit: 0.00  
 Scope Of Work: [Blank]  
 Bid Package Description: [Blank]  
 Requires Further Approval: Yes

**Subcontract**  
 Contract: [Blank]  
 Contract Type: [Blank]  
 Currency: US Dollar  
 Corresp. Address: [Blank]  
 Default Taxes: ☒  
 SOV Level Retainage Release: ☒  
 End Date: [Blank]  
 Executed Date: [Blank]  
 Days: 2  
 Calculate Tax On Net Amount: ☐  
 Approval Status: [Blank]  
 Single Proj Limit Remaining: -212,000.00  
 Aggregate Proj Limit Remaining: -210,794.50  
 Reference Number: [Blank]  
 Subcontract Approver: [Blank]

**Summary**  
 Task Code: [Blank]  
 Task Name: [Blank]  
 Unit: NA  
 W/H: 0.00  
 Rate: 2,000.00  
 Amount: 22.00  
 Job: 02-999  
 Phase: 9000  
 Category: 01  
 Task: [Blank]  
 Taskable: [Blank]  
 Task: [Blank]  
 Taskable: [Blank]  
 Task: [Blank]  
 Taskable: [Blank]  
 Retainage %: 0  
 Expense Code: [Blank]  
 Fully Purch: [Blank]

#### 5. The notification on the subcontract screen will remain upon posting the subcontract:

**Subcontract Entry**

Vendor: ZZ-ACME Supply  
 Contract No.: IH-ZZ-ACME-01  
 Description: IH-ZZ-ACME-01  
 Invoiced Via: Subcontract  
 Address: [Blank]  
 Default Retainage %: 0  
 Allow Only Single Job, CO Per RFP: ☐  
 Start Date: [Blank]  
 Received Date: [Blank]  
 Pay When Paid: ☒  
 Check Hld: [Blank]  
 Prequalification Status: [Blank]  
 Single Project Limit: 0.00  
 Aggregate Project Limit: 0.00  
 Scope Of Work: [Blank]  
 Bid Package Description: [Blank]  
 Requires Further Approval: Yes

**Subcontract**  
 Contract: [Blank]  
 Contract Type: [Blank]  
 Currency: US Dollar  
 Corresp. Address: [Blank]  
 Default Taxes: ☒  
 SOV Level Retainage Release: ☒  
 End Date: [Blank]  
 Executed Date: [Blank]  
 Days: 2  
 Calculate Tax On Net Amount: ☐  
 Approval Status: [Blank]  
 Single Proj Limit Remaining: -212,000.00  
 Aggregate Proj Limit Remaining: -210,794.50  
 Reference Number: [Blank]  
 Subcontract Approver: [Blank]

**Summary**  
 Task Code: [Blank]  
 Task Name: [Blank]  
 Unit: NA  
 W/H: 0.00  
 Rate: 2,000.00  
 Amount: 22.00  
 Job: 02-999  
 Phase: 9000  
 Category: 01  
 Task: [Blank]  
 Taskable: [Blank]  
 Task: [Blank]  
 Taskable: [Blank]  
 Task: [Blank]  
 Taskable: [Blank]  
 Retainage %: 0  
 Expense Code: [Blank]  
 Fully Purch: [Blank]

#### Summary:

The new flag “Special Terms & Conditions” has been added to the Maintain Vendor screen. If this flag is checked, the new subcontract created for this vendor will have the notification as

“Note: Special Terms and Conditions exist for this vendor” on the screen. The notification remains on the subcontract even after posting.

**Work Days and Comments added to Bid Items (16.19739)**

Two fields have been added to the PM JSP Bid Items screen as well as the Bid Item Import. In addition, these two fields have been included in the Cost Status and Budget Status Queries (Category level).

The fields are:

**Work Days** - numeric

**Comments** – up to 4000 characters

PMFBII_COMMENTS	VARCHAR2(4000)
PMFBII_WORK_DAYS	NUMBER(6,2)

Bid Items										Enter Query Cancel Save Recal: Totals Add Bid Items Delete Selected Import Pricing Sets Configure View Update Budget Copy Job Structure Calculate Markups Print Report									
Project Management Menu																			
M	B	L	P	Clos...	Line#	Task Code	Item Name	Entity	Estimate Price	Amount	Quantity	Revenue Price	Amount	Work Days	Comments				
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1	011100	General Liability	1.00	2,900.00	2,900.00	1.00	3,000.00	3,000.00	112	properties need to be deployed				
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	2	012300	First Aid Kit	2.00	50.00	100.00	2.00	75.00	150.00	365	as per above				
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	3	013000	Office Supplies	2.00	75.00	150.00	2.00	100.00	200.00	100	if you are pasting data from Microsoft...				
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	4	011100-MP2	General Liability	1.00	2,900.00	2,900.00	1.00	3,200.00	3,200.00	100	then				
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	5	012300-MP2	First Aid Kit	2.00	50.00	100.00	2.00	62.50	125.00	200	and now				
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	6	013000-MP2	Office Supplies	2.00	75.00	150.00	2.00	55.00	110.00	300.11	if you are pasting data from Microsoft...				
Current Selection Total											6,300.00			6,785.00					
Project Total											6,300.00			6,785.00					

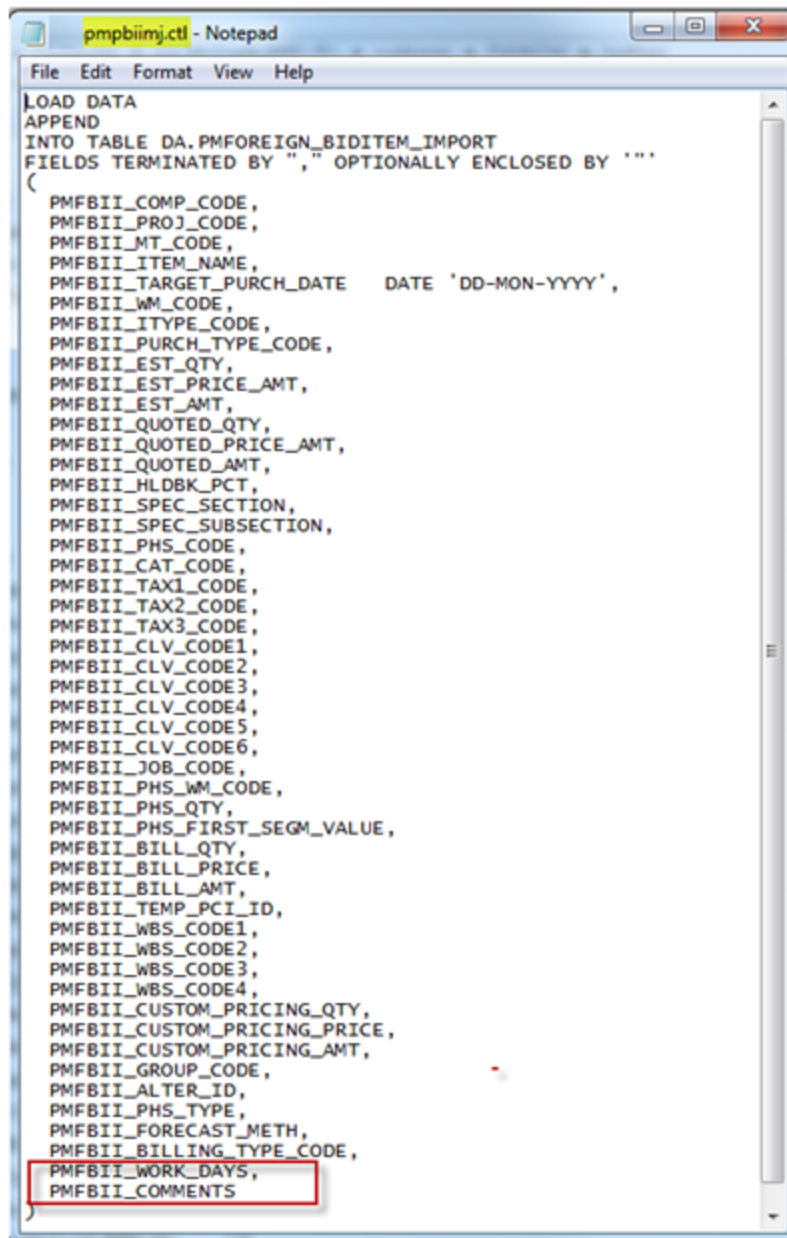
The fields can be added to the Bid Items sigma grid by using the [Configure View] button:

<

The fields are populated in the Bid Items sigma grid either manually or via the Bid Items Import, and then when the Budget is updated during the Bid Item 'Update Budget' function, they will populate the necessary tables that are used by the Cost and Budget Status Queries.

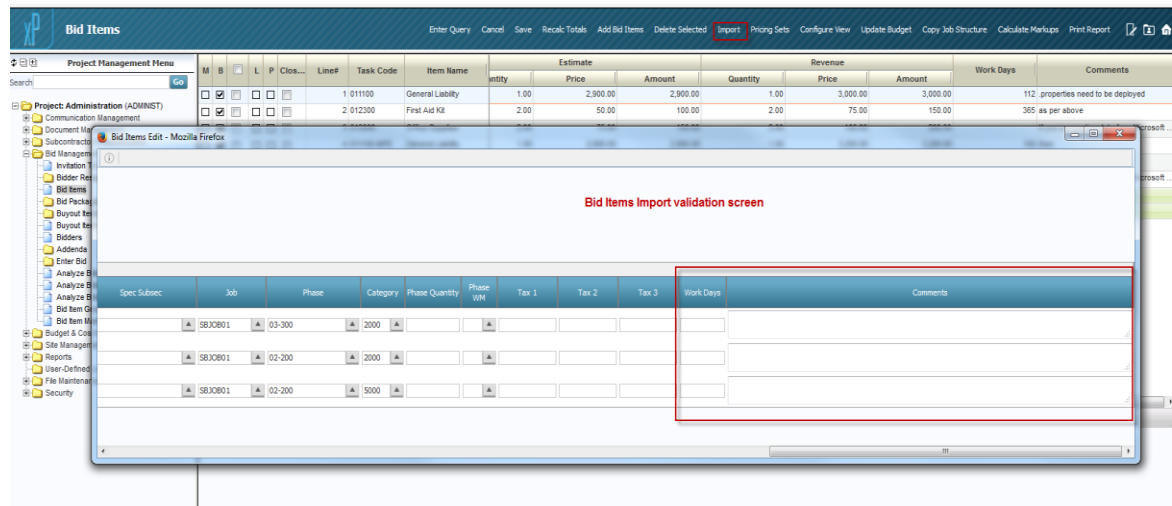
## Bid Item Import

The Import control file has the updated definition (file = pmpbiimj.ctl):



```
pmpbiimj.ctl - Notepad
File Edit Format View Help
LOAD DATA
APPEND
INTO TABLE DA.PMFOREIGN_BIDITEM_IMPORT
FIELDS TERMINATED BY "," OPTIONALLY ENCLOSED BY '"'
(
  PMFBII_COMP_CODE,
  PMFBII_PROJ_CODE,
  PMFBII_MT_CODE,
  PMFBII_ITEM_NAME,
  PMFBII_TARGET_PURCH_DATE    DATE 'DD-MON-YYYY',
  PMFBII_WM_CODE,
  PMFBII_ITYPE_CODE,
  PMFBII_PURCH_TYPE_CODE,
  PMFBII_EST_QTY,
  PMFBII_EST_PRICE_AMT,
  PMFBII_EST_AMT,
  PMFBII_QUOTED_QTY,
  PMFBII_QUOTED_PRICE_AMT,
  PMFBII_QUOTED_AMT,
  PMFBII_HLDBK_PCT,
  PMFBII_SPEC_SECTION,
  PMFBII_SPEC_SUBSECTION,
  PMFBII_PHS_CODE,
  PMFBII_CAT_CODE,
  PMFBII_TAX1_CODE,
  PMFBII_TAX2_CODE,
  PMFBII_TAX3_CODE,
  PMFBII_CLV_CODE1,
  PMFBII_CLV_CODE2,
  PMFBII_CLV_CODE3,
  PMFBII_CLV_CODE4,
  PMFBII_CLV_CODE5,
  PMFBII_CLV_CODE6,
  PMFBII_JOB_CODE,
  PMFBII_PHS_WM_CODE,
  PMFBII_PHS_QTY,
  PMFBII_PHS_FIRST_SEGM_VALUE,
  PMFBII_BILL_QTY,
  PMFBII_BILL_PRICE,
  PMFBII_BILL_AMT,
  PMFBII_TEMP_PCI_ID,
  PMFBII_WBS_CODE1,
  PMFBII_WBS_CODE2,
  PMFBII_WBS_CODE3,
  PMFBII_WBS_CODE4,
  PMFBII_CUSTOM_PRICING_QTY,
  PMFBII_CUSTOM_PRICING_PRICE,
  PMFBII_CUSTOM_PRICING_AMT,
  PMFBII_GROUP_CODE,
  PMFBII_ALTER_ID,
  PMFBII_PHS_TYPE,
  PMFBII_FORECAST_METH,
  PMFBII BILLING_TYPE_CODE,
  PMFBII_WORK_DAYS,
  PMFBII_COMMENTS
)
```

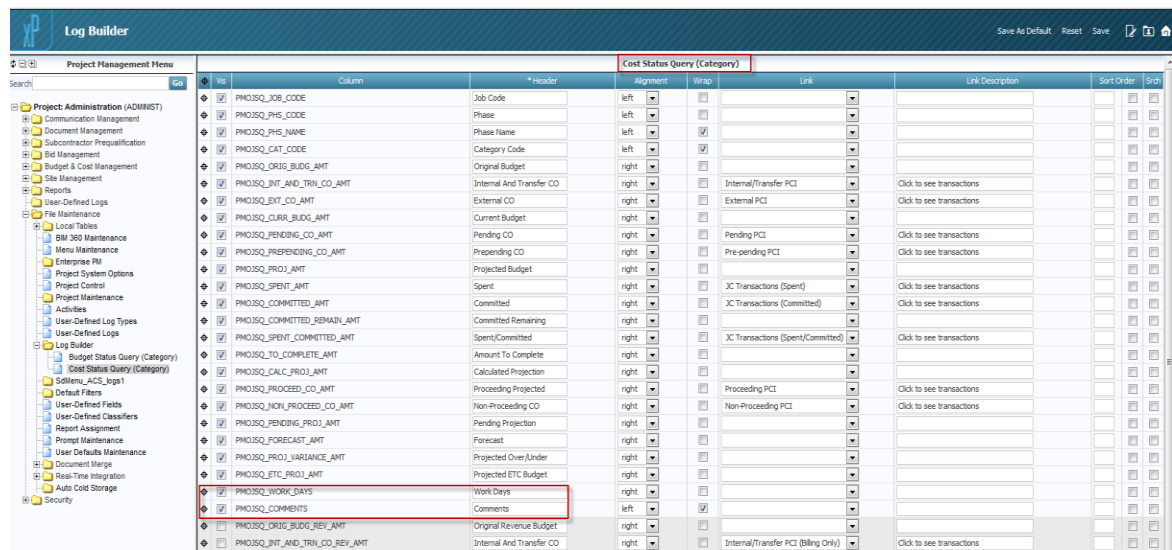
The Import Validation screen will display the Work Days and Comments fields:



## Cost and Budget Status Queries (Category level) – Log Builder

To include the Work Days and the Comments fields in the query screens, the user will be required to go to the Log Builder and select the columns for the two logs:

### Cost Status Query (Category) Log:





Copy From - Internet Explorer

http://qa4v10.cmic.ca:7785/cmnicprodv10x/PmBidPackage/ShowCopyFrom.do?compCod

**Copy From Bid Package**

Project: V10X Project for V10XJC ▲

Bid Package: ▲

Detail To Copy

<input checked="" type="checkbox"/> General	<input checked="" type="checkbox"/> Address
<input checked="" type="checkbox"/> Buy Out Item	<input checked="" type="checkbox"/> Exclusions
<input checked="" type="checkbox"/> Special Pricing	<input checked="" type="checkbox"/> Bidders
<input checked="" type="checkbox"/> Inclusions	<input checked="" type="checkbox"/> Auto-Assign Bidders to Project
<input checked="" type="checkbox"/> Attachments	
<input checked="" type="checkbox"/> Alternates	

Copy Cancel

To facilitate the changes itemized above, a Company field (with LOV) and a Subcontract field (with LOV) have been added to the Copy From Bid Package screen:

Copy From - Internet Explorer

http://custv10xe.cmic.ca:7785/cmnicenv2/PmBidPackage/ShowCopyFrom.do?compCode=

**Copy From Bid Package**

Company: CMiC Test Company ▲

Project: SB Project - Tridel Phase ▲

Bid Package: ▲

Subcontract: ▲

Detail To Copy

<input checked="" type="checkbox"/> General	<input checked="" type="checkbox"/> Address
<input checked="" type="checkbox"/> Buy Out Item	<input checked="" type="checkbox"/> Exclusions
<input checked="" type="checkbox"/> Special Pricing	<input checked="" type="checkbox"/> Bidders
<input checked="" type="checkbox"/> Inclusions	<input checked="" type="checkbox"/> Auto-Assign Bidders to Project
<input checked="" type="checkbox"/> Attachments	
<input checked="" type="checkbox"/> Alternates	

Copy Cancel

100%

The following notes should be considered for the Copy functionality:

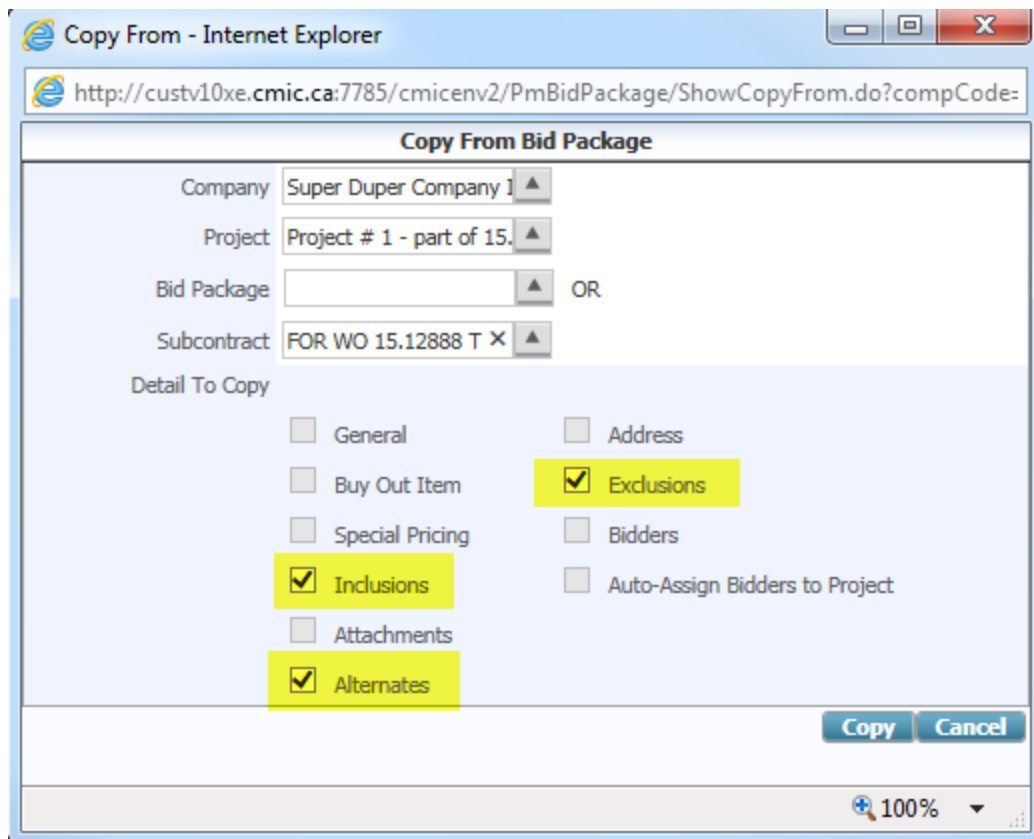
1. user company/project security is enforced
2. the company of the **current project** is defaulted in the Copy From popup
3. Bid Package/Subcontract cannot be selected without first selecting a Project
4. attachments are not copied across companies, nor across projects, **for Bid Packages**

5. the user can only copy from Bid Package OR Subcontract, not both at the same time...if Bid Package is selected, when you try to select Subcontract, Bid Package will be wiped out
6. the Subcontract option only allows the following to be copied (within the same company and project):

The screenshot shows a web browser window titled "Copy From - Internet Explorer" with the address bar displaying a URL from cmic.ca. The main content area is titled "Copy From Bid Package". It contains several dropdown menus: "Company" (CMiC Test Company), "Project" (SB Project - Tridel Phase), "Bid Package" (empty), and "Subcontract" (SC CREATED VIA BU X). Below these is a section labeled "Detail To Copy" with two columns of checkboxes. The first column includes "General", "Buy Out Item", "Special Pricing", "Inclusions" (checked), "Attachments" (checked), and "Alternates" (checked). The second column includes "Address", "Exclusions" (checked), "Bidders", and "Auto-Assign Bidders to Project". The "Exclusions" checkbox is highlighted with a yellow background. At the bottom right of the form are "Copy" and "Cancel" buttons.

7. the Subcontract option only allows the following to be copied **across companies or same company but different project**:





8. As a general rule, when copying across companies, if the job/phase/category does not exist in the target company then such combination is not copied due to this invalid/incomplete combination. In this case, the user has to make sure that the target company has the required setup of valid job/phase/category.

In this case, no data is copied for the Buyout tab. For Special Pricing, Inclusions and Exclusions, the data is copied but the job/phase/category information is left blank.

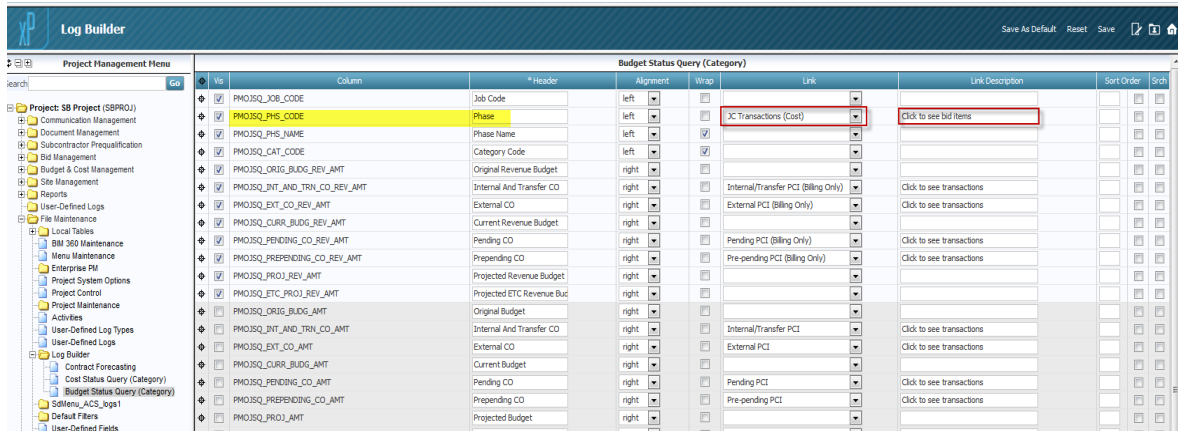
## **Bid Items Popup in Cost Queries and Contract Forecast** (16.19617)

Changes have been made to add a pop-up screen to the 'Cost Status Query by Category', 'Revenue Status Query by Category', and the 'Contract Forecasting' screens showing the bid items information. The data included in the pop-up is: Bid Item Name, Closed flag, WM, Estimate Quantity, Estimate Price, Estimate Amount, Revenue Quantity, Revenue Price, and Revenue Amount. The pop-up is accessible by clicking on the cost code (phase code).

To set up the link in the Cost Status (Category) and Revenue Status (Category) queries, go to the Log Builder for each of these queries and do the following:

for the Phase field, select 'JC Transactions (Cost)' in the Link column, and enter 'Click to see bid items' (for example) in the Link Description column:





When done, go to the queries to see the effect of the changes:

ZZ-WMT	02-100	Excavation	1100	27,600.00	0.00	0.00
ZZ-WMT	02-100	Excavation	1300	0.00	0.00	0.00
ZZ-WMT	02-100	Excavation	3000	100.00	0.00	0.00
ZZ-WMT	02-100	Excavation	3000	150.00	0.00	0.00
ZZ-WMT	02-100	Excavation	4000	2,900.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	1100	0.00	0.00	0.00

**Project Management**

Project Management Menu

Cost Status Query (Category)

Job Code	Phase	Phase Name	Category Code	Original Budget	Internal And Transfer CO	External CO	Current Budget	Pending CO	Prepending CO	Projected Budget	Spent	Committed	Committed Remaining	Spent/Committed	Amount To Complete	Calculated Projection	Proceeding Projected	Non-Proceeding CO
ZZ-WMT	01-100	Blue Prints	1000	150.00	0.00	0.00	150.00	0.00	0.00	150.00	0.00	150.00	150.00	0.00	0.00	150.00	0.00	0.00
ZZ-WMT	01-100	Blue Prints	1100	100.00	0.00	0.00	100.00	0.00	0.00	100.00	0.00	100.00	100.00	0.00	0.00	100.00	0.00	0.00
ZZ-WMT	01-100	Blue Prints	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-100	Blue Prints	4000	27,600.00	0.00	0.00	27,600.00	0.00	0.00	27,600.00	0.00	27,600.00	27,600.00	0.00	0.00	27,600.00	0.00	0.00
ZZ-WMT	01-102	Progress Photos	1100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-102	Progress Photos	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-102	Progress Photos	4000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-103	Site Office	1100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-103	Site Office	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-103	Site Office	4000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-100	Excavation	1100	27,600.00	0.00	0.00	27,600.00	0.00	0.00	27,600.00	0.00	27,600.00	27,600.00	0.00	0.00	27,600.00	0.00	0.00
ZZ-WMT	02-100	Excavation	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-100	Excavation	2000	100.00	0.00	0.00	100.00	0.00	0.00	100.00	0.00	100.00	100.00	0.00	0.00	100.00	0.00	0.00
ZZ-WMT	02-100	Excavation	3000	150.00	0.00	0.00	150.00	0.00	0.00	150.00	0.00	150.00	150.00	0.00	0.00	150.00	0.00	0.00
ZZ-WMT	02-100	Excavation	4000	2,900.00	0.00	0.00	2,900.00	0.00	0.00	2,900.00	0.00	2,900.00	2,900.00	0.00	0.00	2,900.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	1100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	2000	2,900.00	0.00	0.00	2,900.00	0.00	0.00	2,900.00	0.00	2,900.00	2,900.00	0.00	0.00	2,900.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	3000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	4000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	4000	27,600.00	0.00	0.00	27,600.00	0.00	0.00	27,600.00	0.00	27,600.00	27,600.00	0.00	0.00	27,600.00	0.00	0.00
ZZ-WMT	02-300	Site Cleanup	1100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**Bid Items** - Mozilla Firefox

Company ZZ Job ZZ-WMT Phase 02-100 Phase Name Excavation

Name	Closed	WM	Est. Quantity	Est. Price	Est. Amount	Rev. Quantity	Rev. Price	Rev. Amount
Field Supervision	<input checked="" type="checkbox"/>	HR	501.82	55.00	27,600.00	501.82	55.00	28,000.00
General Liability	<input checked="" type="checkbox"/>	EA	1	2,900.00	2,900.00	1	3,000.00	3,000.00
First Aid Kit	<input type="checkbox"/>	BX	2	50.00	100.00	2	125.00	250.00
Office Supplies	<input checked="" type="checkbox"/>	HR	2	75.00	150.00	2	107.50	215.00
<b>Total (4 rows)</b>					<b>3,080.00</b>			<b>31,465.00</b>

In the case of the Contract Forecast, the changes are coded in the program directly, so when the user launches the program for a period, the Bid Items popup will be displayed after clicking the Phase of any line (the blue color indicates that there is an underlying link):

**Contract Forecast with PCI Projections**

Forecast Comments Clear Overrides Refresh Contract Summary Notes Attachments Send To Spreadsheet

Project Management Menu

Search: [Go]

Project: SB Project (SBPROJ)

- Communication Management
- Document Management
- Subcontractor Prequalification
- Bid Management
- Budget & Cost Management
- Subcontract
- Subcontract Change Orders
- Subcontractor SOV
- CMC BIM 360
- Potential Change Items
- Owner Change Transmittal
- Request For Payment
- Compliance Status Log
- Expense Authorization
- Cost Status Query
- Budget Status Query
- Cost Status Query (Category)
- Budget Status Query (Category)
- PCI Projection
- Contract Forecasting
- PCI Markup Rules
- Subcontractor Tracking Log
- Self Billed Payment Worksheet
- Site Management
- Reports
- User-Defined Logs
- Site Maintenance

Contract: ZZ-WMT Job: Year: 2016 Period: 10 Filter: Cost/Revenue Projected Cost Show: Zero Cost Lines Zero Cost and Revenue Lines Hide: Zero Projected Cost Lines Rows: Recoverable Non-Recoverable Both

Bill Codes

Freeze	Bill Code	Job	Phase	Name	Committed	Complete %	Pending Internal PCI	Pending Internal Cost
<input type="checkbox"/>	ZZ-WMT 01-100...	ZZ-WMT	01-100	Blue Prints	150.00	0.00	0.00	
<input type="checkbox"/>	ZZ-WMT 01-100...	ZZ-WMT	01-100	Blue Prints	100.00	0.00	0.00	
<input type="checkbox"/>	ZZ-WMT 01-100...	ZZ-WMT	01-100	Blue Prints	27,600.00	0.00	0.00	
<input type="checkbox"/>	ZZ-WMT 02-100...	ZZ-WMT	02-100	Excavation	29,600.00	0.00	0.00	
<input type="checkbox"/>	ZZ-WMT 02-100...	ZZ-WMT	02-100	Excavation	100.00	0.00	0.00	
<input type="checkbox"/>	ZZ-WMT 02-100...	ZZ-WMT	02-100	Excavation	27,600.00	0.00	0.00	
<input type="checkbox"/>	ZZ-WMT 02-200...	ZZ-WMT	02-200	Back Fill	27,600.00	0.00	0.00	
<input type="checkbox"/>	ZZ-WMT 03-100...	ZZ-WMT	03-100	Footings	100.00	0.00	0.00	
<input type="checkbox"/>	ZZ-WMT 03-100...	ZZ-WMT	03-100	Footings	2,900.00	0.00	0.00	
<input type="checkbox"/>	ZZ-WMT 03-300...	ZZ-WMT	03-300	Columns	2,900.00	0.00	0.00	
Totals					94,250.00	0.00	0.00	

Bill Items - Internet Explorer

http://custv10w.cmic.ca:7785/cmccen6/PmOwner/Query/ShowPhsTran.do?JobCodes=ZZ-WMT&phsCode=02

Phase: 02-100 Phase Name: Excavation

Company: ZZ Job: ZZ-WMT

Name	Closed	WM	Est. Quantity	Est. Price	Est. Amount	Rev. Quantity	Rev. Price	Rev. Amount
Field Supervision	<input checked="" type="checkbox"/>	HR	501.82	55.00	27,600.00	501.82	55.80	28,000.00
General Liability	<input checked="" type="checkbox"/>	EA	1	2,900.00	2,900.00	1	3,000.00	3,000.00
First Aid Kit	<input type="checkbox"/>	BX	2	50.00	100.00	2	125.00	250.00
Office Supplies	<input checked="" type="checkbox"/>	HR	2	75.00	150.00	2	107.50	215.00
Total (4 rows)				3,080.00	30,750.00		3,288.30	31,465.00

## PM Role Privilege - Adding Contacts To Company (16.21805)

This enhancement includes a PM Role privilege in the MAINTENANCE section of the PM Role Privileges screen. The privilege is "Add Contacts To Company", to allow the user with this privilege the ability to add new Project Contacts to C-Type partners, otherwise only existing project contacts can be added for C-Type partners, by selecting them from the contact LOV.

If the user tries to add new C-Type contacts without this privilege assigned to his PM Role, a message will be displayed, and the user will be required to select a contact from the Contact LOV instead. On selection of the contact code, it will back-fill the company/partner of the selected contact code (i.e. act as if the company code was not entered and left blank).

Also added the following columns to the Contact LOV:

Abbrev

Company Code

Company Name

Type

## Prequalification Approval Status Warnings (16.21138)

The changes of this work order include the following:

1. Addition of a button: [Approval Status Setup] to the Prequalification Control screen:

Subcontractor Prequalification

Approval Status Setup Save

Project Management Menu

Search: [Go]

Project: SB Project 1 (SBPROJ01)

- Communication Management
- Document Management
- Subcontractor Prequalification
- Subcontractors
- Applicants
- Self Service
- Subcontractor Rating Setup
- Prequalification Control
- Workflow Notification
- Bid Management

Prequalification Control

Self Service Header

Self Service Header Sub

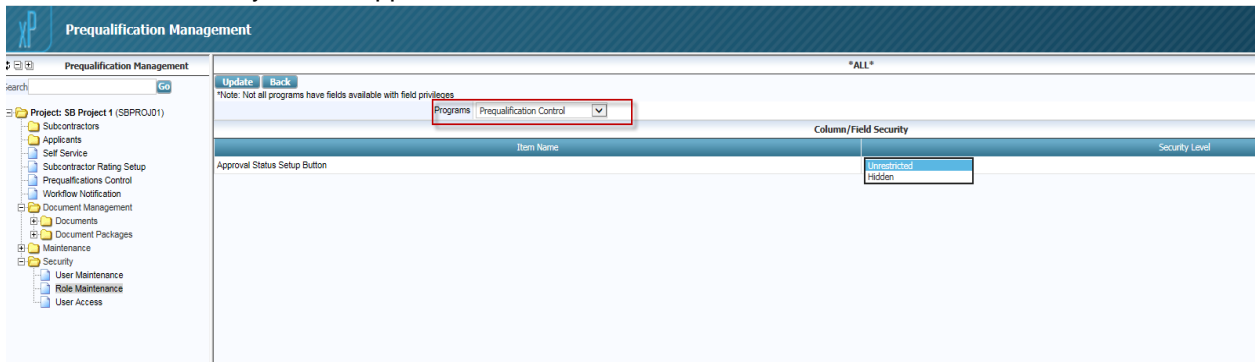
Self Service Insurance

<b>Subcontractor Prequalification Questionnaire</b>

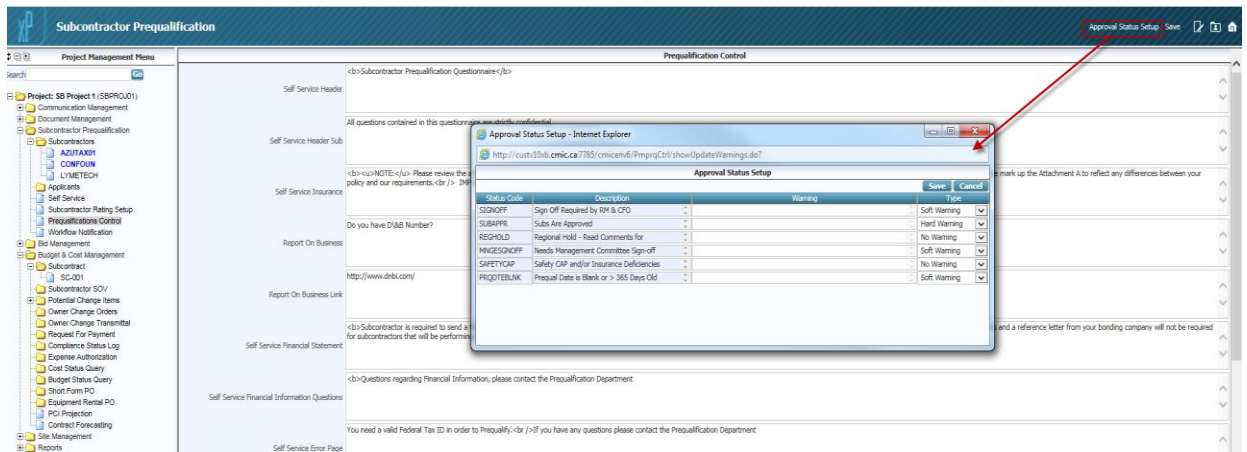
All questions contained in this questionnaire are strictly confidential.

<b>NOTE</b> Please review the attached Attachment A - Insurance Requirements to verify whether or not your company meets Insurance requirements. If your policy does not meet our requirements please mark up the Attachment A to reflect any differences between your policy and our requirements. <b>IMPORTANT</b> Please send a copy of your current Insurance Certificate.

2. Field security can be applied to this button. It can be set as Unrestricted or Hidden:



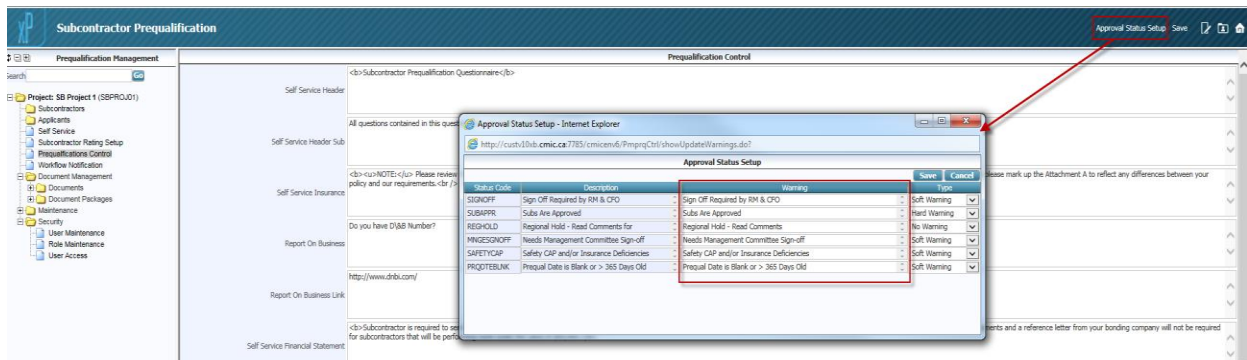
3. Click the button to get a popup window that allows the set up and entry of warning messages for each Approval Status that has been defined for the Vendor Prequalification screen.



Enter the warning message that you wish, in the **Warning** field, for each Status Code. If default values are already in place after installation of the files for this work order, these can be overridden with different values.

Select 'Soft Warning', 'Hard Warning' or 'No Warning' in the **Type** column and save the changes.

Example:



## How it works

Once the setup is in place, whenever a subcontract or subcontract change order is created, on saving, a soft/hard no warning will be displayed according to the prequalification Approval Status of the vendor.

## EXAMPLE

Setup:

Status Code	Description	Warning	Type
SIGNOFF	Sign Off Required by RM & CFO	Sign Off Required by RM & CFO - this is a warning!!!	Soft Warning
SUBAPPR	Subs Are Approved	Subs Are Approved	Hard Warning
REGHOLD	Regional Hold - Read Comments for	Regional Hold - Read Comments	No Warning
MNGESGNOFF	Needs Management Committee Sign-off	Needs Management Committee Sign-off	Soft Warning
SAFETYCAP	Safety CAP and/or Insurance Deficiencies	Safety CAP and/or Insurance Deficiencies	Soft Warning
PRQDTEBLNK	Prequal Date is Blank or > 365 Days Old	Prequal Date is Blank or > 365 Days Old	Soft Warning

Vendor Prequalification record:

Subcontractor Prequalification

Company: LYMETECH, Tax ID: 11114

Prequalification Status: Pending, Insurance Rating: B, Approval Status: Sign Off Required by RM & CFO

Subcontract:

On clicking Save Draft/Save, the warning message will be displayed in the subcontract/subcontract change order screen:

Subcontract Entry

Vendor: Lyme Technologies Inc., Contract No.: SC-000, Description: 16.21139 demo, Contract Type: Subcontract

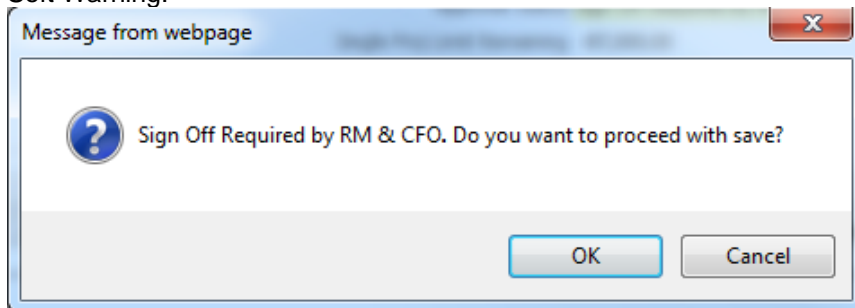
Message from webpage: Sign Off Required by RM & CFO. This is a warning!!!. Do you want to proceed with save?

## APPROVAL STATUS WARNINGS

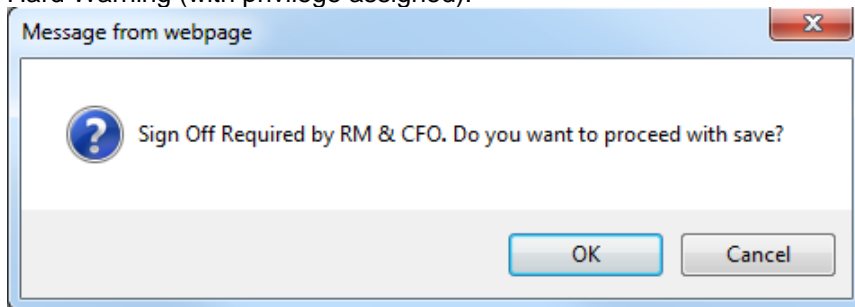
- In the case of a **Soft Warning**, a warning message corresponding to the approval status will be displayed when the user saves the subcontract or subcontract change order.  
If the 'SC Prequal – Issue Contracts To Non-Qualified Vendor' privilege is not assigned to the user, the standard message “Vendor XXX requires Prequalification and does not currently qualify....” will follow the soft warning. Otherwise, the record will be saved.
- In the case of a **Hard Warning** and:
  - i) Scenario 1 : In case the privilege 'SC Prequal - Issue Contracts To Non-Qualified Vendor' is assigned to the user, the warning message will be displayed to the user when he clicks the Save/Save Draft button and he will be allowed to save the subcontract/subcontract change order as usual
  - ii) Scenario 2 : In case the privilege 'SC Prequal - Issue Contracts To Non-Qualified Vendor' is not assigned to the user, the warning message will be displayed to the user when he clicks the Save/Save Draft button. However, the flow of the 'Save' operation will be halted and the user will not be allowed to save the subcontract or subcontract change order
- In the case of **'No warning'**, no warning messages will be displayed to the user irrespective of any message that had been maintained in the 'Approval Status Setup' in the Prequalification Control.  
If the 'SC Prequal – Issue Contracts To Non-Qualified Vendor' privilege is not assigned to the user, the standard message “Vendor XXX requires Prequalification and does not currently qualify....” will be displayed. Otherwise, the subcontract/subcontract change order will be saved.
- The messages will be displayed in both Add and Edit modes.

Below are example screenshots of the warnings:

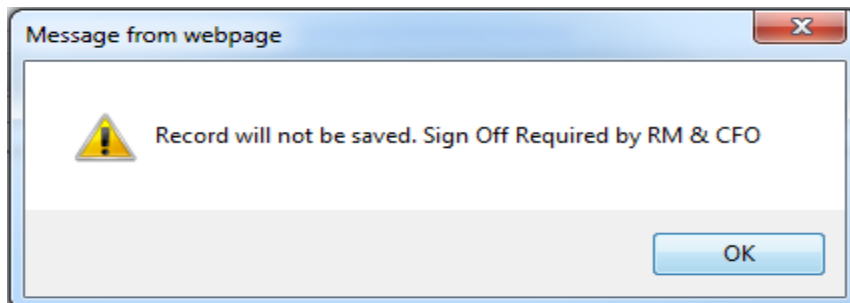
Soft Warning:



Hard Warning (with privilege assigned):



Hard Warning (with privilege not assigned):



## Form Letter View for Issues (16.18983)

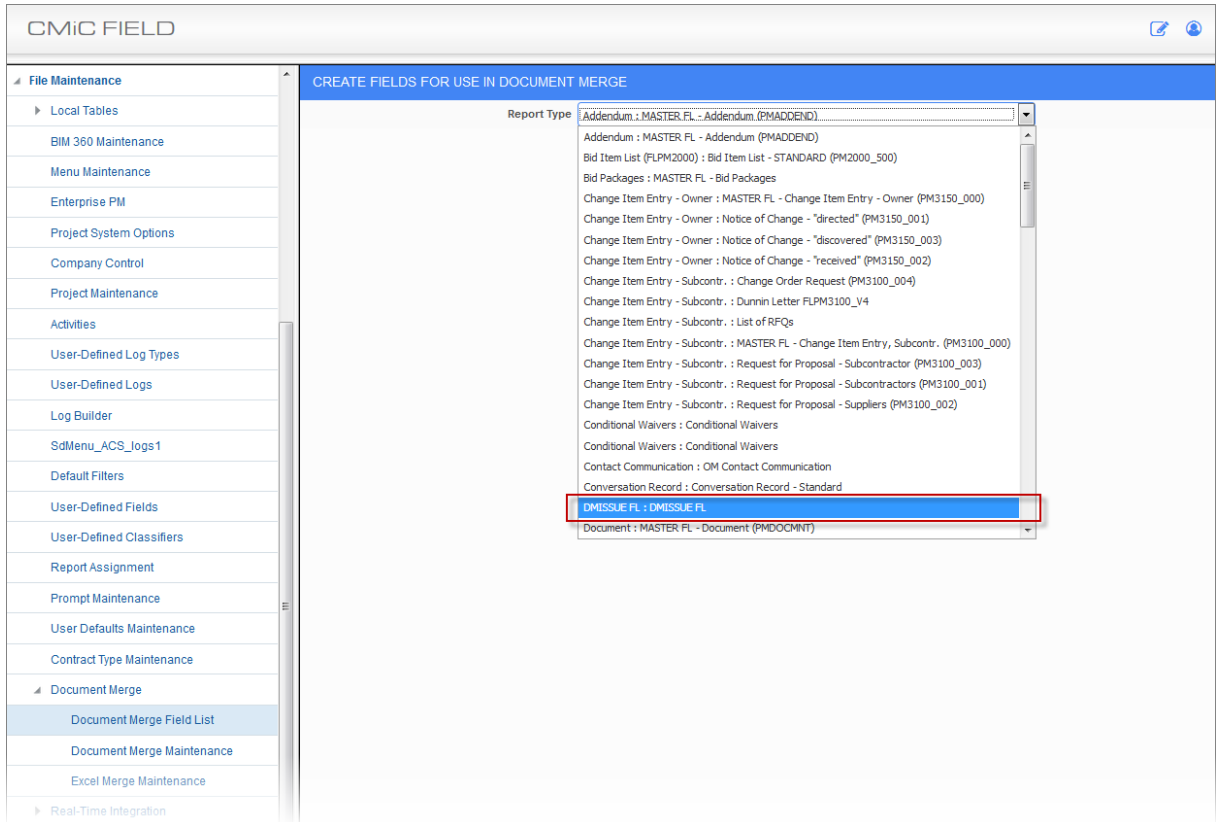
The new form letter view **DMISSUE\_FL\_V** has been created to allow the user to create MIP Document Templates for Issue records created in PM JSP.

When the files from this work order are installed, the Form Letter Definition screen will show the entry:

* Code	* Description	* Active	Copy Format
DMISSUE	DMISSUE FL	<input checked="" type="checkbox"/>	Copy Format

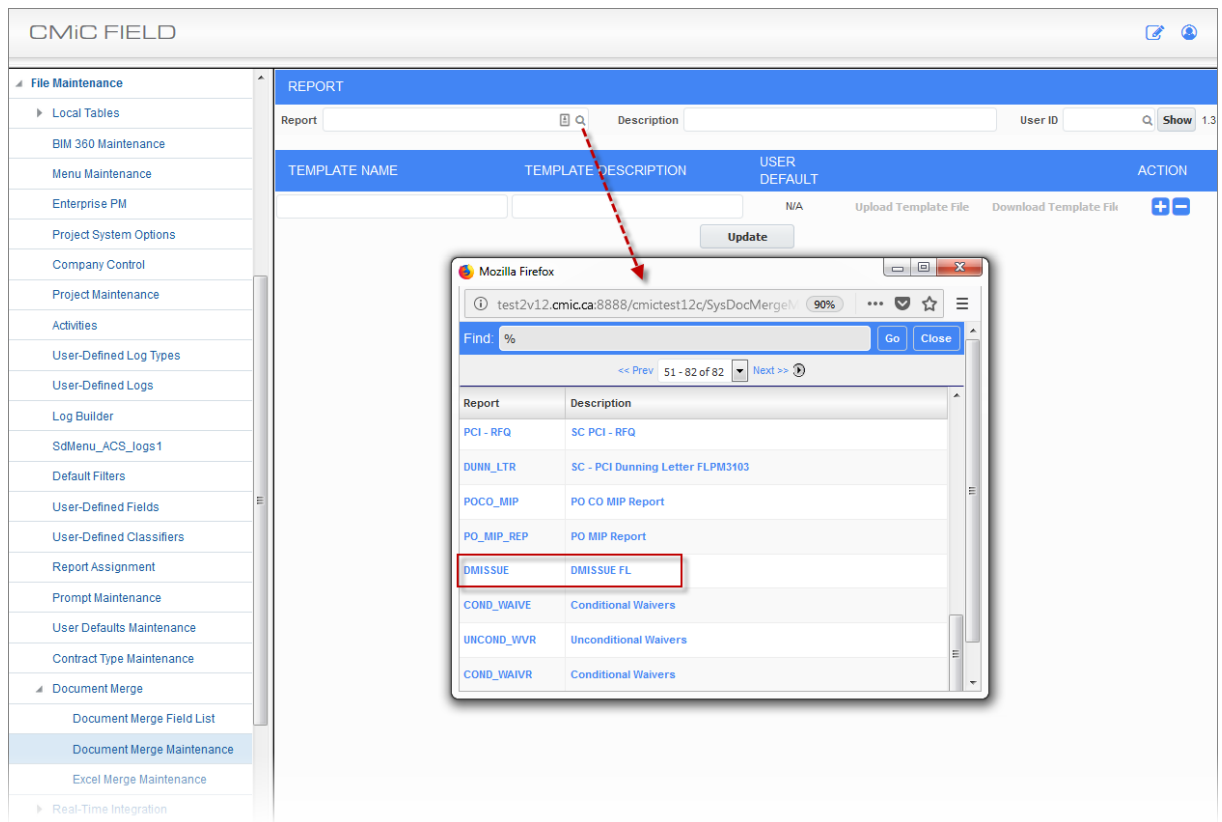
* Order	Data Source	Name	Define Relation/Order BY
			Define Relation/Order BY

In PM JSP, the Document Merge Field List screen will show the entry for DMISSUE FL, to be used in the creation of MIP Document Templates based on Issues:





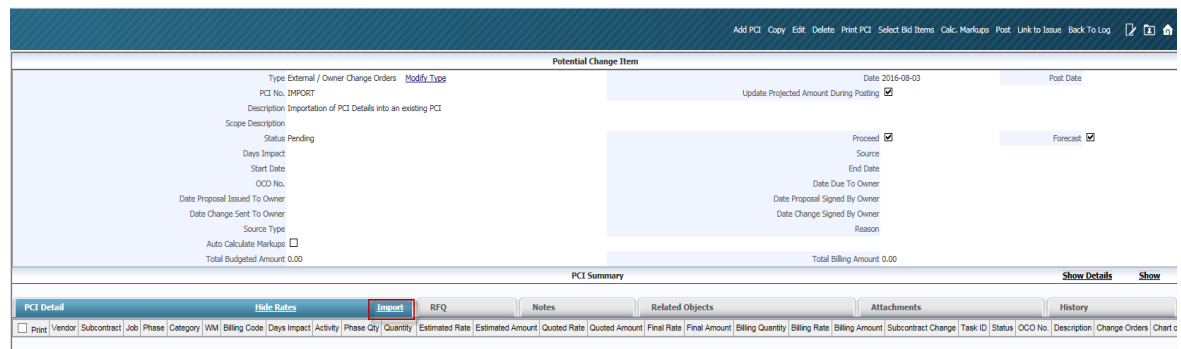
And the Document Merge Maintenance screen will show the entry in the 'Report' drop-down:



## Importing PCI Details (16.15826)

Changes have been made to allow for the importing of PCI Detail records into an already existing PCI. The PCI Header must have already been created, then the details can be imported from Excel (or a text file). Imported columns include WBS fields and Classifiers.

The IMPORT option is available as a link on the PCI Detail tab of an **unposted** PCI, where the user can import details after passing through all validations that currently exists in the PCI details.



The Control File for the import has the following layout:



```

cmdetail.ctl - Notepad
File Edit Format View Help
LOAD DATA
APPEND
INTO TABLE DA.CMDETAIL_IMPORT
FIELDS TERMINATED BY "," OPTIONALLY ENCLOSED BY "'"
(
  CMDI_COMP_CODE      ,
  CMDI_CHG_CODE       ,
  CMDI_MAST_JOB_CODE  ,
  CMDI_JOB_CODE       ,
  CMDI_SC_VEN_CODE    ,
  CMDI_SC_CONT_CODE   ,
  CMDI_PHS_CODE       ,
  CMDI_CAT_CODE       ,
  CMDI_REF_NAME       ,
  CMDI_BUDG_WM_CODE   ,
  CMDI_BILL_CODE      ,
  CMDI_SC_CHG_CODE    ,
  CMDI_SC_TASK_CODE   ,
  CMDI_DAYS_IMPACT    ,
  CMDI_ACT_CODE       ,
  CMDI_PHS_UNIT       ,
  CMDI_BUDG_QTY       ,
  CMDI_BUDG_EST_UNIT_RATE ,
  CMDI_EST_BUDG_AMT   ,
  CMDI_BUDG_QUOTED_UNIT_RATE ,
  CMDI_QUOTED_BUDG_AMT ,
  CMDI_BUDG_UNIT_RATE ,
  CMDI_BUDG_AMT       ,
  CMDI_BILL_UNIT      ,
  CMDI_BILL_UNIT_RATE ,
  CMDI_BILL_AMT       ,
  CMDI_STATUS_CODE    ,
  CMDI_OWNER_CHG_CODE ,
  CMDI_WBSV_CODE1     ,
  CMDI_WBSV_CODE2     ,
  CMDI_WBSV_CODE3     ,
  CMDI_WBSV_CODE4     ,
  CMDI_CLV_VALUE_CODE1 ,
  CMDI_CLV_VALUE_CODE2 ,
  CMDI_CLV_VALUE_CODE3 ,
  CMDI_CLV_VALUE_CODE4 ,
  CMDI_CLV_VALUE_CODE5 ,
  CMDI_CLV_VALUE_CODE6
)

```

The following table gives the detail description for each field:

### ***File Layout Details– PCI Details Import***

**Control File = CMDETAIL.ctl**

Column Name	Description	Required	Type	Length
CMDI_COMP_CODE	A valid CMiC company code	Yes	Varchar2	10
CMDI_CHG_CODE	PCI Code (should match with code from PCI Header record)	Yes	Varchar2	10
CMDI_MAST_JOB_CODE	A valid CMiC job code	Yes	Varchar2	10
CMDI_JOB_CODE	This is the job in the detail of the change order. It may be a sub-job of the job in the header.	Yes	Varchar2	10

Column Name	Description	Required	Type	Length
CMDI_SC_VEN_CODE	Subcontract Vendor Code - required if a subcontract is related to the change.	No	Varchar2	8
CMDI_SC_CONT_CODE	Subcontract Code - required if a subcontract is related to the change.	No	Varchar2	20
CMDI_PHS_CODE	Must be a valid phase code for the job	Yes	Varchar2	16
CMDI_CAT_CODE	Must be a valid category for the job	Yes	Varchar2	16
CMDI_REF_NAME	This field populates the <b>Long Description</b> column displayed in the PCI Details	No	Varchar2	4000
CMDI_BUDG_WM_CODE	A valid WM code must be entered	No	Varchar2	2
CMDI_BILL_CODE	Bill Code – required if External or OBC class PCI and a Job Billing type job, otherwise it is optional	No	Varchar2	50
CMDI_SC_CHG_CODE	Subcontract change code - required if a subcontract is related to the change.	No	Varchar2	12
CMDI_SC_TASK_CODE	Subcontract change task code - required if a subcontract change code is entered	No	Varchar2	16
CMDI_DAYS_IMPACT	The impact of the change in Number of Days	No	Num	10
CMDI_ACT_CODE	Activity Code	No	Varchar2	10
CMDI_PHS_UNIT	Phase Quantity - leave blank if not required	No	Num	16,8
CMDI_BUDG_QTY	Budget Quantity related to Change order – may be left blank if not applicable.	No	Num	16,8
CMDI_BUDG_EST_UNIT_RATE	Estimated Rate	No	Num	16,4
CMDI_EST_BUDG_AMT	Estimated Amount	No	Num	18,2
CMDI_BUDG_QUOTED_UNIT_RATE	Quoted Rate	No	Num	16,4
CMDI_QUOTED_BUDG_AMT	Quoted Amount	No	Num	18,2
CMDI_BUDG_UNIT_RATE	Budgeted (Final) Rate	No	Num	16,4
CMDI_BUDG_AMT	Enter the Budget (Final) Amount	No	Num	18,2
CMDI_BILL_UNIT	Billing units are added here. It is optional.	No	Num	10,3
CMDI_BILL_UNIT_RATE	Billing Rate	No	Num	18,4

Column Name	Description	Required	Type	Length
CMDI_BILL_AMT	Required if External or OBC class PCI and a Job Billing type job- if left blank it will be 0.	No	Num	18,2
CMDI_STATUS_CODE	Change Order Status – must be a valid CMiC change order status code; *if left blank it will be updated with the status from the header on editing the PCI.	Yes*	Varchar2	10
CMDI_OWNER_CHG_CODE	Owner Change Order Number if required	No	Varchar2	20
CMDI_WBSV_CODE1	WBS Code 1 Value	No	Varchar2	10
CMDI_WBSV_CODE2	WBS Code 2 Value	No	Varchar2	10
CMDI_WBSV_CODE3	WBS Code 3 Value	No	Varchar2	10
CMDI_WBSV_CODE4	WBS Code 4 Value	No	Varchar2	10
CMDI_CLV_VALUE_CODE1	Classifier Value 1	No	Varchar2	16
CMDI_CLV_VALUE_CODE2	Classifier Value 2	No	Varchar2	16
CMDI_CLV_VALUE_CODE3	Classifier Value 3	No	Varchar2	16
CMDI_CLV_VALUE_CODE4	Classifier Value 4	No	Varchar2	16
CMDI_CLV_VALUE_CODE5	Classifier Value 5	No	Varchar2	16
CMDI_CLV_VALUE_CODE6	Classifier Value 6	No	Varchar2	16

## Importing the PCI Details.

The PCI Import functions in much the same way as other PM JSP imports. Below is an outline of the steps and a description of the Validation screen.

### Pre-requisites

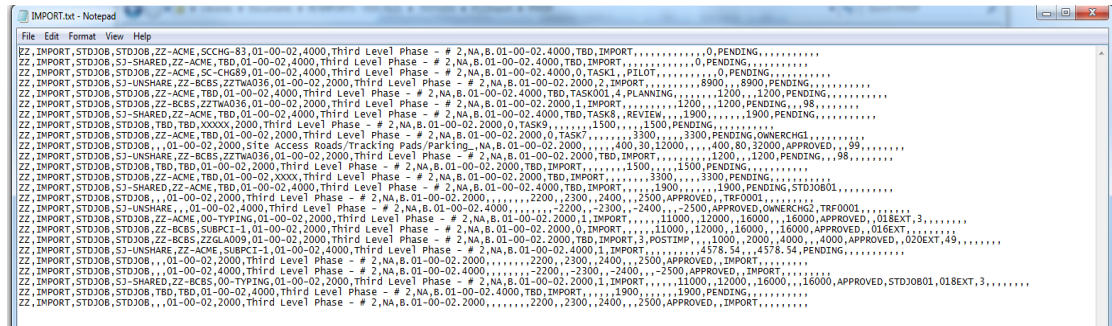
- Prepare a .txt or .csv file with the details to be imported, using the layout guide above.
- For numeric codes, leading zeroes are usually removed in a .csv file, so make sure to adjust these appropriately before.

---

**IMPORTANT NOTE:** The file must be .TXT or .CSV. Also note that if the file is opened using Excel, it may lose some of its original formatting. It is preferable to open and edit using Notepad. For example, if the value of a field is “01”, editing in Excel will possibly change it to ‘1’.

---

Example input:



126																			
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	
1	CMD_COMP	CMD_CHG	COC_CMD_MAST	JCCMD_JOB	COC_CMD_SC_VEN	CMD_SC	CONT	CMD_PHS	COC_CMD_CAT	COC_CMD_REF	NAI_CMD_BUDG_W	CMD_BILL	COC_CMD_SC_CHG	CMD_SC_TASK	CMD_DAYS	IM_CMD_ACT	COC_CMD_PHS_UNI	CMD_BUDG_Q	CMD
2	ZZ	IMPORT	STDJOB	STDJOB	PARRISH	SCCHG-83	01-00-02		4000	Third Level Phz NA		OB_01.02_4000	TBD	IMPORT					
3	ZZ	IMPORT	STDJOB	STDJOB	PARRISH	TBD	01-00-02		4000	Third Level Phz NA		OB_01.02_4000	TBD	IMPORT					
4	ZZ	IMPORT	STDJOB	STDJOB	PARRISH	SC-CHG89	01-00-02		4000	Third Level Phz NA		OB_01.02_4000		IMPORT					
5	ZZ	IMPORT	STDJOB	STDJOB	TWAIN	SUSTWA036	01-00-02		2000	Third Level Phz NA		OB_01.02_2000		IMPORT					
6	ZZ	IMPORT	STDJOB	STDJOB	PARRISH	TBD	01-00-02		4000	Third Level Phz NA		OB_01.02_4000	TBD	IMPORT					
7	ZZ	IMPORT	STDJOB	STDJOB	TWAIN	SUSTWA036	01-00-02		2000	Third Level Phz NA		OB_01.02_2000		IMPORT					
8	ZZ	IMPORT	STDJOB	STDJOB	PARRISH	TBD	01-00-02		4000	Third Level Phz NA		OB_01.02_4000	TBD	IMPORT					
9	ZZ	IMPORT	STDJOB	STDJOB	GLADSTON	TBD	01-00-02		2000	Third Level Phz NA		OB_01.02_2000		IMPORT					
10	ZZ	IMPORT	STDJOB	STDJOB	EAGLE	TBD	01-00-02		2000	Third Level Phz NA		OB_01.02_2000		IMPORT					
11	ZZ	IMPORT	STDJOB	STDJOB			01-00-02		2000	Site Access Rpt NA		OB_01.02_2000		IMPORT					400
12	ZZ	IMPORT	STDJOB	STDJOB	TWAIN	SUSTWA036	01-00-02		2000	Third Level Phz NA		OB_01.02_2000	TBD	IMPORT					
13	ZZ	IMPORT	STDJOB	STDJOB	GLADSTON	TBD	01-00-02		2000	Third Level Phz NA		OB_01.02_2000	TBD	IMPORT					
14	ZZ	IMPORT	STDJOB	STDJOB	EAGLE	TBD	01-00-02		2000	Third Level Phz NA		OB_01.02_2000	TBD	IMPORT					
15	ZZ	IMPORT	STDJOB	STDJOB	PARRISH	TBD	01-00-02		4000	Third Level Phz NA		OB_01.02_4000	TBD	IMPORT					
16	ZZ	IMPORT	STDJOB	STDJOB			01-00-02		2000	Third Level Phz NA		OB_01.02_2000		IMPORT					
17	ZZ	IMPORT	STDJOB	STDJOB			01-00-02		4000	Third Level Phz NA		OB_01.02_4000		IMPORT					
18	ZZ	IMPORT	STDJOB	STDJOB	PARKDALE	00-TYPING	01-00-02		2000	Third Level Phz NA		OB_01.02_2000		IMPORT					
19	ZZ	IMPORT	STDJOB	STDJOB	MAYNARDS	SUBPC-1	01-00-02		2000	Third Level Phz NA		OB_01.02_2000		IMPORT					
20	ZZ	IMPORT	STDJOB	STDJOB	GLADSTON	SUSGLA009	01-00-02		2000	Third Level Phz NA		OB_01.02_2000	TBD	IMPORT					
21	ZZ	IMPORT	STDJOB	STDJOB	MAYNARDS	SUBPC-1	01-00-02		4000	Third Level Phz NA		OB_01.02_4000		IMPORT					
22																			

- Create or open up the PCI record that the details will be imported into. It can be in Edit or View mode.

Add PCI Copy Edit Delete Print PCI Select Bid Items Calc. Markups Post Link to Issue Back To Log

Type: External / Owner Change Orders [Modify Type](#)  
PCI No: IMPORT  
Description: Importation of PCI Details into an existing PCI  
Scope Description:  
Status: Pending  
Days Impact:  
Start Date:  
OCO No:  
Date Proposal Issued To Owner:  
Date Change Sent To Owner:  
Source Type:  
Auto Calculate Markups: ☐  
Total Budgeted Amount: 0.00

Potential Change Item  
Date: 2016-08-03  
Post Date:  
Update Projected Amount During Posting: ☒  
Process: ☒  
Forecast: ☒  
Source:  
End Date:  
Date Due To Owner:  
Date Proposal Signed By Owner:  
Date Change Signed By Owner:  
Reason:  
Total Billing Amount: 0.00

PCI Summary [Show Details](#) [Show](#)

PCI Detail [Hide Rates](#) [Impact](#) [RFQ](#) [Notes](#) [Related Objects](#) [Attachments](#) [History](#)

☐ [Print](#) [Vendor](#) [Subcontract](#) [Job](#) [Phase](#) [Category](#) [WM](#) [Billing Code](#) [Days Impact](#) [Activity](#) [Phase Qty](#) [Quantity](#) [Estimated Rate](#) [Estimated Amount](#) [Quoted Rate](#) [Quoted Amount](#) [Final Rate](#) [Final Amount](#) [Billing Quantity](#) [Billing Rate](#) [Billing Amount](#) [Subcontract Change](#) [Task ID](#) [Status](#) [OCO No](#) [Description](#) [Change Orders](#) [Chart](#)

## Carry Out the Importation

Click the **'Import'** link in the detail section of the PCI, to display the popup window where you will select the .txt or .csv file to be imported.

Potential Change Item

Type: External / Owner Change Orders **tsdofy.Tyos**

PCI No. IMPORT

Description: Importation of PCI Details into an existing PCI

Scope Description:

Status: Pending

Days Impact:

Start Date:

OCO No.:

Date Proposal Issued To Owner:

Date Change Sent To Owner:

Source Type:

Auto Calculate Markup: ☐

Total Budgeted Amount: 0.00

Date: 2016-08-03

Post Date:

Update Projected Amount During Posting: ☒

Forecast: ☒

Proced: ☒

Source:

End Date:

Date Due To Owner:

Date Proposal Signed By Owner:

Date Change Signed By Owner:

Reason:

Total Billing Amount: 0.00

PCI Summary

Show Details Show

PCI Detail Hide Rates Import RFQ Notes Related Objects Attachments History

☐ Phase ☐ Vendor ☐ Subcontract ☐ Job ☐ Phase ☐ Category ☐ VM ☐ Billing Code ☐ Days Impact ☐ Activity ☐ Phase Qty ☐ Quantity ☐ Estimated Rate ☐ Estimated Amount ☐ Quoted Rate ☐ Quoted Amount ☐ Final Rate ☐ Final Amount ☐ Billing Quantity ☐ Billing Rate ☐ Billing Amount ☐ Subcontract Change ☐ Task ID ☐ Status ☐ OCO No. ☐ Description ☐ Change Orders

CMDetail Import - Internet Explorer

http://cush101vc.cmic.ca:7785/cmitem/7/PMP/Entry/cv/import.do?mode=GetCvFile&compCode=ZZ&commClassCode=E

☒ Delete existing imported records

C:\Users\japhane\Documents\00 IMPORTS - V10X FILES\TESTV10\PCI ImportPh... Browse... Upload Cancel

Next, click [Upload] to bring the imported records to the Validation screen:

CMDetail Import - Internet Explorer

http://cush101vc.cmic.ca:7785/cmitem/7/PMP/Entry/cv/GetFile.do

☒ Show lines with errors only

☐ Show Warnings

Re-Import Re-Validate Accept Cancel

REPORT:

1 CSV file processing: 25 lines to process

2 20 old rows were deleted

3 Insert into DB table: 25 lines inserted.

Critical Validation Errors:

1 The value of classifier 3 (Comp Code) is required.

2 The value of classifier 3 (Comp Code) is required.

3 Base subcontract '100' has not been posted yet. Change order 0 cannot be created!

4 Supplied bill code 8.01-00-02.2000 does not correspond to category bill code SHAR.01-00-02.2000

5 The value of classifier 3 (Comp Code) is required.

6 Base subcontract '100' has not been posted yet. Change order 1 cannot be created!

7 The value of classifier 3 (Comp Code) is required.

8 Category not found: Comp = ZZ, Job = STD008, Phase = XXXXX, Cat = 2000

9 The value of classifier 3 (Comp Code) is required.

10 The value of classifier 3 (Comp Code) is required.

11 Supplied bill code 8.01-00-02.2000 does not correspond to category bill code SHAR.01-00-02.2000

12 The value of classifier 3 (Comp Code) is required.

13 Category not found: Comp = ZZ, Job = STD008, Phase = 01-00-02, Cat = XXXXX

14 The value of classifier 3 (Comp Code) is required.

15 The value of classifier 3 (Comp Code) is required.

16 Supplied bill code 8.01-00-02.4000 does not correspond to category bill code SHAR.01-00-02.4000

17 Base subcontract '100' does not exist. Change order 1 cannot be created!

18 Base subcontract '100' has not been posted yet. Change order 0 cannot be created!

19 The value of classifier 3 (Comp Code) is required.

20 Supplied bill code 8.01-00-02.4000 does not correspond to category bill code SHAR.01-00-02.4000

21 The value of classifier 3 (Comp Code) is required.

22 The value of classifier 3 (Comp Code) is required.

23 Base subcontract '100' does not exist. Change order 1 cannot be created!

24 The value of classifier 3 (Comp Code) is required.

25 The value of classifier 3 (Comp Code) is required.

Delete	Description	Vendor	Subcontract	Job	Phase	Category	VM	Billing Code	Days Impact	Activity	Phase Qty	Quantity	Estimated Rate	Es
<input type="checkbox"/>	THIRD LEVEL PHASE - # 2	ZZ-AONE	SCONG-43	STD008	01-00-02	4000	NA	8.01-00-02.4000						
<input type="checkbox"/>	THIRD LEVEL PHASE - # 2	ZZ-AONE	TBD	S3-SHARED	01-00-02	4000	NA	8.01-00-02.4000						
<input type="checkbox"/>	THIRD LEVEL PHASE - # 2	ZZ-AONE	SC-CHGR9	STD008	01-00-02	4000	NA	8.01-00-02.4000						
<input type="checkbox"/>	THIRD LEVEL PHASE - # 2	ZZ-8C35	ZTTWA026	S3-UNSHARED	01-00-02	2000	NA	8.01-00-02.2000		PILOT				
<input type="checkbox"/>	THIRD LEVEL PHASE - # 2	ZZ-AONE	TBD	STD008	01-00-02	4000	NA	8.01-00-02.4000						
<input type="checkbox"/>	THIRD LEVEL PHASE - # 2	ZZ-8C35	ZTTWA026	STD008	01-00-02	2000	NA	8.01-00-02.2000		4	PLANNING			
<input type="checkbox"/>	THIRD LEVEL PHASE - # 2	ZZ-AONE	TBD	S3-SHARED	01-00-02	4000	NA	8.01-00-02.4000						
<input type="checkbox"/>	THIRD LEVEL PHASE - # 2	TBD	TBD	STD008	XXXXX	2000	NA	8.01-00-02.2000						
<input type="checkbox"/>	THIRD LEVEL PHASE - # 2	ZZ-AONE	TBD	STD008	01-00-02	2000	NA	8.01-00-02.2000						

The initial validation will report any errors. By default, only records with errors are displayed on the Validation screen.

The 'Show lines with errors only' checkbox, can be un-checked to display all records – those with and without errors.

Proceed to make corrections and changes on this screen.

Click the [Re-Validate] button to re-validate the corrections and changes each time they are made. Changes include any records selected for deletion.

When there are no more errors, the [Accept] button becomes enabled.

Click [Accept] to pull the validated records into the PCI Detail section.

#### IMPORTANT NOTE:

- If a value is entered for any WBS field that is related to the PCI Code, the value will be ignored, and that WBS field will be read-only. This is due to a feature in CMiC which allows a WBS Code to be linked to the PCI Code, for certain requirements. A message has been included in the Import Validation screen to inform the user.

## Subcontractor Prequalification Enhancements (15.07422)

The changes of this work order include the following:

1. Website field added to the Subcontractor Pre-qualification header as well as to the Self Service – Page 1 screen. Field security can also be applied to the field.

a) Website field in SC Pre-qualification header:

The screenshot shows the 'Subcontractor Prequalification' application interface. The 'Company' section is expanded, and the 'Website' field is highlighted with a red box. The 'Website' field is located next to the 'City' field. The 'City' field is set to 'New York'. The 'Website' field is currently empty. The 'Company' section also includes fields for 'Code', 'Tax ID', 'Company Name', 'Legal Name', 'Parent Corp.', 'C/O Business Partner', 'Street', 'Suite', 'City', 'State', 'Zip', 'Country', 'Contact', 'Phone', 'Fax', and 'E-mail'. The 'Website' field is located next to the 'City' field. The 'Website' field is currently empty. The 'Company' section also includes fields for 'Code', 'Tax ID', 'Company Name', 'Legal Name', 'Parent Corp.', 'C/O Business Partner', 'Street', 'Suite', 'City', 'State', 'Zip', 'Country', 'Contact', 'Phone', 'Fax', and 'E-mail'. The 'Website' field is located next to the 'City' field. The 'Website' field is currently empty.

b) Website field in Self Service – Page 1:

The screenshot shows the 'Subcontractor Prequalification Questionnaire' form. The 'Website' field is highlighted with a red box. The form is divided into sections: 'Company Headquarters Information', 'Branch Offices', and 'Indicate what region your company does work in:'. The 'Company Headquarters Information' section includes fields for 'Federal Tax ID', 'Company Name', 'Also Known As', 'Legal Name', 'Parent Corp.', 'Address', 'Suite', 'City', 'State', 'Zip', 'Country', 'Contact', 'Phone', 'Fax', 'E-mail', and 'Website'. The 'Website' field is highlighted with a red box. The 'Branch Offices' section includes a text area for 'Branch Offices' and an 'Add Row' button. The 'Indicate what region your company does work in:' section includes checkboxes for 'Select All Regions', 'Canada', 'East USA', and 'Midwest USA'. The 'Website' field is highlighted with a red box.

c) Website field – Self Service field security:

*ALL*	
Update	Back
*Note: Not all programs have fields available with field privileges	
Programs	Prequal Self Service
Item Name	Security Level
Website (Branch Offices)	Unrestricted

d) Website field - SC Pre-qualification field security:

*ALL*	
Update	Back
*Note: Not all programs have fields available with field privileges	
Programs	Subcontractor Prequalification
Item Name	Security Level
Website	Unrestricted

2. **Bonding Rates Per \$1000** prompt added as shown, to Page 4 of the Self Service screen. This prompt can be modified in Prompt Maintenance.

Subcontractor Prequalification Questionnaire											
All questions contained in this questionnaire are strictly confidential.											
<div> <div> <p>Surety Information</p> <p>Is your Company Bondable? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Surety Company <input type="text"/></p> <p>Broker Name <input type="text"/></p> <p>Phone <input type="text"/></p> <p>Single Project Bonding Capacity <input type="text"/> .00</p> <p>Aggregate Project Bonding Capacity <input type="text"/> .00</p> <p>Current amount under bond today <input type="text"/> .00</p> </div> <div> <p><b>Bonding Rates Per \$1,000</b></p> <table border="1"> <tbody> <tr> <td>\$ 0 - \$ 100 K</td> <td>.00%</td> </tr> <tr> <td>\$ 100 K - \$ 500 K</td> <td>.00%</td> </tr> <tr> <td>\$ 500 K - \$ 1 M</td> <td>.00%</td> </tr> <tr> <td>\$ 1 M - \$ 2 M</td> <td>.00%</td> </tr> <tr> <td>\$ 2 M - \$ 5 M</td> <td>.00%</td> </tr> </tbody> </table> </div> </div>		\$ 0 - \$ 100 K	.00%	\$ 100 K - \$ 500 K	.00%	\$ 500 K - \$ 1 M	.00%	\$ 1 M - \$ 2 M	.00%	\$ 2 M - \$ 5 M	.00%
\$ 0 - \$ 100 K	.00%										
\$ 100 K - \$ 500 K	.00%										
\$ 500 K - \$ 1 M	.00%										
\$ 1 M - \$ 2 M	.00%										
\$ 2 M - \$ 5 M	.00%										

3. **Pre-qualifications Control**

The following changes have been made to the Pre-qualifications Control screen:

- a) addition of the flag 'Enable Financials Required Prompt'
- b) addition of the field 'Number of Required Attachments'.

Display Financial Calculations in Self-Service	<input checked="" type="checkbox"/>
Enable Financials Required Prompt	<input checked="" type="checkbox"/>
Self-Service (3) References are required.	<input type="checkbox"/>
Alternate Self-Service URL	<input type="text"/>
Number of Required Attachments	3

These new settings in the Pre-qualification Control have the following effects:

a) i. When the flag 'Enable Financials Required Prompt' is checked, the prompt and checkboxes for the question 'Are you interested in bidding work greater than \$50,000?' [Yes/No] becomes visible in Page 4 of the Self Service screen.

Self Service screen Page 4:

**Financial Information**

Are you interested in bidding work greater than \$50,000? ☒ Yes ☐ No

Financial Year Ending: 2015 Add Year

Legal Entity Type: Corporations

Year Company Founded: 2015

Fiscal Year End Date: Jan 1

Subsidiary Names: 1. 2. 3. 4. 5.

Parent Organization

Do you have D&B Number? ☐ Yes ☒ No Number: D&B Paydex No:

Previous Company Names: 1. 2. 3. 4. 5.

Has Your Firm Ever Filed Bankruptcy? ☐ Yes ☒ No

If Yes, explain: Financial Format:

Accountant:

Subcontractor is required to send a financial statement. This document be held in strict confidence for the purpose of this Subcontractor Prequalification only.  
 NOTE: Audited financial statements and a reference letter from your bonding company will not be required for subcontractors that will be performing work under the value of \$50,000.

If 'Yes' is checked, then certain financial data cannot be zero, namely:

- Gross Profit Margin,
- Operating Income,
- Earnings Before Taxes,
- Net Income,
- Total Assets,
- Total Liabilities,
- Total Equity and
- Total Liabilities and Equity.

If 'No', then there is no requirement for these fields to be non-zero.

ii. Field security can be applied to the checkboxes for this question:

*ALL*		
Update	Back	
*Note: Not all programs have fields available with field privileges		
Programs	Prequal Self Service	
Column/Field Security		Security Level
Item Name		
Bidding over \$50,000 Flag		Unrestricted

iii. When the control flag 'Enable Financials Required Prompt' is un-checked, the prompt and checkboxes for the question are not visible in Page 4 of the Self Service screen.

b) The value in the field '**Number of Required Attachments**' (Pre-qualification Control), determines the number of attachments that is required on Page 6 of the Self Service screen.



More attachments can be added, but less than the required number will result in rejection of the application during the submission process, forcing the user to add the documents.

Save Draft | Previous | Page 6 of 7 | Next

### Subcontractor Prequalification Questionnaire

All questions contained in this questionnaire are strictly confidential.

The following attachments are requested to be submitted at the same time as the prequalification. At least one of them must exist before you will be able to submit the form to us.

Signed W9 form  
Sample Insurance Certificate including the endorsements  
OSHA 300 A forms for last 3 years (note - these are different than the 300 forms)  
Reference letter from bonding agent if your firm is bondable  
Third party prepared financial statements if wishing to do scopes of work greater than \$50,000.

Should you need to send any of these at a separate time, they can be e-mailed or faxed directly to our Prequalification Department.

Please click Add Row, add a description such as "insurance cert" and then the browse button to attach documents to your application.

Attachments					
Description:	<input type="text"/>	File:	<input type="button" value="Browse"/>	No file selected.	Financial Attachment: <input type="checkbox"/> Remove Row
Description:	<input type="text"/>	File:	<input type="button" value="Browse"/>	No file selected.	Financial Attachment: <input type="checkbox"/> Remove Row
Description:	<input type="text"/>	File:	<input type="button" value="Browse"/>	No file selected.	Financial Attachment: <input type="checkbox"/> Remove Row

Add Row

Save Draft | Previous | Page 6 of 7 | Next

- The Credit Line Available field in the enhanced Financial Information screen (SC Pre-qualification screen) is now calculated as:

Amount Line of Credit - Against Line of Credit

Previously the field was not being calculated.

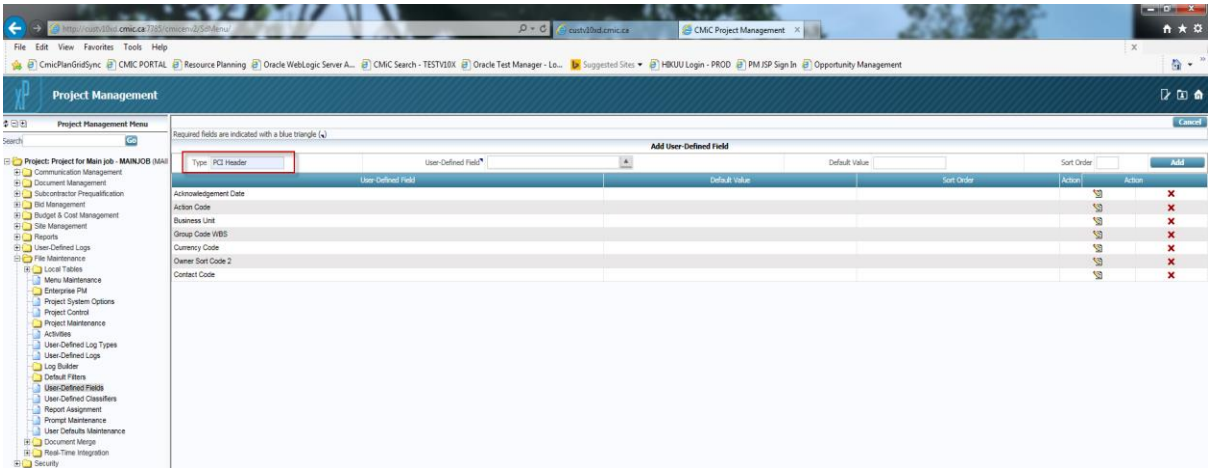
## User Defined Fields for PCI Header (17.30277)

Added the PCI Header as an object for User-Defined Fields association:

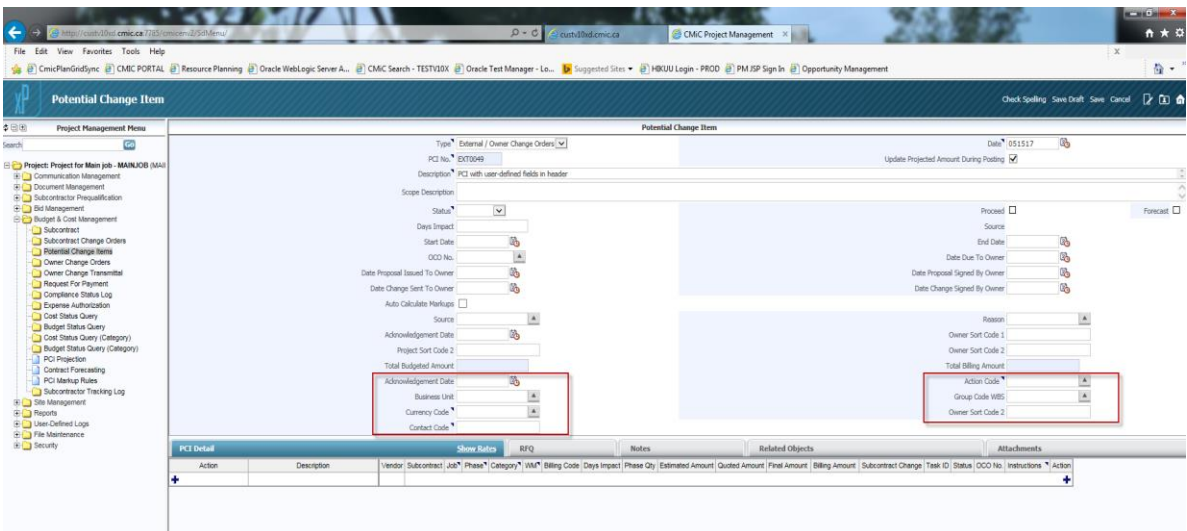
The screenshot shows the CMIC Project Management application interface. On the left is a 'Project Management Menu' with a search bar and a tree view of various project management functions. The main area displays a 'User-Defined Fields' screen with a table of available fields for assignment. The 'PCI Header' field is highlighted with a red box. The table includes columns for 'Type' and 'Action'.

Type	Action
Action Item	
Addendum	
Communication	
Daily Journal UDF Tab	
Employee Profile	
Forecast UDF	
HR Job Classification	
HR Positions	
Issue	
Notice	
OM Sales Budget	
Opportunity	
Opportunity UDF Tab	
Organization	
Owner Change Order	
<b>PCI Header</b>	
Prequalification UDF Tab	
Project	
RFI	
Subcontract	
Subcontract Change Order	
Submittal	
System Contact	
Transmittal	
Weekly Check List	
Work Item	
Work Order	

When the screen is opened, the user can select previously defined UDF's for assignment to the PCI Header:



The PCI Header screen will display these UDF's:



## Remaining To Be Billed Added to Vendor Prequalification Logs (17.34586)

Added the field: 'Remaining To Be Billed' to the Applicants and Partners logs in Vendor Prequalification.

## APPLICANTS

Log Builder

Project Management Menu

Vendor Prequalification - Applicants

Column	* Header	Alignment	Wrap	Link	Link Description	Sort Order	Search
PRQ_SP_CODE	Partner Code	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants	View Details		<input checked="" type="checkbox"/>
PRQ_SP_NAME	Name	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_SP_ID	Tax ID	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_PREQ_STATUS_DESC	Prep. Status	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_PREQ_RANK_DESC	Insurance Category	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_FINANCIAL_RANK_DESC	Approval Status	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_OVERALL_RANK_DESC	Insurance Approval Level	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_REMAINING_BILLED_AMT	Remaining to Be Billed	right	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_SP_ADD1	Street	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_SP_ADD2	Suite	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_SP_ADD3	City	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_SP_STATE_CODE	State/Prov.	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_SP_POSTAL_CODE	Postal/Zip Code	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_SP_PHONE	Phone	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_SP_FAX	Fax	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_SP_EMAIL	E-mail	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_SP_PHONE2	Toll Free	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_SP_CONTACT_NAME	Contact	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_PREQ_STATUS_CODE	Prep. Status Code	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_PREQ_RANK_CODE	Insurance Cat. Code	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_FINANCIAL_RANK_CODE	Approval Status Code	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_OVERALL_RANK_CODE	Ins. Approval Code	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQAggregateProjLimitAmt	Aggregate Project Limit	right	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_SINGLE_PROJ_LIMIT_AMT	Single Project Limit	right	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_SP_ORA_SEQ	Partner OraSeq	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_URGENT_FLAG	Urgent	center	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_RECEIVED_DATE	Date Received	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
PRQ_AKA_NAME	AKA Name	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
VIEWED_STATUS	Viewed Status	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>
C_KEY	Key Column	left	<input checked="" type="checkbox"/>	Vendor Prequalification - Applicants			<input checked="" type="checkbox"/>

Project Management

Vendor Prequalification - Applicants

Partner Code	Name	Tax ID	Received	Prep. Status	Insurance Category	Approval Status	Insurance Approval Level	Remaining to Be Billed
4	xxxx	2001	Received					
4	Applicant III	xxxx	Workflow Rejected					
11	1731412	12014517	Update Prequal					
1118	PIONEER Technologies	2310078						
12	1	test1731412	Update Prequal					
14	1	test1731412chew	Update Prequal					
15	1	2514075aw	Update Prequal					
16	1	12540757	Update Prequal					
17	1	541421457	Update Prequal					
18	1	2514	Update Prequal					
19	1	125414	Update Prequal					
2	Lerniaw Subcontractor	11111	Review Complete					
21	1	87457	Update Prequal					
22	1	652145	Update Prequal					
23	1	5547845	Update Prequal					
24	1	87454	Update Prequal					
25	1	5214	Update Prequal					
27	1	62554	Update Prequal					
28	1	251465	Update Prequal					
29	1	2154365	Update Prequal					
3	xxxx	2000	Update Prequal					
30	1	testbamy1	Update Prequal					
32	1	testbamy3	Update Prequal					
35	124324	22222222	Update Prequal					
5	bbb	1114	Update Prequal					
8	sdhduh	4565555	Update Prequal					
Total (27 rows)								

## PARTNERS

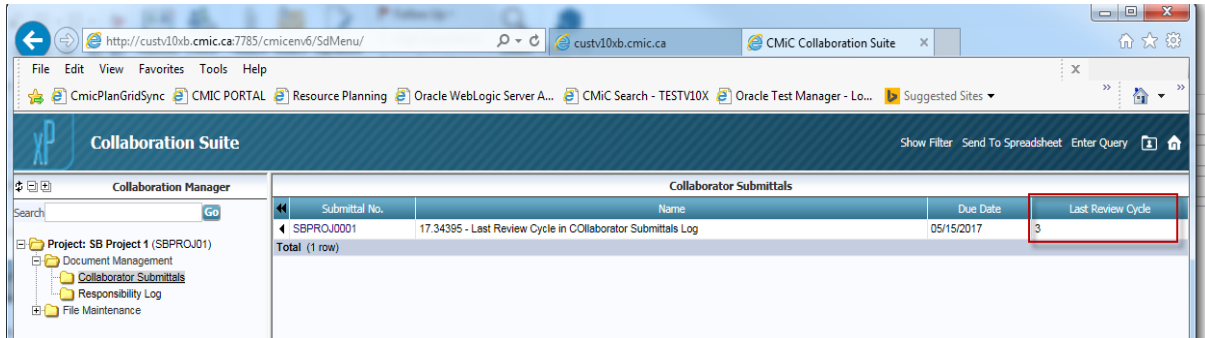
Column	* Header	Alignment	Wrap	Link	Link Description	Sort Order	Search
<input checked="" type="checkbox"/> PREQ_SP_CODE	Partner Code	left	<input type="checkbox"/>	Vendor Prequalification - Partners	View Details		<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> PREQ_SP_NAME	Name	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/> PREQ_STATUS_DESC	Preq. Status	left	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/> PREQ_FINANCIAL_RANK_DESC	Approved Status	left	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/> PREQ_CAP_APPROVED_DATE	CAP Approved Date	left	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/> PREQ_SINGLE_PROJ_LMT_AMT	Single Project Limit	right	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/> PREQ_DAYS_UNTIL_RENEWAL	Days Until Renewal	right	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/> PREQ_REMAINING_BILLED_AMT	Remaining to Be Billed	right	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_SP_ID	Tax ID	left	<input type="checkbox"/>				<input checked="" type="checkbox"/>
<input type="checkbox"/> PREQ_SP_ADD1	Street	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_SP_ADD2	Subst.	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_SP_ADD3	City	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_SP_SECON_CODE	State/Prov.	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_SP_POSTAL_CODE	Postal/Zip Code	left	<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_SP_PHONE	Phone	left	<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_SP_FAX	Fax	left	<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_SP_EMAIL	E-mail	left	<input type="checkbox"/>				<input type="checkbox"/>

Partner Code	Name	Preq. Status	Approved Status	CAP Approved Date	Single Project Limit	Days Until Renewal	Remaining to Be Billed
AZUTAX01	Testing Custom Workflow	Review Complete	Subs Are Approved		2,000,000.00	189	
CONF00N	Concrete Foundations	Workflow Timed Out	Needs Management Committee Sign-off				
AERO	AERO						
AMT	andrea Company	Review Complete				194	
BP1111	BP1111						
BP1525	BP1525						
BRK001	Bks and Sons		Subs Are Approved				59,000.00
LYMETECH	Lyme Technologies Inc.	Pending	Sign Off Required by RIM & CFO				87,000.00
REG001	Reg001						
ZZ-ACME	ZZ-Acme Supply	Update Prequal	Safety CAP and/or Insurance Deficiencies				52,000.00
ZZ-BCBS	Blue Cross Blue Shield						2,847,896.00
ZZ-COMP	Calgroup						100,000.00
ZZ-SANDL	E and L Tool Rental						
ZZ-HDEPO	ZZ - Home Depot						
ZZ-WMT	Wal-Mart Stores Inc						
<b>Total (15 rows)</b>					2,000,000.00		<b>3,145,896.00</b>

## Last Review Cycle in Collaboration Submittals Log (17.34395)

Added the 'Last Review Cycle' to the Collaborator Submittals Log:

Column	* Header	Alignment	Wrap	Link	Link Description	Sort Order	Search
<input checked="" type="checkbox"/> PREQ_SUBM_ID	Submittal No.	left	<input type="checkbox"/>	Submittal	View Submittal		<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> PREQ_SUBM_NAME	Name	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/> PREQ_DUE_DATE	Due Date	left	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/> PREQ_LAST_REVIEW_CYCLE	Last Review Cycle	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_SUBM_ORAQZQ	Submittal Orases	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_COMP_CODE	Company	left	<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_PROJ_ORAQZQ	Project Orases	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_SUBM_STATUS_CODE	Status Code	left	<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_SUBM_STATUS_DESC	Status	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_SPEC_SECTION_CODE	Spec. Section	left	<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_SUBM_STATUS_CLASS_CODE	Status Class Code	left	<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_SUBM_STATUS_CLASS_DESC	Status Class	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_TYPE_CODE	Submittal Type Code	left	<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_TYPE_DESC	Submittal Type	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> PREQ_SPEC_SUB_SECTION_CODE	Spec Sub Section	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/> C_KEY	Key Column	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>

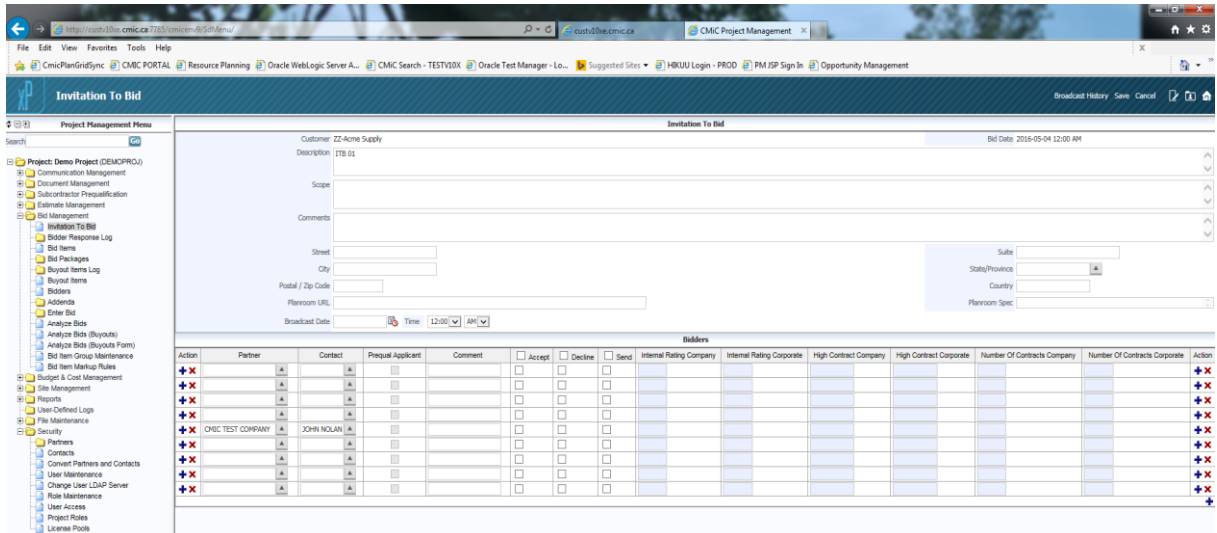


## Invitation to Bid - Delete Multiple Bidders (17.31708)

Changes have been made to allow users to delete multiple lines in the Invitation to Bid – Bidders section all at once.

### BEFORE:

Prior to the changes of this work order, in the Invitation to Bid (ITB) screen, the User could only delete individual lines in the Bidders section by clicking the 'X' beside it.



### AFTER:

The changes of this work order have introduced a checkbox in the Bidders section of the ITB screen to allow deletion of multiple selected lines.

Field security can be applied to this checkbox. The default setting is 'Unrestricted'.



\*ALL\*

**Update** **Back**

\*Note: Not all programs have fields available with field privileges

Programs Invitation To Bid

**Column/Field Security**

Item Name	Security Level
Broadcast Date	Unrestricted
Broadcast ITB	Unrestricted
<span style="border: 1px solid red; padding: 2px;">Delete Multiple Bidders</span>	Unrestricted
	Hidden

When the field security is set at 'Unrestricted', the checkbox can be seen in **EDIT** mode:

The screenshot shows the 'Invitation To Bid' screen in EDIT mode. The 'Delete' checkbox in the 'Action' column of the Bidders table is highlighted with a red box. The table contains the following data:

Action	Partner	Contact	Prequal Applicant	Comment	Accept	Decline	Send	Internal Rating Corporate	High Contract Company	High Contract Corporate	Number Of Contracts Company	Number Of Contracts Corporate	Action
<input checked="" type="checkbox"/>	BLUE CROSS BLUE SHIELD	JOHN NOLAN			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		125,000.00	125,000.00	3	3	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	CMC TEST COMPANY				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		74,450.00	74,450.00	6	6	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	CTISGROUP				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		188,989.58	188,989.58	6	6	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	E AND L TOOL RENTAL				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		298,200.00	298,200.00	15	15	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	ZZ-ACME SUPPLY				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						<input checked="" type="checkbox"/>

If multiple lines are selected for deletion, they are deleted on saving.

If **ALL** lines are selected for deletion, a confirmation message will appear:

The screenshot shows the 'Invitation To Bid' screen in EDIT mode. A confirmation dialog box is displayed over the Bidders table, asking 'Are you sure you want to delete all Bidders?'. The dialog box has 'OK' and 'Cancel' buttons. The table contains the following data:

Action	Partner	Contact	Prequal Applicant	Comment	Accept	Decline	Send	Internal Rating Corporate	High Contract Company	High Contract Corporate	Number Of Contracts Company	Number Of Contracts Corporate	Action
<input checked="" type="checkbox"/>	BLUE CROSS BLUE SHIELD	JOHN NOLAN			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		125,000.00	125,000.00	3	3	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	CMC TEST COMPANY				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		74,450.00	74,450.00	6	6	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	CTISGROUP				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		188,989.58	188,989.58	6	6	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	E AND L TOOL RENTAL				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		298,200.00	298,200.00	15	15	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	ZZ-ACME SUPPLY				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						<input checked="" type="checkbox"/>

[Cancel] will cancel the action.

[OK] will select all the lines for deletion, and they will be deleted after clicking [Save]:

Action	✓ Delete	Partner	Contact	Prequal Applicant	Comment	Accept	Decline	Send	Internal Rating Company	Internal Rating Corporate	High Contract Company	High Contract Corporate	Number Of Contracts Company	Number Of Contracts Corporate	Action
✖	✖	BLUE CROSS BLUE SHIELD	JOHN NOLAN								125,000.00	125,000.00	3	3	✖
✖	✖	CMIC TEST COMPANY									74,450.00	74,450.00	6	6	✖
✖	✖	OTTISGROUP									186,989.58	186,989.58	6	6	✖
✖	✖	E AND L TOOL RENTAL									100,000.00	100,000.00	1	1	✖
✖	✖	WAL-MART STORES INC									298,200.00	298,200.00	15	15	✖
✖	✖	ZZ - HOME DEPOT													✖
✖	✖	ZZ-ACHSE SUPPLY													✖

All lines deleted:

Partner	Contact	Phone	E-Mail	Prequal Applicant	Comment	Accept	Decline	Send	Prequalification Status	Approval Status	Internal Rating Company	Internal Rating Corporate	High Contract Company	High Contract Corporate	Number Of Contracts Company	Number Of Contracts Corporate
No Records Found																

## OCO Number Added to OCO Log (16.26851)

The Owner Change Number field has been added to the Log Builder and Log Filter for OCO.

## Active Checkbox Added to Contract Type Maintenance in Forms (16.25552)

An 'Active' checkbox has been added to the Contract Type in PM FORMS to indicate whether the Contract Type is still in use (i.e. 'Active'). In the Subcontract Entry header, if the Contract Type is not active, it is not displayed in the LOV. Existing subcontract records are not validated, so this only applies to new subcontracts.

## Deletion of Multiple Lines in SC, SCCO and Submittal Packages (16.22874)

Changes have been made to Subcontracts, Subcontract Change Orders and Submittal Packages to allow deletion of multiple SOV/details lines at once using a 'Select All' checkbox.

## Copying Inclusions/Exclusions in Subcontracts (16.18326)

Modified the 'Copy From' functionality of **Inclusion/Exclusions** to append records when copying from multiple subcontracts. The system will add all inclusion/exclusions as **additional lines** when copying rather than overwriting by Sequence Number.

## Additional Email Notifications for Submittals (16.23544/16.24594/16.26604)

Changes have been made to the Email Preferences of a Contact to include notifications for New, Modified, Notes and Attachments for SUBMITTALS, and to also include notifications for 'CC' and 'ALL'. Previously, only notifications for modifications could be sent under the 'TO' column.

## Budget Status Query Logs – 2 New Fields Added (16.19314)

Two new fields have been added to the Log Builder for Budget Status Query and Budget Status Query (Category):

PMOJSQ\_CALCULATED\_REV\_AMT (Calculated Revenue) and

PMOJSQ\_BILLED\_COMMITTED\_AMT (Billed/Committed)

The image displays two screenshots of the CMIC Project Management application interface. The top screenshot shows the 'Budget Status Query' log, and the bottom screenshot shows the 'Budget Status Query (Category)' log. Both logs are presented as tables with various columns for project details, financial data, and status.

**Budget Status Query**

Job Code	Phase	Phase Name	Original Revenue Budget	Internal And Transfer CO	External CO	Current Revenue Budget	Pending CO	Prepending CO	Projected Revenue Budget	Calculated Revenue	Billed/Committed
SBJOB01	01-100	Blue Prints	330,000.00	0.00	0.00	330,000.00	0.00	0.00	330,000.00	19,170.00	60,705.00
SBJOB01	01-102	Progress Photos	420,000.00	0.00	0.00	420,000.00	0.00	0.00	420,000.00	0.00	0.00
SBJOB01	01-103	Site Office	510,000.00	0.00	0.00	510,000.00	0.00	0.00	510,000.00	0.00	0.00
SBJOB01	02-100	Excavation	1,050,000.00	0.00	0.00	1,050,000.00	0.00	0.00	1,050,000.00	0.00	0.00
SBJOB01	02-200	Back Fill	1,250,000.00	0.00	0.00	1,250,000.00	0.00	0.00	1,250,000.00	0.00	0.00
SBJOB01	02-300	Site Cleanup	1,345,000.00	0.00	0.00	1,345,000.00	0.00	0.00	1,345,000.00	0.00	0.00
SBJOB01	03-100	Footings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SBJOB01	03-200	Slabs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SBJOB01	03-300	Columns	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SBJOB01	99	Billings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total (10 rows)			4,905,000.00	0.00	0.00	4,905,000.00	0.00	0.00	4,905,000.00	19,170.00	60,705.00

**Budget Status Query (Category)**

Job Code	Phase	Phase Name	Category Code	Original Revenue Budget	Internal And Transfer CO	External CO	Current Revenue Budget	Pending CO	Prepending CO	Projected Revenue Budget	Projected ETC Revenue Budget	Calculated Revenue	Billed/Committed
SBJOB01	01-100	Blue Prints	1100	100,000.00	0.00	0.00	100,000.00	0.00	0.00	100,000.00	100,000.00	0.00	0.00
SBJOB01	01-100	Blue Prints	1300	110,000.00	0.00	0.00	110,000.00	0.00	0.00	110,000.00	110,000.00	0.00	0.00
SBJOB01	01-100	Blue Prints	4000	120,000.00	0.00	0.00	120,000.00	0.00	0.00	120,000.00	120,000.00	19,170.00	60,705.00
SBJOB01	01-102	Progress Photos	1100	130,000.00	0.00	0.00	130,000.00	0.00	0.00	130,000.00	130,000.00	0.00	0.00
SBJOB01	01-102	Progress Photos	1300	140,000.00	0.00	0.00	140,000.00	0.00	0.00	140,000.00	140,000.00	0.00	0.00
SBJOB01	01-102	Progress Photos	4000	150,000.00	0.00	0.00	150,000.00	0.00	0.00	150,000.00	150,000.00	0.00	0.00
SBJOB01	01-103	Site Office	1100	160,000.00	0.00	0.00	160,000.00	0.00	0.00	160,000.00	160,000.00	0.00	0.00
SBJOB01	01-103	Site Office	1300	170,000.00	0.00	0.00	170,000.00	0.00	0.00	170,000.00	170,000.00	0.00	0.00
SBJOB01	01-103	Site Office	4000	180,000.00	0.00	0.00	180,000.00	0.00	0.00	180,000.00	180,000.00	0.00	0.00
SBJOB01	02-100	Excavation	1100	190,000.00	0.00	0.00	190,000.00	0.00	0.00	190,000.00	190,000.00	0.00	0.00
SBJOB01	02-100	Excavation	1300	200,000.00	0.00	0.00	200,000.00	0.00	0.00	200,000.00	200,000.00	0.00	0.00
SBJOB01	02-100	Excavation	2000	210,000.00	0.00	0.00	210,000.00	0.00	0.00	210,000.00	210,000.00	0.00	0.00
SBJOB01	02-100	Excavation	3000	220,000.00	0.00	0.00	220,000.00	0.00	0.00	220,000.00	220,000.00	0.00	0.00
SBJOB01	02-100	Excavation	4000	230,000.00	0.00	0.00	230,000.00	0.00	0.00	230,000.00	230,000.00	0.00	0.00
SBJOB01	02-200	Back Fill	1100	240,000.00	0.00	0.00	240,000.00	0.00	0.00	240,000.00	240,000.00	0.00	0.00
SBJOB01	02-200	Back Fill	1300	250,000.00	0.00	0.00	250,000.00	0.00	0.00	250,000.00	250,000.00	0.00	0.00
SBJOB01	02-200	Back Fill	2000	245,000.00	0.00	0.00	245,000.00	0.00	0.00	245,000.00	245,000.00	0.00	0.00
SBJOB01	02-200	Back Fill	3000	255,000.00	0.00	0.00	255,000.00	0.00	0.00	255,000.00	255,000.00	0.00	0.00
SBJOB01	02-200	Back Fill	4000	260,000.00	0.00	0.00	260,000.00	0.00	0.00	260,000.00	260,000.00	0.00	0.00



## PCI Details - Multi-select LOV for VENDOR or PHASE (16.15948)

PCI Entry - enhancement made to Vendor LOV to allow multi-selection, OR to the Phase LOV to allow multi-selection, **but not both in the same detail line**, in order to speed up data entry.

If one or more vendor is selected, then on clicking [Accept] in the LOV, one or more detail line will be created with each vendor selected. The other fields can then be populated by the user.

If one or more phase is selected, then on clicking [Accept] in the LOV, one or more detail line will be created with each phase selected. The other fields can then be populated by the user.

Examples are given below.

For Vendor LOV:

The screenshot shows the 'Potential Change Item' entry screen. A dialog box titled 'Vendors Multiselect LOV - Internet Explorer' is open, displaying a list of vendors. The dialog has a search bar at the top with 'Find: %' and buttons for '<< Prev Set', 'Go', 'Close', 'Accept', and 'Next Set >>'. Below the search bar is a table of vendors:

Code	Name	Assigned Vendors
JANNOTE	Jans Interior	<input type="checkbox"/>
ZZ-ACME	ZZ-Acme Supply	<input checked="" type="checkbox"/>
ZZ-BCBS	Blue Cross Blue Shield	<input type="checkbox"/>
ZZ-CGRP	Citigroup	<input checked="" type="checkbox"/>
ZZ-EANDL	E and L Tool Rental	<input checked="" type="checkbox"/>
***** Self Performed Vendor *****		
SPW	Company ZZ	<input type="checkbox"/>
***** Unassigned Vendors *****		
ZZ-HDEPO	ZZ - Home Depot	<input type="checkbox"/>

The background shows the PCI entry form with fields for Type, PCI No., Description, Scope Description, Status, Date, and various checkboxes for Process, Source, End Date, etc. The 'PCI Detail' table at the bottom is partially visible.

The screenshot shows the 'Potential Change Item' entry screen with the 'PCI Detail' table populated. A callout box points to the table with the text 'lines inserted for the vendors selected'.

Action	Vendor	Subcontract	Job	Phase	Category	VM	Billing Code	Days Impact	Phase Qty	Estimated Amount	Quoted Amount
+X	ZZ-ACME		SB00801						/		
+X	ZZ-CGRP		SB00801						/		
+X	ZZ-EANDL	X	SB00801						/		

## For Phase LOV:

**Potential Change Item**

Type: External / Owner Change Orders  
 PCI No.: EXT0009  
 Description: Multi-select LOV for Vendor OR Phase  
 Status: Approved  
 Days Impact:   
 Start Date:   
 OCO No.:   
 Date Proposal Issued To Owner:   
 Date Change Sent To Owner:   
 Source Type:   
 Auto Calculate Markups: ☐  
 Total Budgeted Amount: 0.00

**PCI Detail**

Action	Vendor	Subcontract	Job	Phase
+	ZZ-ACHE		SE00801	
+	ZZ-CGRP		SE00801	
+	ZZ-EANDL		SE00801	

**Phase Multiselect LOV - Internet Explorer**

Find: %

<< Prev Set 1 - 4 of 4 Next Set >>

Code	Name	Check
01-100	Blue Prints	<input checked="" type="checkbox"/>
01-101	Signage	<input checked="" type="checkbox"/>
02-100	Excavation	<input checked="" type="checkbox"/>

**Potential Change Item**

Type: External / Owner Change Orders  
 PCI No.: EXT0009  
 Description: Multi-select LOV for Vendor OR Phase  
 Status: Approved  
 Days Impact:   
 Start Date:   
 OCO No.:   
 Date Proposal Issued To Owner:   
 Date Change Sent To Owner:   
 Source Type:   
 Auto Calculate Markups: ☐  
 Total Budgeted Amount: 0.00

**PCI Detail**

Action	Vendor	Subcontract	Job	Phase	Category	WM	Billing Code	Days Impact	Phase Qty	Estimated Amount	Quoted Amount
+	ZZ-ACHE		SE00801								
+	ZZ-CGRP		SE00801								
+	ZZ-EANDL		SE00801								
+			SE00801	01-100							
+			SE00801	01-101							
+			SE00801	02-100							

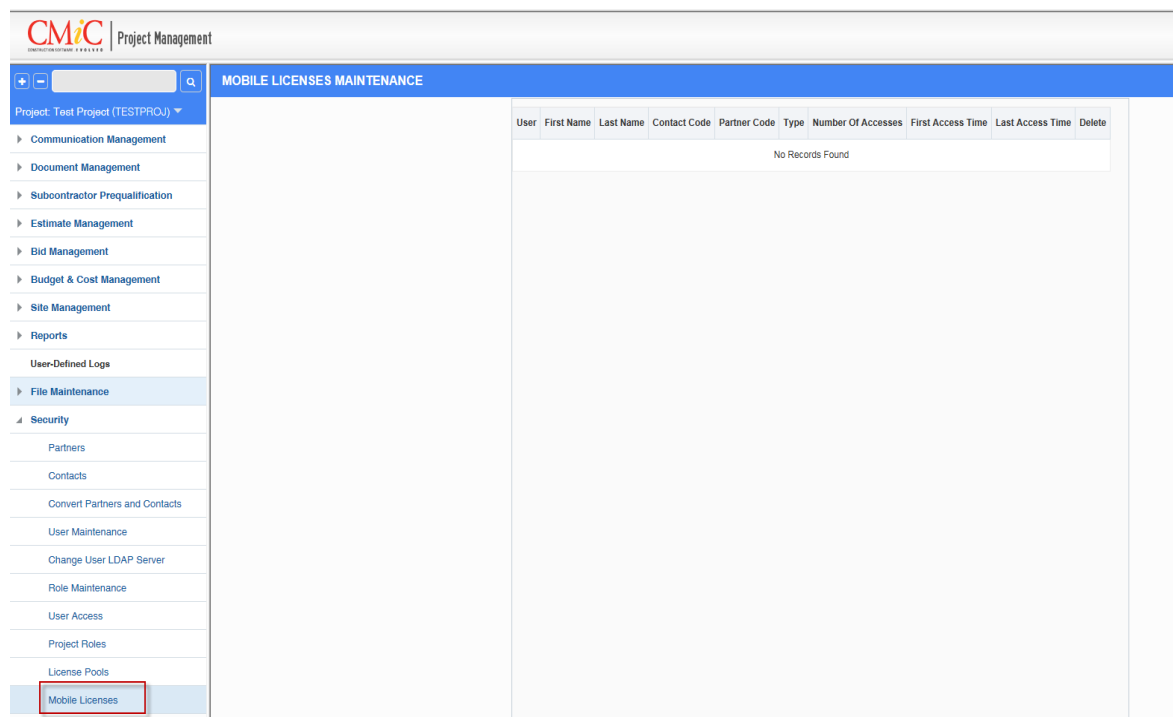
lines inserted for the phases selected

## Project Partner – Checkmark for Notes (16.27347)

Project Partner Directory - Added a checkmark if partner has notes:

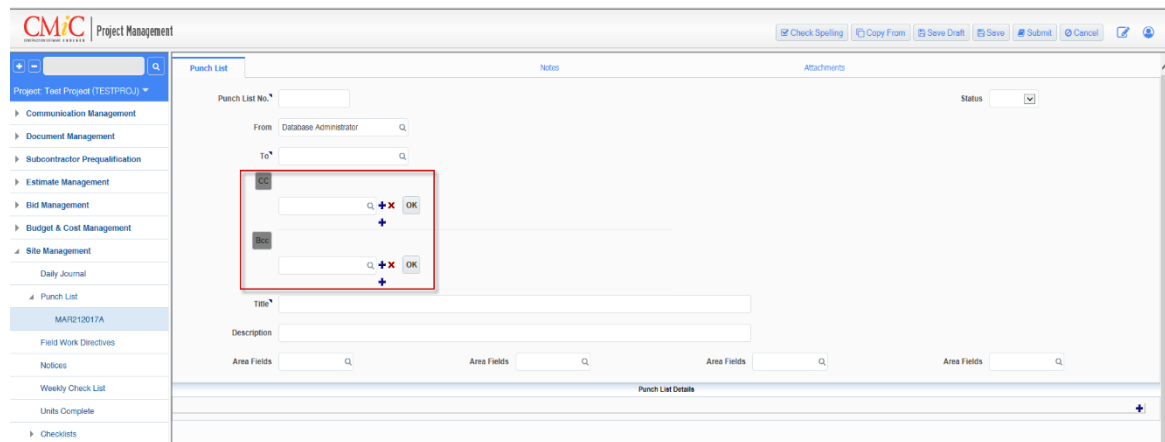
Code	Abbrev	Name	Sort Order	Group	Action
SBS	SBS	Stellar Utilitarian Systems			Addr <input checked="" type="checkbox"/>
WALTERS	WALTERS	Walters Consultancy			Addr <input checked="" type="checkbox"/>
ZZ	ZZ	CMC Test Company			Addr <input checked="" type="checkbox"/>
ZZ-HDEPO	ZZ-HDEPO	ZZ - Home Depot			Addr <input checked="" type="checkbox"/>

## Mobile License Maintenance (16.23027)



Added Mobile Licenses menu option under the Security tree-view node.

## Punch List – CC and Bcc Buttons Added (16.20428)



Added the CC and Bcc buttons to the Punch List entry screen. When the buttons are clicked they open up entry lines for adding contacts as cc's and Bcc's. They are available in Add and Edit modes of the Punch List program.

Field security can be applied to the Bcc button if desired.

## Delete PM Project Role (17.36171)

Privilege	Granted
Owner Change Order - Create	<input checked="" type="checkbox"/>
PCIs - Create from and Link to other objects	<input checked="" type="checkbox"/>
Project Role - Delete	<input type="checkbox"/>
Projects - Close	<input checked="" type="checkbox"/>

Added the ability to DELETE PROJECT ROLES once the user has access to the security privilege: "Project Role – Delete".

When the user has this privilege the 'Action' column in the project role screen will display the red 'X' to delete a role. On clicking this 'X' beside a role, a confirmation popup box is displayed:

Role	Description	Admin Req.	Key Player	Order Seq.	Action
SCOALERT	Subcontract Change w/o OCO - Alert	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
SUPER	SITE SUPERVISOR (SUPER - FL)	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
SUSCOLLAB	SUS Collaborator	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
SUSPMROLE	SUS PM Role	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
TESTDELETE	Test role for deletion	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>

[Cancel] will cancel the deletion and [OK] will un-assign the project role from all its association with objects in the system.

## Subcontract - Position Field in Contact LOV (17.35709)

Contact Code	Contact Name	Position
AZ	Andrew Zuravels	
MG	Macy Gray	

Subcontract Entry - Added a new column "Position" in the Contact LOV.

## Not Automatically Posting OCO with Posted PCIs Linked to it (17.34026)

The flag 'Post OCOs when Posting Linked PCIs' has been introduced.

By default it is checked to maintain standard functionality whereby if a Posted PCI is linked to an unposted OCO, the entire OCO gets posted so long as every other PCI linked to the OCO has already been posted.

When unchecked, the OCO will not be posted if a Posted PCI is linked to the unposted OCO, even though every other PCI linked to the OCO is already posted.

The screenshot shows the 'Company Control' screen with the 'Change Management' tab selected. The 'Post OCOs when Posting Linked PCIs' checkbox is highlighted with a red box and is currently unchecked. Other visible settings include 'Markup Rounding Rule' set to 'Round to nearest dollar', 'Use PCI Detail Status' checked, 'Default PCI Change Code With TBD' unchecked, 'Show Additional PCI Tracking Fields' unchecked, 'Use Original Contract Amount Override On OCO' unchecked, 'Calculate OCO Date On Working Days' checked, 'Default TBD on subcontract PCI details' unchecked, 'Allow PCIs On An Owner Change Order' with a dropdown menu showing 'External', 'Internal', 'Transfer', and 'Original Budget' (selected), 'PCI Revenue Category' set to 'SPW', 'Self Performed Work' set to 'Company ZZ', 'Allow Unposted PCIs To Be Assigned To Subcontract CO' checked, 'Post Vendor Contract With The Change Item' checked, 'Lump Sum PCI Phase' set to '2000', 'Lump Sum PCI Category' set to '2000', 'Category Code For Entry Of Phase Budget Changes' set to '2000', 'Rounding Method' set to 'Standard', 'Show PCI Detail Description As The First Column' unchecked, 'PCI Details Order' set to 'Entry of Record', 'Default PCI Task Code With Value From PCI Code' unchecked, 'Project End Date Updatable' checked, 'Auto Calculate Markups' unchecked, 'Launch Posting Report popup on POST' unchecked, 'Populate PCI Name On SCOO' checked, 'Change Item Entry Mode' set to 'Amounts', and 'Category Name For Entry Of Phase Budget Changes' set to 'Subcontracts'.

Field security can be applied to this flag as well:

The screenshot shows the 'Column/Field Security' screen. The 'Post OCOs when Posting Linked PCIs' field is highlighted with a red box, and its security level is set to 'Unrestricted'. The screen displays a list of fields and their corresponding security levels. The 'Post OCOs when Posting Linked PCIs' field is highlighted with a red box, and its security level is set to 'Unrestricted'. The security level dropdown menu is open, showing 'Unrestricted', 'Read-Only', and 'Hidden' options.

## User-defined URLs for Prequalification (17.30817)

Two fields have been introduced in the Prequalification Control screen to allow the user more flexibility in setting the URLs that are generated in the password reset emails sent to Subcontractors and Applicants.

Alternate Rest Password URL pertains to Applicants

Alternate Renew Application URL pertains to Subcontractors

Prequalification Control	
Alternate Reset Password URL	<input type="text"/>
Alternate Renew Application URL	<input type="text"/>

If these fields are null, the system determined urls will be used, otherwise the urls defined by the user will be used.

## Subcontract Header – Contact Email (17.31037)

SUBCONTRACT					
Vendor	Maestro Builders Incorporated	Contact	George Allen	Contact Email	
Date	29-Jun-17				
Contract No.	JUNE30-002	Contract Type	Bonded	Post Date	
Description	Further reviews for subcontract in PM JSP			Status	Pending
Invoiced	Via - Accounts Payable	Currency	US Dollar	Bank Account	
Address		Corresp. Address		Bid Amount	
Default Retainage %	10	Default Taxes	<input checked="" type="checkbox"/>		
Allow Only Single Job, CO Per RFP	<input type="checkbox"/>	SOV Level Retainage Release	<input type="checkbox"/>		
Start Date		End Date		Issued Date	
Received Date		Executed Date		Rating	Rate It

Added a new field named **Contact Email** in the header of subcontract page. The value of it will be shown in the TO list when printing/sending (by email) this subcontract.

Also added field security for contact email address in the subcontract header.

## Manual Self Billed Payment Response (17.37285)

Other	
<input type="checkbox"/> Non-Project CCs	<input type="checkbox"/> Validate Punch List Areas
<input type="checkbox"/> Update Submittals from Bid Item screen	<input type="checkbox"/> Allow For Adding Notes And Attachments To Closed Issues
<input type="checkbox"/> Allow For Adding Notes And Attachments To Closed RFIs	<input type="checkbox"/> No RFI Answer Entry
<input type="checkbox"/> Store Forecast	<input type="checkbox"/> Submit Daily Journal
<input checked="" type="checkbox"/> Allow for Manual Creation of A New Payment Response	<input type="checkbox"/> Disable Printing on Subcontract
<input type="checkbox"/> Disable Printing on Subcontract Change Order	<input type="checkbox"/> Delete multiple SOVs at SC and SCCO
<input type="checkbox"/> Delete/Remove multiple Submittals at Submittal Package	<input type="checkbox"/> Delete PCI Detail line when restricted
<input type="checkbox"/> Allow To Open Current Forecast	

A new PM Role privilege has been added. It is: **“Allow for Manual Creation of A New Payment Response”**.

### Background

This enhancement is related to the Payment Response/Textura integration.

Textura will provide the payment response record that will be imported into CMiC.

The imported Textura record will be set to approved and this will make the record read-only.

To facilitate manual entry of a new payment response for a project being managed through Textura the new privilege has been introduced. Only users with this privilege will be allowed to create a payment response for a project managed by Textura.

By Default the privilege is unchecked (= N), that is, the user cannot do a manual entry.

## Issues Reports (10.53363)

CMiC FIELD

Project: ADF Project 1 (ADFPROJ1)

ISSUE REPORT

Report Type: Corrective Actions Detail Report

From Issue#: [Search]

To Issue#: [Search]

From Issue Date: [Calendar]

To Issue Date: [Calendar]

Issue Type: [Dropdown]

Group By: Issue Type

Sort By: Date

☐ Include Closed Issues

☐ Include In Progress Issues

☐ Include New Issues

☐ Include Open Issues

☐ Include Internal Issues

☐ Include Description

☐ Include Resolution

☐ Include Notes

☐ Include History

☐ Include Related Objects

☐ Include Attachments

☐ Include Internal Notes

CMiC has added a new Issues Report launch screen which is accessed from the PM JSP path:  
**Reports > Communication Reports > Issues**

The reports are associated with Issue records belonging to the **current project** only.

Screen prints of the LOVs are shown below:

### Report Type

ISSUE REPORT

Report Type

Corrective Actions Detail Report

Corrective Actions Log

Issues Detail Report

Issues Log

From Issue#

To Issue# [Search]

## Issue Type

The screenshot shows the 'ISSUE REPORT' form with the following fields:

- Report Type: Corrective Actions Detail Report (dropdown)
- From Issue#: [text input]
- To Issue#: [text input]
- From Issue Date: [calendar icon]
- To Issue Date: [calendar icon]
- Issue Type: [dropdown menu]
- Group By: [text input]

The 'Issue Type' dropdown menu is open, showing the following options:

- To Be Determined
- Testing Issue
- Project

## Group By

The screenshot shows the 'Group By' dropdown menu with the following options:

- Issue Type
- Responsibility

## Sort By

The screenshot shows the 'Sort By' dropdown menu with the following options:

- Date
- Issue Number
- Issue Severity

Checkboxes for Include Notes, Include History, Include Related Objects, Include Attachments and Include Internal Notes are only available for the **detail** reports (Issues Detail or Corrective Actions Detail).

## Bid Items Pop-up in Cost Status Queries and Contract Forecast

(16.19617)

Changes have been made to add a pop-up screen to the 'Cost Status Query by Category', 'Revenue Status Query by Category', and the 'Contract Forecasting' screens showing the bid items information. The data included in the pop-up is: Bid Item Name, Closed flag, WM, Estimate Quantity, Estimate Price, Estimate Amount, Revenue Quantity, Revenue Price, and Revenue Amount. The pop-up is accessible by clicking on the cost code (phase code) and Category.

To set up the link in the Cost Status (Category) and Revenue Status (Category) queries, go to the Log Builder for each of these queries and do the following: for the Phase field, select 'JC Transactions (Cost)' in the Link column, and enter 'Click to see bid items' (for example) in the Link Description column:



Log Builder									
Project Management Menu									
Budget Status Query (Category)									
Search	Column	* Header	Alignment	Wrap	Link	Link Description	Sort Order	Size	
	PHOISQ_JOB_CODE	Job Code	left						
	PHOISQ_PHS_CODE	Phase	left		JC Transactions (Cost)	Click to see bid items			
	PHOISQ_PHS_NAME	Phase Name	left						
	PHOISQ_CAT_CODE	Category Code	left						
	PHOISQ_ORIG_BUDG_REV_AMT	Original Revenue Budget	right						
	PHOISQ_INT_AND_TRN_CO_REV_AMT	Internal And Transfer CO	right		Internal/Transfer PCI (Billing Only)	Click to see transactions			
	PHOISQ_EXT_CO_REV_AMT	External CO	right		External PCI (Billing Only)	Click to see transactions			
	PHOISQ_CURR_BUDG_REV_AMT	Current Revenue Budget	right						
	PHOISQ_PENDING_CO_REV_AMT	Pending CO	right		Pending PCI (Billing Only)	Click to see transactions			
	PHOISQ_PREPENDING_CO_REV_AMT	Prepending CO	right		Pre-pending PCI (Billing Only)	Click to see transactions			
	PHOISQ_PROJ_REV_AMT	Projected Revenue Budget	right						
	PHOISQ_ETC_PROJ_REV_AMT	Projected ETC Revenue Budget	right						
	PHOISQ_ORIG_BUDG_AMT	Original Budget	right						
	PHOISQ_INT_AND_TRN_CO_AMT	Internal And Transfer CO	right		Internal/Transfer PCI	Click to see transactions			
	PHOISQ_EXT_CO_AMT	External CO	right		External PCI	Click to see transactions			
	PHOISQ_CURR_BUDG_AMT	Current Budget	right						
	PHOISQ_PENDING_CO_AMT	Pending CO	right		Pending PCI	Click to see transactions			
	PHOISQ_PREPENDING_CO_AMT	Prepending CO	right		Pre-pending PCI	Click to see transactions			
	PHOISQ_PROJ_AMT	Projected Budget	right						

When done, go to the queries to see the effect of the changes:

ZZ-WMT	02-100	Excavation	1100	27,600.00	0.00	0.00
ZZ-WMT	02-100	Excavation	1300	0.00	0.00	0.00
ZZ-WMT	02-100	Excavation	1300	100.00	0.00	0.00
ZZ-WMT	02-100	Excavation	3000	150.00	0.00	0.00
ZZ-WMT	02-100	Excavation	4000	2,900.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	1100	0.00	0.00	0.00

Project Management

Show Filter

Project Management Menu

Go

Search

Project: SB Project (SBPROJ)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Subcontract

Subcontract Change Orders

Subcontractor SOV

CMC BIM 360

Potential Change Items

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query

Cost Status Query (Category)

Budget Status Query (Category)

PCI Projection

Contract Forecasting

PCI Markup Rules

Subcontractor Tracking Log

Self Billed Payment Worksheet

Site Management

Reports

User-Defined Logs

File Maintenance

Security

Cost Status Query (Category)

Job Code	Phase	Phase Name	Category Code	Original Budget	Internal And Transfer CO	External CO	Current Budget	Pending CO	Prepending CO	Projected Budget	Spent	Committed	Committed Remaining	Spent/Committed	Amount To Complete	Calculated Projection	Proceeding Projected	Non-Proceeding CO
ZZ-WMT	01-100	Blue Prints	1000	150.00	0.00	0.00	150.00	0.00	0.00	150.00	0.00	150.00	150.00	150.00	0.00	150.00	0.00	0.00
ZZ-WMT	01-100	Blue Prints	1100	100.00	0.00	0.00	100.00	0.00	0.00	100.00	0.00	100.00	100.00	100.00	0.00	100.00	0.00	0.00
ZZ-WMT	01-100	Blue Prints	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-100	Blue Prints	4000	27,600.00	0.00	0.00	27,600.00	0.00	0.00	27,600.00	0.00	27,600.00	27,600.00	27,600.00	0.00	27,600.00	0.00	0.00
ZZ-WMT	01-102	Progress Photos	1100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-102	Progress Photos	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-102	Progress Photos	4000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-103	Site Office	1100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-103	Site Office	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-103	Site Office	4000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-100	Excavation	1100	27,600.00	0.00	0.00	27,600.00	0.00	0.00	27,600.00	0.00	27,600.00	27,600.00	27,600.00	0.00	27,600.00	0.00	0.00
ZZ-WMT	02-100	Excavation	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-100	Excavation	2000	100.00	0.00	0.00	100.00	0.00	0.00	100.00	0.00	100.00	100.00	100.00	0.00	100.00	0.00	0.00
ZZ-WMT	02-100	Excavation	3000	150.00	0.00	0.00	150.00	0.00	0.00	150.00	0.00	150.00	150.00	150.00	0.00	150.00	0.00	0.00
ZZ-WMT	02-100	Excavation	4000	2,900.00	0.00	0.00	2,900.00	0.00	0.00	2,900.00	0.00	2,900.00	2,900.00	2,900.00	0.00	2,900.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	1100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	2000	2,900.00	0.00	0.00	2,900.00	0.00	0.00	2,900.00	0.00	2,900.00	2,900.00	2,900.00	0.00	2,900.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	3000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	4000	27,600.00	0.00	0.00	27,600.00	0.00	0.00	27,600.00	0.00	27,600.00	27,600.00	27,600.00	0.00	27,600.00	0.00	0.00
ZZ-WMT	02-300	Site	1100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Bid Items > - Mozilla Firefox

cust10xc.cmcic.ca:7785/cmccimv8/PmOwnerSJQuery/ShowPhsTran.do

Close

Phase/Category

Company ZZJob ZZ-WMTPhase 02-100Phase Name Excavation

Bid Items

Name	Closed	WM	Est. Quantity	Est. Price	Est. Amount	Rev. Quantity	Rev. Price	Rev. Amount
Field Supervision	<input checked="" type="checkbox"/>	HR	501.82	55.00	27,600.00	501.82	55.80	28,000.00
General Liability	<input checked="" type="checkbox"/>	EA	1	2,900.00	2,900.00	1	3,000.00	3,000.00
First Aid Kit	<input type="checkbox"/>	BX	2	50.00	100.00	2	125.00	250.00
Office Supplies	<input checked="" type="checkbox"/>	HR	2	75.00	150.00	2	107.50	215.00
Total (4 rows)					3,080.00		3,288.30	31,465.00

In the case of the Contract Forecast, the changes are coded in the program directly, so when the user launches the program for a period, the Bid Items popup will be displayed after clicking the Phase of any line (the blue color indicates that there is an underlying link):

**Contract Forecast with PCI Projections**

Forecast Comments Clear Overrides Refresh Contract Summary Notes Attachments Send To Spreadsheet

Project Management Menu

Search  Go

Project: SB Project (SBPROJ)

- Communication Management
- Document Management
- Subcontractor Prequalification
- Bid Management
- Budget & Cost Management
- Subcontract
- Subcontract Change Orders
- Subcontractor SOV
- CMIC BIM 360
- Potential Change Items
- Owner Change Orders
- Owner Change Transmittal
- Request For Payment
- Compliance Status Log
- Expense Authorization
- Cost Status Query
- Cost Status Query (Category)
- Budget Status Query (Category)
- PCI Projection
- Contract Forecasting**
- PCI Markup Rules
- Subcontractor Tracking Log
- Self Billed Payment Worksheet
- Site Management
- Reports
- User-Defined Logs
- File Maintenance

Contract: ZZ-WMT Job: Year: 2016 Period: 10 Filter: ☐ Cost/Revenue ☒ Projected Cost Show: ☐ Zero Cost Lines ☐ Zero Cost and Revenue Lines Hide: ☒ Zero Projected Cost Lines Rows: ☐ Recoverable ☐ Non-Recoverable ☒ Both

Bill Codes

Freeze	Update	Bill Code	Job	Phase	Name	Committed	Complete %	Pending Internal PCI	Pending Intern Cost
<input type="checkbox"/>	<input type="checkbox"/>	ZZ-WMT 01-100...	ZZ-WMT	01-100	Blue Prints	150.00	0.00	0.00	
<input type="checkbox"/>	<input type="checkbox"/>	ZZ-WMT 01-100...	ZZ-WMT	01-100	Blue Prints	100.00	0.00	0.00	
<input type="checkbox"/>	<input type="checkbox"/>	ZZ-WMT 01-100...	ZZ-WMT	01-100	Blue Prints	27,600.00	0.00	0.00	
<input type="checkbox"/>	<input type="checkbox"/>	ZZ-WMT 02-100...	ZZ-WMT	02-100	Excavation	29,600.00	0.00	0.00	
<input type="checkbox"/>	<input type="checkbox"/>	ZZ-WMT 02-100...	ZZ-WMT	02-100	Excavation	100.00	0.00	0.00	
<input type="checkbox"/>	<input type="checkbox"/>	ZZ-WMT 02-100...	ZZ-WMT	02-100	Excavation	150.00	0.00	0.00	
<input type="checkbox"/>	<input type="checkbox"/>	ZZ-WMT 02-100...	ZZ-WMT	02-100	Excavation	2,900.00	0.00	0.00	
<input type="checkbox"/>	<input type="checkbox"/>	ZZ-WMT 02-200...	ZZ-WMT	02-200	Back Fill	2,900.00	0.00	0.00	
<input type="checkbox"/>	<input type="checkbox"/>	ZZ-WMT 02-200...	ZZ-WMT	02-200	Back Fill	27,600.00	0.00	0.00	
<input type="checkbox"/>	<input type="checkbox"/>	ZZ-WMT 03-100...	ZZ-WMT	03-100	Footings	100.00	0.00	0.00	
<input type="checkbox"/>	<input type="checkbox"/>	ZZ-WMT 03-100...	ZZ-WMT	03-100	Footings	150.00	0.00	0.00	
<input type="checkbox"/>	<input type="checkbox"/>	ZZ-WMT 03-300...	ZZ-WMT	03-300	Columns	2,900.00	0.00	0.00	
Totals						94,250.00	0.00	0.00	

Internet Explorer

http://cush10vic.cmic.ca:7785/cmicon/8/PmOwnerISQuery/ShowPhaTran.do?jobCode=ZZ-WMT&phsCode=02

Phase

Company ZZ Job ZZ-WMT Phase 02-100 Phase Name Excavation

Bill Items

Name	Closed	WM	Est. Quantity	Est. Price	Est. Amount	Rev. Quantity	Rev. Price	Rev. Amount
Field Supervision	<input checked="" type="checkbox"/>	HR	501.82	55.00	27,600.00	501.82	55.80	28,000.00
General Liability	<input checked="" type="checkbox"/>	EA	1	2,900.00	2,900.00	1	3,000.00	3,000.00
First Aid Kit	<input type="checkbox"/>	BIX	2	50.00	100.00	2	125.00	250.00
Office Supplies	<input checked="" type="checkbox"/>	HR	2	75.00	150.00	2	107.50	215.00
Total (4 rows)					3,080.00	30,750.00	3,288.30	31,465.00

**NOTE:** Additional changes were made so that **drill down** can be done on **Category** as well, to see the Bid Items. In this case, the link would be, for example:

COST STATUS QUERY (CATEGORY)									
Vis	Column	* Header	Alignment	Wrap	Link	Link Description	Sort Order	Srch	
<input checked="" type="checkbox"/>	PMOJSQ_JOB_CODE	Job Code	left	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_PHS_CODE	Phase	left	<input type="checkbox"/>	JC Transactions (Cost)	Click to see bid items		<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_PHS_NAME	Phase Name	left	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_CAT_CODE	Category Code	left	<input type="checkbox"/>	JC Transactions (Cat)			<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_ORIG_BUDG_AMT	Original Budget	right	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>

## E-Time Approver and E-Time Priority for Project Roles (17.31774)

PROJECT ROLES							
Role	Description	Admin Req.	Key Player	Order Seq.	E-Time Approver	E-Time Approver Priority	Action
ACCOUNTING	ACCOUNTING (Alerts)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	5	<input checked="" type="checkbox"/>		
ARCH	ARCHITECT (ARCH - FL)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1	<input type="checkbox"/>		
COLLAB-ADM	Collab Admin	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		
COLLAB-VEN	Collaborator Vendor	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		
MNGR	PROJECT MANAGER (MNGR - FL)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	3	<input type="checkbox"/>		

Update Role ACCOUNTING

☐ View/Create/Update/Delete All Objects ☒ Show in Menu/View/Create/Update/Delete/Unlink All Document Types ☐ Mobile Springboard Objects

☐ Restricted View All for RFIs

The **E-Time Approver** flag and **E-Time Approver Priority** (priority level for the E-Time Approver) have been added to the PM Project Roles screen. This is to allow users with a particular Project Role to approve timesheets for their projects. The E-Time Approver Priority is numeric.

These PM settings only take effect if the 'Project Manager' flag is checked in the E-Time Access Code Detail screen. That is, E-Time Approval authority is based on PM Project role settings. Otherwise, if the Project Manager flag in the E-Time Access Code Detail screen is unchecked, E-Time Approval authority is based on previous E-Time Approval rights.

## I/O Email- Unique ID After Subject (16.14098)

Added checkbox "Unique ID After Subject" to "Miscellaneous" tab of the CMIC I/O Form.

## Subcontractor LEMS (Labor, Equipment, Materials, Subcontract) (15.04070)

</

Added new program - Subcontractor LEMS (Labor, Equipment, Materials, Subcontract) Tracking sigma grid.

## Restrict Deletion of PCI Detail Lines (16.23601)

PM JSP/ADF:

1. Added a new option to PM System Option - "Restrict Deletion of PCI Detail Lines". Unchecked by Default to preserve existing functionality.
2. Added a new privilege to PM Roles: Delete PCI Detail line when restricted.

## Search PM Notes (17.31620)

Added [Search PM Notes] functionality to Meeting Minutes to allow user to search through Meeting Minutes Notes and locate items with a common search phrase.

Field security can be applied to the [Search PM Notes] button.

## SC Contract Mask for Contract Types (15.13370)

Overview of changes made:

1. Added Code to Contract Type screen.

Contract Code	Contract Type	Active Flag
SB	subcontract	<input checked="" type="checkbox"/>
STANDARD	Standard	<input checked="" type="checkbox"/>
TM	Time and Material	<input checked="" type="checkbox"/>
SR	Surface	<input checked="" type="checkbox"/>
SF	Simple Form	<input checked="" type="checkbox"/>
SC	Secondary	<input checked="" type="checkbox"/>
LS	LumpSum	<input checked="" type="checkbox"/>
FC	Fixed Cost	<input checked="" type="checkbox"/>
ADF	ADF inserted	<input checked="" type="checkbox"/>

2. Added mask for Contract No. at the Project level (path: **Project Maintenance > Defaults tab – [Masks]** button). The mask can include 't' for Contract Type Code.

Also added 'Allow Override' and 'Sequence Within Project' checkboxes.

Mask	Sample	Allow Override	Sequence Within Project
Bid Package No.	SBPR00123	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Contract No.	Z288888888111111112	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Submittal No.	DOFA123456	<input type="checkbox"/>	<input type="checkbox"/>
Submittal Package No.		<input type="checkbox"/>	<input type="checkbox"/>
Communication No.	1234	<input type="checkbox"/>	<input type="checkbox"/>
Journal No.	1234	<input type="checkbox"/>	<input type="checkbox"/>
PWD No.	1234	<input type="checkbox"/>	<input type="checkbox"/>
Notice No.	1234	<input type="checkbox"/>	<input type="checkbox"/>
RFI No.	SRZ21234	<input type="checkbox"/>	<input type="checkbox"/>
Transmittal No.	1234	<input type="checkbox"/>	<input type="checkbox"/>
Issue No.	1234	<input type="checkbox"/>	<input type="checkbox"/>
Punch List No.		<input type="checkbox"/>	<input type="checkbox"/>
Punch List Item No.		<input type="checkbox"/>	<input type="checkbox"/>
QC Inspection & Testing Item No.	QCITEM1234	<input type="checkbox"/>	<input type="checkbox"/>
Check List No. (TYPE1)		<input type="checkbox"/>	<input type="checkbox"/>
Units Complete No.		<input type="checkbox"/>	<input type="checkbox"/>
mediaId		<input type="checkbox"/>	<input type="checkbox"/>

c=Company Code, b=Business Partner, p=Project Number, t=Contract Type Code, y=Year, m=Month, d=Day, \*=Next Available Number  
 Leave Empty to Disable Autonumbering

3. In Subcontract Entry, the project level mask will be used to determine the Contract Number.

The screenshot shows the 'Subcontract Entry' form. The 'Contract Type' dropdown menu is open, showing the selection of 'Standard'. The 'Contract No.' field is highlighted with a red box, showing the value 'ZZZZ-HOEP001'. The 'Contract Type' field is also highlighted with a red box, showing the value 'Standard'. The 'Status' is set to 'Pending'.

If the Contract Type is selected in the subcontract record, it will overwrite the default Contract Code, and include the contract type as part of the mask:

The screenshot shows the 'Subcontract Entry' form after the 'Contract Type' has been selected. The 'Contract No.' field is now 'ZZZZ-HOEP001STANDARD', where 'STANDARD' is the contract type. The 'Contract Type' dropdown is still open, showing 'Standard' selected. The 'Status' is set to 'Pending'.

**NOTE:** If No Subcontract mask is set at the project level, then the auto-numbering setting from the SC Control file will take effect.

## PCI Entry – Allow/Not Allow Billing Amount (17.41246)

MAINTAIN PCI TYPES							
Selection Criteria							
* Company : CCC CMC Construction Company							
Type							
* Type	* Name	Class	* PCI Number Mask	Override Flag	Sample	Not Allow Bill Amt Flag	Allow Costs
EXT	External / Owner Change Orders	External	EXT****	<input type="checkbox"/>	EXT2345	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
INT	Internal / Change Order	Internal	INT****	<input type="checkbox"/>	INT12345	<input type="checkbox"/>	<input checked="" type="checkbox"/>
OBC	Original Budget Change Order	Original Budget	OBC****	<input type="checkbox"/>	OBC2345	<input type="checkbox"/>	<input checked="" type="checkbox"/>
TRN	Transfer / Budget Revision	Transfer	TRN****	<input type="checkbox"/>	TRN2345	<input type="checkbox"/>	<input checked="" type="checkbox"/>

PCI Entry – Checkbox in PCI Type, update of checkbox applicable only to External Class Type – to Allow/Not Allow Billing Amount.

Only Class Type 'External' is allowed to have the new flag checked/unchecked.

The system validates for the other class types and will issue a message if the user tries to update the flag for Internal, OBC and Transfer types

In PCI Entry, the PCI Type with this checkbox checked will default the Billing Amount, but on saving it will be changed to 0, and the field is also Read-only:

The screenshot shows the 'Potential Change Item' form in Oracle Fusion Middleware. The form is for a PCI entry with Type 'External / Owner Change Orders'. The 'Billing Amount' field is highlighted with a red box, showing a value of 1,600.00. The 'Total Billing Amount' is also 1,600.00. The 'Status' is 'Pending'. The form includes various tabs like 'PCI Detail', 'Review/Approval', 'Notes', 'Related Objects', and 'Attachments'. The 'Billing Amount' field is read-only and will be changed to 0 upon saving.

On Saving:

The screenshot shows the 'Potential Change Item' form after saving. The 'Billing Amount' field is now 0.00. The 'Total Billing Amount' is also 0.00. The 'Status' is 'Approved'. The 'Billing Amount' field is highlighted with a red box. The form includes various tabs like 'PCI Detail', 'Review/Approval', 'Notes', 'Related Objects', and 'Attachments'. The 'Billing Amount' field is read-only and will be changed to 0 upon saving.



Project Management

Project Management Menu

Project: Print - was P21000 (ZZ-WMT)

Budget Status Query (Category)

Job Code	Phase	Phase Name	Category Code	Original Revenue Budget	Internal And Transfer CO	External CO	Current Revenue Budget	Pending CO	Prepending CO	Projected Revenue Budget	Projected ETC Revenue Budget
ZZ-WMT	01-100	Blue Prints	1100	0.00	0.00	0.00	0.00	22.22	0.00	22.22	22.22
ZZ-WMT	01-100	Blue Prints	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-100	Blue Prints	4000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-102	Progress Photos	1100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-102	Progress Photos	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-102	Progress Photos	4000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-103	Site Office	1100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-103	Site Office	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-103	Site Office	4000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-100	Excavation	1100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-100	Excavation	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-100	Excavation	2000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-100	Excavation	3000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-100	Excavation	4000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	1100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	2000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	3000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	4000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-300	Site Cleanup	1100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PCI Transactions - Internet Explorer

http://custv10xe.cmic.ca:7785/cmccen9/PmOwnerQuery/ShowPCITran.do

Category

Company ZZ Job ZZ-WMT Phase 01-100 Phase Name Blue Prints Category 4000 Category Name Materials

PCI Transactions

Type	PCI Code	Status	Reference Date	Post Date	Billing Amount	Vendor	Contract	SC Change	Task ID
EXT	EXT0006	APPROVED	2017-10-02	2017-10-02	0.00	TBD	TBD	000	EXT0006
Total (1 row)					0.00				

Project Management

Project Management Menu

Project: Print - was P21000 (ZZ-WMT)

Cost Status Query (Category)

Job Code	Phase	Phase Name	Category Code	Original Budget	Internal And Transfer CO	External CO	Current Budget	Pending CO	Prepending CO	Projected Budget	Spent	Committed	Committed Remaining	Spent/Committed	Amount To Complete	Calculated Projection
ZZ-WMT	01-100	Blue Prints	1100	0.00	0.00	0.00	0.00	22.22	0.00	22.22	4,788.06	118,836.75	114,048.67	118,836.75	0.00	118,836.75
ZZ-WMT	01-100	Blue Prints	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	100,000.00	100,000.00	0.00	100,000.00	
ZZ-WMT	01-100	Blue Prints	4000	0.00	0.00	1,600.00	1,600.00	0.00	0.00	1,600.00	20,625.73	1,469,800.00	1,449,174.27	1,469,800.00	1,600.00	1,471,400.00
ZZ-WMT	01-102	Progress Photos	1100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	113.42	15,975.00	15,861.58	15,975.00	0.00	15,975.00
ZZ-WMT	01-102	Progress Photos	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-102	Progress Photos	4000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-103	Site Office	1100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-103	Site Office	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	01-103	Site Office	4000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-100	Excavation	1100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-100	Excavation	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-100	Excavation	2000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-100	Excavation	3000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-100	Excavation	4000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	1100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	2000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	3000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-200	Back Fill	4000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-300	Site Cleanup	1100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-300	Site Cleanup	1300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZ-WMT	02-300	Site Cleanup	2000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,189.00	10,700.00	7,511.00	10,700.00	0.00	10,700.00

PCI Transactions - Internet Explorer

http://custv10xe.cmic.ca:7785/cmccen9/PmOwnerQuery/ShowPCITran.do

Category

Company ZZ Job ZZ-WMT Phase 01-100 Phase Name Blue Prints Category 4000 Category Name Materials

PCI Transactions

Type	PCI Code	Status	Reference Date	Post Date	Budgeted Quantity	WM	Budgeted Amount	Billing Amount	Vendor	Contract	SC Change	Task ID
EXT	EXT0006	APPROVED	2017-10-02	2017-10-02	NA		1,600.00	0.00	TBD	TBD	000	EXT0006
Total (1 row)							1,600.00	0.00				

Including Markups:

Potential Change Item

Project Management Menu

Project: Print - was P21000 (ZZ-WMT)

Potential Change Item

Type: Internal / Owner Change Order

PCI No: EXT0007

Description: NO 17,41246 - check for billing amount (not allowed for EXT des)

Scope Description

Status: Pending

Days Impact

Start Date

OCO No

Date Proposal Issued To Owner

Date Change Sent To Owner

Source Type

Auto Calculate Markups

Total Budgeted Amount: 1,760.00

Total Billing Amount: 0.00

PCI Detail

Action	Description	Billing Code	Days Impact	Phase City	Estimated Amount	Quoted Amount	Final Amount	Billing Amount	Subcontract Change	Task ID	Status	OCO No
+	Blue Prints	100,400		/NA	1300	1400	1400				Approved	
+	Markup	100,1300		/	130	140	150				Pending	

Oracle Fusion Middleware For... CMC Project Management

Potential Change Item

Project Management Flow

Project: Print - was P21000 (ZZ-WMT)

Communication Management

Document Management

Subcontractor Prequalification

Estimate Management

Estimate Management

Bid Management

Budget & Cost Management

Subcontract

Subcontract Change Orders

Subcontractor SOV

CMC BSA 360

Potential Change Items

EXT0000

EXT0000

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query

Cost Status Query (Category)

Budget Status Query (Category)

PCI Projection

Contract Forecasting

PCI Markup Rules

Subcontractor Tracking Log

Labor Forecast

Site Management

Reports

User Defined Logs

File Maintenance

Local Tables

BSA 360 Maintenance

Menu Maintenance

Enterprise PM

Project System Options

Project Control

Project Maintenance

Activities

User Defined Log Types

User Defined Logs

Log Builder

Default Filters

Potential Change Item

Type External / Owner Change Orders **Modify Type**

PCI No. EXT0000

Description WFO 17.41246 - check for billing amount (not allowed for EXT class)

Scope Description

Status Pending

Days Impact

Start Date

OCO No.

Date Proposed Issued To Owner

Date Change Sent To Owner

Source Type

Auto Calculate Markup ☐

Total Budgeted Amount 1,760.00

Date 2017-10-02

Update Projected Amount During Posting ☒

Post Date

Proceed ☒

Source

End Date

Date Due To Owner

Date Proposal Signed By Owner

Date Change Signed By Owner

Reason

Total Billing Amount 0.00

PCI Summary

Vendors

Vendor	Budgeted Amount	Billing Amount
	1,600.00	0.00
<b>Subtotal</b>	<b>1,600.00</b>	<b>0.00</b>

Mark Ups

Mark Up	Rate	Billing Amount
	160.00	0.00
<b>Subtotal</b>	<b>160.00</b>	<b>0.00</b>
<b>Total</b>	<b>1,760.00</b>	<b>0.00</b>

Allocation

Job	Phase	Category	Quantity	Rate	Budgeted Amount	Billing Amount
ZZ-WMT	01-100	1300			160.00	0.00
ZZ-WMT	01-100	4000			1,600.00	0.00
<b>Total</b>					<b>1,760.00</b>	<b>0.00</b>

PCI Detail

Print	Description	Vendor	Subcontract	Job	Phase	Category	VM	Billing Code	Days Impact	Phase Qty	Estimated Amount	Quoted Amount	Final Amount	Billing Amount	Subcontract Change	Task ID	Status	OCO No.	Change Order
<input checked="" type="checkbox"/>	Blue Prints	TBD	TBD	ZZ-WMT	01-100	4000	NA	ZZ-WMT 01-100 4000			1,300.00	1,400.00	1,600.00	0.00			APPROVED		
<input checked="" type="checkbox"/>	Markup			ZZ-WMT	01-100	1300	\$	ZZ-WMT 01-100 1300			130.00	140.00	160.00	0.00			PENDING		

## Tax Codes in SC/SCCO Header (15.06063)

Check Spelling Save Draft Save Cancel Select SC Schedule Import Schedule

UBCONTRACT

Vendor Maestro Builders Incorporated

Contact GA

Contact Email stephanie@cmic.ca

Date\* 23082017

Contract No. AUG23-001

Contract Type Standard

Post Date

Description\* TESTV12 testing - August 23, 2017

Status Pending

Invoiced Via - Accounts Payable

Currency\* US Dollar

Bank Account

Address MAE1

Corresp. Address MAE1

Bid Amount

Default Retainage % 10

Default Taxes ☒

Tax1 Tax2 Tax3

Allow Only Single Job, CO Per RFP ☐

SOV Level Retainage Release ☐

SOV	Change Orders	Participation	Attachments	Alternates	Special Pricing	Inclusions	Exclusions	Text Codes	Free Form	Review/Approval			
Action	Task Code*	Task Name	Unit	W/M*	Rate	Amount	Job*	Phase*	Category*	JB Bill Code	Tax1	Taxable	Tax2
<input checked="" type="checkbox"/>	012300-IMP	First Aid Kit	2	NA	50	100	ADFFJOB01	3000	MATERIALS			<input checked="" type="checkbox"/>	

Tax codes have been added to the SC/SCCO header. The User will be allowed to make this setup on base subcontracts only, however, these fields will be available as (Read Only) on change orders.

Modifications were made to the Subcontract program to provide three fields (Tax1, Tax2, Tax3 similar as available on detail) on the SC Header, where the user will be able to enter tax codes when the checkbox [Default Tax] is checked.

By Default, these fields are HIDDEN on the header by field security.



## Bidders – Filter By Location (16.22688)

The screenshot shows the 'INVITATION TO BID' form with a 'BIDDERS' popup. The popup has a 'Filter' tab selected, showing a 'LOCATION' section with 'ZIP Code' and 'Radius(miles)' fields. A red arrow points to the 'BIDDERS' tab in the popup.

Added Filter by Location to the Bidders popup in Bid Packages and Invitation to Bid. Zip Code and Radius are added to filter by.

## RFQ Broadcast – Store Info in PCI History Tab (17.36832)

RFQ Broadcast - Modifications to store RFQ Broadcast information on the PCI History tab.

## Activities – Warning Message when Updating Start Date (17.37332)

The screenshot shows the 'CMIC FIELD' 'ACTIVITY MAINTENANCE' screen. A red arrow points to the 'Start Date' field, which is highlighted. A warning message box is displayed over the table, asking 'Schedule for all linked Submittals will be updated. Do you want to proceed?' with 'OK' and 'Cancel' buttons.

Modified Activities JSP program so that on updating the Start Date, the system issues a warning message if there are Submittals linked to this Activity with options [OK] or [Cancel].

Warning message: 'There are some submittals linked with this activity code, all linked Submittals will be updated. Do you want to proceed?'

On pressing OK the program will update Submittal Start Date and recalculate all other dates for all submittals that use that Activity Code.

## Document Strip (17.44725)

Added the document strip to all PM JSPs where there is an attachments tab.

Communication Detail

Attachments ☒ History

**Not Submitted**

Communication No. COMM0009

From Xavier Shields

To George Allen

CC

Acknowledgement Date

Subject Check for PDF Viewer (CMIC Web Viewer)

Message as per above

Follow Up Notes

Follow Up Required ☐

Due Date

Comments

Closed ☐

Submitted ☐

Received ☐

Change #

Type E-mail

Follow Up By

Done On

**DOCUMENTS**

New Document

MSG

Sliding Window with Multiple Pending documents.msg Rev 0

PDF

Project Schedule.pdf Rev 0

PNG

IMG\_1085.PNG Rev 0

- Hover on a document opens up a popover with details and action buttons.
- Clicking on a document icon would open and download the document.
- Documents can be added by clicking on 'New Document' or on

**DOCUMENTS**

New Document

2 - PMSCH-03-SCHEDUL\_0\_2003\_24hrs\_7days.xml

Type: Attachment

Number: ATT-00071

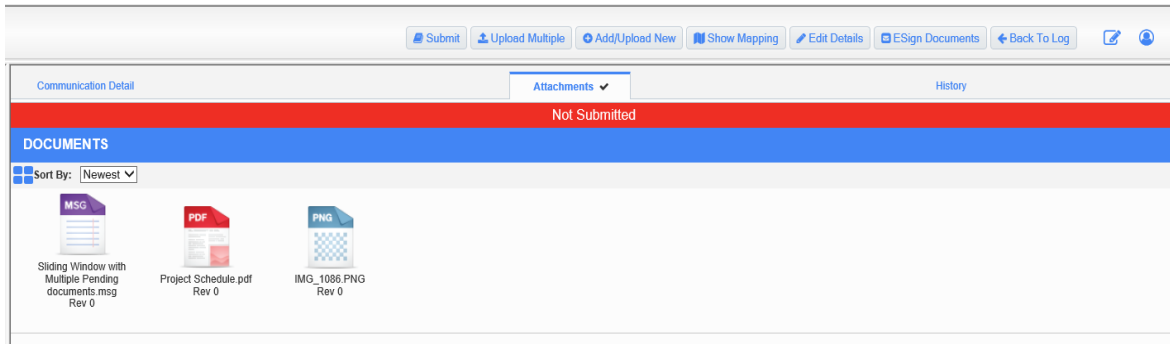
Status: SUBMITTED

User: Xavier Shields

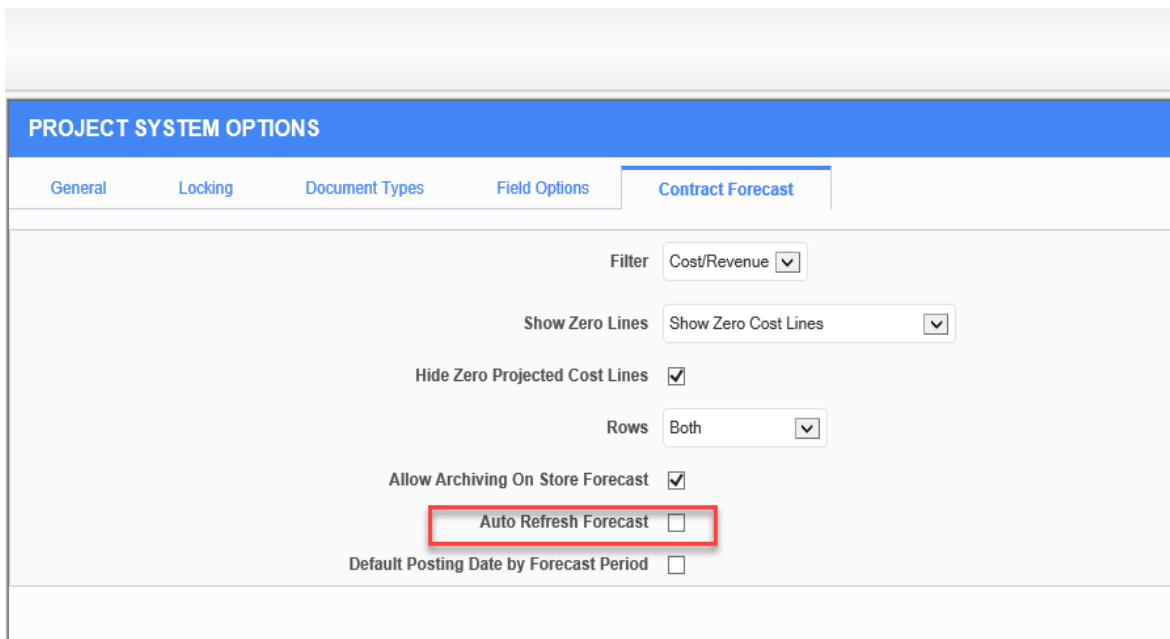
Linked on: Dec 07, 2017

Multiple Pending documents.msg Rev 0

edit refresh delete



## Refresh Contract Forecast – PM Systems Options Flag (17.33189)



Added functionality to refresh forecast if the PM Systems Options – Contract Forecast tab flag '**Auto Refresh Forecast**' is set, and after pressing 'Go' in the forecast, if the Period is unchanged.

## Path field in PM Systems Options (16.21156)

The screenshot shows the 'Project System Options' configuration page in CMiC FIELD. The left sidebar lists various management categories, with 'Project System Options' selected. The main area contains numerous checkboxes for system settings. The 'System Utility Files Path' field, located near the bottom, is highlighted with a red rectangular border. Other visible fields include 'Project Contact Default PM Role', 'DocuSign Environment', and 'Ball In Court - Due Within(Days)'.

PM Systems Options - Added [Path to "Draft" Image File] input field in General tab.

## Field Security for RFI Suggestion Cost/Amount Fields (17.38203)

Provided field security for Cost Impact, Schedule Impact, Cost Amount and Days field (that appear right after suggestion field text area). Also modified existing prompts (on Prompt Maintenance screen) to differentiate field security for both sets (after Suggestion and Answer fields).

## User Maintenance – Segment Field (17.34607)

The screenshot displays the 'EDIT USER' form in CMiC FIELD. The form is divided into sections for 'LDAP USER', 'CONTACT', 'ENTERPRISE USER', and 'LICENSE AVAILABLE'. The 'CONTACT' section is active, showing fields for 'First Name', 'Last Name', 'Segment', and 'Collaboration User'. The 'Segment' field is highlighted with a red rectangle. A red arrow points from a pop-up window titled 'Segment Lov - Internet Explorer' to the 'Segment' field. The pop-up window shows a list of segments: 'TEST' and 'UPKEEP'.

Added SEGMENT LOV to the User Maintenance screen. Freeform values entered in the field are used to update the LOV on saving. There are icons to Edit/ Delete existing LOV entries. It behaves in the same way as the 'Via' LOV in Transmittals.

This field is created as an interface to an external program called WalkMe. The entries made will allow WalkMe to understand who the user is and their role.

## **Submittals - Enhancements** (17.36127)

---

Enhancements to Submittal Collaboration Process:

a) Made Edit History available for external collaborators -User will be able to Add Reviewer and edit the Status on the submittal history screen.

(b) this is controlled by a PM Role privilege: "**Allow Collaborators to edit Submittal History**".

## **Submittal Activity Start Date Mandatory** (17.39779)

---

Submittal Activity Start Date can be set as mandatory. The setup flag is in PM Control (Defaults tab) and defaults to Project Maintenance (Defaults tab).

## **RFI Entry – Update Required Date when Changing Create Date** (17.41968)

---

RFI Entry – made changes to update RFI's Required Date when changing Create Date based on Default RFI Review Period.

## **Personal Name by Company** (15.09662)

---

Changes have been made to the CMiC I/O setup to allow Personal Name to be set by Company.

This is done via the Companies tab of the **ADF CMiC I/O Options** screen as shown below.

Only one record per company is allowed to be entered in the Companies tab.

When an I/O is sent, the Personal Name for the Company will be taken from the entry set up in the Companies tab. If there is no entry in the tab for the Company then the entry in the Personal Name field in the header will be used instead.

## PM Systems Options Setting for Ball in Court (BIC) (17.41356)

CMiC FIELD

Project: ADF Project 1 (ADFPROJ1)

Communication Management

Document Management

Subcontractor Prequalification

Estimate Management

Bid Management

Budget & Cost Management

Site Management

Reports

File Maintenance

Local Tables

Menu Maintenance

Project System Options

Project Control

Project Maintenance

Activities

User-Defined Log Types

User-Defined Logs

Log Builder

Default Filters

User-Defined Fields

User-Defined Classifiers

Show Remaining Budget Amount in Phase LOV Of SC And SC CO ☐

Recycle PCI Number Upon Modify Type ☒

Submittal Status Update by Last Submittal Review Cycle ☐

Multiple Report Printing ☒

Submittal and Last Review Cycle Contacts Update ☐

Use Note/Attachment flags in Email Notification Setup ☒

Add From Email ID to CC Field ☐

Use new Enhanced Cost Detail popup in JcContractForecast ☒

Exclude Closed Subcontracts from Single and Aggregate Project Limits Amount ☐

Auto Fill Description on Subcontract Change ☒

Allow for Changing To Same PCI Type ☒

Keep Same PCI Number Upon Modify Type ☐

Show Highlighted Submittal in Tree-view ☒

SC Pre-qualification Limits on Controlling BP ☐

Use Dates Required by Schedule and Current Progress for Submittals ☒

Project Contact Default PM Role

DocuSign Environment

Allow Multiple Bid Contacts per Partner ☒

Allow Multiple Bid Responses ☒

Show Subcontract UDF on Subcontract Change Order ☒

OCO Original Amount Job Roll-In ☐

Show only Project-Specific Checklists ☐

Payment Response Flag ☐

Add Additional submittal Reviewers to CC List ☒

System Utility Files Path

Ball In Court - Due Within(Days) 5

Added a new field to the PM Systems Options screen: Due Within(Days) with a default of 5 days (pre-existing standard). The value will be used to select the records for the Due within x Days section of the BIC report. If no value is entered the report will be run with all the other sections displayed except this section.

CMiC FIELD

Project: ADF Project 1 (ADFPROJ1)

Communication Management

Document Management

Subcontractor Prequalification

Estimate Management

Bid Management

Budget & Cost Management

Site Management

Reports

Project Reports

Communication Reports

RFTs

Issues

Communications

Transmittals

Ball In Court

Project Contact Directory

BALL IN COURT REPORT

Company

Contact Code

Due Within(Days) 5

☐ Print For All Projects

☒ Issue

☒ RF1

☒ Submittal

☒ Meeting Minutes

☒ RFQ

## Submittal Changes for Collaborators (17.45726)

The following changes have been made for Submittals:

1. Changes to make the Submittal Edit History screen available for collaborators by using a Project Role privilege to control access: **“Allow Collaborators to edit Submittal History”**

Other

☒ Non-Project CCs

☐ Update Submittals from Bid Item screen

☐ Allow For Adding Notes And Attachments To Closed Issues

☐ No RFI Answer Entry

☐ Submit Daily Journal

☐ Disable Printing on Subcontract Change Order

☐ Validate Punch List Areas

☐ Expense Authorization - Create Close Out

☐ Allow For Adding Notes And Attachments To Closed RFIs

☐ Store Forecast

☐ Disable Printing on Subcontract

☒ Allow Collaborators to edit Submittal History

When checked collaborators can edit Submittal History

The Collaborator will also need to be given security access to the **PM History** program:

PM History

COLLAB

☒

2. Added the **[Complete Review]** button to the Collaborator Submittal screen. This new button is available for collaborators and will mark their "Action" completed and the current Responsibility will move on to the next reviewer in the list.

When the collaborator selects the **[Complete Review]** button it will auto populate the Action Date in the submittal history. Then the Current Responsibility will move to the next user in the submittal history.

So, Additional Reviewer lines default the FROM Contact from the previous action to be the TO contact in the current action.

The **[Submit]** and **[Complete Review]** buttons are only available to the Responsible collaborator user.

3. Submittal Edit History screen has been modified to
  - a. not allow collaborators to edit Due Dates of any row
  - b. if a collaborator adds an additional reviewer they need to be able to set the Due Date, FROM and TO fields
4. Submittal Log – added the Current Responsibility Partner and Contact

Submittal Log added in Current Responsibility Partner and Contact

Submittal No.

Name

From Partner

From Contact

Returned By Partner

Returned By Contact

Sent To Partner

Sent To Contact

Forwarded To Partner

Forwarded To Contact

Status Code

Status

Current Cycle

Attachments

Resp. Partner

Resp. Contact

Total (0 rows)

No Records Found

Submittals

(Filter)

Submittal No.

Name

From Partner

From Contact

Returned By Partner

Returned By Contact

Sent To Partner

Sent To Contact

Forwarded To Partner

Forwarded To Contact

Status Code

Status

Current Cycle

Attachments

Resp. Partner

Resp. Contact

DEC12-00117 45726 - # 1

DEC12-00217 45726 - # 2

DEC12-00317 45726 - # 3

Total (3 rows)

CMIC Test Company

Stephanie Bromfield

ZZ - Home Depot

Redd Foxx

Click to see attachments

5. Collaborator Submittal Log now includes
  - a. current review cycle
  - b. attachments (with drill down link)
  - c. Responsibility Partner and Contact
  - d. Sent Date, Sent Due Date
  - e. removal of the hardcoded WHERE clause **that only shows submittals where the user (viewing the log) is currently responsible.**

Collaborator Submittals									
Submittal No.	Name	Current Cycle	Status	Resp. Partner	Resp. Contact	Due Date	Sent Due Date	Sent Date	Attachments
Total (0 rows)									
No Records Found									

Collaborator Submittals									
Submittal No.	Name	Current Cycle	Status	Resp. Partner	Resp. Contact	Due Date	Sent Due Date	Sent Date	Attachments
DEC12-003	17.45726 - # 3	1	Open	ZZ - Home Depot	Redd Fox	2017-12-12	2017-12-12	2017-12-12	1
Total (1 row)									

## Subcontractor Prequalification Control File Flag for Insurance Section (17.37428)

Subcontractor Prequalification - Control file flag to display or do not display the Insurance Section.

## Answer RFI PM Role Privilege; Suggestion Notification Email (17.34341)

Other

- ☐ Non-Project CCs
- ☐ Update Submittals from Bid Item screen
- ☐ Allow For Adding Notes And Attachments To Closed RFIs
- ☐ Store Forecast
- ☐ Allow for Manual Creation of A New Payment Response
- ☐ Disable Printing on Subcontract Change Order
- ☐ Delete/Remove multiple Submittals at Submittal Package
- ☐ Allow To Open Current Forecast
- ☐ Allow Collaborators to edit Submittal History
- ☐ Validate Punch List Areas
- ☐ Allow For Adding Notes And Attachments To Closed Issues
- ☐ No RFI Answer Entry
- ☐ Submit Daily Journal
- ☐ Disable Printing on Subcontract
- ☐ Delete multiple SOVs at SC and SCCO
- ☐ Delete PCI Detail line when restricted
- ☒ Allow to answer an RFI

PM Project Role privilege: Allow to answer an RFI is added to allow the user with the privilege checked to Answer an RFI.

When this privilege is checked for the user's PM role, the [Answer] button on the RFI screen will be available to answer the RFI:



**Request for Information**

Send I/O Email Add Add CC Answer Redirect Add Note Forward Print Report Link to Issue Back To Log

**Collaboration Manager**

Search:  Go

Project: Highway 412 Extension (SBPROJEC)

Communication Management

Project Calendar

My Address

Outlook Import/Export

Project Partner Directory

Project Contact Directory

Myron West

Distribution Lists

Meeting Minutes

Transmittals

Transmittals Queue

Communications

RFIs (2, 16)

Issues

Document Management

Subcontractor Prequalification

**RFI Detail**

RFI No: 0033

From: Stephanie Brownfield

Co-Author

To: Myron West

CC:

Subject: test for original function

Date Created: 2018-01-03

Sort / Action

Status: Open

Submitted: 01-03-2018 11:35 AM

Co-Author RFI No:

Received: 01-03-2018 11:36 AM

Change #:

Date Required: 2018-01-03

Source

Question: as per above

Suggestion

Cost Impact: Potentially

Schedule Impact: Potentially

Answered By

Date Answered

Answer

Cost Impact: Potentially

Schedule Impact: Potentially

Activity

Cost Amount

Days

Cost Amount

Days

- Changes have been made so that an email notification message is sent if the **RFI Suggestion** field is modified and the contact's Email Preferences is set up to receive alerts for RFI modifications (whether as TO, CC or ALL):

**Contact Maintenance**

Save Back To Log

**Project Management Menu**

Search:  Go

Project: Highway 412 Extension (SBPROJEC)

Communication Management

Project Calendar

My Address

Outlook Import/Export

Project Partner Directory

Project Contact Directory

Myron West

Distribution Lists

Meeting Minutes

Transmittals

Transmittals Queue

Communications

RFIs (2, 16)

Issues

Document Management

Subcontractor Prequalification

**Project Contact Info**

**E-mail Notifications**

Object Description	To				CC				All			
	New	Mod	Note	All	New	Mod	Note	All	New	Mod	Note	All
Communication	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Daily Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Field Work Directives	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Issue	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Meeting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Notice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Punch List	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Request For Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Submital	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transmittal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

To modify the RFI (for updating the Suggestion field), a collaborator will need to have the **UpdateAll** privilege on his PM Role.

**Project Roles**

QC	Quality Control Manager
RAVI-MNGR	ravi
REGSUPT	Regional Superintendent
RM	Regional Manager
RM-B	RM Backup
SAFE	Safety Manager
SBCOLLAB	SB COLLAB Role
SBCOLLAB2	
SBPRJRL	

**View All Objects - Mozilla Firefox**

custv10xd.cmic.ca:7785/cmicensv2/PmProjRoleMaint/show

Field Work Directives	Issue	Meeting	Notice	Owner Change	Transmittal	Punch List	Request For Information	Submital	Submital Package	Transmittal
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Update Role SBCOLLAB2**

/Unlink All Document Types

☐ View/Create/Update/Delete All Objects

☐ Default Email Notification Settings

☐ Restricted View All for RFIs

**Send/Receive**

☒ Receive Owner Change Order

☒ Send Partner RFI

☒ Redirect RFI

☒ Send Partner Transmittal

☒ Send Partner Issue

☒ Send Partner Punch List

☒ Receive Partner RFI

☒ Forward RFI

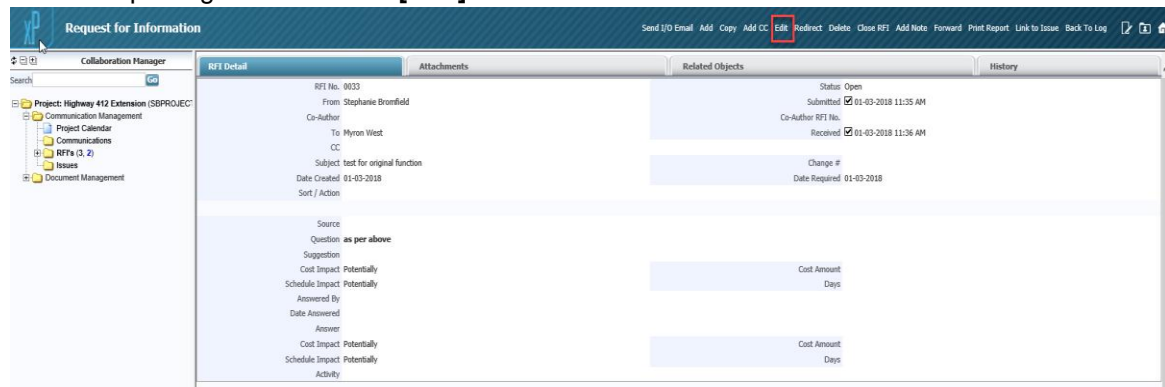
☒ Send I/O Email

☒ Send Partner Communication

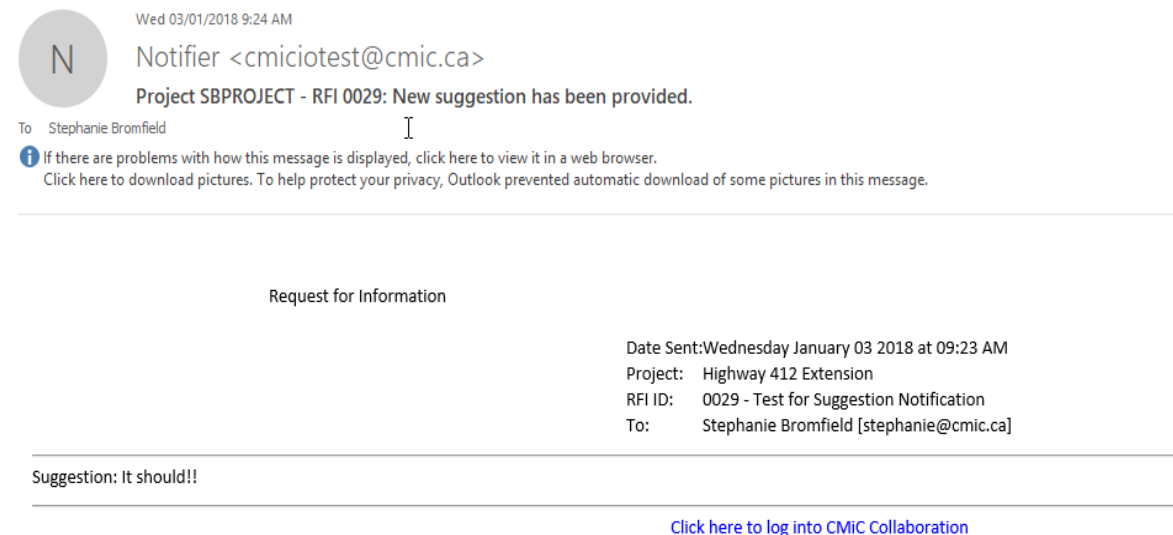
☒ Send Partner Notice

Save Close

The latter privilege will make the **[Edit]** button available on the RFI:



Below is a sample of the RFI Suggestion email notification the contact would receive:



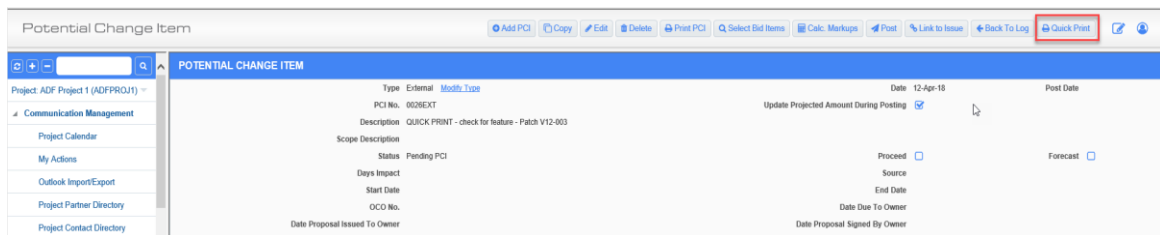
## Document Strip (17.44725)

**CORRECTION to V12-002** – Not all PM objects with Attachments tab are affected.

Currently the document strip is only available in the following objects:

Communications, RFIs, Issues, Submittals, Daily Journals, Field Work Directives and Notices.

## PCI Entry has Quick Print Feature (18.50584)



Potential Change Item

Project ADF Project 1 (ADFFPROJ1)

Communication Management

Project Calendar

My Actions

Outlook Import/Export

Project Partner Directory

Project Contact Directory

POTENTIAL CHANGE ITEM

Type: External [Modify Type](#)

PCI No.: 8028EXT

Description: QUICK PRINT - check for feature - Patch V12-803

Scope Description

Status: Pending PCI

Days Impact

Start Date

OCO No.

Date Proposal Issued To Owner

Date: 12-Apr-18

Update Projected Amount During Posting ☒

Post Date

Proceed ☐

Source

End Date

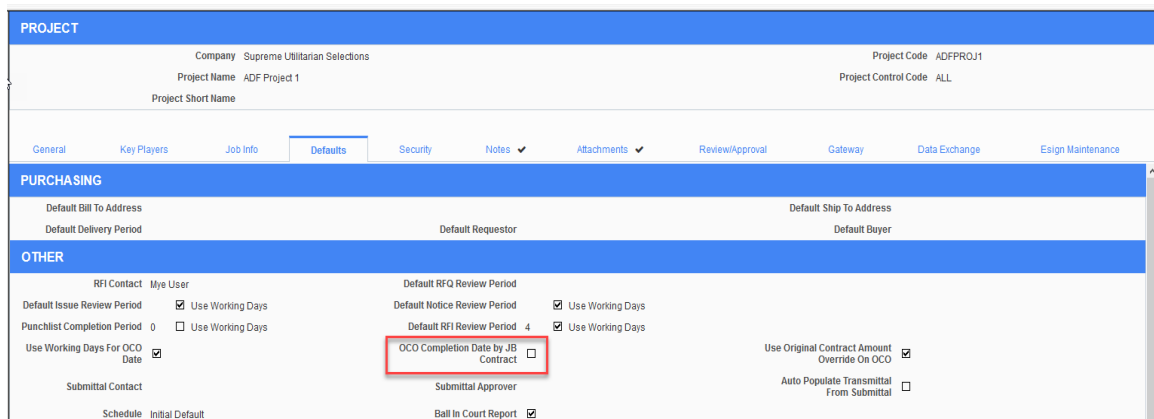
Date Due To Owner

Date Proposal Signed By Owner

Forecast ☐

The PCI Entry screen now has the [Quick Print] button. This allows the user to quickly print a preset report for the current record.

## JB Contract Date Considered for OCO Completion Date (17.45031)



PROJECT

Company: Supreme Utilitarian Selections

Project Name: ADF Project 1

Project Short Name

Project Code: ADFFPROJ1

Project Control Code: ALL

General Key Players Job Info Defaults Security Notes Attachments Review/Approval Gateway Data Exchange Esign Maintenance

PURCHASING

Default Bill To Address

Default Delivery Period

Default Requestor

Default Ship To Address

Default Buyer

OTHER

RFI Contact: Mye User

Default Issue Review Period ☒ Use Working Days

Punchlist Completion Period: 0 ☐ Use Working Days

Use Working Days For OCO Date ☒

Default RFQ Review Period

Default Notice Review Period ☒ Use Working Days

Default RFI Review Period: 4 ☒ Use Working Days

OCO Completion Date by JB Contract ☐

Use Original Contract Amount Override On OCO ☒

Auto Populate Transmittal From Submittal ☐

Submittal Contact

Submittal Approver

Schedule: Initial Default

Ball In Court Report ☒

CMiC has modified Owner Change Order to consider the JB Contract Date if the JB Contract has been entered on the OCO header.

A flag: **[OCO Completion date by JB contract]** has been added to the Project Maintenance - Defaults screen to be used in the determination of OCO Completion Date.

By default, the new flag is HIDDEN with default value `N'.

If the new flag is checked - OCO Completion Date will be calculated based on JB Contract Date instead of the Project Date in Project Maintenance.

## Lite Editor – Header Buttons Configurable for PM Screens (17.36323)

The screenshot shows the 'Request for Information' screen in the PM system. The 'SCREEN EDITOR' panel is open, displaying the 'HEADER BUTTONS' section. The 'HEADER BUTTONS' section contains a table with columns: Button ID, Visible, Show Icon, Label, and Hover Text. The table lists various buttons such as 'EmailRFIReplyNotesFormButton', 'AddButton', 'CopyButton', 'EditButton', 'DeleteButton', 'SubmitButton', 'AddRFINotesButton', 'PrintReportButton', 'QuickPrintButton', and 'LinkToIssueButton'. The 'COLUMN/FIELD SECURITY' section is also visible below the buttons.

Changes have been made to allow the configuration of buttons in the Header Section of some PM JSP screens, by using the Lite Editor.

The Lite Editor now consists of two sections: Header Buttons and Column/Field Security. The latter section already existed in the Lite Editor screen.

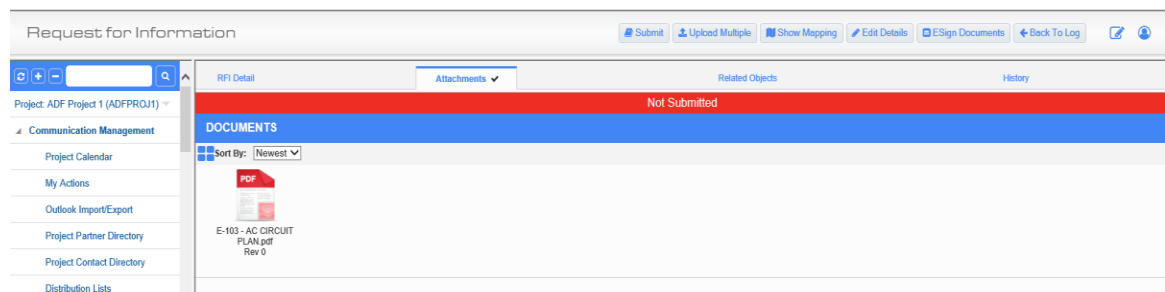
Each section can be expanded (use '+') and collapsed (use '-') in order to see the details of each.

The screenshot shows the 'SCREEN EDITOR' panel with the 'COLUMN/FIELD SECURITY' section expanded. The section contains a table with columns: System Name, Security Level, and Item Prompt. The table lists various fields such as 'From Contact', 'Create Date', 'Cost Impact', 'Cost Amount', 'Schedule Impact', 'Days', 'Update Ref. RFI', and 'Reject Answer'. The 'Security Level' column shows 'Unrestricted' for all fields. The 'Item Prompt' column is empty.

These are some of the features:

- Buttons can be ordered using drag and drop.
- Button label is configurable.
- Button hover text is configurable.
- User can hide a button for himself.
- Button can be configured to show text only but not icon.

## Removed Add/Upload New Button from Attachments tab (17.44725)



CMiC has removed the [Add/Upload New] button from the Attachments tab of PM objects. The reason behind this change is that the functionality is already provided through the [Upload Multiple] feature.

## PCI Notes Mandatory if Reason field is Populated (17.43868)

This functionality is controlled by the PM Systems Option – General tab flag: **“PCI Reason Note Required”**.

Modifications have been made to the PCI Entry screen such that if this PM Systems Option flag is checked then

- a) the REASON field becomes Read-only when creating a PCI
- b) if a user populates the REASON field in a PCI for the first time, the program validates if a note with the specific Subject: “Lessons Learned” exists.

If not, the program requires that such a note to be added.

2. The subject string can be changed via Prompt Maintenance, key = 'pci.ReasonNoteSubject'.
3. For ease of use, CMiC has provided a [Reason Note] button next to the Reason field every time the Reason is updated.

On the button click, a new pop-up window opens to add/update the Reason Note.

Note: Subject field is read-only and pre-populated with "Lessons Learned" (or whatever is set for pci.ReasonNoteSubject key) string.

4. On Reason update, the program prompts the user to update the Reason Note without a hard stop.
5. Every time a Reason is wiped out, the program will remove this note without warning.

Field security can be applied to the flag in the PM Systems Options screen:

**\*ALL\***

Note: Not all programs have fields available with field privileges

Programs Project System Options

**COLUMN/FIELD SECURITY**

Item Name	Security Level
Allow Cancelling PCs with Posted SCOs	Hidden
Field_Sec.PMSYSOPT.PmsysPaymentResponsModFlag	Unrestricted
Ball In Court Report - Due Within	Unrestricted
Show Project Short Name in I/O Email Subject line	Unrestricted
PCI Reason Note Required Flag	Unrestricted

## I/O with Project Short Name (17.43202)

The following modifications were made in PM JSP for I/O:

1. PM Systems Option - Added a new flag named **'Show Project Short Name in I/O Email Subject Line'** in the General tab

Ball In Court - Due Within(Days) 5

Show Project Short Name in I/O Email Subject line

PCI Reason Note Required

2. Project Maintenance - Added a new field named **'Project Short Name'** in the header

**PROJECT**

Company Supreme Utilitarian Selections Project Code ADFPROJ11

Project Name ADF Project 1 Project Control Code ALL

Project Short Name ADF Proj - SHRT NAME

General Key Players Job Info Defaults Security Notes Attachments Review/Approval Gateway Data Exchange Esign Maintenance

Customer Whimsical Interiors and Exteriors Ctrl Business Partner

3. Field security can be applied to the flag:

**\*ALL\***

Note: Not all programs have fields available with field privileges

Programs Project System Options

**COLUMN/FIELD SECURITY**

Item Name	Security Level
Allow Cancelling PCs with Posted SCOs	Hidden
Field_Sec.PMSYSOPT.PmsysPaymentResponsModFlag	Unrestricted
Ball In Court Report - Due Within	Unrestricted
Show Project Short Name in I/O Email Subject line	Unrestricted
PCI Reason Note Required Flag	Unrestricted

When sending I/O Email, the program will check if this field is populated. If yes, Project Short Name text will be added to the start of the Subject line.

## Action Items for CCs on PM Objects (17.40163)

ACT		CC
Communications	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Issue	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Meeting Minutes	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Notice	<input checked="" type="checkbox"/>	<input type="checkbox"/>

ACT		CC
Punch List	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Request for Information	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Submittal	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Transmittal	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Modified the mechanism of showing contacts on project calendar/action items for those who are not primary responsible contacts to include those who are CCd as well.

This is achieved through a checkbox against each PM object in the PM JSP Company Control - Project Calendar tab.

The changes apply to RFIs, Communications, Notices, Submittals, Transmittals and Issues.

For example, when RFI is checked for both 'ACT' (action item) and 'CC' in the Project Calendar tab, an action item will be created for the RFI Responsible Contact as well as any CCs on the RFI. The CC contacts will see the object (view access only) in their My Actions page and Project Calendar when they log into the system

This does not affect the Ball in Court Report.

## PCI RFQ Status in PCI RFQ Tab (17.40032)

The following enhancements have been made to the system in relation to PCI:

- a) addition of an RFQ Status Maintenance program
- b) addition of RFQ Status to the PCI RFQ tab

### a) RFQ Status Maintenance

Created a new File Maintenance -> Local Tables -> RFQ status screen. This screen is used to maintain RFQ Statuses.

To set the Security for the new screen use *Role Maintenance > Security > Assign Programs*:

Program Name	App. Code	Granted
Punch List Status	COLLAB	<input checked="" type="checkbox"/>
RFI	COLLAB	<input checked="" type="checkbox"/>
RFQ Status	COLLAB	<input checked="" type="checkbox"/>
RTI Error Log	COLLAB	<input checked="" type="checkbox"/>
RTI Log	COLLAB	<input checked="" type="checkbox"/>

As well as *Role Maintenance > Security > Assign Menu Items (File Maintenance > Local Tables)*

It will be displayed in the PM JSP tree-view once the security is in place. If you have a custom tree-view you may need to modify it to include this new program.

Use the RFQ Status Code Maintenance screen to add, edit or delete records.

RFQ Status

WBS Codes

WBS Values

Checklist Maintenance

ITB Broadcast Message Term

Forecast Status

RFQ Status

BIM 360 Maintenance

Menu Maintenance

RFQ STATUS MAINTENANCE

Status Code ▲	Description	Color	Action
APPROVED	Approved RFQ	GREEN	
HOLD	Hold RFQ for Review	BLUE	
RECEIVED	Received	CC9999	
REJECTED	RFQ has been rejected	RED	

The color is selected from a color palette when the mouse-pointer is clicked in the field:

RFQ STATUS MAINTENANCE

Status Code \* ttt Description \* ttt Color

Status Code ▲	Description	Color	Action
APPROVED	Approved RFQ	GREEN	
HOLD	Hold RFQ for Review	BLUE	
RECEIVED	Received	CC9999	
REJECTED	RFQ has been rejected	RED	

Accept Cancel

## b) Using the RFQ Status in the PCI RFQ tab

The RFQ Statuses are available in the PCI RFQ Status field once they are set up:

PCI Detail RFQ Notes Related Objects Attachments History

Action	Description	Vendor*	Contact	Quoted Quantity	Quoted Rate	Quoted Amount	Date Sent	Date Due	Date Received	Comment	Subcontractor Pricing Status Code	Status	Action
	General Conditions	GARMIN	Q	Q								REJECTED	
	Admin	MAESTRO	Q	Q								RECEIVED	
	Site	NEIMANN	Q	Q								APPROVED	
												HOLD	

Validations exist for the following statuses, if they are defined:

RECEIVED - Received  
 INREVIEW – In Review  
 ACCEPTED - Accepted  
 RETURNED - Returned

- If a Date Received is entered the status is automatically changed RECEIVED.
- If status is RECEIVED, IN REVIEW or ACCEPTED, Date Received becomes mandatory.



iii) If status is changed to RETURNED, the Date Received and Quoted Amount are wiped out, but this is logged in the History tab



## RFQ Log (17.40032)

CMIC FIELD

Show Filter

Send To Spreadsheet

Enter Query



Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query

Cost Status Query (Category)

Budget Status Query (Category)

PCI Projection

Contract Forecasting

PCI Markup Rules

Subcontractor Tracking Log

Self Billed Payment Worksheet

Subcontractor LEMS Tracking Log

SdMenu\_Subcontract\_Appr

Pending SCO's across Projects

RFQ Log

Site Management

Reports

User Defined Logs

File Maintenance

Security

RFQ

34 more rows are available. [Click here to retrieve all rows.](#)

PCI Type	PCI No.	PCI Status Code	PCI Description	RFQ Due Date	RFQ Sent Date	RFQ Received Date	SC Pricing Status Code	RFQ Comments	RFQ Status Code	RFQ Quoted Qty	RFQ Quoted Rate	RFQ Quoted Amt	RFQ Contact Code	RFQ Contact Name
External	0020EXT	SUSPEND	PCI for Patch V12-2-2	31-Jan-18	31-Jan-18	31-Jan-18		Quote submitted by B. Karloff - patch V12-2-2				6,500.00	SMSUB4	Boris Karloff
External	0020EXT	SUSPEND	PCI for Patch V12-2-2	31-Jan-18	29-Mar-18								GA	George Allen
External	0033EXT	SUSAPPR	Create and Post PCI - includes RFQ	21-May-18	11-May-18	11-May-18		submission 2				54,000.00	GA	George Allen
External	0033EXT	SUSAPPR	Create and Post PCI - includes RFQ	21-May-18	11-May-18	11-May-18		submission1				20,700.00	ICH	Sophie Chow
External	0001EXT	SUSAPPR	PCI creation for review of TESTV12											
Internal	0001INT	SUSAPPR	Create and Post Internal PCI							2,000.00	15.25	30,500.00		
Internal	0004INT	SUSAPPR	tests conducted											
External	0006EXT	SUSAPPR	TYPE Phases instead of select from LOV									11,000.00		
External	0006EXT	SUSAPPR	TYPE Phases instead of select from LOV											
External	0008EXT	SUSAPPR	Create PCI											
External	0009EXT	SUSAPPR	Create PCI Record - check PCI Detail											
External	0010EXT	SUSPEND	Create PCI Record - calculate MARKUPS											
External	0011EXT	SUSAPPR	Select Bid Item											
External	0014EXT	SUSAPPR	Create and Post PCI									17,000.00		
Total (14 rows)												139,700.00		
34 more rows are available. <a href="#">Click here to retrieve all rows.</a>														

Added a system RFQ Log with fields from the PCI header (PCI number, PCI Type, Date, PCI Status) and all columns from RFQ tab including the new RFQ Status. If RFQ is past due, the Due Date field turns red.

## Submittal Activity Start Date Mandatory (17.39779)

Submittal Activity Start Date can be set as mandatory. The initial setting is made in the PM Company Control (Defaults tab):

COMPANY CONTROL	
Company: Stellar Utilitarian Systems	
Code Masks	Defaults
Restart Meeting Items Numbering Within New Meeting	<input type="checkbox"/>
Project Only Contact	<input type="checkbox"/>
Display Subcontract Long Description after Task Name	<input type="checkbox"/>
Allow Manual Entry of RFI Answer By	NA
Project Only Contact (On The Fly)	<input type="checkbox"/>
Restrict Daily Journal Units Complete selection	<input type="checkbox"/>
Allow Manual Entry of RFI Answer Date	NA
Activity Start Date of Submittal is Required	<input checked="" type="checkbox"/>

This setting will then default to the Project Maintenance (Defaults tab) of any newly created projects and can be overridden.

Project Maintenance:

PROJECT		
Company	Supreme Utilitarian Selections	
Project Name	ADF Project 1	
Project Short Name		
Project Code	ADFPROJ1	
Project Control Code	ALL	
<a href="#">General</a> <a href="#">Key Players</a> <a href="#">Job Info</a> <a href="#">Defaults</a> <a href="#">Security</a> <a href="#">Notes</a> <a href="#">Attachments</a> <a href="#">Review/Approval</a> <a href="#">Gateway</a> <a href="#">Data Exchange</a> <a href="#">Esign Maintenance</a>		
PURCHASING		
Default Bill To Address	Default Requestor	Default Ship To Address
Default Delivery Period		Default Buyer
OTHER		
RFI Contact	Mye User	
Default Issue Review Period	<input checked="" type="checkbox"/> Use Working Days	Default RFQ Review Period
Punchlist Completion Period	0 <input type="checkbox"/> Use Working Days	Default Notice Review Period
Use Working Days For OCO Date	<input checked="" type="checkbox"/>	Default RFI Review Period
Submittal Contact		OCO Completion Date by JB Contract
Schedule	Initial Default	Submittal Approver
Meeting Footnote		Ball In Court Report
Default Meeting ID Mask		Default Agenda Item ID Mask
Limit CSI code usage by group		Track 'In Scope' and 'Out of Scope' Amounts
Auto Calculate Markups	<input checked="" type="checkbox"/>	Activity Start Date of Submittal is Required
		Use Original Contract Amount Override On OCO
		Auto Populate Transmittal From Submittal
		Project End Date Updateable
		Synchronize SCO And PCI Amounts
		PCI Revenue Category
SUBMITTAL LEAD TIME IN DAYS		

When the flag is checked for the current project, any submittals being created or existing ones that are edited will require that the Activity Start Date be entered (if it is null):

Submittal Detail	Notes	Related Objects	Attachments	History
Submittal No.*	SUBMITTAL10		Package No.	Procurement Item
Name*	Create Submittal			
Spec Section		Spec Sub-Section		
Sort Order		Copies		
Type		Status	Open	
CC				
Preparation By		Contact		
Approval By		Contact		
Returned By		Contact		
Forwarded To		Contact		
Required Start		Required Finish		Closed Date
Comment				
Send Reminder Email	<input type="checkbox"/>	Days Prior to Preparation Start		
Currency Code*	Canadian Dollar			
SCHEDULE				
Activity		Activity Start Date *		Variance 0 days late

Message from webpage

Activity Start Date must be entered

OK

## Responsibility for Agenda Item Note (17.37520)

Enhancements have been made to Meeting Minutes to enable users to add Responsibility to agenda item notes.

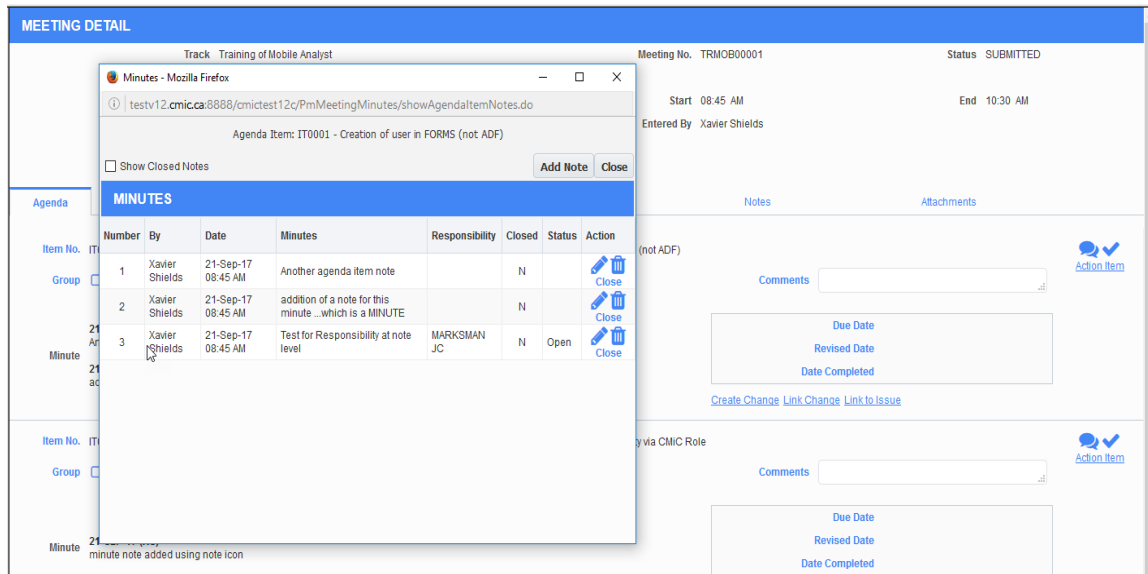
The screenshot shows the 'MEETING DETAIL' page for Meeting No. TRMOB00001. The meeting is titled 'Training of Mobile Analyst' and has a status of 'SUBMITTED'. The meeting date is 21-Sep-17, starting at 08:45 AM and ending at 10:30 AM. The location is 'Minutes - Internet Explorer' and the purpose is 'http://testv12.cmic.ca:8888/cmctest12c/PmMeetingMinutes/showAgendaItemNotes.do'. The agenda item is 'IT0001 - Creation of user in FORMS (not ADF)'. The 'Add Note' button is highlighted in the 'MINUTES' popup window.

Number	By	Date	Minutes	Responsibility	Closed	Status	Action
1	Xavier Shields	21-Sep-17 08:45 AM	Another agenda item note		N		<a href="#">Close</a>
2	Xavier Shields	21-Sep-17 08:45 AM	addition of a note for this minute ...which is a MINUTE		N		<a href="#">Close</a>

When the user clicks on the [Add Note] button in the Minutes popup window, it allows the user to add the Responsibility Partner and Contact to the note:

The screenshot shows the 'MEETING DETAIL' page for Meeting No. TRMOB00001. The meeting is titled 'Training of Mobile Analyst' and has a status of 'SUBMITTED'. The meeting date is 21-Sep-17, starting at 08:45 AM and ending at 10:30 AM. The location is 'Minutes - Mozilla Firefox' and the purpose is 'http://testv12.cmic.ca:8888/cmctest12c/PmMeetingMinutes/showAgendaItemNotes.do?agendaItemOrase'. The agenda item is 'IT0001 - Creation of user in FORMS (not ADF)'. The 'Add Note' button is highlighted in the 'MINUTES' popup window. The 'Responsibility' field is filled with 'Marksman Security Lt Q' and 'Joseph Carter'.

Number	By	Date	Minutes	Responsibility	Closed	Status	Action
1	Xavier Shields	21-Sep-17 08:45 AM	Another agenda item note		N		<a href="#">Close</a>
2	Xavier Shields	21-Sep-17 08:45 AM	addition of a note for this minute ...which is a MINUTE		N		<a href="#">Close</a>



## Field Security for Close RFI (17.34341)

Modifications have been made to allow field security to be applied to the [Close RFI] button.

## Submittals Displayed Bolded if Note Added (17.28883)

Submittals - Modifications have been applied to show submittals as bolded (on tree-view menu) when a new note is added. It is based on email notification setup from project contact directory screen.

## Removed Bid Items Link from Phase for Cost Status Query Etc. (16.19617)

Contract Forecast and Cost Status Queries – a modification to the reference linking these queries and Contract Forecasting to Bid Items popup has been made to only link to the CATEGORY column for:

1. Cost Status Query (Category)
2. Budget Status Query (Category)
3. Contract Forecasting

To achieve this, the following change has been made in Log Builder for these programs.

### In the Log Builder:

CMiC is now using the link option 'Bid Items' with the Category column:

## For Cost Status Query (Category):

Log Builder

LOCAL TABLES

- BIM 360 Maintenance
- Menu Maintenance
- Enterprise PM
- Project System Options
- Company Control
- Project Maintenance
- Activities
- User-Defined Log Types
- User-Defined Logs
- Log Builder
  - Cost Status Query (Category)
  - Default Filters

Vis	Column	* Header	Alignment	Wrap	Link	Link Description	Sort Order	Src
<input checked="" type="checkbox"/>	PMOJSQ_JOB_CODE	Job Code	left	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_PHS_CODE	Phase	left	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_PHS_NAME	Phase Name	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_CAT_CODE	Category Code	left	<input checked="" type="checkbox"/>	Bid Items	Link to Bid Items		<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_ORIG_BUDG_AMT	Original Budget	right	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_INT_AND_TRN_CO_AMT	Internal And Transfer C	right	<input type="checkbox"/>	Internal/Transfer PCI	Click to see transactions		<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_EXT_CO_AMT	External CO	right	<input type="checkbox"/>	External PCI	Click to see transactions		<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_CURR_BUDG_AMT	Current Budget	right	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_PENDING_CO_AMT	Pending CO	right	<input type="checkbox"/>	Pending PCI	Click to see transactions		<input type="checkbox"/>

## To give:

CMIC FIELD

Owner Change Owners

- Owner Change Transmittal
- Request For Payment
- Compliance Status Log
- Expense Authorization
- Cost Status Query
- Budget Status Query
- Cost Status Query (Category)
- Budget Status Query (Category)
- PCI Projection
- Contract Forecasting
- PCI Markup Rules
- Subcontractor Tracking Log
- Self Billed Payment Worksheet

11 more rows are available. Click here to retrieve all rows

Job Code	Phase	Phase Name	Category Code	Amount To Complete	Calculated Projection	Proceeding Projected	Non-Proce CO
ADFJOB01	1000	Site	EQUIPMENT	0.00	30,000.00	0.00	
ADFJOB01	1000	Site	LABOR	-26,000.44	0.00	6,000.00	
ADFJOB01	1000	Site	MATERIALS	-2,900.00	0.00	66,000.00	
ADFJOB01	1000	Site	SUBCONTRACTS	-106,380.00	0.00	29,000.00	
ADFJOB01	2000	General Conditions	EQUIPMENT	0.00	30,300.00	55,000.00	
ADFJOB01	2000	General Conditions	LABOR	0.00	100,230.56	0.00	
ADFJOB01	2000	General Conditions	MATERIALS	0.00	460,300.00	0.00	
ADFJOB01	2000	General Conditions	SUBCONTRACTS	0.00	484,800.00	65,600.00	
ADFJOB01	3000	Bidding	EQUIPMENT	0.00	0.00	0.00	

PHASE/CATEGORY

Company SUS Job ADFJOB01 Phase 1000 Phase Name Site Category MATERIALS

BID ITEMS

Name	Closed	WM	Est. Quantity	Est. Price	Est. Amount	Rev. Quantity	Rev. Price	Rev. Amount
General Liability	<input checked="" type="checkbox"/>	NA	1	2,900.00	2,900.00	1	2,900.00	2,900.00
Total (1 row)				2,900.00	2,900.00		2,900.00	2,900.00

## For Budget Status Query (Category):

Log Builder

BIM 360 Maintenance

- Menu Maintenance
- Enterprise PM
- Project System Options
- Company Control
- Project Maintenance
- Activities
- User-Defined Log Types
- User-Defined Logs
- Log Builder
  - Cost Status Query (Category)
  - Budget Status Query (Category)
  - Default Filters

Vis	Column	* Header	Alignment	Wrap	Link	Link Description	Sort Order	Src
<input checked="" type="checkbox"/>	PMOJSQ_JOB_CODE	Job Code	left	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_PHS_CODE	Phase	left	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_PHS_NAME	Phase Name	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_CAT_CODE	Category Code	left	<input checked="" type="checkbox"/>	Bid Items	Link to Bid Items		<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_ORIG_BUDG_REV_AMT	Original Revenue Budg	right	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_INT_AND_TRN_CO_REV_AM	Internal And Transfer C	right	<input type="checkbox"/>	Internal/Transfer PCI (Billing Only)	Click to see transactions		<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_EXT_CO_REV_AMT	External CO	right	<input type="checkbox"/>	External PCI (Billing Only)	Click to see transactions		<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_CURR_BUDG_REV_AMT	Current Revenue Budg	right	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMOJSQ_PENDING_CO_REV_AMT	Pending CO	right	<input type="checkbox"/>	Pending PCI (Billing Only)	Click to see transactions		<input type="checkbox"/>

CMIC FIELD

[View Filter](#)
[Send To Spreadsheet](#)
[Enter Query](#)

Potential Change Items

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query

Cost Status Query (Category)

Budget Status Query (Category)

PCI Projection

Contract Forecasting

PCI Markup Rules

Subcontractor Tracking Log

BUDGET STATUS QUERY (CATEGORY)

11 more rows are available. [Click here to retrieve all rows.](#)

Job Code	Phase	Phase Name	Category Code	Original Budget
ADFJOB01	1000	Site	EQUIPMENT	
ADFJOB01	1000	Site	LABOR	
ADFJOB01	1000	Site	MATERIALS	
ADFJOB01	1000	Site	SUBCONTRACTS	
ADFJOB01	2000	General Conditions	EQUIPMENT	
ADFJOB01	2000	General Conditions	LABOR	
ADFJOB01	2000	General Conditions	MATERIALS	
ADFJOB01	2000	General Conditions	SUBCONTRACTS	
ADFJOB01	3000	Bidding	EQUIPMENT	
ADFJOB01	3000	Risk/Iden	LABOR	

Bid Items - Internet Explorer

<http://testv12.cmic.ca:8888/cmictest12c/PmOwnerISQuery/ShowPisTran.do>

Close

PHASE/CATEGORY

Company	SUS	Job	ADFJOB01	Phase	1000	Phase Name	Site	Category	MATERIALS
BID ITEMS									
Name	Closed	WM	Est. Quantity	Est. Price	Est. Amount	Rev. Quantity	Rev. Price	Rev. Amount	
General Liability	<input checked="" type="checkbox"/>	NA	1	2,900.00	2,900.00	1	2,900.00	2,900.00	
Total (1 row)									
				2,900.00	2,900.00		2,900.00	2,900.00	

Act. Cost for the Curr. Period	Act. Cost for the Prev. Period

Contract Forecast with PCI Projections

[Calculate Burdens](#)
[Forecast Comments](#)
[Clear Overrides](#)
[Store Forecast](#)
[Refresh](#)
[Contract Summary](#)
[Notes](#)
[Attachments](#)
[Send To Spreadsheet](#)

Document Management

Subcontractor Prequalification

Estimate Management

Bid Management

Budget & Cost Management

Subcontract

Subcontract Change Orders

Subcontractor SOV

CMIC BIM 360

Potential Change Items

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query

Cost Status Query (Category)

Budget Status Query (Category)

PCI Projection

Contract Forecasting

PCI Markup Rules

CONTRACT

 Contract ADFJOB01 Year 2017
 

Status In Process
Filter
Cost/Revenue
Show
Zero Cost Lines
Zero Cost and Revenue Lines
Hide
Zero Projected Cost Lines

BILL CODES (FILTERED)

Time Phased	Freeze	Update	Bill Code	Job	Job Name	Phase	Name	S.	Category	Type
	<input type="checkbox"/>	<input type="checkbox"/>	ADFB0011000	ADFB001	ADF Project 1 - cr	1000	Site	N	EQUIPMENT COST	
	<input type="checkbox"/>	<input type="checkbox"/>	ADFB0011000	ADFB001	ADF Project 1 - cr	1000	Site	N	MATERIALS COST	
	<input type="checkbox"/>	<input type="checkbox"/>	ADFB0011000	ADFB001	ADF Project 1 - cr	1000	Site	N	SUBCONTRACTOR	
	<input type="checkbox"/>	<input type="checkbox"/>	ADFB0011000	ADFB001	ADF Project 1 - cr	2000	General Conditions	N	MATERIALS COST	
	<input type="checkbox"/>	<input type="checkbox"/>	ADFB00112000	ADFB001	ADF Project 1 - cr	2000	General Conditions	N	SUBCONTRACTOR	
	<input type="checkbox"/>	<input type="checkbox"/>	ADFB00112000	ADFB001	ADF Project 1 - cr	3000	Bidding	N	EQUIPMENT COST	
	<input type="checkbox"/>	<input type="checkbox"/>	ADFB00113000	ADFB001	ADF Project 1 - cr	3000	Bidding	N	LABOR	
	<input type="checkbox"/>	<input type="checkbox"/>	ADFB00113000	ADFB001	ADF Project 1 - cr	3000	Bidding	N	SUBCONTRACTOR	
	<input type="checkbox"/>	<input type="checkbox"/>	ADFB0014000	ADFB001	ADF Project 1 - cr	4000	Admin	N	LABOR	
	<input type="checkbox"/>	<input type="checkbox"/>	ADFB0014000	ADFB001	ADF Project 1 - cr	4000	Admin	N	MATERIALS COST	
	<input type="checkbox"/>	<input type="checkbox"/>	ADFB0015000	ADFB001	ADF Project 1 - cr	5000	IT & Infrastructure	N	LABOR	
	<input type="checkbox"/>	<input type="checkbox"/>	ADFB0015000	ADFB001	ADF Project 1 - cr	5000	IT & Infrastructure	N	MATERIALS COST	
	<input type="checkbox"/>	<input type="checkbox"/>	ADFB0016163	ADFB001	ADF Project 1 - cr	6163	Field Supervision	N	MATERIALS COST	
	<input type="checkbox"/>	<input type="checkbox"/>	ADFB0016164	ADFB001	ADF Project 1 - cr	6164	General Liability	N	SUBCONTRACTOR	
	<input type="checkbox"/>	<input type="checkbox"/>	ADFB0016166	ADFB001	ADF Project 1 - cr	6166	First Aid Kit	N	EQUIPMENT COST	
	<input type="checkbox"/>	<input type="checkbox"/>	ADFB0016221	ADFB001	ADF Project 1 - cr	6221	Office Supplies	N	SUBCONTRACTOR	
	<input type="checkbox"/>	<input type="checkbox"/>	ADFB001MAR	ADFB001	ADF Project 1 - cr	MARPKUS	Markups	N	FEE	

Shared Savings:

Lump Sum:

Phase Total:

Division Total:

Recoverable

Non-Recoverable

Both

Bid Items - Internet Explorer

PHASE

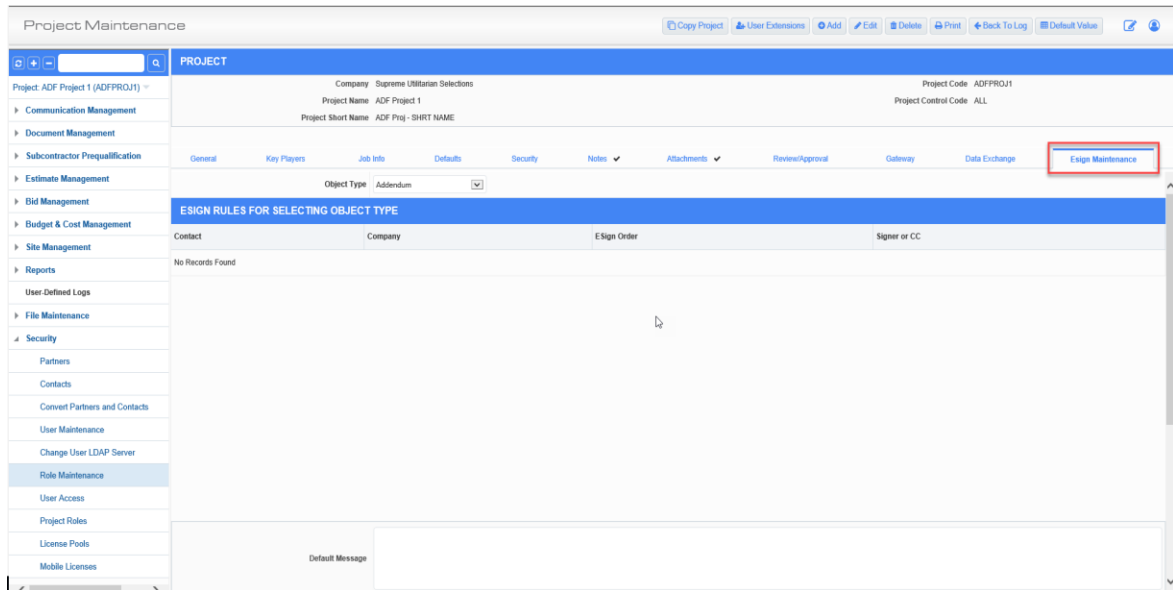
Company	SUS	Job	ADFB001	Phase	2000	Phase Name	General Conditions	
BID ITEMS								
Name	Closed	WM	Est. Quantity	Est. Price	Est. Amount	Rev. Quantity	Rev. Price	Rev. Amount
General Liability	<input checked="" type="checkbox"/>	NA	1	2,900.00	2,900.00	1	2,900.00	2,900.00
Total (1 row)								
				2,900.00	2,900.00		2,900.00	2,900.00

50

Per Page

There are 25 records in database for this period. Page 1, 1 - 17 displayed, 1 pages 17 records total

This screen provides a maintenance area to go so users can define signers up front on each project and not have to select the same person(s) each time they send a specific document type. The screen is available from the Esign Maintenance tab in the Project Maintenance screen:



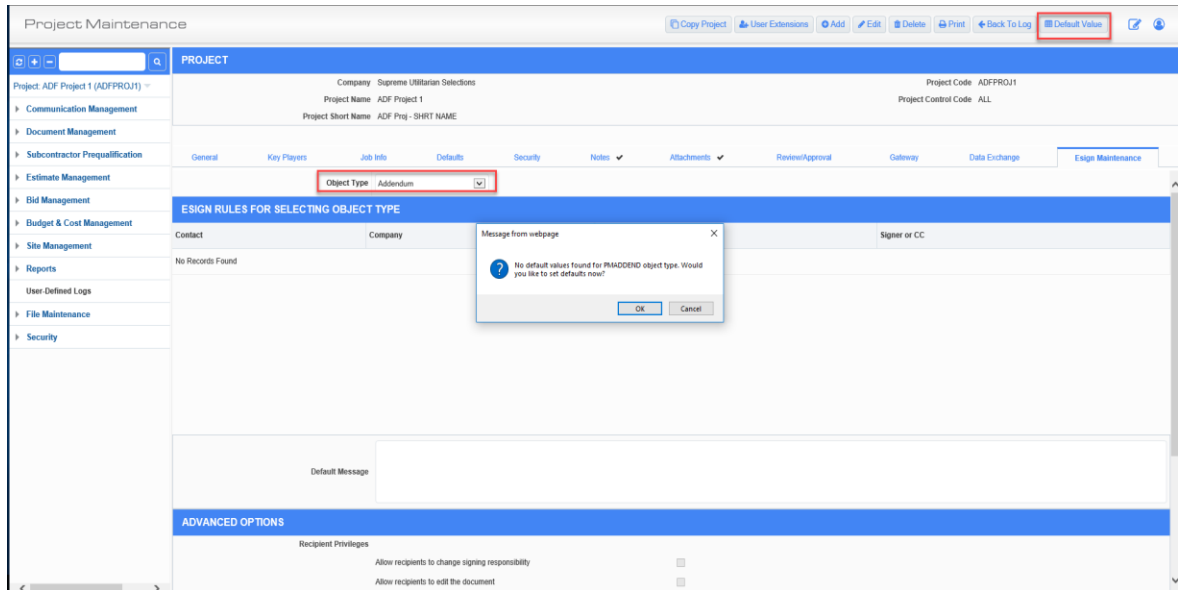
Field security can be applied to the Esign Maintenance tab if necessary.

Modifications have been made to the Esign popup to retrieve default signers and CCs from the Project Maintenance tab first, then from the Key Players tab (existing functionality).

#### NOTES:

- a) If there is no record is defined for a specific PM object, any documents sent from that PM object will use the default setup in the key players Esign order column.
- b) Regarding default message/advanced options: the system supports system-level default value settings for each PM object type. If in the specified project there is no default message/advance options setup for a specific PM object type, the system will load the system-level default value settings and show them in the project maintenance screen for the project. The values can be changed to be specific for a project per PM object.
- c) The subcontract functionality of defaulting the subcontract contact as the first signer will remain but will not be implemented for other PM objects.

When the user enters the Esign Maintenance tab for the first time, a message box will be displayed asking if the user is ready to set up defaults. This is for system-level defaults.



If the user responds with [Cancel] the system-level defaults for Message and Advanced Options can be set up later. In edit mode of the current project, project-level Esign settings can be made for each PM Object Type that is selected.

The [Default Value] button at the top of the screen allows the setting up of **system-level** defaults per object type that is selected in the header. The following window will be displayed:

Default Esign Value for Object Type - Internet Explorer

http://testv12.cmic.ca:8888/cmictest12c/PmProjMain/ShowDefaultValue.do?objType=PMADDEND&openFromMsgBox=Y

Save Close

Object Type PMADDEND

Default Message

**ADVANCED OPTIONS**

**Recipient Privileges**

Allow recipients to change signing responsibility ☐

Allow recipients to edit the document ☐

Use Account Defaults ☐

**Reminders**

Send automatic reminders ☐

Number of days before sending first reminder:

Number of days between reminders:

**Expiration**

Number of days before request expires:

Number of days to warn signers before expiration:

100%



When this window is completed, the values will be displayed at the bottom of the screen:

**PROJECT**

Company: Supreme Utilitarian Selections  
Project Name: ADF Project 1  
Project Short Name: ADF Proj - SHRT NAME  
Project Code: ADFPROJ1  
Project Control Code: ALL

General | Key Players | Job Info | Defaults | Security | Notes | Attachments | Review/Approval | Gateway | Data Exchange | **Esign Maintenance**

Object Type: Addendum

**ESIGN RULES FOR SELECTING OBJECT TYPE**

Contact*	Company	ESign Order*	Signer or CC*	Action
				+

Default Message: Project ADFPROJ01 - ESign review

**ADVANCED OPTIONS**

Recipient Privileges

- Allow recipients to change signing responsibility: ☒
- Allow recipients to edit the document: ☒
- Use Account Defaults: ☒

Reminders

- Send automatic reminders: ☒
- Number of days before sending first reminder: 2
- Number of days between reminders: 1

Expiration

- Number of days before request expires: 10

Use the [Edit] button (available in view mode) to edit the screen and add the Esign rules for the object type:

**PROJECT**

Company: Supreme Utilitarian Selections  
Project Name: ADF Project 1  
Project Short Name: ADF Proj - SHRT NAME  
Project Code: ADFPROJ1  
Project Control Code: ALL

General | Key Players | Job Info | Defaults | Security | Notes | Attachments | Review/Approval | Gateway | Data Exchange | **Esign Maintenance**

Object Type: Addendum

**ESIGN RULES FOR SELECTING OBJECT TYPE**

Contact*	Company	ESign Order*	Signer or CC*	Action
Boris Karloff	NEIMANN	2	CC	+ -
Cynthia Brown	MARKSMAN	3	CC	+ -
Grace Jones	SBS	1	Signer	+ -

Default Message: Project ADFPROJ01 - ESign review

**ADVANCED OPTIONS**

Recipient Privileges

- Allow recipients to change signing responsibility: ☒
- Allow recipients to edit the document: ☒
- Use Account Defaults: ☒

Reminders

- Send automatic reminders: ☒

When the user goes to the Attachments tab of the PM object that has been set up for ESign, the values will default there. Click the [Esign Documents] button in the Attachments tab (of an Addendum record, in this example) to get:

Addendum

Upload Multiple Show Mapping Edit Details ESign Documents Back To Log

Project: ADF Project 1 (ADFPJ01)

Communication Management Document Management Subcontractor Prequalification Estimate Management Bid Management Invitation To Bid Bidder Response Log Bid Items Bid Packages Buyout Items Log Buyout Items Bidders Addenda ADDENDUM1 Enter Bid Analyze Bids (Buyouts) Bid Item Group Maintenance Bid Item Markup Rules Budget & Cost Management Site Management

Documents

Sort By: Newest

Jellyfish.jpg Rev 0

http://testv12.cmic.ca:8888/cmictest12c/SysESign/showESignDetails.do?docObjectType=PMADDEND&doc=Internet Explorer

http://testv12.cmic.ca:8888/cmictest12c/SysESign/showESignDetails.do?docObjectType=PMADDEND&docObjectOraseq=1751898&projOraseq=424166

DocuSign Account ID: shield

Contact: Grace Jones, Boris Karloff, Cynthia Brown

Signer or CC Signing Order: 1, 2, 3

Attachments

Order	Type	Number	Name	Rev. Num...	Rev. D...	Description	User	Status	Attachment
1	Attachment	ATT-00001	Jellyfish	0	28-Jun-17	Original Version	Xavier Shields	SUBMITTED	Jellyfish.jpg
2	Attachment	ATT-00002	Lighthouse	0	28-Jun-17	Original Version	Xavier Shields	SUBMITTED	Lighthouse.jpg

Subject

Default Message

Project ADFPJ01 - E-Sign review

Advanced Options

System-level defaults will default to each project, but can be overwritten by editing the project and changing the values.

## PCI Entry – Changing Posted PCI to another Approved Status (18.50436)

Potential Change Item

Save Cancel

Project: ADF Project 1 (ADFPJ01)

Communication Management Document Management Subcontractor Prequalification Estimate Management Bid Management Invitation To Bid Bidder Response Log Bid Items Bid Packages Buyout Items Log Buyout Items Bidders Addenda ADDENDUM1 Enter Bid Analyze Bids (Buyouts) Bid Item Group Maintenance Bid Item Markup Rules Budget & Cost Management Site Management

POTENTIAL CHANGE ITEM

Type: External

PCI No.: 003EXT

Date: 27-Apr-18

Update Projected Amount During Posting

Description: Create PCI - check for STATUS for POSTED PCI

Scope Description

Status: Approved - Standard, Approved - PCI, Special Approval

Proceed: [X] Forecast: [X]

Source

End Date

Date Due To Owner

Date Proposal Signed By Owner

Date Change Signed By Owner

Reason

Start Date

OCO No.

Date Proposal Issued To Owner

Date Change Sent To Owner

Source Type

Auto Calculate Markups

Total Budgeted Amount: \$3,570.00

Total Billing Amount: 112,010.00

PCI SUMMARY

SHOW DETAILS SHOW

Print	Vendor	Subcontract	Job	Phase	Category	Billing Code	Days Impact	Spent/Committed	Potential Revenue Amount	Phase City	Quantity	WM	Estimated Rate	Estimated Amount	Quoted Rate
[X]	TBD	TBD	ADFPJ001	2000	MATERIALS	ADFPJ001.2000.MATERI		0.00	0.00	1,100	NA		17,000	18,700.00	
[X]	Maestro Builders Incorporated	JAN182019-001	ADFPJ001	2000	SUBCONTRACTS	ADFPJ001.2000.SUBCON		0.00	0.00		NA				
[X]			ADFPJ001	MARKUPS	FEE	ADFPJ001.MARKUPS.FEE		0.00	0.00		NA			1,870.00	

Changes have been made to the PCI Entry to make PCI header Status editable for a POSTED PCI, but have the Status drop down only lists those pending types with Approved value so that it can be updated from one status to another with Pending Type = APPROVED.

**POTENTIAL CHANGE ITEM**

Type: External  
 PCI No.: 0031EXT  
 Description: Create PCI - check for STATUS for POSTED PCI  
 Date: 27-Apr-18  
 Post Date: 27-Apr-18  
 Update Projected Amount During Posting: ☒  
 Scope Description: Status: Special Approval  
 Days Impact:   
 Start Date:   
 OCO No.:   
 Date Proposal Issued To Owner:   
 Date Change Sent To Owner:   
 Source Type:   
 Auto Calculate Markups: ☒  
 Total Budgeted Amount: 53,570.00  
 Total Billing Amount: 112,010.00  
 Proceed: ☒  
 Source:   
 End Date:   
 Date Due To Owner:   
 Date Proposal Signed By Owner:   
 Date Change Signed By Owner:   
 Reason:   
 Forecast: ☒

**PCI SUMMARY** [SHOW DETAILS](#) [SHOW](#)

Print	Vendor	Subcontract	Job	Phase	Category	Billing Code	Days Impact	Spent/Committed	Potential Revenue Amount	Phase Qty	Quantity	WM	Estimated Rate	Estimated Amount	Quoted Rate
<input checked="" type="checkbox"/>	TBD	TBD	ADFJOB01	2000	MATERIALS	ADFJOB01.2000.MATERI		0.00	0.00		1,100	NA	17,000	18,700.00	
<input checked="" type="checkbox"/>	Maestro Builders Incorporated	JAN182018-001	ADFJOB01	2000	SUBCONTRACTS	ADFJOB01.2000.SUBCON		0.00	0.00			NA			
<input checked="" type="checkbox"/>			ADFJOB01	MARKUPS	FEE	ADFJOB01.MARKUPS.FEE		0.00	0.00			NA		1,870.00	

## Issue Entry – COPY Issue is Enhanced (17.37987)

**Issues** [Add Issue](#) [Copy](#) [Send I/O Email](#) [Edit](#) [Delete](#) [Add Note](#) [Print](#) [Quick Print](#) [Back To Log](#)

Project: ADF Project 1 (ADFPJ01)

**Issue Detail** [Text Codes](#) [Attachments](#) [Linked Objects](#) [Related Objects](#) [History](#)

Issue No.: 00000033  
 From: Xavier Shields  
 To: George Allen  
 CC:   
 Date: 26-Apr-18 01:34 PM  
 Subject: Issues - COPY enhanced - with LINKED and RELATED objects  
 Customer Issue:   
 Status: New  
 Responsibility: George Allen  
 Severity: Low  
 Type: Project  
 Description: check the enhancement of the COPY func  
 Internal Description:   
 Suggestion:   
 Resolution:   
 Resolution Date:   
 Activity:   
 Submitted: ☒  
 Internal Issue: ☐  
 RF1 # [Create RF1](#)  
 Change # [0010EXT](#) [Removes Link](#)  
 Due Date: 17-Apr-18

**COPY Issue Including**

☐ Related Objects  
☐ Linked Objects  
☐ Linked PCI

[New Document](#) [JC Job Budget Import.brt](#) [Rev 0](#)

The COPY issue function has been enhanced to allow the user to select additional data if desired. This additional data includes Related Objects, Linked Objects, Linked PCI.

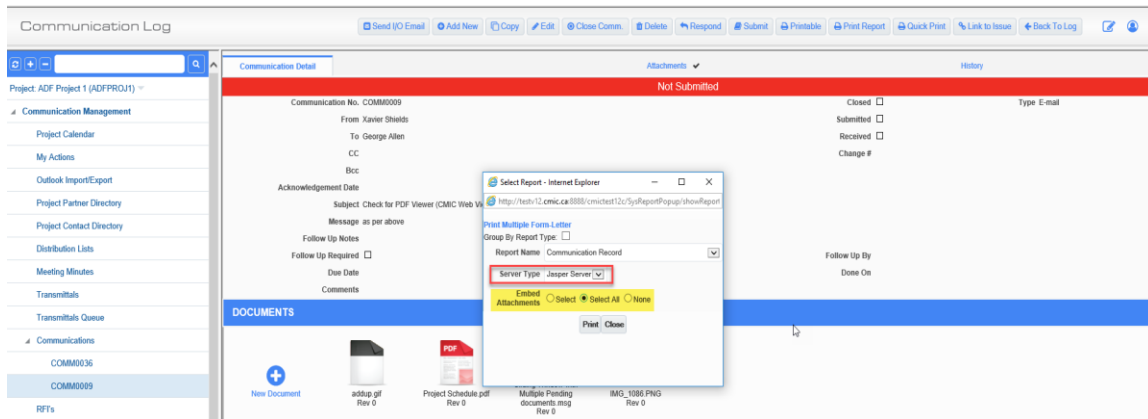
## Daily Journal – Sorting Labor Records (17.46476)

Modifications have been made to Daily Journal to sort Labor records by Emp#, Employee Name and Phase. The sorting is available in View mode only.

When the user clicks the column header to sort by that column this sorting will be preserved in both View and Edit modes.

## Printing Jasper Reports with Embedded Attachments (18.51700)

Modifications have been made to the Reports popup - Embedded attachments - to allow for selection of one or more attachments to merge with a Jasper Report.



When the Server Type is 'Jasper Server' the Embed Attachments radio buttons can now be set at 'Select' or 'Select All'. Previously it was only set at 'None' and was read-only.

## PM Role Privilege – Disallow Creating Contacts For Company (16.21805, 18.51029)

### IMPORTANT NOTE:

The enhancement previously programmed in issue 16.21805 has been modified so that the PM Role privilege "Add Contacts To Company", has been changed to "**Disallow User From Creating Contacts For Company**".



When checked, this privilege **prevents** the user from **creating** new contacts for a Company (C-Type partner). The user can only **add existing contacts** for a Company by selecting them from the contact LOV.

If the user tries to **create** new C-Type contacts with this privilege assigned to his PM Role, a message will be displayed, and the user will be required to **select** a contact from the Contact LOV instead.

On selection of the contact code, it will back-fill the company/partner of the selected contact code (i.e. act as if the company code was not entered and left blank).

Also added the following columns to the Contact LOV:

Abbrev

Company Code

Company Name

Type

## Subcontract/SCC) Add SOV screen – Amounts and Units (17.43196)

Subcontract/SCCO - Modified the existing [Add SOV] feature for Posted Subcontract/SCCO functionality to allow for the entry of Amount and Unit. The user can already enter Rate.

Action	Task Code*	Task Name	Unit	W/M*	Rate	Amount	Job*	Phase*	Category*	JB Bill Code	Tax1
+							ADFJOB01				
+											

Field security can be applied to the Amount and Unit fields on both the Subcontract and SCCO screens. The default field security is 'Read-only':

Unit on Add SOV popup screen for Posted SC	Read-Only <input type="checkbox"/>
Amount on Add SOV popup screen for Posted SC	Read-Only <input type="checkbox"/>

## Enhancements to Subcontract/SCCO based on Contract Types

(16.20746,16.21146,16.21941,16.21156, 17.44009)

These changes include the requirements of the Work Orders: 16.21146, 16.20746, 16.21941, 16.21156 and 17.44009.

CMiC has introduced extensive modifications to the Subcontract and SCCO programs as they relate to a subcontract's **Contract Type**.

A new PM Systems Options flag '**Default SC Settings for Contract Type**' has been introduced to control the use of this feature in the Subcontract and Subcontract Change Order programs.

Also in the PM Systems Options screen, a **System File Path** field has been created to support the archiving of subcontract documents in a defined location after subcontract posting.

In addition, a **Contract Type Maintenance** screen has been added so that users can associate a given Contract Type with default settings for:

- ✓ Retainage %
- ✓ Pay When Paid (PwP) and Days
- ✓ Not Allowing subcontract posting if Contract exceeds Budget
- ✓ Not Allowing RFP Posting when RFP exceeds Contract Amount
- ✓ Sender Email for subcontract documents
- ✓ Subcontract Documents and related attachments for printing and archiving
- ✓ Text Codes
- ✓ Compliance Codes
- ✓ Category Codes.

The program is located in the File Maintenance section of the PM JSP tree-view.

An outline of the Contract Types feature and the required setup is given below.

## PM Systems Options

Default SC settings from Contract Type ☒

Payment Response Flag ☐

Add Additional submittal Reviewers to CC List ☐

System Utility Files Path

If checked [1] Contract Type determines which Category Codes are considered, from the Contract Type setup. [2] Contract Type field is required

When the PM Systems Options flag 'Default SC Settings for Contract Type' is checked, the new association feature will take effect according to the Contract Type Maintenance. In addition, the Contract Type field becomes mandatory in any subcontract that is created or edited.

The field: **System Utility Files Path** is used for defining the path that the Archived document will be located.

## Security Setup

To assign security to this new program, use both the Assign Programs and Assign Menu Items options in the Security section:

### Assign Programs

ADD/REMOVE PROGRAMS FROM THE SUS INTERNAL USER ROLE ROLE		
<div>Select All Unselect All Update Back</div>		
Program Name	App. Code	Granted
Contract Type Maintenance	COLLAB	<input checked="" type="checkbox"/>
Daily Journal	COLLAB	<input checked="" type="checkbox"/>
Distribution Lists	COLLAB	<input checked="" type="checkbox"/>

### Assign Menu Items

Under 'File Maintenance':

Report Assignment	<input checked="" type="checkbox"/>
Prompt Maintenance	<input checked="" type="checkbox"/>
User Defaults Maintenance	<input checked="" type="checkbox"/>
Contract Type Maintenance	<input checked="" type="checkbox"/>
Document Merge	<input checked="" type="checkbox"/>
Document Merge Field List	<input checked="" type="checkbox"/>
Document Merge Maintenance	<input checked="" type="checkbox"/>

After security is set up for the user, the program will be displayed in the tree-view. If a custom tree-view exists for the user, make sure to use Menu Maintenance to make the adjustments to the custom tree-view.



## Contract Type Maintenance - COMPANY LEVEL SETUP

The screenshot shows the Contract Type Maintenance screen. The screen displays a table with the following columns: Action, Type Code, Type Description, Retainage %, Pay When Paid, Days, Contract Exceeds Budget, Alternate Account, Do Not Allow To Post RFP When Exceeds Contract Amount, Sender Email, Active, Bonded, and Action. The table contains four rows of data, each with a red 'X' icon in the Action column. A red arrow points to the 'Contract Type Maintenance' option in the left sidebar.

Action	Type Code*	Type Description*	Retainage %	Pay When Paid	Days	Contract Exceeds Budget	Alternate Account	Do Not Allow To Post RFP When Exceeds Contract Amount	Sender Email	Active	Bonded	Action
+X	ADF Code created in ADF	ADF Code created in ADF		<input type="checkbox"/>		<input type="checkbox"/>		Not Applicable		<input checked="" type="checkbox"/>	<input type="checkbox"/>	+X
+X	Bonded	Bonded		<input type="checkbox"/>		<input type="checkbox"/>		Not Applicable		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	+X
+X	PMUSP	Created in PM JSP	11	<input checked="" type="checkbox"/>	2	<input type="checkbox"/>		Overall Request Payment is Greater Than Contract Amount	stephanie@cmic.ca	<input type="checkbox"/>	<input type="checkbox"/>	+X
+X	Standard	Standard		<input type="checkbox"/>		<input type="checkbox"/>		Not Applicable		<input checked="" type="checkbox"/>	<input type="checkbox"/>	+X

When the new program is launched, the screen allows Contract Types to be set up by **Company**.

Enter the **Contract Type Code** and **Description**.

For each Contract Type, a default value can be set for Retainage %, PwP, Days, Contract Exceeds Budget flag, Alternate Account, Do Not Allow To Post RFP When Exceeds Contract Amount, and Sender Email, Active and Bonded flags. The buttons are detailed below.

## Contract Exceeds Budget Flag

The Contract Exceeds Budget flag (company and project level) can only be checked if the corresponding flag in the **Subcontract Control** is also checked.

Action	Type Code	Type Description	Retainage %	Pay When Paid	Days	Contract Exceeds Budget	Alternate Account	Do Not Allow To Post RFP When Exceeds Contract Amount	Sender Email	Active	Bonded	Action
+	ADF Code created in ADF	ADF Code created in ADF		<input type="checkbox"/>		<input type="checkbox"/>		Not Applicable		<input checked="" type="checkbox"/>	<input type="checkbox"/>	+
+	Bonded	Bonded		<input type="checkbox"/>		<input type="checkbox"/>		Not Applicable		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	+
+	PMUSP	Created						Greater Than Contract Amount	stephanie@cmc.ca	<input type="checkbox"/>	<input type="checkbox"/>	+
+	Standard	Standard								<input checked="" type="checkbox"/>	<input type="checkbox"/>	+

Subcontract posting under this new feature **will not occur** if the Contract Amount will exceed the Budget, while the PM Systems Option flag 'Default SC settings from Contract Type' and the 'Contract Exceeds Budget' flag on the project are checked.

Subcontract posting under this new feature **will still occur** if the Contract Amount will exceed the Budget, while the PM Systems Option flag 'Default SC settings from Contract Type' is checked and the 'Contract Exceeds Budget' flag on the project is **unchecked**, even though the SC Control flag is checked (and the override privilege is unchecked).

In other words, subcontract posting is totally controlled by the settings for this Contract Types feature once it's activated.

The system considers The SC Control setting for subcontract posting only when PM system option flag 'Default SC settings from Contract Type' is unchecked.

## Do Not Allow To Post RFP When Exceeds Contract Amount

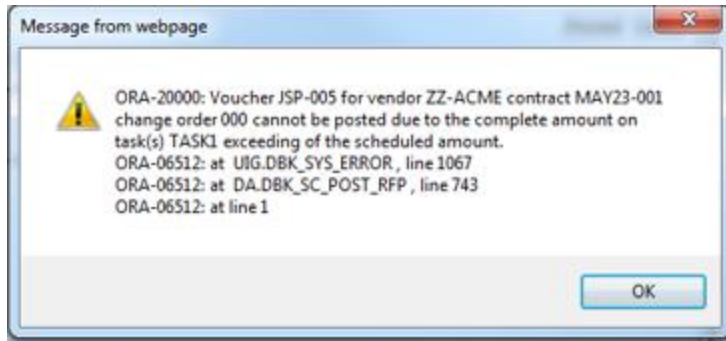
This column has the following options:

- ✓ Not Applicable – no validation takes place regarding the RFP Amount and the Contract Amount
- ✓ SOV Line Is Greater Than Associated Contract SOV – validated to see if any individual SOV line in the RFP has a Current Amount plus any Previously Certified Amount that is greater than the corresponding Contract Amount for that SOV
- ✓ Overall Request Payment Is Greater Than Contract Amount – validated to see if the overall payment request amount is greater than the Contract Amount

If any of the latter two is an option for the Contract Type of a subcontract, the related RFP is not posted. There will be a warning when the RFP is initially saved, that the Contract Amount is exceeded, and then on posting, the following message will be displayed:

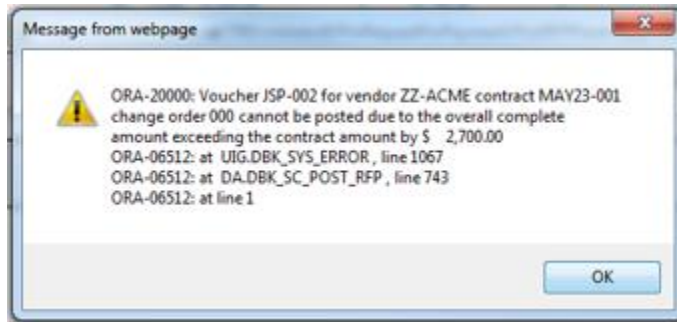
for setting - SOV Line Is Greater Than Associated Contract SOV:





and

for setting - Overall Request Payment Is Greater Than Contract Amount:



**NOTE:** The setting for RFP Posting made at the company/project level in PM JSP does not update the similar field which is in the SC Control (RFP Defaults).

## Sender Email

When the Contract Type is selected in the SC header, the associated Sender Email address is populated. The value is taken from the project level defaults. It can be overridden by the user.

Field security can be applied to the field on Contract Type Maintenance and Subcontract. The standard default value is HIDDEN.

## Documents

To set the default Documents and Attachments for a selected contract type, click the **[Documents]** button. Subcontract Form Letters will be shown in the popup window:

Contract Type Maintenance

Documents Text Codes Compliance Codes Category Codes Cancel Save

File Maintenance

- Local Tables
- BIM 360 Maintenance
- Menu Maintenance
- Enterprise PM
- Project System Options
- Company Control
- Project Maintenance
- Activities
- User-Defined Log Types
- User-Defined Logs
- Log Builder
- Default Filters
- User-Defined Fields
- User-Defined Classifiers
- Report Assignment
- Prompt Maintenance
- User Defaults Maintenance
- Contract Type Maintenance
- Document Merge
- Real-Time Integration
- Auto Cold Storage

Company SUS Supreme Utilitarian Selections

Action	Type Code*	Type Description*	Retainage %	Pay When Paid	Days	Contract Exceeds Budget	Alternate Account	Do Not Allow To Post RFP When Exceeds Contract Amount	Sender Email	Active	Bonded	Action
+x	ADF Code created in ADF	ADF Code created in ADF		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	Not Applicable		<input checked="" type="checkbox"/>	<input type="checkbox"/>	+x
+x	Bonded	Bonded		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	Not Applicable		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	+x
+x	PMJSP			<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		Contract Amount	<input type="checkbox"/>	<input type="checkbox"/>	+x
+x	Standard			<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		Contract Amount	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+x

Report Order Attachments Save Close

ORDER MULTIPLE FORM-LETTERS

<input type="checkbox"/>	Code	Name
<input type="checkbox"/>	PM2030_STD	Subcontract Cover Letter - STANDARD
<input type="checkbox"/>	PM2040A_ST	Modifications to SC - receipt (STANDARD)
<input type="checkbox"/>	PM2040B_ST	Modifications to SC - return (STANDARD)
<input type="checkbox"/>	PM2030_004	Subcontract Cover Letter (PM2030_004)
<input type="checkbox"/>	PM2030_001	Bonds Waived (PM2030_001)
<input type="checkbox"/>	PM2030_002	Equipment Rental Agreement (PM2030_002)
<input type="checkbox"/>	PM2030_003	Letter of Intent (PM2030_003)
<input type="checkbox"/>	PM2030_000	MASTER FL - Subcontract (PMSCFM)

Any report and attachments selected at the Company level for the contract type will be shown as checked at the Project level. Additional reports can be checked/unchecked at the project level.

The **[Report Order]** button will display a window with the reports and any attachments and allow the user to change the order in which they should be printed.

Form Letters/Exhibits Ordering - Mozilla Firefox

testv12.cmic.ca:8888/cmctest12c/PmContractTypeMaint/showReportOrder.do?accessLevel=COMP&compCode=SUS&projOraseq=42

Save Close

FORM LETTERS/EXHIBITS ORDERING

	Code	Name	Type
◆	ATT-00134	2uo4212	Exhibit
◆	ATT-00135	A1-2 Site Plan	Exhibit
◆	ATT-00136	equipment cash receipt	Exhibit
◆	ATT-00137	equipment cash receipt	Exhibit
◆	ATT-00133	00-error1	Exhibit

\*For Exhibits, only BMP, IMG, JPG, JPEG, PNG, TIF, TIFF, and PDF are supported.

The **[Attachments]** (Exhibits) button will display a window to allow adding and editing of attachments:

Attachments - Mozilla Firefox

testv12.cmic.ca:8888/cmctest12c/PM/Document/ShowRevisionLink.do?docObjectOraseq=3724542&docObjectType=PMCONTYPEMAINT&accessLevel=COMP

Show Mapping Upload Multiple Edit Details ESign Documents Close

DOCUMENTS

Sort By: Newest

Attachment	Type	Number	Name	Rev. Number	Rev. Date	Description	User	Status	E Signings	E Sign Status	Action
2uo4212.png	Attachment	ATT-00134	2uo4212	0	Histo...	24-Apr-18	Original Version	Xavier Shields	SUBMITTED		
A1-2 Site Plan.pdf	Attachment	ATT-00135	A1-2 Site Plan	0	Histo...	24-Apr-18	Original Version	Xavier Shields	SUBMITTED		
equipment cash receipt.tif	Attachment	ATT-00136	equipment cash receipt	0	Histo...	24-Apr-18	Original Version	Xavier Shields	SUBMITTED		
Issue Letter.docx	Attachment	ATT-00138	Issue Letter	0	Histo...	24-Apr-18	Original Version	Xavier Shields	SUBMITTED		
equipment cash receipt.tif	Attachment	ATT-00137	equipment cash receipt	0	Histo...	24-Apr-18	Original Version	Xavier Shields	SUBMITTED		
00-error1.jpeg	Attachment	ATT-00133	00-error1	0	Histo...	24-Apr-18	Original Version	Xavier Shields	SUBMITTED		

## Text Codes

To set the default Text Codes for a selected contract type, click the **[Text Codes]** button and make your selection.

Contract Type Maintenance

Documents Text Codes Compliance Codes Category Codes Cancel Save

File Maintenance

- Local Tables
- BIM 360 Maintenance
- Menu Maintenance
- Enterprise PM
- Project System Options
- Company Control
- Project Maintenance
- Activities
- User Defined Log Types
- User Defined Logs
- Log Builder
- Default Filters
- User Defined Fields
- User Defined Classifiers
- Report Assignment
- Prompt Maintenance
- User Defaults Maintenance
- Contract Type Maintenance
- Document Merge

Company SWS Supreme Urban Selections

Action	Type Code*	Type Description*	Retainage %	Pay When Paid	Days	Contract Exceeds Budget	Altern. Account	Do Not Allow To Post R/P When Exceeds Contract Amount	Sender Email	Active	Bonded	Action
+X	ADF Code created in ADF	ADF Code created in ADF						Not Applicable		<input checked="" type="checkbox"/>	<input type="checkbox"/>	+X
+X	Bonded	Bonded								<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	+X
+X	PM/SP	Created in PM JS								<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	+X
+X	Standard	Standard								<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	+X

ContType Text Codes LOV - Mozilla Firefox

testv12.cmic.ca:8888/cmctest12c/PM/ContractTypeMaint/showTextCodesMultiLov.do?accessLevel=COMP

Find % Go Close Accept

<< Prev Set 1 - 28 of 28 Next Set >>

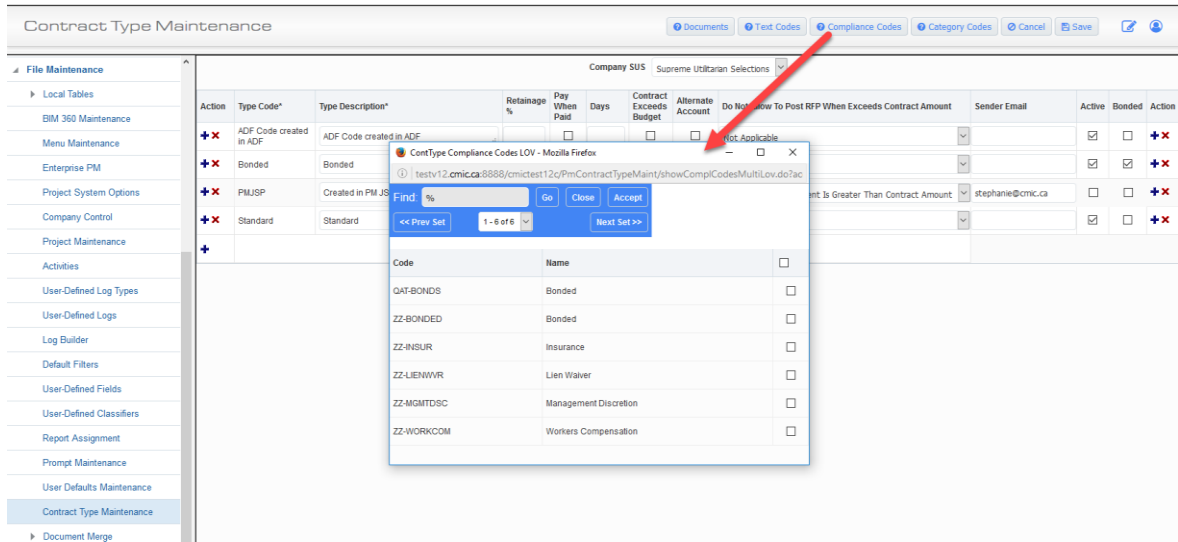
Code	Desc	
WAIVERF4	on the Project listed above.	<input type="checkbox"/>
WAIVERP4	on the Project listed above.	<input type="checkbox"/>
WAIVERP3	, hereby waives and releases its lien rights to claim a lien for labor, services and/or materials furnished through <<V_TO_PER>> to	<input type="checkbox"/>
WAIVERP3	, hereby waives and releases its lien rights to claim a lien for labor, services and/or materials furnished to	<input type="checkbox"/>
ACCT1	Accounting	<input type="checkbox"/>
WAIVERP7	All labor, materials, services, and/or equipment/machinery for the project, supplied to the Subcontractor or Supplier has been paid. A Subcontractor Partial/Full or Final Release for each of the above named is attached. All labor, materials, services, equipment for the project, supplied by the	<input type="checkbox"/>

Any codes selected at the Company level for the contract type will be shown as checked at the Project level. Additional codes can be checked/unchecked at the project level.

Click **[Accept]** to save your selection.

## Compliance Codes

Compliance Codes will be shown in the popup window when the user selects a Contract Type by clicking on it, and then clicking the **[Compliance Codes]** button.

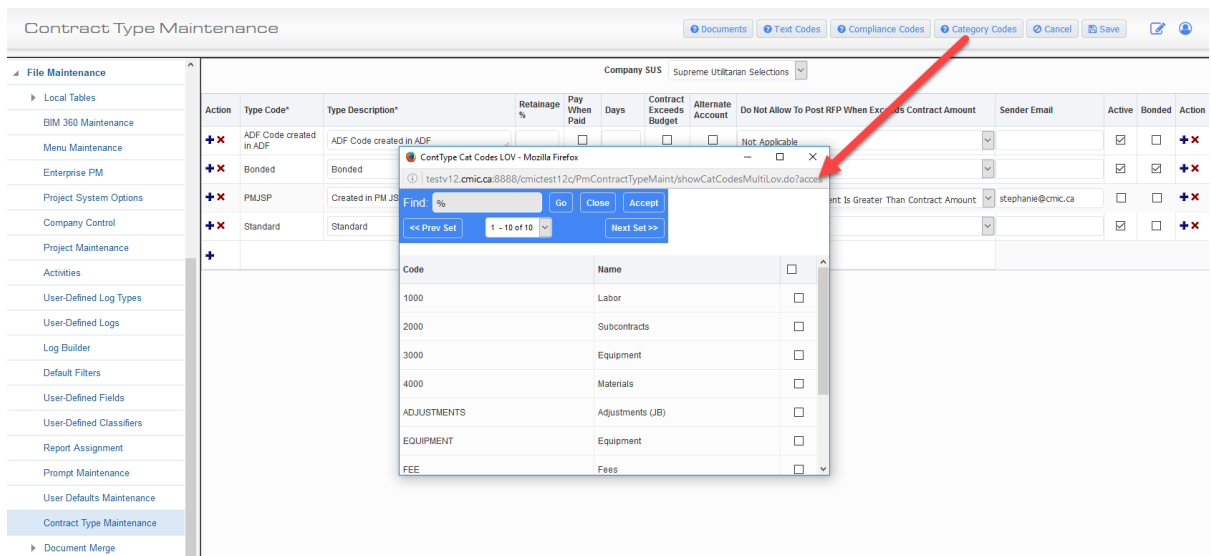


Any codes selected at the Company level for the contract type will be shown as checked at the Project level. Additional codes can be checked/unchecked at the project level.

Click [Accept] to save your selection.

## Category Codes

To assign one or more default Categories to a Contract Type, first highlight the record then click the [Category Codes] button:



Select the Category Codes from the list of values and save the changes.

**NOTE:** Company level settings will default to **new** and existing projects (as long as the project-level setup was not yet edited).

## Contract Type Maintenance - PROJECT LEVEL SETUP

The [Contract Types] button is available from the General tab as well as the Defaults tab of the Project Maintenance screen.

The screenshot shows the 'Project Maintenance' screen with a sidebar on the left containing various management tabs. The main area displays the 'Contract Type Maintenance' dialog box for 'Project ADFPROJ1'. The dialog box has tabs for 'Documents', 'Text Codes', and 'Compliance Codes'. A table lists contract types with columns for Type Code, Type Description, Retainage %, Pay When Paid, Days, Contract Exceeds Budget, Alternate Account, Do Not Allow To Post RFP When Exceeds Contract Amount, and Sender Email. The table contains three rows: 'ADF Code created in ADF', 'Bonded', and 'Created in PM JSP'. The 'Created in PM JSP' row is highlighted. Below the table is a section for 'PROJECT ADDRESS' with fields for Contact Name, Phone, and Corresponding Address.

Type Code*	Type Description*	Retainage %	Pay When Paid	Days	Contract Exceeds Budget	Alternate Account	Do Not Allow To Post RFP When Exceeds Contract Amount	Sender Email
ADF Code created in ADF	ADF Code created in ADF		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	Not Applicable	
Bonded	Bonded		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	Not Applicable	
PMJSP	Created in PM JSP	11	<input checked="" type="checkbox"/>	2	<input type="checkbox"/>	<input type="checkbox"/>	Overall Request Payment Is Greater Than Contract Amount	stephanie@cmic.ca
Standard	Standard		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	Not Applicable	

Project level Contract Types setup has the Project Name in the screen. The company level Contract Types default settings are inherited, but changes can be made here.

Note that Category changes are not made at the project level.

The initial values shown are from the Company setup, but changes can be made and saved for the project level.

Click on a Contract Type to highlight a record.

Select or make changes to Retainage %, PwP, Days, Contract Exceeds Budget, Do Not Allow To Post RFP When Exceeds Contract Amount, Sender Email.

Click the **[Documents]** button. It will display the list of Documents and Attachments (defaulted from the company) for this contract type, and this can be changed as well by selecting different codes than those that were defaulted.

Reports, attachments and their print order that were set at the company level will be defaulted to the project, but can be overridden by the user.

Select the desired Documents and Attachments and click **[Accept]**. This action will save the codes selected.

Click the **[Text Codes]** button. It will display the list of Text Codes (defaulted from the company) for this contract type, and this can be changed as well by selecting different codes than those that were defaulted.

Select the desired text codes and click **[Accept]**. This action will save the codes selected.

Click the **[Compliance Codes]** button. It will display the list of Compliances (defaulted from the company) for this contract type, and this can be changed as well by selecting different codes than those that were defaulted.

Select the desired compliance codes and click **[Accept]**. This action will save the codes selected.

Any changes made in the Contract Type window must be saved using [Save] before closing the window.

**NOTE:** Once changes are made at the project level for a given contract type, changes made later at the company level will not take effect on the project for that contract type. This is true for all the default settings.

## ***Process and Validation***

---

### **Subcontract and Subcontract Change Order**

Once the setup is made at the Project level, the defaults will flow through to any new subcontracts.

Changes to Contract Types at the project level will also take effect if the contract type in the subcontract is changed. When the contract type is changed, any documents, text codes and compliances which were pulled in by the previous contract type will be removed, including any that were added directly in these subcontract screens (i.e. Compliance screen, Text Codes tab, Attachments tab), along with updating of the Retainage, PwP, Days and Sender Email. All values will be replaced with the values from the selected contract type.

These defaults can be overridden in the subcontract.

Job level compliances will default along with any project level compliance code defaults for the contract type used in the subcontract.

The contract amount will be validated against the budget on posting of the subcontract, based on the project level contract type setting for the flag.

The posting process will automatically print the reports and attachments (which were set for the contract type at the project level) and create an archived copy in the Attachments tab of the subcontract.

At the end of the archive process, the user will get a popup window with a chance to send print the report to Email. The email will be sent to the Contact on the subcontract, and the Sender will be the address in the Sender Email field.

Screen prints are shown further below.

### **Phase and Category Validation in the Subcontract/SCCO SOV**

When a subcontract (or SC change order) is created or edited, Phases shown are based on phases that have the categories selected for the subcontract Contract Type.

The categories shown will only be those selected for the Contract Type. If no Categories are selected for the Contract Type then all Phases and Categories are listed.

### **Contract Exceeds Budget Validation in Subcontract/SCCO**

When this flag is checked on the project, any subcontracts/change orders created will be validated to ensure that the Contract Amount does not exceed the Budget Amount. The validation is against the total subcontract or subcontract plus change orders or total change orders (if subcontract is 0, which is unlikely).

## Archiving Subcontract Reports after Posting

### Feature Notes

- ✓ takes effect when PM Systems Option flag 'Default SC settings from Contract Type' is checked
- ✓ archived file path is set in PM Systems Option field 'System Utility Files Path'
- ✓ posting of the subcontract is not allowed if the subcontract Contact is not specified
- ✓ posting of the subcontract is not allowed if the Sender Email is not specified
- ✓ without SC Contact the Archived report cannot be sent
- ✓ field security is available for [Email Archived Report] button for subcontract
- ✓ button label changes from [Print] (for an unposted SC) to [Email Archived Report] (for a posted SC)
- ✓ when the default reports are printed for an **unposted** SC, the word 'DRAFT' is watermarked on the pages
- ✓ the default documents do not show in the Attachments tab of the subcontract when the PM Systems Options flag 'Default SC settings from Contract Type' is checked

### PM Systems Options

File path for storing archived documents:

Add Additional submittal Reviewers to CC List ☐

System Utility Files Path d:\cm\attachments\

### Field security:

Update Back SB Role

\*Note: Not all programs have fields available with field privileges

Programs Subcontract

Item Name	Column/Field Security	Security Level
Sender email address		Unrestricted
Email Archive Report Button		Unrestricted

**Attachment (Exhibit) types allowed:** BMP, IMG, JPG, JPEG, PNG, TIF, TIFF, PDF:

Form Letters/Exhibits Ordering - Mozilla Firefox

testv12.cmic.ca:8888/cmictest12c/PmContractTypeMaint/showReportOrder.do?accessLevel=COMP&compCode=SUS&projOraseq=424

Save Close

### FORM LETTERS/EXHIBITS ORDERING

	Code	Name	Type
+	ATT-00134	2uo4212	Exhibit
+	ATT-00135	A1-2 Site Plan	Exhibit
+	ATT-00136	equipment cash receipt	Exhibit
+	ATT-00137	equipment cash receipt	Exhibit
+	ATT-00133	00-error1	Exhibit

\*For Exhibits, only BMP, IMG, JPG, JPEG, PNG, TIF, TIFF, and PDF are supported.



Sample Report page for unposted subcontract after printing:

http://custv10xc.cmic.ca:7785/cmicensv8/SysRptParams/asynchronousCall.do?actionToDo=showReport&\_SSOGLOBALSESSIONID=CMICESSIONID%253DQBJMY - Internet Explorer

File Edit Go to Favorites Help

CMiC PORTAL Resource Planning Oracle WebLogic Server A... CMiC Search - TESTV10X Oracle Test Manager - Lo...

**CMiC Test Company**  
123 Lakeshore Drive  
Chicago IL USA

April 05, 2017

ZZ-Acme Supply

**RE: 16.20746 - 20,21,22 - Documents Archiving (PM Systems OFF)**  
**Document Number APR05-001**  
**SB Project - SBPROJ**

Dear ,

We are pleased to enclose for your signature duplicate originals of your Subcontract Agreement for the above referenced project. Please read carefully and comply with the following instructions regarding the execution and administration of this Subcontract Agreement.

Carefully following these instructions will assure a smoother administration of your Subcontract Agreement and will help avoid delays in processing your requests for payment.

A. Subcontract Agreement

1. In the process of reviewing and executing your Subcontract Agreement, make no marks whatsoever on either original.
2. Both originals of the Subcontract Agreement should be signed where indicated by an authorized representative of your company. Show the title of the authorized representative under the signature.
3. Each page of both originals of the Subcontract Agreement should be initialed by the authorized representative where indicated.
4. Return one fully executed original of the Subcontract Agreement to CMiC Test Company promptly. We are not obligated to make any payments to you until your Subcontract Agreement has been returned to us along with Certificates of Insurance and Payment and Performance Bonds (if applicable).

B. Liability Insurance

1. You are required to maintain insurance coverage as indicated in Attachment "A" of your Subcontract Agreement. Also, in the event you employ a Subcontractor on this project, you are to require from it the same insurance coverage which is required of you.
2. A Certificate of Insurance Coverage from your insurance company, indicating that the prescribed coverages are in force, must be on file in our office before you start work on the project.
3. For your convenience in fulfilling the insurance coverage requirements as set forth in your Subcontract Agreement, we are enclosing a sample Certificate of Insurance. You may use either ACORD form #25 or #25-S, however, the coverages and limits indicated on each form are the minimums that must be provided. A Certificate of Insurance for the project is to be prepared by your insurance agent and returned to us promptly. Mail to:

**Stephanie Bromfield**  
**PROJECT MANAGER**  
**CMiC Test Company**

C. Request for Payment

If Sender Email is not entered:

Subcontract Entry

User Extensions Copy From Add Edit Post Delete Print Compliance Select Bid Items Back To Log

Project: ADF Project 1 (ADFPROJ1)

Communication Management  
Document Management  
Subcontractor Prequalification  
Estimate Management  
Bid Management  
Budget & Cost Management  
Subcontract  
Subcontract Change Orders  
Subcontractor SOV  
CMiC BIM 360  
Potential Change Items  
Owner Change Orders  
Owner Change Transmittal

**SUBCONTRACT**

Vendor: Maestro Builders Incorporated  
Date: 25-Apr-18  
Contract No.: SUSMAEST1804250001  
Description: test for contract types  
Invoiced: Via - Subcontract  
Bank Department: Address: Default Retainage %:  
Allow Only Single Job, CO Per RFP: ☐  
Start Date: Received Date: Pay When Paid: ☐  
Contact: Contract Type: Bonded  
Currency: US Dollar  
Corresp. Address: Default Taxes: ☒  
Contact Email: Sender Email:   
Post Date: Status: Pending  
Bank Account: Bid Amount: Tax1: Tax2: Tax3:  
Issued Date: Rating: Rate It: Compliant: ☒

Message from webpage  
No Sender Email Id specified for the Subcontract. Please set Sender Email Id to send Archived Report after posting.  
OK

SOV Change Orders Participation Inclusions Exclusions Text Codes Free Form Review/Approval

Task Code	Task Name	Unit	WM	Rate	Amount	Job	Phase	Category	JB Bill Code	Tax1	Taxable	Tax2	Taxable	Tax3	Taxable	Retainage %	Expense Code	Fully Purch.	Long Description	Acknowledgement Date	State Area Code
TASK1	task1		NA	.000	3,000.00	ADPJOB01	2000	SUBCONTRACTS		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		0		<input type="checkbox"/>			

If Contact is not entered:

The screenshot shows the 'Subcontract Entry' form. The 'Contact' field is empty, and the 'Contact Email' field contains 'stephanie@cmic.ca'. A yellow warning icon is present in the center of the form, with a message box that reads: 'Message from webpage: No SC contact found. Please set the contact to send Archived Report after posting.' The 'Post' button is disabled.

When the contact is entered, posting can proceed:

The screenshot shows the 'Subcontract Entry' form with the 'Contact' field now containing 'George Allen'. The 'Post' button is enabled. A 'POST SUBCONTRACT' dialog box is open, asking 'Are you sure you want to proceed?' with 'Proceed' and 'Cancel' buttons. The 'Post Date' is set to '2018-04-25'.

After Proceeding with the posting, the subcontract becomes posted, and the **[Print]** button changes to **[Email Archived Report]**. At the same time, the archiving process occurs, after which the system prompts the user to print the report to Email:

Subcontract Entry

**Email Archived Report** | User Extensions | Add | Edit | Print | Compliance | Void | Back To Log | Add SOV

**SUBCONTRACT**

Vendor: Maestro Builders Incorporated  
 Date: 24-Apr-18  
 Contract No.: SUSMAEST1804240001  
 Description: test for contract types  
 Invoiced Via: Subcontract

Contact: George Allen  
 Contract Type: Bonded  
 Contact Email: stephanie@cmic.ca  
 Post Date: 25-Apr-18  
 Status: In Process

Bank Department  
 Address  
 Default Retainage %  
 Allow Only Single Job, CO Per RFP  
 Start Date  
 Received Date  
 Pay When Paid

Corresp. Address  
 Default Taxes

SOV Level Retainage Release  
 End Date  
 Executed Date  
 Days

Bank Account  
 Bid Amount  
 Tax1  
 Tax2  
 Tax3  
 Issued Date: 25-Apr-18  
 Rating  
 Rate It  
 Compliant

**SOV** | Change Orders | Participation | Attachments | Alternates | Special Pricing | Inclusions | Exclusions | Text Codes | Free Form | Review/Approval

Task Code	Task Name	Unit	W/M	Rate	Amount	Job	Phase	Category	JB Bill Code	Tax1	Tax2	Tax3	Retainage %	Expense Code	Fully Purch.	Long Description	Acknowledgement Date	State Area Code
TASK1	task1		NA	.000	3,000.00	ADFJOB01	2000	SUBCONTRACTS		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	0		<input type="checkbox"/>			

Subcontract Entry

Email Archived Report | User Extensions | Add | Edit | Compliance | Void | Add SOV | Back To Log

**Subcontract**

Vendor: ZZ-Acme Supply  
 Contract No.: APR05-002  
 Description: 16.20746 - PM SYS OPT = ON - Archiving  
 Invoiced Via: Subcontract

Contact: Ruth Hooley  
 Contract Type: SCDOCUMENTS  
 Currency: US Dollar  
 Corresp. Address  
 Default Taxes  
 SOV Level Retainage Release  
 End Date  
 Executed Date  
 Days  
 Calculate Tax On Net Amount  
 Reference Number

Date: 2017-04-05  
 Sender Email: stephanie@cmic.ca  
 Post Date: 2017-04-05  
 Status: In Process  
 Bank Account  
 Bid Amount  
 Issued Date  
 Rating  
 Rate It  
 Compliant  
 CO  
 Term Code: Net 30

Original Contract Value: 17,600.00

**SOV** | Change Orders | Participation | Attachments | Exclusions | Text Codes | Free Form

Task Code | Task Name | Unit | W/M | Rate | Amount | Job | Phase | Category | JB Bill Code | Tax1 | Tax2 | Tax3 | Retainage % | Expense Code | Fully Purch. | Long Description

WORK | work | NA | .000 | 17,600.00 |

Email is currently the only option.

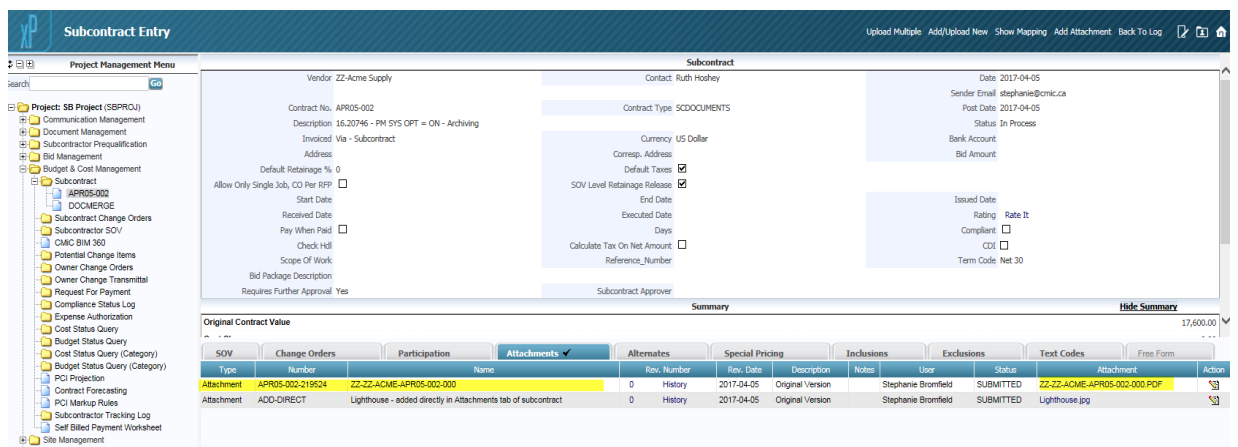
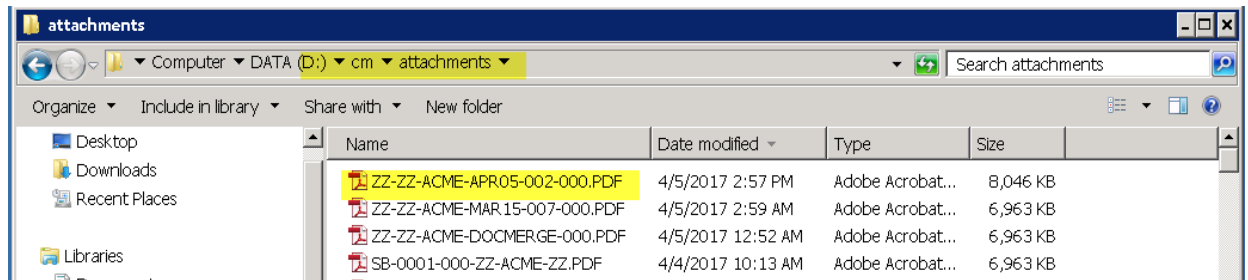
On clicking 'Email', an email is sent to the Contact (valid email address is expected):

Wed 4/5/17 3:00 PM  
 stephanie@cmic.ca  
 Archived Report for Subcontract - APR05-002  
 To Stephanie Bromfield

Message | ZZ-ZZ-ACME-APR05-002-000.PDF (8 MB)

Archived Report after posting the subcontract - APR05-002.

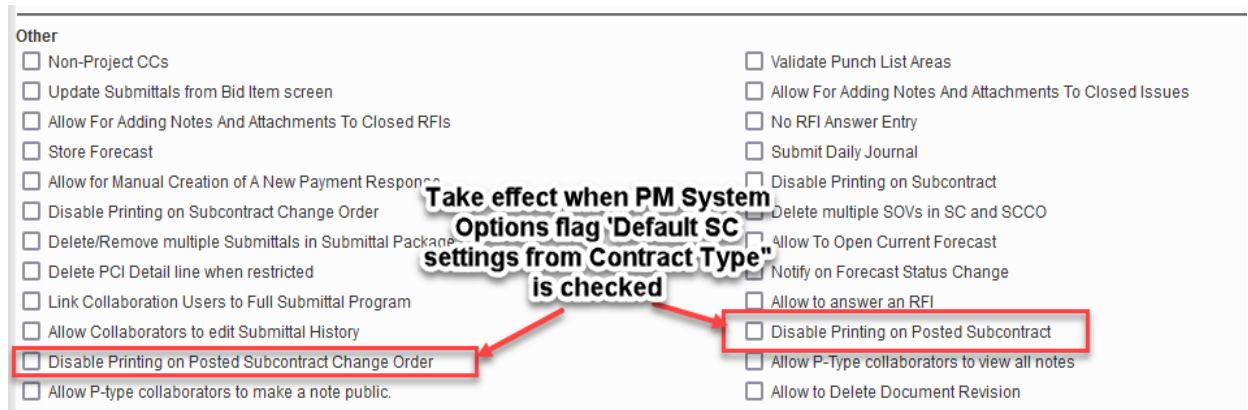
In addition, an archived report is created in the location defined in the PM Systems Options field 'System Utility Files Path' and the archived file is available in the Attachments tab of the Subcontract:



If no archived report is produced (possibly due to missing setup) and you try to email it using [Email Archived Report], you will get the message **"Error while sending report. Archived report not found."**

(17.44009-2,16.20746-33)

The 2 privileges below with red border lines are only used when the PM System Options flag for the Contract Types feature is in use: **Default SC settings from Contract Type**.



## Daily Journal – Submitted By added to Header (17.43782)

The screenshot shows the 'Daily Journal' header form. The 'Submitted By' field is highlighted in yellow and contains the text 'Earl Fernandes'. Other fields include 'Journal No. EFPRO1805-000001', 'Date 20180509, Wednesday', 'Prepared By Earl Fernandes', 'Sky', 'Wind', 'Precipitation', 'Rain Day' (checkbox), 'Low Temperature', 'High Temperature', 'Units Complete Status Empty', and 'Crew Code'. The 'General' tab is selected in the bottom navigation bar.

Modifications have been made to add a Submitted By (username) to the Daily Journal header. This field displays the user that submitted the record. Field security can be applied to the field. The default value is set as 'Hidden' on the \*ALL\* role in *Security > Role Maintenance*.

The screenshot shows the 'COLUMN/FIELD SECURITY' configuration screen. The 'Submitted By' field is highlighted in yellow. The 'Security Level' dropdown is set to 'Hidden'. The 'Programs' dropdown is set to 'Daily Journal'. The 'Update' and 'Back' buttons are visible in the top right corner.

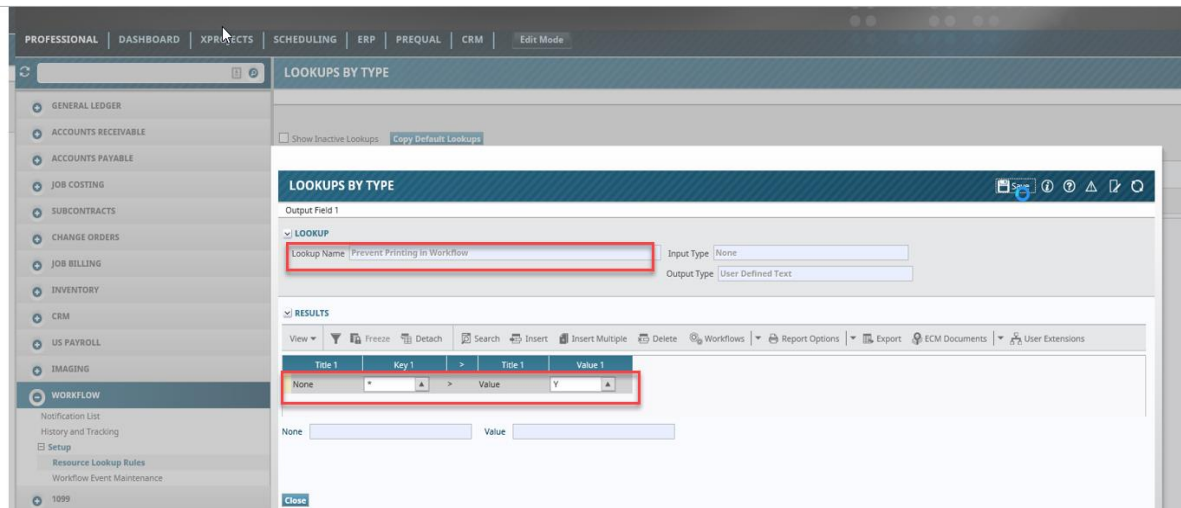
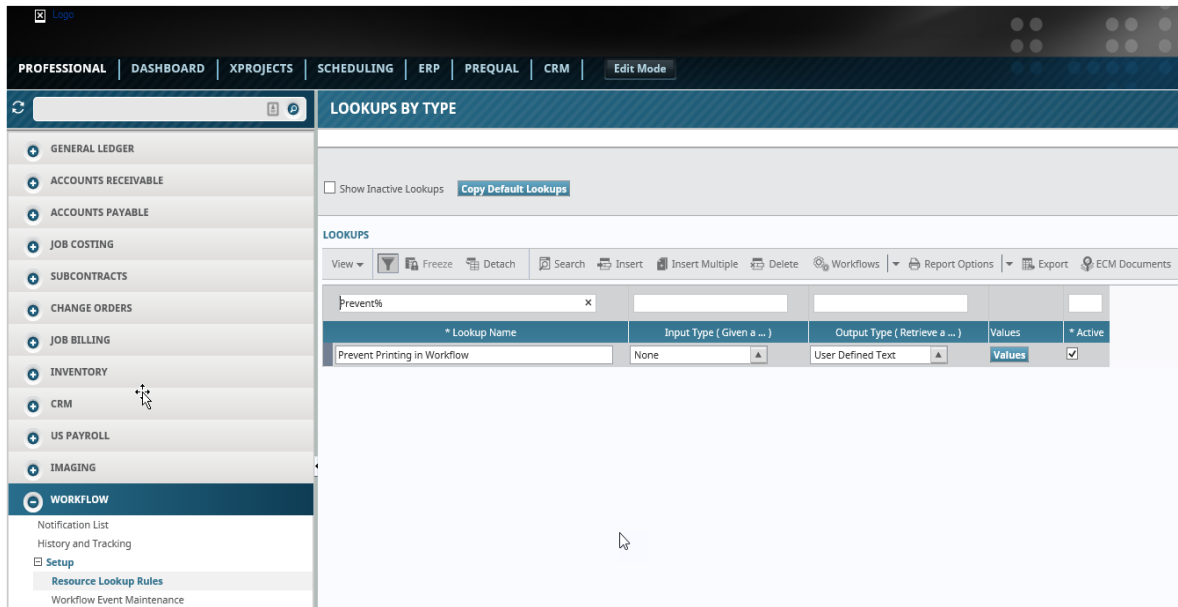
## Issues – Field Security to display/hide Text Codes tab (18.56886)

The screenshot shows the 'Issue Detail' screen with the 'Text Codes' tab selected. The 'Text Codes Tab' field is highlighted in yellow. The 'Security Level' dropdown is set to 'Unrestricted'. The 'Programs' dropdown is set to 'Issue'. The 'Update' and 'Back' buttons are visible in the top right corner.

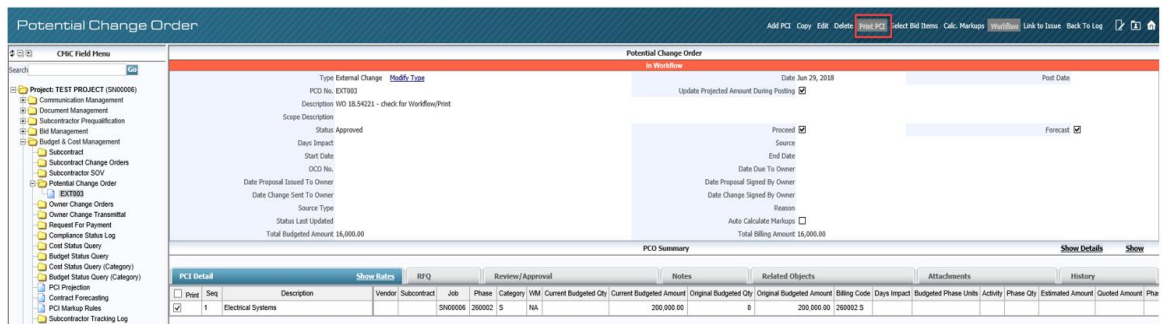
## PRINT Not Available when WORKFLOW Active (18.54221)

Modifications have been applied to ensure the [Print] button is disabled once the workflow is active. This is applicable to Subcontracts, Subcontract Change Orders, PCIs, Owner Change Orders.

The Workflow Lookup "Prevent Printing in Workflow" needs to be activated for this functionality. It must also have the value 'Y' in the Value 1 field:



Example below: After setup and sending a PCI to Workflow, the [PRINT] button is disabled:



## Bid Package – Select Bid Items – Job & Phase added (18.57782)

Find: %

<< Prev Set 1 - 5 of 5 Next Set >>

Num	Material/Task Code	Name	Job Code	Phase/Cost Code	<input type="checkbox"/>
11		Bid Item Markup - 2	ADFJOB01	MARKUPS	<input type="checkbox"/>
14	005960-4	Field Supervision	ADFJOB01	2000	<input type="checkbox"/>
15	011100-4	General Liability	ADFJOB01	3000	<input type="checkbox"/>
16	012300-4	First Aid Kit	ADFJOB01	4000	<input type="checkbox"/>
17	013000-4	Office Supplies	ADFJOB01	1000	<input type="checkbox"/>

Added the Job Code and Phase/Cost Code columns to [Select Bid Items] multi-select LOV in Bid Package (Buy Out tab).

Field Security can be applied to these two fields in Bid package. By default, they are set as 'HIDDEN' on the \*ALL\* role.

## PCI Log – Created/Entered By (17.47373)

Log Builder

Save As Default

ADF Project 1

POTENTIAL CHANGE ITEMS

Vis	Columns	Header	Alignment	Wrap	Link	Link Description	Sort Order	Search
<input checked="" type="checkbox"/>	CMM_CODE	PCI No.	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PCI Entry		<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	CMM_NAME	PCI Name	left	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	CMM_REF_DATE	Date	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>		1	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	CMM_POST_DATE	Post Date	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	CMM_PREPOST_STAT_NAME	Status	left	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	CMM_TYPE_NAME	Type	left	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	CMM_BUDQ_AMT	Total Bldg Amount	right	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	CMM_BILL_AMT	Total Bill Amount	right	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	CMM_ATTACHMENTS	Attachments	right	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Show Attachments Link		<input type="checkbox"/>
<input checked="" type="checkbox"/>	CMM_ENTERED_BY	ENTERED BY	left	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>	CMM_CTRL_JOB_CODE	Controlling Job	left	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input type="checkbox"/>

Added a column for Created by/Entered by in the PCI Log.



CMIC FIELD										
ADF Project 1		POTENTIAL CHANGE ITEMS								
Project: ADF Project 1 (ADFP001)		53 more rows are available. Click here to retrieve all rows.								
PCI No.	PCI Name	Date	Post Date	Status	Type	Total Bldg. Amount	Total Bill. Amount	Attachments	ENTERED BY	
0050EXT	PRINT PCI ORACLE POSTING REPORTS	10-Jul-18	10-Jul-18	Approved PCI	External	35,200.00	73,600.00		SHELD	
0051EXT	PRINT PCI ORACLE POSTING REPORTS	10-Jul-18	10-Jul-18	Approved PCI	External	35,200.00	73,600.00		SHELD	
0048EXT	PRINT PCI ORACLE POSTING REPORTS	10-Jul-18	10-Jul-18	Approved PCI	External	35,200.00	73,600.00		SHELD	
0049EXT	Create and Post PCI - Check for Posting with TBD	10-Jul-18	10-Jul-18	Approved PCI	External	21,450.00	44,850.00		SHELD	
0047EXT	PRINT PCI ORACLE POSTING REPORTS	10-Jul-18	10-Jul-18	Approved PCI	External	35,200.00	73,600.00		SHELD	
0045EXT	test	06-Jul-18		Pending PCI	External	0.00	0.00		SHELD	
PC0001	AH - create and save Communication record	06-Jul-18		Cancelled PCI	External	0.00	0.00		SHELD	
0044EXT	test	06-Jul-18		Pending PCI	External	0.00	0.00		SHELD	
0046EXT	RFI 2.0 - Review # 1	06-Jul-18		Pending PCI	External	0.00	0.00		SHELD	

## Submittal Log – Closed Date (18.51632)

Log Builder										
ADF Project 1		Save As Default   Reset   Save   [Icon]								
Submittal No.	Name	From Partner	From Contact	Returned By Partner	Returned By Contact	Sent To Partner	Sent To Contact	Forwarded To Partner	Forwarded To Contact	Closed Date
005968-IMP	Field Supervision									
011108-IMP	General Liability									
012300-IMP	First Aid Kit									
013000-IMP	Office Supplies									
1740163-001	Check for Action Item for CC	Maestro Builders Incorporated	George Allen					Maestro Builders Incorporated	George Allen	
1740163-002	April 06, 2018 - Check for Action Items for CCS	Maestro Builders Incorporated	Roderick Wallace	Marksmen Security Ltd.	Joseph Carter	Marksmen Security Ltd.	Joseph Carter	Maestro Builders Incorporated	Roderick Wallace	
2018-MAY15-1	Patch V12-003 (May 15, 2018) - UPDATED using I/O	Maestro Builders Incorporated	Roderick Wallace	Marksmen Security Ltd.	Joseph Carter	Marksmen Security Ltd.	Joseph Carter	Maestro Builders Incorporated	Roderick Wallace	18-Jul-18
32312312	123123123									
ACTIVITY2	Submittal using activity code									
ADDINPKG	added in package									
APRIL052018	Create Submittal - check History									
APRIL102018-001	Review for CCS - Action Items created in My Actions	Maestro Builders Incorporated	Roderick Wallace					Maestro Builders Incorporated	Roderick Wallace	
APRIL17-001	Create Submittal	Maestro Builders Incorporated	Roderick Wallace					Maestro Builders Incorporated	Roderick Wallace	18-Jul-18
APRIL17-002	Check for bolded record due to NOTE added	Maestro Builders Incorporated	Roderick Wallace					Maestro Builders Incorporated	Roderick Wallace	

Added a column for Closed Date in the Submittal Log.

SUBMITTALS (FILTERED)																
Submittal No.	Name	From Partner	From Contact	Returned By Partner	Returned By Contact	Sent To Partner	Sent To Contact	Forwarded To Partner	Forwarded To Contact	Status Code	Status	Current Cycle	Attachments	Resp. Partner	Resp. Contact	Closed Date
005968-IMP	Field Supervision												1	Stellar Utilitarian Systems	Xavier Shields	
011108-IMP	General Liability												1	Stellar Utilitarian Systems	Xavier Shields	
012300-IMP	First Aid Kit												1	Stellar Utilitarian Systems	Xavier Shields	
013000-IMP	Office Supplies												1	Stellar Utilitarian Systems	Xavier Shields	
1740163-001	Check for Action Item for CC	Maestro Builders Incorporated	George Allen					Maestro Builders Incorporated	George Allen	OPEN	Open	1		Maestro Builders Incorporated	George Allen	
1740163-002	April 06, 2018 - Check for Action Items for CCS	Maestro Builders Incorporated	Roderick Wallace	Marksmen Security Ltd.	Joseph Carter	Marksmen Security Ltd.	Joseph Carter	Maestro Builders Incorporated	Roderick Wallace	OPEN	Open	1		Stellar Utilitarian Systems	Xavier Shields	
2018-MAY15-1	Patch V12-003 (May 15, 2018) - UPDATED using I/O	Maestro Builders Incorporated	Roderick Wallace	Marksmen Security Ltd.	Joseph Carter	Marksmen Security Ltd.	Joseph Carter	Maestro Builders Incorporated	Roderick Wallace	CLOSED	Closed	1	2			18-Jul-18
32312312	123123123									OPEN	Open	1		Stellar Utilitarian Systems	Xavier Shields	
ACTIVITY2	Submittal using activity code									OPEN	Open	1		Stellar Utilitarian Systems	Xavier Shields	
ADDINPKG	added in package												1	Stellar Utilitarian Systems	Xavier Shields	
APRIL052018	Create Submittal - check History									OPEN	Open	1		Stellar Utilitarian Systems	Xavier Shields	
APRIL102018-001	Review for CCS - Action Items created in My Actions	Maestro Builders Incorporated	Roderick Wallace					Maestro Builders Incorporated	Roderick Wallace	OPEN	Open	1		Marksmen Security Ltd.	Kanute Cole	
APRIL17-001	Create Submittal	Maestro Builders Incorporated	Roderick Wallace					Maestro Builders Incorporated	Roderick Wallace	CLOSED	Closed	1				18-Jul-18
APRIL17-002	Check for bolded record due to NOTE added	Maestro Builders Incorporated	Roderick Wallace					Maestro Builders Incorporated	Roderick Wallace	OPEN	Open	1		Neimann Builders Incorporated	Boris Karloff	



## Compliance Status Log – Changes (18.53444)

- A) Modified the Compliance logic to redefine the Compliant column and added new two columns: Date Compliant and Fully Compliant to the Compliance Status Log. The value of these 3 columns are calculated by the following rules:

### Column 1: Header: Compliant

If Compliant Checkbox from Vendor Compliance is **checked** and Date Complaint is **unchecked** = Y

If Compliant Checkbox from Vendor Compliance is **unchecked** and Date Complaint is **checked** = Y

If Compliant Checkbox from Vendor Compliance is **unchecked** and Date Complaint is **unchecked** = N

If Compliant Checkbox from Vendor Compliance is **checked** and Date Complaint is **checked** = Y

### Column 2: (To the right of the Compliant Column on the side of the scrollbar) Header: Date Compliant

If Compliant Checkbox from Vendor Compliance is **checked** and Date Complaint is **unchecked** = N

If Compliant Checkbox from Vendor Compliance is **unchecked** and Date Complaint is **checked** = Y

If Compliant Checkbox from Vendor Compliance is **unchecked** and Date Complaint is **unchecked** = N

If Compliant Checkbox from Vendor Compliance is **checked** and Date Complaint is **checked** = Y

### Column 3: (To the right of the Date Compliant Column on the side of the scrollbar) Header: Fully Compliant

If Compliant Checkbox from Vendor Compliance is **checked** and Date Complaint is **unchecked** = N

If Compliant Checkbox from Vendor Compliance is **unchecked** and Date Complaint is **checked** = N

If Compliant Checkbox from Vendor Compliance is **unchecked** and Date Complaint is **unchecked** = N

If Compliant Checkbox from Vendor Compliance is **checked** and Date Complaint is **checked** = Y

B)

Log Builder

Save As Default Reset Save

COMPLIANCE STATUS		Header	Alignment	Wrap	Link	Link Description	Sort Order	Search
<input checked="" type="checkbox"/>	INSM_VEN_NAME	Vendor Name	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	INSM_COVER_TYPE_DESC	Compliance Type	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	INSM_INSCOMP_NAME	Ins. Comp. Name	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	INSM_CERT_NUM	Certificate Number	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	INSM_CERT_LOC	Certificate Location	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	INSM_START_DATE	Start Date	left	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	INSM_END_DATE	End Date	left	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	INSM_AMT	Amount	right	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	INSM_COMPLIANCE_FLAG	Compliant	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	INSM_DATE_COMPLIANCE_FLAG	Date Compliance Flag	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	INSM_FULLY_COMPLIANCE_FLAG	Fully Compliant	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	INSM_LEVEL	Level	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	INSM_CONTRACT_CODE	Contract No.	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	INSM_CONTRACT_NAME	Contract Name	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>	INSM_VEN_CODE	Vendor Code	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>	INSM_COVER_TYPE_CODE	Compliance Type Code	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>	INSM_INSCOMP_CODE	Ins. Comp. Code	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>

Added three more columns to the Compliance Status Log:

- Level
- Contract No.
- Contract Name

COMPLIANCE STATUS											
381 more rows are available. <a href="#">Click here to retrieve all rows.</a>											
Vendor Name	Compliance Type	Ins. Comp. Name	Certificate Number	Certificate Location	Start Date	End Date	Amount	Compliant	Date Compliance Flag	Fully Compliant	Level Contract No. Contract Name
Garmin Insurance Company (SB OATS BP1)	Bonded	Non-applicable	*					N	N	N	SC SUSGARM1804110001 Create and Post Subcontract
Garmin Insurance Company (SB OATS BP1)	Insurance	Non-applicable	*		11-Apr-18	11-Apr-19		Y	Y	N	SC SUSGARM1804110001 Create and Post Subcontract
Garmin Insurance Company (SB OATS BP1)	Workers Compensation	Non-applicable	*		11-Apr-18	11-Apr-19		Y	Y	N	SC SUSGARM1804110001 Create and Post Subcontract
Garmin Insurance Company (SB OATS BP1)	Management Discretion	Non-applicable	*					Y	N	N	SC SUSGARM1804110001 Create and Post Subcontract
Garmin Insurance Company (SB OATS BP1)	Lien Waiver	Non-applicable	*					N	N	N	SC SUSGARM1804110001 Create and Post Subcontract
Maestro Builders Incorporated	Workers Compensation	Non-applicable	*		29-Jun-17	29-Jun-18		Y	Y	N	SC JUNE30-001 Issue 17.33464 review after correction is applied - Subcontract Import Schedule
Maestro Builders Incorporated	Lien Waiver	Non-applicable	*					N	N	N	SC JUNE30-001 Issue 17.33464 review after correction is applied - Subcontract Import Schedule
Maestro Builders Incorporated	Management Discretion	Non-applicable	*					Y	N	N	SC JUNE30-001 Issue 17.33464 review after correction is applied - Subcontract Import Schedule
Maestro Builders Incorporated	Insurance	Non-applicable	*		29-Jun-17	29-Jun-18		Y	Y	N	SC JUNE30-001 Issue 17.33464 review after correction is applied - Subcontract Import Schedule

## Subcontract Change Order – Field Security for SOV Amount (18.55609)

Subcontract Change Orders - Added new field security parameter to the SOV Amount field in subcontract change orders. Field security can now be applied to this field and can be set as 'Unrestricted' or 'Read-only' or 'Hidden'.

## Multiple Document Upload – Field Security for Document ID (17.42017)

Field security has been programmed for the Document Number during **Multiple Upload**. The default value is set to "Read-only" on the \*ALL\* security role, to preserve the previous standard functionality.

\*ALL\*

Update Back

\*Note: Not all programs have fields available with field privileges

Programs
Documents
▼

COLUMN/FIELD SECURITY	
Item Name	Security Level
Document Number (Edit Mode)	Read-Only <input checked="" type="checkbox"/>
Revision Number (Add Revision)	Read-Only <input checked="" type="checkbox"/>
Update Packages	Unrestricted <input checked="" type="checkbox"/>
Edit Details Button	Unrestricted <input checked="" type="checkbox"/>
Add To Document Folder	Unrestricted <input checked="" type="checkbox"/>
Document Number - Add Multiple	Read-Only <input checked="" type="checkbox"/>

When set to Unrestricted, and the 'Allow Override' flag is set on the Document Type auto-numbering mask, the user can enter the Document ID during Multiple Upload.

DOCUMENT: PDF SAMPLES

Upload Multiple Related Documents - Internet Explorer

http://testv12.cmic.ca:8888/cmictest12c/PMDocument/RelatedDocumentMultiUploadFinalize.do

Enter any additional fields required and press Save to continue **Save** **Close**

ADD MULTIPLE

1. "JB3000.PDF" -

Number\*  Title\* JB3000 **Copy Field(s) Down**

Document Folder **Select**

Copies  Status Open

Bulletin  Category  Design

Designer  Section

Received

Revision Info

Designer Ref.	Revision Date	Received Date	Status	Description*	Attachment
	09-08-2018	09-08-2018	Open	Original Version	JB3000.pdf

2. "JC6001.PDF" -

Number\*  Title\* JC6001 **Copy Field(s) Down**

Document Folder **Select**

Copies  Status Open

Bulletin  Category  Design

Designer  Section

Received

Total (14 rows)

The program validates and ensures the Document IDs entered are unique:

DOCUMENT: PDF SAMPLES

Upload Multiple Related Documents - Internet Explorer

http://testv12.cmic.ca:8888/cmictest12c/PMDocument/RelatedDocumentMultiUploadFinalize.do

Enter any additional fields required and press Save to continue **Save** **Close**

ADD MULTIPLE

1. "JB3000.PDF" -

Number\* PDF1  Title\* JB3000 **Copy Field(s) Down**

Document Folder **Select**

Copies  Status Open

Bulletin  Category  Design

Designer  Section

Received

Revision Info

Designer Ref.	Revision Date	Received Date	Status	Description*	Attachment
	09-08-2018	09-08-2018	Open	Original Version	JB3000.pdf

2. "JC6001.PDF" -

Number\* PDF1  Title\* JC6001 **Copy Field(s) Down**

Document Folder **Select**

Copies  Status Open

Bulletin  Category  Design

Designer  Section

Received

Total (14 rows)

Message from webpage

Number PDF1, already exists

**OK**

## Prequal Limits validated in Bid Packages and Buy Out Analysis (18.50229)

Enhancements have been made to the "Purchase" action in both the Bid Packages and Analyze Bids (Buyouts) programs to incorporate validation of Subcontractor Prequalification limits.

[User Extensions](#)
[Add Bidders](#)
[Purchase](#)
[Link to Issue](#)
[Copy From](#)
[Broadcast History](#)
[Broadcast ITB](#)
[Add Bid Package](#)
[Edit](#)
[Delete](#)

---

**BID PACKAGE**

Package No. PRQLIMITS      Name Check for Prequal Limits      Status New

[General](#)
[Address](#)
[Buy Out](#)
[Addenda](#)
[Alternates](#)
[Special Pricing](#)
[Inclusions](#)
[Exclusions](#)
[Bidders](#)
[Notes](#)
[Attachments](#)

---

**BIDDERS**      GROUP BY: None

Send	Partner	Contact	Amount	Budget Delta	Lowest Bidder	Accept	Decline	Received Plans/Specs	Notes
<input checked="" type="checkbox"/>	Jewels Group of Hotels		0.00	0.00		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**PURCHASE ITEMS**  
**JEWELS GROUP**  
 Contract Code \*  
 Change Order\*  
 Schedule Creation

Message from webpage  
 Warning!! This subcontract/CO has exceeded the Pre qualification single Project Limit. Please click Cancel and contact your Prequal Manager for authorization to proceed with this award.

<input type="checkbox"/>	Number	Description	Vendor	Quantity*	Price*	Amount*
<input type="checkbox"/>	1	buyout item 4	JEWELS	1.000	120,000.00	120,000.00
<input checked="" type="checkbox"/>	2	buyout item 3	JEWELS	1.000	61,000.00	61,000.00

**BUYOUT BID ANALYSIS**

Package No. PRQLIMITS      Name Check for Prequal Limits      Sort By: Bidder      [Edit Bid Package](#) [Save](#)

Submitted Bids

Name	WM	Purchased	Est Amt	Carry Value	Quantity	Price	Amount	Notes	Select
Jewels Group of Hotels									
Buyout Items									
buyout item 4	NA	<input type="checkbox"/>			1.00	120,000.00	120,000.00		<input type="checkbox"/>
buyout item 3	NA	<input type="checkbox"/>			1.00	61,000.00	61,000.00		<input checked="" type="checkbox"/>

**PURCHASE BIDS**  
 Package No. PRQLIMITS  
 Vendor JEWELS

Message from webpage  
 Warning!! This subcontract/CO has exceeded the Pre qualification single Project Limit. Please click Cancel and contact your Prequal Manager for authorization to proceed with this award.

Selected	Number	Material/Task	Item Name	WM	Quoted Total Amt	Quoted Qty	Quoted Price	Sub-Total	Tax1	Tax1 Amt
<input checked="" type="checkbox"/>	2	boitem3	buyout item 3	NA	61,000.00	1.00	61,000.00	61,000.00		.00

## Subcontract Entry – WM field in Special Pricing tab (18.58259)

**SUBCONTRACT**

Vendor: Jewels Group of Hotels  
 Date: 09-08-2018  
 Contract No.: SUSJEWEL1808090006  
 Description: Check for Prequal Limits  
 Invoiced: Via - Subcontract  
 Bank Department:   
 Address:   
 Default Retainage %: 10  
 Allow Only Single Job, CO Per RFP:   
 Start Date:   
 Contact:   
 Contact Email:   
 Sender Email:   
 Post Date:   
 Status: Pending  
 Currency: US Dollar  
 Bank Account:   
 Corresp. Address:   
 Bid Amount: 120,000.00  
 Tax1:   
 Tax2:   
 Tax3:   
 Default Taxes:   
 SOV Level Retainage Release:   
 End Date:   
 Issued Date:

SOV Change Orders Participation Attachments Alternates **Special Pricing** Inclusions Exclusions Text Codes Free Form Review/Approval

Line#	Description*	WM	Amount	Action
	Framework	SF	54,000.00	+ -
				+

Modifications have been to show the WM field in the Special Pricing tab and control it with field security. The Possible field security settings are Unrestricted, Read-only or Hidden.

**\*ALL\***

\*Note: Not all programs have fields available with field privileges

Programs: Subcontract

**COLUMN/FIELD SECURITY**

Item Name	Security Level
Total Including Taxes	Unrestricted Read-Only Hidden
Special Pricing WM Field	Unrestricted Read-Only Hidden

## Budget Status Query – Profit column (18.57400)

CMiC FIELD

Show Filter Send To Spreadsheet Enter Query

Job Code	Phase	Original Revenue Budget	Phase Name	Internal And Transfer CO	External CO	Pending CO	Prepending CO	Projected Revenue Budget	Current Revenue Budget	Calculated Projection	Profit
ADFJOB01	2000	140,000.00	General Conditions	0.00	775,100.00	231,700.00	0.00	1,150,800.00	919,100.00	2,107,282.56	-1,188,182.56
ADFJOB01	1000	178,900.00	Site	0.00	670,200.00	158,400.00	0.00	1,007,500.00	849,100.00	34,917.72	814,182.28
ADFJOB01	MARKUPS	52,386.00	Markups	0.00	237,213.11	161,740.62	0.00	451,339.73	289,599.11	105,414.08	184,185.03
ADFJOB01	3000	60,940.00	Bidding	0.00	177,126.75	16,200.00	0.00	254,260.75	238,060.75	97,251.10	140,809.65
ADFJOB01	4000	150.00	Admin	0.00	59,000.00	40,700.00	0.00	99,850.00	59,150.00	159,223.45	-100,073.45
ADFJOB01	61633	27,600.00	Field Supervision	0.00	0.00	36,000.00	0.00	63,600.00	27,600.00	27,600.00	0.00
ADFJOB01	61643	2,900.00	General Liability	0.00	0.00	240,000.00	0.00	242,900.00	2,900.00	2,900.00	0.00
ADFJOB01	62213	150.00	Office Supplies	0.00	0.00	32,000.00	0.00	32,150.00	150.00	327,063.00	-326,913.00
ADFJOB01	61663	100.00	First Aid Kit	0.00	0.00	25,801.98	0.00	25,901.98	100.00	100.00	0.00
ADFJOB01	5000	0.00	IT & Infrastructure	0.00	0.00	90,800.28	0.00	90,000.28	0.00	173,400.00	-173,400.00
<b>Total (10 rows)</b>		463,126.00		0.00	1,922,633.86	1,032,542.88	0.00	3,418,302.74	2,385,759.86	3,035,151.91	-649,392.05

The **PROFIT** column has been added to the Budget Status Query.

This field is calculated as the **difference between the 'Current Revenue Budget' and the 'Calculated Projection' columns.**

## Uploading Stamp Annotations (18.53332)

CMiC has added a table and related UI (PM JSP page) for Uploading Stamp Annotations to PSPDF.

The table will store the records when the data is entered via the JSP UI that will allow users to upload PDF, JPEG and PNG files to be used as stamps within PSPDF. PSPDF is a PDF viewer CMiC uses in CMiC Field.

The program is found in the **File Maintenance** node of the PM JSP tree-view.

File Types to be uploaded can be System or Project level.

[**Upload New Document**] which is available in Add mode, will open up the Add Document screen to allow selection of the Document Type and the document to be uploaded.

The **History** link will display the Document Revisions screen:

## RFI Entry – Enhancements (18.54300)

**NOTE:** These enhancements are only available through a PM System Options flag which is currently activated at the database level.

### Highlights

- The RFI Entry screen has been enhanced to display the data as '**field sets**' whereby all related data fields are kept together as a *set of fields* as shown below:

Request for Information

Check Spelling Save Submit Cancel

Project: RFI 2.0 Project # 1 (RFIPROJ1)

Communication Management  
Document Management  
Reports  
File Maintenance  
Security

RFI Detail

00000011

\*Subject: Pending  
\*Created: 13-08-2018  
Required: 17-08-2018

Sender

\*From: Xavier Shields  
Co-Author: Co-Author RFI

Receiver

\*To: Xavier Shields  
CC: Edit

Request

Question: Suggestion:

Schedule Impact: Potentially Cost Impact: Potentially

Response

Answer: Disclaimer

The government has determined that the response(s) provided are within the terms of the current contract. If you believe this is in error, contact the contracting officer within 14 calendar days for reconsideration. If no request has been made within the timeframe allotted, this will be considered concurred and closed.

- A **Reviewers** section has been added to facilitate the process flow of information from additional contacts pertinent to the current RFI process stream.

When a project contact is added to the Reviewers table, an action item is created for that RFI and assigned to the project contact. The creation of action items is dependent on the **Project Systems Options flag for creating Action Items for RFIs** being set, as well as the process stream must follow the in Sequence and Required flags outlined in the reviewer table. For example:

Reviewer	Required	Sequence	Due Date	Action Date
SB	Y	Y	May 1st	
TY	Y	Y	May 5th	
CA	Y		May 1st	
BT	Y			
ZH				

There are 2 in-sequence reviewers (SB and TY)

An action item will be created for the RFI and assigned to SB with a due date of May 1<sup>st</sup>.

No action item is created for TY until SB has completed review.

When an action date is populated on SB's row – the action item for TY will be created with a due date of May 5<sup>th</sup>

CA is a required reviewer with a due date – but not in sequence. This means an action item can be created for CA right away with a due date of May 1<sup>st</sup>

BT is a required reviewer with no due date. An action item will be created for this RFI and assigned to BT but with no due date.

ZH is not required so no action item is created for this reviewer.

- The **Notes** section has been enhanced to provide a conversation-type area where contacts can reply to someone's note and even add a relevant document attachment
- **Security privileges and project role privileges** have been introduced to control which users will have access to Add Reviewers, make Notes Public or Maintain Reviewer Templates.

## **PCI Entry – Projected Amount Calc. Method Added** (18.58215)

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CMiC has added the 'Projected Amount Calc. Method' to the PCI Entry screen. This field was missing from the screen, even though it was present in ADF and FORMS. When the 'Update Projected Amount' flag is checked, it allows the user to select a method from the drop-down box: Add Change Budget Amount (A) or Recalculate Projected Amount (R).

Field security for 'Update Projected Amount During Posting' can be applied if desired.

## **ITB Broadcast of Multiple Bid Packages** (18.51000)

---

CMiC has created a new JSP program which lists all the Bid Packages available for the current project with the ability to select/deselect all bidders and bid packages or individually, for ITB broadcasting.

The only editable field on the screen is the 'Select' checkbox. Contacts without an e-mail address will not be included in the list.

On clicking the [Send ITB] button, the program will let the user select the message template before sending the broadcast.

A Broadcast History pop-up screen similar to that within Bid Packages has also been provided.

### **Overview:**

The aim of this enhancement is to have a separate program where multiple Bid Packages and bidders from the current project can be selected for ITB Broadcast at once, rather than having to go into each bid package individually and then broadcast the ITB.

The changes for this enhancement include the following:

### **SETUP**

Assign the new program "Bid Packages ITB Broadcast" to the Project Management security role of the user(s):

**Security > Assign Programs**



Program Name	App. Code	Granted
Activities	COLLAB	<input checked="" type="checkbox"/>
Addendum	COLLAB	<input checked="" type="checkbox"/>
Alternate Type Maintenance	COLLAB	<input checked="" type="checkbox"/>
Analyze Bids (Buyouts)	COLLAB	<input checked="" type="checkbox"/>
Assign Phase/Cat On The Fly	COLLAB	<input checked="" type="checkbox"/>
Bid Items	COLLAB	<input checked="" type="checkbox"/>
Bid Package	COLLAB	<input checked="" type="checkbox"/>
Bid Package Status Maintenance	COLLAB	<input checked="" type="checkbox"/>
Bid Package Type Maintenance	COLLAB	<input checked="" type="checkbox"/>
Bid Packages ITB Broadcast	COLLAB	<input type="checkbox"/>
Bidders	COLLAB	<input checked="" type="checkbox"/>

### Security > Assign Menu Items

Bid Management	<input checked="" type="checkbox"/>
Invitation To Bid	<input checked="" type="checkbox"/>
Bidder Response Log	<input checked="" type="checkbox"/>
Bid Items	<input checked="" type="checkbox"/>
Bid Packages	<input checked="" type="checkbox"/>
Bid Packages ITB Broadcast	<input type="checkbox"/>
Buyout Items Log	<input checked="" type="checkbox"/>
Buyout Items	<input checked="" type="checkbox"/>

**Make sure to adjust any custom PM JSP tree-view that needs to show this new program, using the Menu Maintenance screen.**

Once the program is assigned to the user it will display as shown below:

	Partner	Contact	Phone	E-Mail	Prequalification Status	Approval Status	Accept	Decline	Notes
PACKAGE1 - Bid Package One									
<input type="checkbox"/>	Maestro Builders Incorporated						<input type="checkbox"/>	<input type="checkbox"/>	Attachments
<input type="checkbox"/>	Neimann Builders Incorporated				Received		<input type="checkbox"/>	<input type="checkbox"/>	
PACKAGE2 - Create Bid Package and check fields									
<input type="checkbox"/>	Neimann Builders Incorporated				Received		<input type="checkbox"/>	<input type="checkbox"/>	Attachments
<input type="checkbox"/>	Maestro Builders Incorporated						<input checked="" type="checkbox"/>	<input type="checkbox"/>	
PACKAGE3 - Oct. 13, 2017 - Bid Package - selection of bid items									
<input type="checkbox"/>	Neimann Builders Incorporated	Brenda Miller	1111	brenda@cmic.ca	Received		<input type="checkbox"/>	<input type="checkbox"/>	Attachments
<input type="checkbox"/>	Maestro Builders Incorporated	George Allen		stephanie@cmic.ca			<input type="checkbox"/>	<input type="checkbox"/>	
PACKAGE15 - Check for Prequal Limits									
<input type="checkbox"/>	Maestro Builders Incorporated						<input type="checkbox"/>	<input type="checkbox"/>	Attachments
Total (7 rows)									

## Program Highlights:

- All Bid Packages with bidders for the current project are listed.
- [Broadcast History], [Broadcast ITB], [Send to Spreadsheet] buttons are available.
- Collapse (-)/Expand (+) icons are introduced to have a cleaner view when there is a large number of bidders.
- Bidders are grouped by Bid Package, and the checkbox beside the bidder's name is greyed out when the contact's email is not available. Any bidder without an email address cannot be selected for broadcast.
- Bid Package hyperlink is available to allow drill-down (to get Bid Package details)
- Accept and Decline checkboxes are display-only (values will be shown after bidders respond):
- An [Attachments] button is located to the right side of a row and when clicked, displays a popup window with all available attachments. **The attachment selection for each bid package should be done before launching ITB broadcast.**
- ITB Broadcast user experience is improved by introducing a spin wheel to indicate that the broadcast is in progress
- Broadcast History is shown in the history popup

## Syncing SC/SCCO Amount with PCI Estimated/Quoted/Final Amount (18.49521)

The following changes have been made to allow synchronization of the Subcontract/Subcontract Change Order SOV Amount with the PCI Estimated/Quoted/Final Amount when a PCI Detail line (TBD) is linked to a subcontract/subcontract change order SOV line.

- Introduction of the Company Control – Change Management drop-down to select which PCI Amount is to be used, whether Estimated, Quoted or Final Amount:

**COMPANY CONTROL**

Company: Supreme Utilitarian Selections

Code Masks Defaults **Change Management** Project Calendar Bid Management

Markup Rounding Rule: No Rounding Rounding Method: Standard

Default RFQ Review Period: 3

Use PCI Detail Status: ☐

Default PCI Change Code With TBD: ☒

Show Additional PCI Tracking Fields: ☒

Use Original Contract Amount Override On OCO: ☒

Calculate OCO Date On Working Days: ☒

Allow Only PCIs Associated with JB Contract in OCO: ☐

Default TBD on subcontract PCI details: ☐

Allow PCIs On An Owner Change Order: ☒ External ☒ Internal ☒ Transfer ☒ Original Budget

PCI Revenue Category:

Self Performed Work:

Allow Unposted PCIs To Be Assigned To Subcontract CO: ☒

Post OCOs when Posting Linked PCIs: ☐

Post Vendor Contract With The Change Item: ☐

Lump Sum PCI Phase:

Lump Sum PCI Category: 2000 Subcontracts

Category Code For Entry Of Phase Budget Changes:

Category Name For Entry Of Phase Budget Changes:

Allow Job/Phase/Category null on PCI: ☐

PCI Amount to sync with SCO SOV when linking PCI to SCO:  Sync Amount  Estimated Amount  Quoted Amount

PM Object:  Status: Proceeding Included in Forecast

This drop-down display is controlled by field security in the Project Control program, and the field name is “**Sync chosen PCI final, quoted or estimated amount with SCO SOV**”. The default value is set as HIDDEN. Other possible values are UNRESTRICTED or READ-ONLY.

For Example, if the value is set to Quoted and there is a TBD PCI with the values shown below:

POTENTIAL CHANGE ITEM

Type External [Modify Type](#)

PCI No. 0052EXT

Description PCI to be linked to Subcontract/SCO

Scope Description

Status Approved PCI

Days Impact

Start Date

OCO No.

Date Proposal Issued To Owner

Date Change Sent To Owner

Source Type

Auto Calculate Markups ☒

Total Budgeted Amount

Date 08-Aug-18

Update Projected Amount During Posting ☒

Proceed ☒

Source

End Date

Date Due To Owner

Date Proposal Signed By Owner

Date Change Signed By Owner

Reason

Post Date

Forecast ☒

6,000.00

3,300.00

Total Billing Amount

6,000.00

PCI SUMMARY

[SHOW DETAILS](#)

[SHOW](#)

PCI Detail

Show Rates

Import

RFQ

Notes

Related Objects

Attachments

History

☐ Print

☒

☒

Vendor

Maestro Builders Incorporated

Subcontract

TBD

Job

ADFJOB01

Phase

2000

Category

MATERIALS

Billing Code

ADFJOB01.2000.MATERI

Days Impact

Spent/Committed

0.00

Potential Revenue Amount

0.00

Budgeted Phase Units

Phase Qty

WM

NA

Estimated Amount

1,000.00

Quoted Amount

2,000.00

Final Amount

3,000.00

Billing Amount

6,000.00

Subcontract Change

TBD

Task ID

0052EXT

Description

General C

ADFJOB01

MARKUPS

FEE

ADFJOB01.MARKUPS.FEE

0.00

0.00

NA

100.00

200.00

300.00

900.00

PCI Marku

When pulling this PCI detail into a subcontract or subcontract change order, it is the Quoted Amount which will be used to update the SOV Amount:

Subcontract

Vendor: Maestro Builders Incorporated  
 Date: 08-Aug-18  
 Contract No. SUSMAEST1808080001  
 Contract Type

Contact Email  
 Sender Email  
 Post Date  
 Status: Pending

Description: To link to PCI Detail

Available PCI Detail LOV - Internet Explorer

Find: % Go Close Accept

<< Prev Set 1 - 19 of 19 Next Set >>

Item Code	Description	Unit	Rate	Amount	Job	Phase	Category	JB Bill Code	W/M	Days
0035EXT	Create and Post PCI - V12-003	MAESTRO	TBD	16,500.00	ADFJOB01	2000	EQUIPMENT	NA	SUSAPPR	General Conditions
0036EXT	Create and Post PCI - includes RFO	MAESTRO	SUSMAEST1803220001	54,000.00	ADFJOB01	2000	SUBCONTRACTS	NA	SUSAPPR	General Conditions
0037EXT	Create and Post PCI - V12-003	TBD	TBD	16,120.75	ADFJOB01	3000	MATERIALS	NA	SUSAPPR	Bidding
0037EXT	Create and Post PCI - V12-003	TBD	TBD	16,500.00	ADFJOB01	2000	EQUIPMENT	NA	SUSAPPR	General Conditions
0052EXT	PCI to be linked to Subcontract/SCCO	MAESTRO	TBD	2,000.00	ADFJOB01	2000	MATERIALS	NA	SUSAPPR	General Conditions
OCT24-01	Create PCI and check that PHASES are loading in the Phase LOV	MAESTRO	TBD		ADFJOB01	1000	SUBCONTRACTS	NA	SUSAPPR	Site
OCT31-01	Check for Phases loading now -	MAESTRO	TBD		ADFJOB01	2000	SUBCONTRACTS	NA	SUSAPPR	General Conditions

(Subcontract)

Subcontract Change Orders

Prequalification Status: Sent For Review  
 Single Project Limit: 0.00  
 Aggregate Project Limit: 0.00  
 Total SOV Lines: 0.00

Approval Status: Sign Off Required by RM & CFO  
 Single Proj Limit Remaining: -3,246,356.25  
 Aggregate Proj Limit Remaining: -3,985,796.78  
 Total Including Taxes: 0.00

SUMMARY

Original Contract Value	Prior Changes	Current Change	Revised
6,500.00	0.00	\$2,000.00	\$8,500.00

Original Completion Date: Prior Changes Days: 0 Current Change Days: 0 Revised Completion Date:

AVAILABLE PCIS

Item Code	Description	Unit	Rate	Amount	Job	Phase	Category	JB Bill Code	W/M	Days
0035EXT	Create and Post PCI - V12-003	MAESTRO	TBD	16,500.00	ADFJOB01	2000	EQUIPMENT	NA	SUSAPPR	General Conditions
0037EXT	Create and Post PCI - V12-003	TBD	TBD	16,120.75	ADFJOB01	3000	MATERIALS	NA	SUSAPPR	Bidding
0052EXT	PCI to be linked to Subcontract/SCCO	MAESTRO	TBD	2,000.00	ADFJOB01	2000	MATERIALS	NA	SUSAPPR	General Conditions
OCT31-01	Check for Phases loading now - 18.15626	MAESTRO	TBD	2,000.00	ADFJOB01	2000	SUBCONTRACTS	NA	SUSAPPR	General Conditions

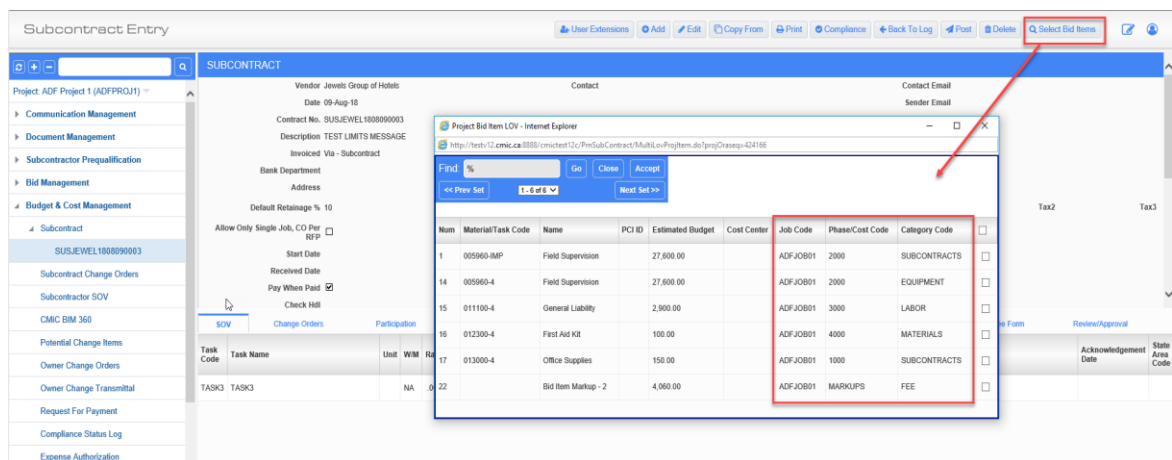
SCHEDULE OF VALUES

Action	Delete	Item Code	Task Name	Unit	Rate	Amount	Job	Phase	Category	JB Bill Code	W/M	Days
		0052EXT	PCI to be linked to Sub			2,000.00	ADFJOB01	2000	MATERIALS		NA	

(Subcontract Change Order)

**NOTE:** Issue 16.14940 deals with the display of the Quoted Amount in the SCCO screen and currently the field security is set to 'not visible'. The field security for this field will need to be set to visible in order to use the value of the Quoted Amount field.

## SC/SCCO – Bid Items LOV has Job/Phase/Category (18.59765)



The Bid Items LOV in subcontracts and subcontract change orders has been modified to include Job, Phase, Category.

## Budget Status Query – Profit Column added (18.57400)

BUDGET STATUS QUERY											
Job Code	Phase	Original Revenue Budget	Phase Name	Internal And Transfer CO	External CO	Pending CO	Prepending CO	Projected Revenue Budget	Current Revenue Budget	Calculated Projection	Profit
ADFJOB01	1000	178,900.00	Site	0.00	670,200.00	162,400.00	0.00	1,011,500.00	849,100.00	34,917.72	814,182.28
ADFJOB01	2000	140,000.00	General Conditions	0.00	825,100.00	231,700.00	0.00	1,196,800.00	965,100.00	2,141,282.56	-1,176,182.56
ADFJOB01	3000	60,940.00	Bidding	0.00	177,120.75	16,200.00	0.00	254,260.75	238,060.75	97,251.10	140,809.65
ADFJOB01	4000	150.00	Admin	0.00	58,000.00	40,700.00	0.00	99,850.00	59,150.00	194,823.45	-135,673.45
ADFJOB01	5000	0.00	IT & Infrastructure	0.00	0.00	90,000.28	0.00	90,000.28	0.00	253,400.00	-253,400.00
ADFJOB01	61633	27,600.00	Field Supervision	0.00	0.00	36,000.00	0.00	63,600.00	27,600.00	27,600.00	0.00
ADFJOB01	61643	2,900.00	General Liability	0.00	0.00	240,000.00	0.00	242,900.00	2,900.00	2,900.00	0.00
ADFJOB01	61663	100.00	First Aid Kit	0.00	0.00	25,901.98	0.00	25,901.98	100.00	100.00	0.00
ADFJOB01	62213	150.00	Office Supplies	0.00	0.00	32,000.00	0.00	32,150.00	150.00	327,063.00	-326,913.00
ADFJOB01	MARKUPS	52,386.00	Markups	0.00	244,113.11	162,340.62	0.00	458,839.73	296,499.11	107,714.08	188,785.03
Total (10 rows)		463,126.00		0.00	1,975,533.86	1,037,142.88	0.00	3,475,802.74	2,438,659.86	3,187,051.91	-748,392.05
											209,544.00

Budget Status Query - Added 'Profit' column to the query screen, and calculated as:

$$\text{Profit} = [\text{Current Revenue Budget}] - [\text{Calculated Projection}].$$

The same column is available for the Cost Status Query as well.

## Enhanced ITB Broadcast Message Templates (18.49545)

The ITB Broadcast Message Templates screen has been enhanced to allow the user to define separate templates for:

- Invitation to Bid
- Bid Package
- Addendum
- Request for Quotation (PCI).



## **Drawing Management – Annotations as Related Objects for Punch List Items** (18.55428)

---

CMiC has added support for Related Objects to be associated with Punch List Items via annotations from Drawing Management (currently for Mobile).

## **Submittals 2.0 Enhancements** (18.60353)

---

A number of enhancements have been made to the Submittals program as part of the on-going 2.0 development:

- a) updated user-interface (using HTML5)
- b) introduction of Reviewers that can be added directly, added from a Distribution List or added from a Reviewer Template, similar to the enhanced RFI 2.0
- c) integration with Action Items creation, for current Reviewer – viewed in My Actions page
- d) Submittal Approver default for TO field
- e) addition of Received Date, Submitted Date and Responded Date for the Submittal
- f) mandatory Required Finish Date
- g) update of document history on updating document
- h) Complete Review functionality with update of Action Date
- i) added document security and PM Role privilege to Hide Reviewer Section
- j) addition of Submittal Note Statuses
- k) ability to collapse/expand replies (Notes)
- l) denoting Notes as Public/Private and applying associated PM role privilege to make them Public/Private
- m) added field security for Submittal Notes tab.

## **PCI Code added to Units Complete with Field Security** (18.51734)

---

The PCI Code has been added to the PM Daily Journal/Units Complete and PM Units Complete programs. Field security can be applied to this field if desired. By default the field is Read-only on the \*ALL\* security role for both the Daily Journal and Units Complete programs.

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs Units Complete

COLUMN/FIELD SECURITY

Item Name	Security Level
Units Complete - PCI No.	Read-Only Hidden

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs Daily Journal

COLUMN/FIELD SECURITY

Item Name	Security Level
Units Complete - PCI No.	Read-Only Hidden

The PCI Code value will come over from the ADF input:

CMIC ENTERPRISE

Enterprise Etime Edit Mode

Search programs...

General Ledger

Accounts Payable

Accounts Receivable

Job Costing

Setup

Job

Transactions

Enter Cost Transaction

Enter Billing Transaction

Enter Committed Cost Transaction

Process Recurring Entries

Phase Quantity Completion

Accrual Processing

Forecasting

JOB UNIT COMPLETION

Enter Quantities Complete Print Edit List Post Quantities Complete

Selection Criteria

\* Company SUS Supreme Unitarian Selections

Job

\* Batch 2033 SHIELD 2018-12-19 U Create Batch

Date 20-Dec-18

Remove Transactions Retrieve All Cost Codes Include Sub-Jobs Restrict to "PIU" Budget Method

Transaction Detail

* Transaction Date	Job	* Cost Code	PCI Code	Transaction	* WM	Cost Code to Date	WM	Comment	Crew Name
19-Dec-18	ADFJOB02	1000		NA	0.000	NA			
19-Dec-18	ADFJOB02	2000		NA	0.000	NA			
19-Dec-18	ADFJOB02	3000		NA	0.000	NA			

## Field Security for RFI History tab (18.56963)

Field security can now be applied to the RFI **History** tab. Possible setting is Unrestricted or Hidden.

## User Password Rules (18.53381)

First introduced in V12-004 for User Maintenance, the password rules have been added to the User Profile program as well. The wording of the text is set up in the ADF Systems Options screen as shown below:



CMiC ENTERPRISE

Enterprise v10x Enterprise v10 RP Menu Project Management Etime Edit Mode

Search programs... US Payroll

International Payroll  
Human Resources  
Opportunity Management  
Imaging  
Workflow  
Business Intelligence  
1099  
System  
Global Tables  
Setup  
Installation Summary  
Copy Company  
System Options  
Help URL

SYSTEM OPTIONS

Table Mode Save Exit

Collaboration

\* Collaboration Emails - Resending Interval (min) 30  
\* Collaboration Emails - Check For New Emails Interval (min) 5  
\* Collaboration Emails - Maximum Resend Attempts 10  
\* Collaboration Emails - Reading Interval For "Check For New Emails Interval" (min) 15  
External Context Root (Collaboration)

Security

Privilege Setup Level User

CMiC Password Requirement

Your CMiC password will require the following:  
- Minimum of 10 characters  
- Must contain 4 of the 4 character types  
- Capital letter  
- Lower case letter  
- Special character (l@#%\*^&'()?.,~<br>- Passwords will expire after 60 days  
- Passwords will notify of expiration starting 14 days from expiration date  
- Passwords will have a 7 day grace after expiration

☐ Apply Company Restriction on User Maintenance  
☐ Enable Limited Security

File Transfer

## User Maintenance:

CMiC FIELD

CREATE USER

Project: Project created in ADF (ADFPRO)

Communication Management  
Document Management  
Subcontractor Prequalification  
Bid Management  
Budget & Cost Management  
Site Management  
Reports  
User-Defined Logs  
File Maintenance  
Security  
Partners

LDAP USER

New User Existing User

LDAP Name\* Default

User ID\* Password\* E-Mail\* Re-Type Password\*

Your CMiC password will require the following:

- Minimum of 10 characters
- Must contain 4 of the 4 character types
- Capital letter
- Lower case letter
- Special character (l@#%\*^&'()?.,~)
- One number
- Passwords will expire after 60 days
- Passwords will notify of expiration starting 14 days from expiration date
- Passwords will have a 7 day grace after expiration

CONTACT

Submit Cancel

## User Profile:

USER PROFILE FOR XAVIER SHIELDS (SHIELD)

Old Password\* New Password\* Re-Type Password\*

Submit Close

Your CMiC password will require the following:

- Minimum of 10 characters
- Must contain 4 of the 4 character types
- Capital letter
- Lower case letter
- Special character (l@#%\*^&'()?.,~)
- One number
- Passwords will expire after 60 days
- Passwords will notify of expiration starting 14 days from expiration date
- Passwords will have a 7 day grace after expiration

## Contract Forecast – PCI Code added (18.48189)

CMiC has added the PCI code column in the Contract Forecast with PCI Projections grid. The PCI code column shows the associated PCI code for the record. If there are multiple PCIs for one record, the word “MULTIPLE” is displayed in the cell. If there is no PCI for this record, “NONE” is displayed:

Contract Forecast with PCI Projections [Calculate Burdens](#) [Forecast Comments](#) [Clear Overrides](#) [Refresh](#) [Contract Summary](#) [Notes](#) [Attachments](#) [Send To Spreadsheet](#) [Configure](#)

Owner Change Transmittal  
Request For Payment  
Compliance Status Log  
Expense Authorization  
Cost Status Query  
Budget Status Query  
Cost Status Query (Category)  
Budget Status Query (Category)  
PCI Projection  
Contract Forecasting  
PCI Markup Rules  
Subcontractor Tracking Log  
Self Billed Payment Worksheet

**CONTRACT**

Contract: ADFJOB02 Year: 2018 Status: In Process Filter: Cost/Revenue Projected Cost Show: ☒ Zero Cost Lines ☐ Zero Cost and Revenue Lines Hide: ☒ Zero Projected Cost Rows: ☐ Recoverable ☐ Non-Recoverable ☒ Both

**BILL CODES (FILTERED)**

Time Phased	Freeze Update	Bill Code	Job	Job Name	Phase	Name	S... Category	Type	Spent/Com... Against Base Contract	Meth...	Current Cost Budget	Spent/Com... Total	Actual Cost	Spent/Com... (In Scope)	Complete %	PCI Code
	<input type="checkbox"/>	ADFJOB02.1000...	ADFJOB02	Project created in...	1000	Site	N EQUIPMENT	COST	34,000.00	A	15,000.00	34,000.00	0.00	34,000.00	0.00	NONE
	<input type="checkbox"/>	ADFJOB02.1000...	ADFJOB02	Project created in...	1000	Site	N LABOR	COST	0.00	A	0.00	0.00	0.00	0.00	0.00	NONE
	<input type="checkbox"/>	ADFJOB02.1000...	ADFJOB02	Project created in...	1000	Site	N MATERIALS	COST	40,000.00	A	30,000.00	40,000.00	2,300.00	40,000.00	5.75	DOOREXT
	<input type="checkbox"/>	ADFJOB02.1000...	ADFJOB02	Project created in...	1000	Site	N SUBCONTR	COST	121,200.00	A	69,900.00	121,200.00	2,300.00	121,200.00	1.90	MULTIPLE
	<input type="checkbox"/>	ADFJOB02.2000...	ADFJOB02	Project created in...	2000	General Conditions	N LABOR	COST	0.00	A	0.00	0.00	0.00	0.00	0.00	NONE
	<input type="checkbox"/>	ADFJOB02.2000...	ADFJOB02	Project created in...	2000	General Conditions	N MATERIALS	COST	67,000.00	A	18,000.00	67,000.00	5,000.00	67,000.00	7.46	NONE
	<input type="checkbox"/>	ADFJOB02.2000...	ADFJOB02	Project created in...	2000	General Conditions	N SUBCONTR	COST	157,511.00	A	55,500.00	157,511.00	1,000.00	157,511.00	0.64	MULTIPLE
	<input type="checkbox"/>	ADFJOB02.3000...	ADFJOB02	Project created in...	3000	Bidding	N EQUIPMENT	COST	0.00	A	0.00	0.00	0.00	0.00	0.00	NONE
	<input type="checkbox"/>	ADFJOB02.3000...	ADFJOB02	Project created in...	3000	Bidding	N LABOR	COST	0.00	A	0.00	0.00	0.00	0.00	0.00	NONE
	<input type="checkbox"/>	ADFJOB02.3000...	ADFJOB02	Project created in...	3000	Bidding	N MATERIALS	COST	49,000.00	A	2,400.00	49,000.00	0.00	49,000.00	0.00	NONE

The tooltip for any PCI displayed will be the header Description of the PCI.

## Field Security – Submittal Notes tab (18.60353)

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs Submittal

**COLUMN/FIELD SECURITY**

Item Name	Security Level
Comments	Unrestricted
Send Email	Unrestricted
Disconnect Related Objects	Unrestricted
Edit Required Start Date	Unrestricted
Edit Required End Date	Unrestricted
Delete Button	Unrestricted
Send I/O Email	Unrestricted
Send Reminder Email	Unrestricted
Days Prior to Preparation Start	Unrestricted
Submittal Status	Unrestricted
BCC	Unrestricted
Collaborator Submittal Submit Button	Unrestricted
Collaborator Submittal Complete Review Button	Unrestricted
Notes Tab	Unrestricted Hidden

CMiC has added field security for the Submittal Notes tab. Possible setting is Unrestricted or Hidden.

## Added "Posted Billed To Date" column in the Budget Status Query in JSP (18.51105)

Add a new column named “Posted Billed to Date” into the log queries:

- Cost status query
- Budget status query
- Cost status query (Category)
- Budget status query (Category)

The new field "Posted Billed To Date" will include only posted invoices to date and will be the billed amount by Phase or by Phase Category depending on which query is executed.

Fig1. Posted invoices to date shown in JB transaction log:

JB - TRANSACTION DETAIL LOG									
Search <span>Advanced</span> <span>Layers</span>									
View <span>Format</span> <span>Freeze</span> <span>Detach</span> <span>Wrap</span> <span>Clear Query</span> <span>Export</span> <span>ECM Documents</span>									
Find <input type="text"/> <span>Go</span>									
Job	Phase	Cat	Ref.Date	Type	Amount	Source Code	Reference Code	Crew Code	Quantity
1851105	01-100	1000	14-Jan-2019	B	1890.00	ZZ-ACME	185110502		10
1851105	01-100	1000	14-Jan-2019	B	1875.00	ZZ-ACME	185110501		10
1851105	01-100	3000	14-Jan-2019	B	8130.00	ZZ-ACME	185110501		10
1851105	01-100	3000	14-Jan-2019	B	12765.00	ZZ-ACME	185110502		10
1851105	01-101	2000	14-Jan-2019	B	7890.00	ZZ-ACME	185110501		10
1851105	01-101	2000	14-Jan-2019	B	8430.00	ZZ-ACME	185110502		10

Fig.2 "Posted Billed to Date" column added into Cost Status Query.

Cost Status Query																						
Job Code	Phase	Original Budget	Phase Name	Internal And Transfer CO	External CO	Current Budget	Pending CO	Prepending CO	Projected Budget	Spent	Committed Remaining	Committed	Spent/Committed	Amount To Complete	Calculated Projection	Proceeding Projected	Non-Proceeding CO	Pending Projection	Forecast	Projected Over/Under	Projected ETC Budget	Posted Billed To Date
1851105	01-100	400,000.00	Blue Prints	0.00	0.00	400,000.00	0.00	0.00	400,000.00	6,670.00	0.00	0.00	6,670.00	393,330.00	400,000.00	0.00	0.00	400,000.00	400,000.00	0.00	400,000.00	10,005.00
1851105	01-101	200,000.00	Signage	0.00	0.00	200,000.00	0.00	0.00	200,000.00	5,260.00	0.00	0.00	5,260.00	194,740.00	200,000.00	0.00	0.00	200,000.00	200,000.00	0.00	200,000.00	7,890.00
Total (2 rows)		600,000.00		0.00	0.00	600,000.00	0.00	0.00	600,000.00	11,930.00	0.00	0.00	11,930.00	588,070.00	600,000.00	0.00	0.00	600,000.00	600,000.00	0.00	600,000.00	17,895.00

Billed Amount by Phase

Fig3. "Posted Billed to Date" column added into Budget Status Query.

Budget Status Query										
Job Code	Phase	Phase Name	Original Revenue Budget	Internal And Transfer CO	External CO	Current Revenue Budget	Pending CO	Prepending CO	Projected Revenue Budget	Posted Billed To Date
1851105	01-100	Blue Prints	480,000.00	0.00	0.00	480,000.00	0.00	0.00	480,000.00	10,005.00
1851105	01-101	Signage	240,000.00	0.00	0.00	240,000.00	0.00	0.00	240,000.00	7,890.00
Total (2 rows)			720,000.00	0.00	0.00	720,000.00	0.00	0.00	720,000.00	17,895.00

Billed Amount by Phase

Fig4. "Posted Billed to Date" column added into Cost Status Query (Category).

Cost Status Query (Category)																							
Job Code	Phase	Phase Name	Category Code	Original Budget	Internal And Transfer CO	External CO	Current Budget	Pending CO	Prepending CO	Projected Budget	Spent	Committed	Committed Remaining	Spent/Committed	Amount To Complete	Calculated Projection	Proceeding Projected	Non-Proceeding CO	Pending Projection	Forecast	Projected Over/Under	Projected ETC Budget	Posted Billed To Date
1851105	01-100	Blue Prints	1000	100,000.00	0.00	0.00	100,000.00	0.00	0.00	100,000.00	1,250.00	0.00	0.00	1,250.00	98,750.00	100,000.00	0.00	0.00	100,000.00	100,000.00	0.00	100,000.00	1,875.00
1851105	01-100	Blue Prints	3000	100,000.00	0.00	0.00	100,000.00	0.00	0.00	100,000.00	5,420.00	0.00	0.00	5,420.00	94,580.00	100,000.00	0.00	0.00	100,000.00	100,000.00	0.00	100,000.00	8,130.00
1851105	01-100	Blue Prints	4000	100,000.00	0.00	0.00	100,000.00	0.00	0.00	100,000.00	0.00	0.00	0.00	0.00	100,000.00	100,000.00	0.00	0.00	100,000.00	100,000.00	0.00	100,000.00	
1851105	01-100	Blue Prints	9000	100,000.00	0.00	0.00	100,000.00	0.00	0.00	100,000.00	0.00	0.00	0.00	0.00	100,000.00	100,000.00	0.00	0.00	100,000.00	100,000.00	0.00	100,000.00	
1851105	01-101	Signage	2000	100,000.00	0.00	0.00	100,000.00	0.00	0.00	100,000.00	5,260.00	0.00	0.00	5,260.00	94,740.00	100,000.00	0.00	0.00	100,000.00	100,000.00	0.00	100,000.00	7,890.00
1851105	01-101	Signage	9000	100,000.00	0.00	0.00	100,000.00	0.00	0.00	100,000.00	0.00	0.00	0.00	0.00	100,000.00	100,000.00	0.00	0.00	100,000.00	100,000.00	0.00	100,000.00	
Total (6 rows)				600,000.00	0.00	0.00	600,000.00	0.00	0.00	600,000.00	11,930.00	0.00	0.00	11,930.00	588,070.00	600,000.00	0.00	0.00	600,000.00	600,000.00	0.00	600,000.00	17,895.00
Billed Amount by Phase-Category combination																							

Fig5. "Posted Billed to Date" column added into Budget Status Query (Category).

Budget Status Query (Category)														
Job Code	Phase	Phase Name	Category Code	Original Revenue Budget	Internal And Transfer CO	External CO	Current Revenue Budget	Pending CO	Prepending CO	Projected Revenue Budget	Projected ETC Revenue Budget	Calculated Revenue	Billed/Committed	Posted Billed To Date
1851105	01-100	Blue Prints	1000	120,000.00	0.00	0.00	120,000.00	0.00	0.00	120,000.00	120,000.00	1,875.00	1,875.00	1,875.00
1851105	01-100	Blue Prints	3000	120,000.00	0.00	0.00	120,000.00	0.00	0.00	120,000.00	120,000.00	8,130.00	8,130.00	8,130.00
1851105	01-100	Blue Prints	4000	120,000.00	0.00	0.00	120,000.00	0.00	0.00	120,000.00	120,000.00	0.00	0.00	0.00
1851105	01-100	Blue Prints	9000	120,000.00	0.00	0.00	120,000.00	0.00	0.00	120,000.00	120,000.00	0.00	0.00	0.00
1851105	01-101	Signage	2000	120,000.00	0.00	0.00	120,000.00	0.00	0.00	120,000.00	120,000.00	7,890.00	7,890.00	7,890.00
1851105	01-101	Signage	9000	120,000.00	0.00	0.00	120,000.00	0.00	0.00	120,000.00	120,000.00	0.00	0.00	0.00
Total (6 rows)				720,000.00	0.00	0.00	720,000.00	0.00	0.00	720,000.00	720,000.00	17,895.00	17,895.00	17,895.00

Billed Amount by Phase-Category combination

## Autodesk (BIM) Changes (18.68873)

1. From now on the "BIM Project Mapping" section will remain hidden permanently;
2. CMiC has moved the BIM Integration menu item to the Communication Management node of the tree-view.

## RFP – Print Waiver and Print Certificate of Payment buttons (18.48577)

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs Payment Requisition

### COLUMN/FIELD SECURITY

Item Name	Security Level
Print Requirement For Payment Button	<span>Hidden</span>
Print Waiver Button	<span>Hidden</span>

Request For Payment - Added 2 new buttons: Print Waiver and Certificate of Payment Report. By default, these buttons are set to HIDDEN on the \*ALL\* security role.

When the field security is set to UNRESTRICTED, the buttons can be seen on the RFP screen:

Request for Payment

[Add RFP](#)
[Show Images](#)
[Print](#)
[Back To Log](#)
[Post](#)
[Print Certificate of Payment](#)
[Print Waiver](#)

Project: ADF Project 1 (ADFP001)

[Communication Management](#)
[Document Management](#)
[Subcontractor Prequalification](#)
[Estimate Management](#)
[Bid Management](#)
[Budget & Cost Management](#)

Subcontract

Subcontract Change Orders

Subcontractor SOV

Potential Change Items

Owner Change Orders

Owner Change Transmittal

Request For Payment

INV-FEB20-001

Status: SUBMITTED

Vendor: Maestro Builders Incorporated

Contract: JAN232019-001

Invoice No.: INV-FEB20-001

Invoice Date: 2019-02-20

Due Date: 2019-03-22

Post Date:

Description: Test this out

Accounting Description

### SCHEDULE OF VALUES

Task Code	Task Name	Contracted Quantity	UCM	Rate	Amt	Previously Certified Quantity	Previously Certified Amount	Remaining Quantity to be Invoiced	Remaining Amount to be Invoiced	Completed Quantity	Current Quantity	Current Amount	Completed Amount	Retainage %	Previous Retainage Amount	Retainage Amount	Total Retainage Amount	Previous Release Amount	Outstanding Release Amount	Release Amount
TASK1	task1		NA	0.000	62,000.00	0	2,500.00	0.00	60,000.00	0	0	100.00	2,100.00	10	200.00	10.00	210.00	0.00	210.00	0.00
TASK2	task2		NA	0.000	17,000.00	0	7,000.00	0.00	10,000.00	0	0	0.00	7,000.00	10	700.00	0.00	700.00	0.00	700.00	0.00

## JSP 2.0 Enhancements

On-going development:

The screens below are undergoing user interface enhancements aimed at improving the user experience and visual appeal of the application.

- a) Issues – 18.59802
- b) Communications – 18.62719
- c) RFI Entry – 18.54300
  - Implemented field security for Potential Contract Change field. This field is linked to the Disclaimer which changes value whenever the value in the Potential Contract Change field changes.
  - The Disclaimer's text can be changed using Prompt Maintenance
  - Implemented gray-out/disable the fields in view mode
- d) Submittals - 18.60353
- e) Subcontract Entry – 18.62906
- f) Subcontract Change Order – 19.70315
- g) PCI Entry – 18.67900

**IMPORTANT NOTE:** By default, the screens are set to the old (classic mode – classic mode flag is set to Y). A version script is programmed with each work order and sets the classic mode flag to N so the new look & feel of HTML5 will be displayed. This script is not included in any patch and should be run explicitly when needed.

## Daily Journal – Next and Previous buttons (18.64139)

The screenshot displays the 'Daily Journal' application interface. At the top, there is a navigation bar with several buttons: 'Crew Dispatch Timesheet', 'User Extensions', 'Print Report', 'Delete', 'Edit', 'Add', 'Copy Previous Journal', 'Link to Issue', 'Back To Log', and a red box highlighting 'Previous' and 'Next' buttons. Below the navigation bar, the main content area shows a 'Daily Journal' entry for 'Project: ADF Project 1 (ADFP01)'. The entry includes fields for 'Journal No. 0000012', 'Date 10-Jul-18, Tuesday', 'Prepared By: Xavier Shields', 'Sky clear', 'Wind calm', 'Precipitation 12', 'Rain Day ☐', 'Low Temperature 10', 'High Temperature 28', 'Units Complete Status: Empty', 'Shift', 'Submitted By', 'Project type', and 'Crew Code'. The interface also features a sidebar with navigation links: 'Communication Management', 'Document Management', 'Subcontractor Prequalification', 'Estimate Management', 'Bid Management', 'Budget & Cost Management', and 'Site Management'. At the bottom, there are tabs for 'General', 'Tasks', 'Labor', 'Field Force', 'Own Equipment', 'Trade Equipment', 'Materials', 'Visitors', 'Safety', 'Billing Units Complete', 'Units Complete', 'Daily Work Plan', and 'User Defined Fields'. The 'General' tab is currently selected, showing 'Activities: create daily journal for JULY 10, 2018' and 'FF Line 1' and 'FF Line 2'.

CMiC has added [Previous] and [Next] buttons to navigate daily journals. These buttons allow the user to navigate from one journal to another (back and forth) without going back to the log.

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs Daily Journal

**COLUMN/FIELD SECURITY**

Item Name	Security Level
Units Complete - PCI No.	
Previous Journal and Next Journal Buttons	Hidden

Users can apply field security for the [Previous] and [Next] buttons in Daily Journal header if needed. By default, the field security of these buttons is set as HIDDEN on the \*ALL\* security role.

## Field Security for Copy Previous Daily Journal button (19.70304)

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs Daily Journal

**COLUMN/FIELD SECURITY**

Item Name	Security Level
Copy Previous Journal	Unrestricted

Added field security to show/hide [Copy Previous Journal] button.

## Contract Forecast Status Assignment by User and Status Change History (17.46558)

Enhanced the Contract Forecast screen to provide setup for Forecast Status by user as well as to maintain a history of forecast changes by status. An email notification will be sent to users whose Project Role is set to receive the alert.

Here are the changes that are related to these enhancements:

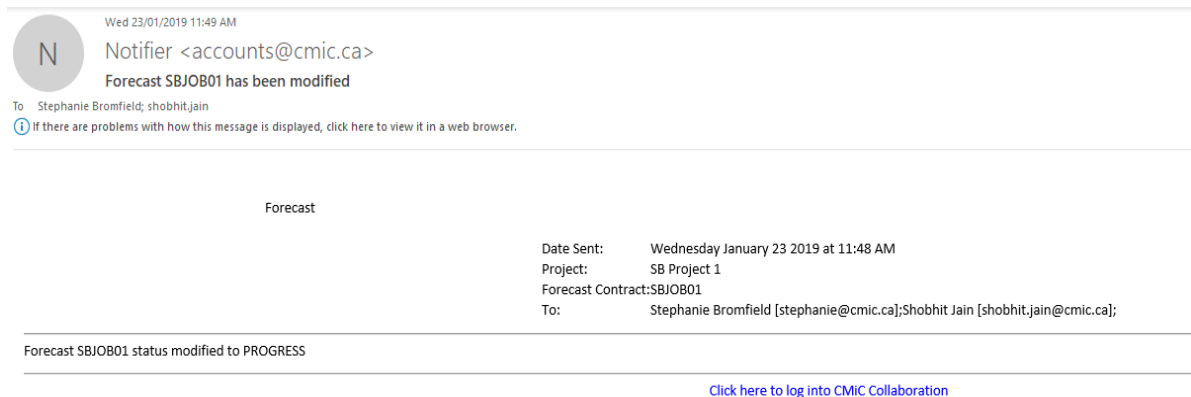
### Project Role privilege:

Addition of the "Notify on Forecast Status Change" project role privilege. The user with the privilege will be notified via email whenever a forecast status change has occurred. The email will include the Contract code and

the status to which the forecast has been changed.

Other	
<input type="checkbox"/> Non-Project CCs	<input type="checkbox"/> Validate Punch List Areas
<input type="checkbox"/> Update Submittals from Bid Item screen	<input type="checkbox"/> Allow For Adding Notes And Attachments To Closed Issues
<input type="checkbox"/> Allow For Adding Notes And Attachments To Closed RFIs	<input type="checkbox"/> No RFI Answer Entry
<input type="checkbox"/> Store Forecast	<input type="checkbox"/> Submit Daily Journal
<input type="checkbox"/> Allow for Manual Creation of A New Payment Response	<input type="checkbox"/> Disable Printing on Subcontract
<input type="checkbox"/> Disable Printing on Subcontract Change Order	<input type="checkbox"/> Delete multiple SOVs at SC and SCCO
<input type="checkbox"/> Delete/Remove multiple Submittals at Submittal Package	<input type="checkbox"/> Delete PCI Detail line when restricted
<input type="checkbox"/> Allow To Open Current Forecast	<input type="checkbox"/> Allow to answer an RFI
<input type="checkbox"/> Allow Collaborators to edit Submittal History	<input type="checkbox"/> Disable Printing on Posted Subcontract
<input type="checkbox"/> Disable Printing on Posted Subcontract Change Order	<input type="checkbox"/> Hide Reviewer Section
<input type="checkbox"/> Allow P-Type collaborators to view all notes	<input type="checkbox"/> Allow P-type collaborators to make a note public.
<input type="checkbox"/> Allow P-type users to select a reviewer template	<input type="checkbox"/> Allow P-type users to save a project level reviewer template
<input type="checkbox"/> Allow P-type users to add reviewers	<input checked="" type="checkbox"/> Notify on Forecast Status Change
Collaborate	
When checked users will get the email notification when forecast status is changed.	

sample email:



## Field Security

*ALL*	
*Note: Not all programs have fields available with field privileges	
Programs	Contract Forecast 1
COLUMN/FIELD SECURITY	
Item Name	Security Level
Status History Button	Unrestricted
Assign Status Button	Unrestricted

### [Assign Status] button:

This button allows the current user to assign one or more statuses to a selected user, from the Available list of statuses:

Contract Forecast with PCI Projections

Project: ADF Project 1 (ADFPJ01)

Communication Management

Document Management

Subcontractor Prequalification

Estimate Management

Bid Management

Budget & Cost Management

Subcontract

Subcontract Change Orders

Subcontractor SOV

Potential Change Items

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Contract: ADFJ0801

Year: 2019

Current Status: In Process

Filter: Cost/Revenue

Show: Zero Cost Lines

Zero Cost and Revenue Lines

Hide: Zero Projected Cost Lines

Rows: Recoverable

Non-Recoverable

Both

Go

BILL CODES (FILTERED)

Time Phased

Freeze

Update

Bill Code

Job

Job Name

Phase

Name

Sh Category

Type

SpentCom...

Actual Cost

SpentCom...

Complete %

PCI Code

Pending Internal PCI

Pending PCI Cost To Co...

Pending External PCI Cost To Co...

Forecast Status History - Mozilla Firefox

testv12.omicca8888/omicstest12g/c...

Apply

Cancel

USER STATUS MAINTENANCE

Available:

Users: QAV12

Selected:

Testv12

Close

## [Status History] button:

This button will display the history of Status updates that have occurred for the selected Contract.

- Change the Status by selecting from this drop-down list. The forecast is automatically updated with the selected status.
- The Status History will display the change:

Contract Forecast with PCI Projections

Project: ADF Project 1 (ADFPJ01)

Communication Management

Document Management

Subcontractor Prequalification

Estimate Management

Bid Management

Budget & Cost Management

Subcontract

Subcontract Change Orders

Subcontractor SOV

Potential Change Items

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query

Cost Status Query (Category)

Budget Status Query (Category)

PCI Projection

Contract Forecasting

Contract: ADFJ0801

Year: 2019

Current Status: In Process

Filter: Cost/Revenue

Show: Zero Cost Lines

Zero Cost and Revenue Lines

Hide: Zero Projected Cost Lines

Rows: Recoverable

Non-Recoverable

Both

Go

Forecast has been refreshed

BILL CODES (FILTERED)

Time Phased

Freeze

Update

Bill Code

Job

Job Name

Phase

Name

Sh Category

Type

SpentCom...

Actual Cost

SpentCom...

Complete %

PCI Code

Pending Internal PCI

Pending PCI Cost To Co...

Pending External PCI Cost To Co...

Forecast Status History - Mozilla Firefox

testv12.omicca8888/omicstest12g/c...

Forecast Status History

Close

User

Year

Per

Status

Date

SHIELD

2019

2

IN PROCESS

2019-02-20

Total (1 row)

There are 27 records in database for this period. Page 1, 1-27 displayed, 1 page 27 records total.

Input

Budgeted

Completed

Remaining

Projected

WM

Committed

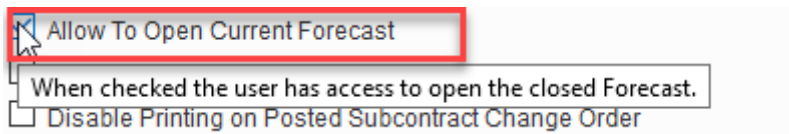
Spent Against Commitment

- The user will receive an email notification if the user's project role is set with the privilege:





Also, Added PM Role privilege 'Allow To Open Current Forecast' to change Forecast Status from Closed, if needed:



## Check Spelling Button removed (18.66834)

The Check Spelling button and underlying functionality has been removed from some screens in PM JSP. So far, the button has been removed from:  
Transmittals, Submittal Packages, Communications, Documents, Subcontracts, Issues.

## PCI Markup Rules by PCI Type (18.59093)

Changes have been programmed to allow the creation of PCI Markup Rules by PCI Type (External, Internal, Transfer etc.)

### Highlights

- PCI Type field is added to the PCI Markup Rules screen
- PCI Type field is initially hidden by field security which is set as HIDDEN on the **\*ALL\*** role
- When the PCI Type field is HIDDEN, the functionality behaves as it did prior to these changes, and all markup rules are displayed
- Existing PCI Markups, prior to this change, are listed under PCI Type = null in the header, along with any new PCI markups created with the PCI Type specified under 'Rules'.
- To create PCI Markups which apply to PCIs regardless of Type, select the null value in the Type drop-down before creating new rules.
- To create PCI markups for a given PCI Type, first select the PCI Type from the drop-down in the header, then click the [New] button in the lower section.

## Field Security:

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs PCI Markup Rules

COLUMN/FIELD SECURITY

Item Name	Security Level
Calculate On Billing Amount	Unrestricted
PCI Type	Hidden

When the field security for PCI Type is set as UNRESTRICTED:

CMiC FIELD

- Bid Management
- ▲ Budget & Cost Management
  - Subcontract
  - Subcontract Change Orders
  - Subcontractor SOV
  - Potential Change Items
  - Owner Change Orders
  - Owner Change Transmittal
  - Request For Payment
  - Compliance Status Log
  - Expense Authorization
  - Cost Status Query
  - Budget Status Query
  - Cost Status Query (Category)
  - Budget Status Query (Category)
  - PCI Projection
  - Contract Forecasting
  - PCI Markup Rules

JOB

Job \* SUSJ0801
PCI Type \*

RULES

Order	Description	Rounding Method	Level	Action
	SUSE - External			
	SUSI - Internal			
	SUSO - OBC			
	SUST - Transfer			

No Records Found

DETAILS

Calculate On				Allocate To							
Action	Job	Phase *	Category *	Job	Phase *	Category *	Calculate On Billing Amount	Budget % *	Billing % *	Action	

## Create Markup Rule for specific PCI Type:

**JOB**

Job \* SUSJOB01 PCI Type \* SUSE - External

**RULES**

Order \* 1 Description Markup - EXT Rounding Rule No Rounding Rounding Method Standard Level \* 1

Save Cancel Copy From Job

Order	Description	Rounding Rule	Rounding Method	Level	Action
No Records Found					

**DETAILS**

Calculate On				Allocate To						
Action	Job	Phase *	Category *	Job	Phase *	Category *	Calculate On Billing Amount	Budget % *	Billing % *	Action
+ -	SUSJOB01	ALL	ALL	SUSJOB01	61663	LABOR	<input type="checkbox"/>		10	15 + -
+										+

## PCI Markup Rules - Total Markup (17.39285)

CMiC has added a new type of PCI Markup named Total Markup which will calculate on the Total of a PCI (including all costs above the line and the markups).

**JOB**

Job \* ADFJOB01 PCI Type \* SUSO - OBC

**RULES**

Order \* 1 Description PCI Markup1 Rounding Rule No Rounding Rounding Method Standard Level \* 1 **Total Markup Flag ☐**

Save Cancel Copy From Job

Order	Description	Rounding Rule	Rounding Method	Level	Total Markup Flag	Action
1	PCI Markup1	No Rounding	Standard	1	<input type="checkbox"/>	

**DETAILS**

Calculate On				Allocate To						
Action	Job	Phase *	Category *	Job	Phase *	Category *	Calculate On Billing Amount	Budget % *	Billing % *	Action
+ -	ADFJOB01	ALL	ALL	ADFJOB01	MARKUPS	FEE	<input type="checkbox"/>	10.000000	15.000000	+ -
+										+

Field security can be applied to the Total Markup flag for PCI Markups. By default, the field security is set at HIDDEN. Other possible settings: UNRESTRICTED, READ-ONLY:

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs
PCI Markup Rules ▼

COLUMN/FIELD SECURITY

Item Name	Security Level
Calculate On Billing Amount	Unrestricted <span style="float: right;">▼</span>
PCI Type	Unrestricted <span style="float: right;">▼</span>
Total Markup Flag	Hidden <span style="float: right;">▼</span>

## Cost Status Query – Additional Columns (18.67592)

Three additional columns are available in the Cost Status Query.

The names for the columns are as follows:

1. PMOJSQ\_BILL\_AMT Billed to Date)
2. PMOJSQ\_IDEAL\_REV\_AMT (Job to Date)
3. PMOJSQ\_UNBILLED\_JOB\_AMT (Calculated as 2 minus 1)

These columns are not initially visible in the Cost Status Query Log, but will need to be added by the user, by first going to the User Defined Logs – Cost Status Query and selecting them for inclusion in the Cost Status Query Log as shown below.

a) Select them in the **User Defined Logs – Cost Status Query**, and then save:

User-Defined Logs

[Add Log](#)
[Save Columns](#)

- ▶ Budget & Cost Management
- ▶ Site Management
- ▶ Reports
- ▶ User Defined Logs
- ▶ **File Maintenance**
  - ▶ Local Tables
  - ▶ Menu Maintenance
  - ▶ Enterprise PM
  - ▶ Project System Options
  - ▶ Project Control
  - ▶ Project Maintenance
  - ▶ Activities
  - ▶ User-Defined Log Types
  - ▶ **User-Defined Logs**
  - ▶ Log Builder
  - ▶ Default Filters
  - ▶ User-Defined Fields
  - ▶ Report Assignment
  - ▶ Prompt Maintenance
  - ▶ User Defaults Maintenance
- ▶ Document Merge
- ▶ Real-Time Integration
- ▶ Security

LOGS									
Type	Log		Datasource	System Defined	Action				
Owner Job Status Query	Cost Status Query		SYSLOGPMOWNERJSQUERY_V	Y	<span style="color: blue;">✎</span>				
Owner Job Status Query	Budget Status Query		SYSLOGPMOWNERJSQUERY_V	Y	<span style="color: blue;">✎</span>				
<input checked="" type="checkbox"/>	PMOJSQ_PROCEED_CO_AMT	Proceeding Projected	right	Proceeding PCI	Click to see transactions				
<input checked="" type="checkbox"/>	PMOJSQ_NON_PROCEED_CO_AMT	Non-Proceeding CO	right	Non-Proceeding PCI	Click to see transactions				
<input checked="" type="checkbox"/>	PMOJSQ_PENDING_PROJ_AMT	Pending Projection	right						
<input checked="" type="checkbox"/>	PMOJSQ_FORECAST_AMT	Forecast	right						
<input checked="" type="checkbox"/>	PMOJSQ_PROJ_VARIANCE_AMT	Projected Over/Under	right						
<input checked="" type="checkbox"/>	PMOJSQ_ETC_PROJ_AMT	Projected ETC Budget	right						
<input checked="" type="checkbox"/>	PMOJSQ_PROJ_VARIANCE_CALC_AMT	Variance	right						
<input checked="" type="checkbox"/>	PMOJSQ_PROFIT_AMT	Profit	right						
<input checked="" type="checkbox"/>	PMOJSQ_ORIG_PROFIT_AMT	Original Profit	right						
<input checked="" type="checkbox"/>	PMOJSQ_BILL_AMT	Posted Billed To Date	right						
<input checked="" type="checkbox"/>	PMOJSQ_VAR_COMMITTED_AMT	Variance to Committed	right						
<input checked="" type="checkbox"/>	PMOJSQ_VAR_SPENT_AMT	Variance to Spent	right						
<input checked="" type="checkbox"/>	PMOJSQ_IDEAL_REV_AMT	Job To Date	right						
<input checked="" type="checkbox"/>	PMOJSQ_UNBILLED_JOB_AMT	Unbilled Work	right						
<input type="checkbox"/>	PMOJSQ_COMP_CODE	Company Code	left						
<input type="checkbox"/>	PMOJSQ_ORIG_BUDG_REV_AMT	Original Revenue Budget	right						

b) Select them in the **Log Builder – Cost Status Query**, and then save:

The screenshot shows the 'Log Builder' window with the 'Cost Status Query' selected in the sidebar. The main area displays a list of fields with their respective data types and directions. A red box highlights the following fields:

- ☒ PHOISQ\_IDEAL\_REV\_AMT: Job To Date, right
- ☒ PHOISQ\_BILL\_AMT: Posted Billed To Date, right
- ☒ PHOISQ\_UNBILLED\_JOB\_AMT: Unbilled Work, right

c) Review the **Cost Status Query Log**:

Job To Date

Billed To Date

Unbilled Work = Job To Date – Billed to Date

The screenshot shows the 'CMIC FIELD' interface with the 'COST STATUS QUERY' report. The report displays a table with various financial metrics. A red box highlights the following columns:

- Job To Date
- Posted Billed To Date
- Unbilled Work

## Cost Status Query – Additional Columns (18.66226)

CMIC FIELD

Show Filter

Send To Spreadsheet

Enter Query

Project: ADF Project 1 (ADFP001)

Communication Management

Document Management

Subcontractor Prequalification

Estimate Management

Bid Management

Budget & Cost Management

Subcontract

Subcontract Change Orders

Subcontractor SOV

Potential Change Items

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query

	Spent	Committed Remaining	Committed	Spent/Committed	Amount To Complete	Calculated Projection	Proceeding Projected	Non- Proceeding CO	Pending Projection	Forecast	Projected Over/Under	Projected ETC Budget	Variance	Profit	Original Profit	Variance to Committed	Variance to Spent	Job To Date	Posted Billed To Date	Unbilled Work
3	51,999.41	419,368.28	468,470.41	471,387.89	-55,331.96	416,955.73	69,000.00	0.00	485,655.73	485,655.73	-281,170.00	204,485.73	-300,170.00	-323,816.00	-321,054.00	-352,584.68	63,886.32	956,378.75		956,378.75
0	106,958.63	2,274,492.39	2,377,842.82	2,381,451.82	-934,769.72	1,446,681.30	126,100.00	0.00	1,575,781.30	1,575,781.30	-1,187,945.30	387,836.00	-1,197,945.30	-1,073,742.30	-232,296.70	-2,129,108.02	141,777.37	4,385,340.18		4,385,340.18
0	58,851.28	447,220.57	501,620.75	506,171.85	-168,371.85	339,800.00	8,100.00	0.00	347,900.00	347,900.00	-336,732.00	11,168.00	-336,732.00	-336,108.00	-98,376.00	-498,652.75	-55,783.28	1,009,344.06		1,009,344.06
0	24,013.55	174,059.90	190,855.45	198,873.45	-198,073.45	0.00	22,100.00	0.00	22,100.00	22,100.00	62,350.00	84,450.00	62,350.00	124,350.00	-32,000.00	-128,505.45	38,336.45	322,327.10		322,327.10
4	62,000.00	191,400.00	253,400.00	253,400.00	-253,400.00	0.00	45,000.14	0.00	45,000.14	45,000.14	0.00	45,000.14	0.00	0.00	0.00	-253,400.00	-42,000.00	284,000.00		284,000.00
0	0.00	0.00	0.00	0.00	27,800.00	27,800.00	18,000.00	0.00	45,800.00	45,800.00	0.00	45,800.00	0.00	0.00	0.00	27,800.00	27,800.00	0.00		0.00
0	900.00	2,000.00	2,900.00	2,900.00	-2,900.00	0.00	120,000.00	0.00	120,000.00	120,000.00	2,900.00	122,900.00	2,900.00	2,900.00	0.00	0.00	2,900.00	1,800.00		1,800.00
0	0.00	0.00	0.00	0.00	100.00	100.00	12,900.99	0.00	13,000.99	13,000.99	0.00	13,000.99	0.00	0.00	0.00	100.00	100.00	0.00		0.00
0	119,884.00	287,179.00	315,856.00	327,963.00	-327,963.00	0.00	16,000.00	0.00	16,000.00	16,000.00	150.00	16,150.00	150.00	150.00	0.00	-315,700.00	-119,734.00	871,168.00		871,168.00
0	0.00	1,000.00	1,000.00	1,000.00	-1,000.00	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00	-1,000.00	0.00	2,000.00		2,000.00
0	0.00	0.00	0.00	0.00	0.00	0.00	3,400.00	0.00	3,400.00	3,400.00	0.00	3,400.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
5	0.00	0.00	0.00	0.00	21,610.00	21,610.00	58,700.25	0.00	80,310.25	80,310.25	0.00	80,310.25	0.00	57,499.32	-154,621.00	21,610.00	21,610.00	0.00		0.00
11	424,006.87	3,716,748.14	4,111,938.63	4,143,447.01	-1,891,599.98	2,251,847.63	502,901.38	0.00	2,754,748.41	2,754,748.41	-1,739,447.38	1,015,301.11	-1,768,447.38	-1,547,768.98	-838,347.70	-3,626,538.90	57,792.86	7,832,358.09		7,832,358.09

CMiC has added the following columns to the Cost Status Query. If the value is negative it is displayed in red.

1. Variance to Committed = Current Budget - (minus) Committed
2. Variance to Spent = Current Budget - (minus) Spent

## Field Security for Buyout Analysis [Purchase] button (18.68164)

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs

Analyze Bids (Buyouts)

COLUMN/FIELD SECURITY

Item Name	Security Level
Process PO Button	Unrestricted
Print Button	Unrestricted
Purchase Button	Unrestricted

Added field security for the [Purchase] button in Analyze Bids (Buyouts).

## Analyze Bids (Buyouts) – Print button (18.58130)

Name	WM	Purchased	Est Amt	Carry Value	Submitted Bids
Buyout Items					
Buyout Item1	NA				
Subtotal					
General					
Subtotal					
Special Pricing					
Subtotal					
Inclusions					
Subtotal					
Exclusions					
Subtotal					
Total Amount			.00		21,000.00

A [Print] button has been added to the Analyze Bids (buoyts) screen to enable users to generate reports with selected bidders in the Bid Analysis program.

## Disable Print until Record Approved via Workflow (18.68449, 18.60646)

Workflow	
<input type="checkbox"/> Workflow Button - OCO	<input type="checkbox"/> Workflow Button - PCI
<input type="checkbox"/> Workflow Button - Subcontract	<input type="checkbox"/> Workflow Button - SC CO
<input type="checkbox"/> Allow Override in Workflow - Subcontract	<input type="checkbox"/> Allow Override in Workflow - SC CO
<input type="checkbox"/> Workflow Button - Bid Items	<input type="checkbox"/> Workflow Button - RFP
<input type="checkbox"/> Workflow Button - RFI	<input type="checkbox"/> Workflow Button - Project
<input type="checkbox"/> Workflow Button - Meeting Minutes	<input type="checkbox"/> Approve Subcontract and Subcontract Change Order
<input checked="" type="checkbox"/> Disable PCI Printing Until Approved	<input checked="" type="checkbox"/> Disable SC CO Printing Until Approved
<input type="checkbox"/> Disable OCO Printing Until Approved	<input checked="" type="checkbox"/> Disable Subcontract Printing Until Approved

Changes have been made to disable the [Print] button until the record is approved in Workflow. This applies to Subcontracts, Subcontract Change Orders, PCIs, Owner Change Orders.

## Unlinking Vendor and Subcontract from POSTED PCI (18.53277)

This enhancement was released in Patch V12-004 but was not documented then.

**Enhancement:** Provision of a utility that allows users to unlink Vendor and Subcontract from PCI detail lines of POSTED PCIs that do not have the subcontract Change Code and Task ID in the PCI detail line.

The following changes have been made in relation to this enhancement:

- Addition of a button **[Unlink PCI Detail Line]** to the PCI screen. Field security can be applied to the button. By default, the field security is set as 'Unrestricted' for the client.
- The [Unlink PCI Detail Line] button is available on POSTED PCIs. When the button is clicked, a popup window is displayed whereby all PCI detail lines with Vendor and Subcontract

but their subcontract Change Order and Task ID are empty are shown. The system allows users to carry out the unlinking of vendor and subcontract for selected item(s) in this list.

Potential Change Item

Project Management Menu

Project: Phoenix Project (PHOENIX)

Subcontractor SOV

Potential Change Items

EXT0019

EXT0021

EXT0022

EXT0020

EXT0023

EXT0024

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query

Cost Status Query (Category)

Budget Status Query (Category)

PCI Projection

Contract Forecasting

PCI Markup Rules

Subcontractor Tracking Log

Self Billed Payment Worksheet

RFQ Log

Site Management

Reports

User-Defined Logs

File Maintenance

Security

Potential Change Item

Type External / Owner Change Orders

PCI No. EXT0025

Date 24/May/2018

Post Date 24/May/2018

Update Projected Amount During Posting

Unlink PCI Detail Line

Unlink Close

Select items to unlink the PCI Detail Line from the association to the Vendor and Contract

Vendor	Subcontract	Job	Phase	Category	VM	Billing Code	Days Impact	Phase Qty	Quantity	Estimated Rate	Estimated Amount	Quoted Rate	Quoted Amount	Final Rate	Final Amount	Billing Qty
<input checked="" type="checkbox"/>	Blue Cross Blue Shield	000000002	PHOENIX	01-103	2000	NA	PHOENIX 01-103 2000				3,000.00				3,000.00	
<input checked="" type="checkbox"/>	Blue Cross Blue Shield	000000001	PHOENIX	03-200	2000	NA	PHOENIX 03-200 2000				4,000.00				4,000.00	
<input checked="" type="checkbox"/>	Murray Restoration	000000001	PHOENIX	03-200	2000	NA	PHOENIX 03-200 2000				5,000.00				5,000.00	
<input checked="" type="checkbox"/>	Blue Cross Blue Shield	000000002	PHOENIX	01-103	2000	NA	PHOENIX 01-103 2000				6,000.00				6,000.00	

Job: PHOENIX

Total: 28,000.00

PCI Detail

Print	Vendor	Subcontract	Job	Phase	Category	VM	Billing Code	Days Impact	Phase Qty	Quantity	Estimated Rate	Estimated Amount	Quoted Rate	Quoted Amount	Final Rate	Final Amount	Billing Quantity	Billing
<input checked="" type="checkbox"/>	TBD	TBD	PHOENIX	01-103	2000	NA	PHOENIX 01-103 2000				1,000.00					1,000.00		
<input checked="" type="checkbox"/>	Blue Cross Blue Shield	000000003	PHOENIX	01-103	2000	NA	PHOENIX 01-103 2000				2,000.00					2,000.00		
<input checked="" type="checkbox"/>	Blue Cross Blue Shield	000000002	PHOENIX	01-103	2000	NA	PHOENIX 01-103 2000				3,000.00					3,000.00		
<input checked="" type="checkbox"/>	Blue Cross Blue Shield	000000001	PHOENIX	03-200	2000	NA	PHOENIX 03-200 2000				4,000.00					4,000.00		
<input checked="" type="checkbox"/>	Murray Restoration	000000001	PHOENIX	03-200	2000	NA	PHOENIX 03-200 2000				5,000.00					5,000.00		
<input checked="" type="checkbox"/>	Blue Cross Blue Shield	000000002	PHOENIX	01-103	2000	NA	PHOENIX 01-103 2000				6,000.00					6,000.00		
<input checked="" type="checkbox"/>	Murray Restoration	000000001	PHOENIX	03-200	2000	NA	PHOENIX 03-200 2000				7,000.00					7,000.00		

Billings Amount: 12,000.00, 16,000.00, 28,000.00

By default all lines are selected. Use the Select All/Deselect All checkbox (header checkbox in the popup) if necessary.

Select the line(s) to be unlinked and then click [Unlink].

Potential Change Item

Project Management Menu

Project: Phoenix Project (PHOENIX)

Subcontractor SOV

Potential Change Items

EXT0019

EXT0021

EXT0022

EXT0020

EXT0023

EXT0024

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query

Cost Status Query (Category)

Budget Status Query (Category)

PCI Projection

Contract Forecasting

PCI Markup Rules

Subcontractor Tracking Log

Self Billed Payment Worksheet

RFQ Log

Site Management

Reports

User-Defined Logs

File Maintenance

Security

Potential Change Item

Type External / Owner Change Orders

PCI No. EXT0025

Date 24/May/2018

Post Date 24/May/2018

Update Projected Amount During Posting

Unlink PCI Detail Line

Unlink Close

Select items to unlink the PCI Detail Line from the association to the Vendor and Contract

Vendor	Subcontract	Job	Phase	Category	VM	Billing Code	Days Impact	Phase Qty	Quantity	Estimated Rate	Estimated Amount	Quoted Rate	Quoted Amount	Final Rate	Final Amount	Billing Qty
<input checked="" type="checkbox"/>	Blue Cross Blue Shield	000000002	PHOENIX	01-103	2000	NA	PHOENIX 01-103 2000				3,000.00				3,000.00	
<input type="checkbox"/>	Blue Cross Blue Shield	000000001	PHOENIX	03-200	2000	NA	PHOENIX 03-200 2000				4,000.00				4,000.00	
<input type="checkbox"/>	Murray Restoration	000000001	PHOENIX	03-200	2000	NA	PHOENIX 03-200 2000				5,000.00				5,000.00	
<input type="checkbox"/>	Blue Cross Blue Shield	000000002	PHOENIX	01-103	2000	NA	PHOENIX 01-103 2000				6,000.00				6,000.00	

Job: PHOENIX

Total: 28,000.00

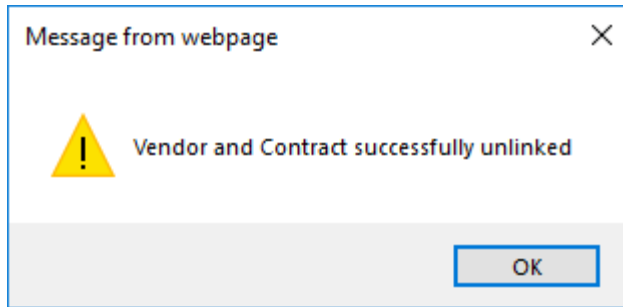
PCI Detail

Print	Vendor	Subcontract	Job	Phase	Category	VM	Billing Code	Days Impact	Phase Qty	Quantity	Estimated Rate	Estimated Amount	Quoted Rate	Quoted Amount	Final Rate	Final Amount	Billing Quantity	Billing
<input checked="" type="checkbox"/>	TBD	TBD	PHOENIX	01-103	2000	NA	PHOENIX 01-103 2000				1,000.00					1,000.00		
<input checked="" type="checkbox"/>	Blue Cross Blue Shield	000000003	PHOENIX	01-103	2000	NA	PHOENIX 01-103 2000				2,000.00					2,000.00		
<input checked="" type="checkbox"/>	Blue Cross Blue Shield	000000002	PHOENIX	01-103	2000	NA	PHOENIX 01-103 2000				3,000.00					3,000.00		
<input checked="" type="checkbox"/>	Blue Cross Blue Shield	000000001	PHOENIX	03-200	2000	NA	PHOENIX 03-200 2000				4,000.00					4,000.00		
<input checked="" type="checkbox"/>	Murray Restoration	000000001	PHOENIX	03-200	2000	NA	PHOENIX 03-200 2000				5,000.00					5,000.00		
<input checked="" type="checkbox"/>	Blue Cross Blue Shield	000000002	PHOENIX	01-103	2000	NA	PHOENIX 01-103 2000				6,000.00					6,000.00		
<input checked="" type="checkbox"/>	Murray Restoration	000000001	PHOENIX	03-200	2000	NA	PHOENIX 03-200 2000				7,000.00					7,000.00		

Billings Amount: 12,000.00, 16,000.00, 28,000.00

The following message box is displayed at the end of the unlinking process:





The Vendor and Contract will be removed from these detail lines. Any RFQ lines associated/created with these PCI detail lines will remain unchanged.

**Potential Change Item**

Project: Phoenix Project (PHOENIX)

Type: External / Owner Change Orders

PCI No. EXT0025

Description: 18.53277 - VENDOR/SUBCONTRACT UNLINKING FOR POSTED PCI

Scope Description: Status Approved

Status: Approved

Days Impact: Start Date: OCD No. Date Proposal Issued To Owner: Date Change Sent To Owner: Source Type: Auto Calculate Markup: ☐

Total Budgeted Amount: 28,000.00

Update Projected Amount During Posting: ☒

Date: 24/May/2018

Post Date: 24/May/2018

Proceed: ☒ Forecast: ☒

Source: End Date: Date Due To Owner: Date Proposal Signed By Owner: Date Change Signed By Owner: Reason:

Total Billing Amount: 28,000.00

**PCI Summary**

Vendor	Budgeted Amount	Billing Amount
Murray Restorotopm	12,000.00	12,000.00
Blue Cross Blue Shield	1,000.00	1,000.00
Blue Cross Blue Shield	12,000.00	12,000.00
Blue Cross Blue Shield	3,000.00	3,000.00
<b>Total</b>	<b>28,000.00</b>	<b>28,000.00</b>

**Allocation**

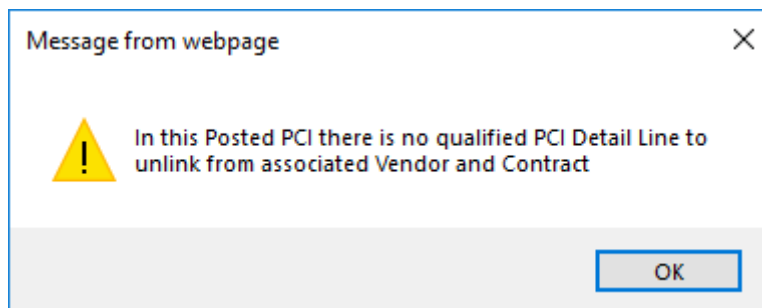
Job	Phase	Category	Quantity	Rate	Budgeted Amount	Billing Amount
PHOENIX	01-103	2000			12,000.00	12,000.00
PHOENIX	03-200	2000			16,000.00	16,000.00
<b>Total</b>					<b>28,000.00</b>	<b>28,000.00</b>

**Vendor and Contract removed**

**PCI Detail**

Hide Rates	RFQ	Notes	Related Objects	Attachments	History													
<input type="checkbox"/> Print	Vendor	Subcontract	Job	Phase	Category	WM	Billing Code	Days Impact	Phase Qty	Quantity	Estimated Rate	Estimated Amount	Quoted Rate	Quoted Amount	Final Rate	Final Amount	Billing Quantity	Bill
<input checked="" type="checkbox"/>	TBD	TBD	PHOENIX	01-103	2000	NA	PHOENIX-01-103-2000					1,000.00				1,000.00		
<input checked="" type="checkbox"/>	Blue Cross Blue Shield	000000003	PHOENIX	01-103	2000	NA	PHOENIX-01-103-2000					2,000.00				2,000.00		
<input checked="" type="checkbox"/>	Blue Cross Blue Shield	000000001	PHOENIX	01-103	2000	NA	PHOENIX-01-103-2000					3,000.00				3,000.00		
<input checked="" type="checkbox"/>	Blue Cross Blue Shield	000000001	PHOENIX	03-200	2000	NA	PHOENIX-03-200-2000					4,000.00				4,000.00		
<input checked="" type="checkbox"/>	Murray Restorotopm	000000001	PHOENIX	03-200	2000	NA	PHOENIX-03-200-2000					5,000.00				5,000.00		
<input checked="" type="checkbox"/>	Blue Cross Blue Shield	000000002	PHOENIX	01-103	2000	NA	PHOENIX-01-103-2000					6,000.00				6,000.00		
<input checked="" type="checkbox"/>	Murray Restorotopm	000000001	PHOENIX	03-200	2000	NA	PHOENIX-03-200-2000					7,000.00				7,000.00		

If the [Unlink PCI Detail Line] button is clicked and there are no detail lines that satisfy the condition, the following message is displayed:



## Enhancements to PSPDF Viewer for Drawing Management (18.50703)

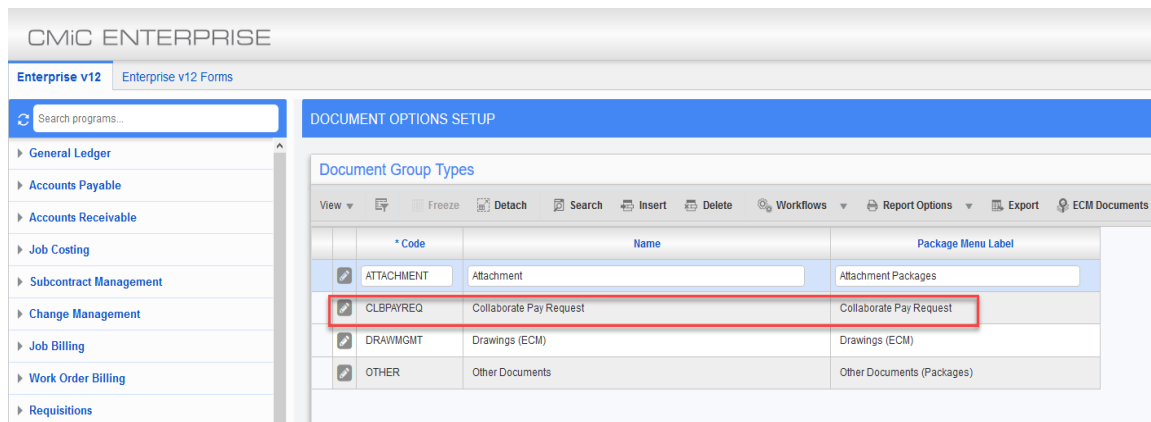
- 1) Zoom In and Zoom Out can be done using Shift + Mouse scroll.

- 2) Enabled PANNING using shortcut key: when the user presses the space bar key and then scrolls with the mouse, panning is enabled. When the user releases the space bar key then panning is disabled.
- 3) When the user creates an annotation and wants to link it with a CMiC object, the LOV for selecting the object now shows only RFI, Issue and Documents.
- 4) Added a button on the toolbar to Download the PDF.
- 5) A “NOT CURRENT” watermark now shows on old revisions.
- 6) A Filter feature is now available to filter annotations
- 7) On object associated with annotation, showing hover near object being hovered.
- 8) For non-Drawing document type documents in Document Management, we are showing the Revision button on the basis of Edit privileges set for the user role.
- 9) Display of Link, Publish and Show/Hide buttons (with Tooltip) on the basis security settings for user role.

## Source Type Mandatory in PCI Entry (18.62539)

The Source Type field has been made mandatory in the PCI Header. A default value of “NA (not applicable)” is set when the Maintain Source Type PM role privilege is unchecked. If the privilege is checked, the default value of Source Type in the PCI screen is set to blank.

## New Document Type for Collaborate Pay Request (18.64559)



* Code	Name	Package Menu Label
ATTACHMENT	Attachment	Attachment Packages
CLBPAYREQ	Collaborate Pay Request	Collaborate Pay Request
DRAWMGMT	Drawings (ECM)	Drawings (ECM)
OTHER	Other Documents	Other Documents (Packages)

CMiC has created a new document group type CLBPAYREQ, which stands for the Collaborate Pay Request, for every tenant.

## Multiple Upload File Size Limit (18.65471)

The screenshot shows a web interface for uploading multiple files. At the top, a blue header bar contains the text "UPLOAD MULTIPLE". Below this, there is a "Browse..." button and the text "No files selected." To the right of this is a dashed box with the text "or drop files here". To the right of the dashed box is a table titled "UPLOAD FILE LIST" with columns "Filename" and "Size". Below the table, it says "Number of Files: 0" and "0 KB". At the bottom, a note states: "Note: Maximum upload file size for each file is 50MB. If file size exceeds 50MB, file will be highlighted in RED. Note: Remove unnecessary files before uploading." The value "50MB" is highlighted with a red box in the original image.

Multiple Upload - changed the maximum file size limit from 20 to 50 in the System Options table.

## Subcontract Change Order – Additional Fields Added (18.65471)

Three additional fields have been added to the Subcontract Change Order screen:

- Total SOV Lines
- Total Including Taxes
- Accounting Description (18.66357)

Field security can be applied to these fields if needed.

The screenshot shows a web interface for the Subcontract Change Order screen. At the top, a blue header bar contains the text "\*ALL\*". Below this, there is a note: "Note: Not all programs have fields available with field privileges". Below the note, there is a dropdown menu with "Programs" selected and "Subcontract Change Orders" as an option. Below the dropdown menu is a table titled "COLUMN/FIELD SECURITY" with columns "Item Name" and "Security Level". The table has four rows: "Total SOV Lines", "Total Including Taxes", "Amount", and "Accounting Description". The first three rows have "Unrestricted (Read-4)" as the security level, and the last row has "Unrestricted (Read-4)". The first three rows are highlighted with red boxes in the original image.

## RFI Type Maintenance and Related Functionality (18.63957)

The following changes have been made to facilitate the inclusion of RFI Type in the RFI ID of an RFI.

1. A new program to maintain RFI Types has been added. The security access for the program must be set up using:

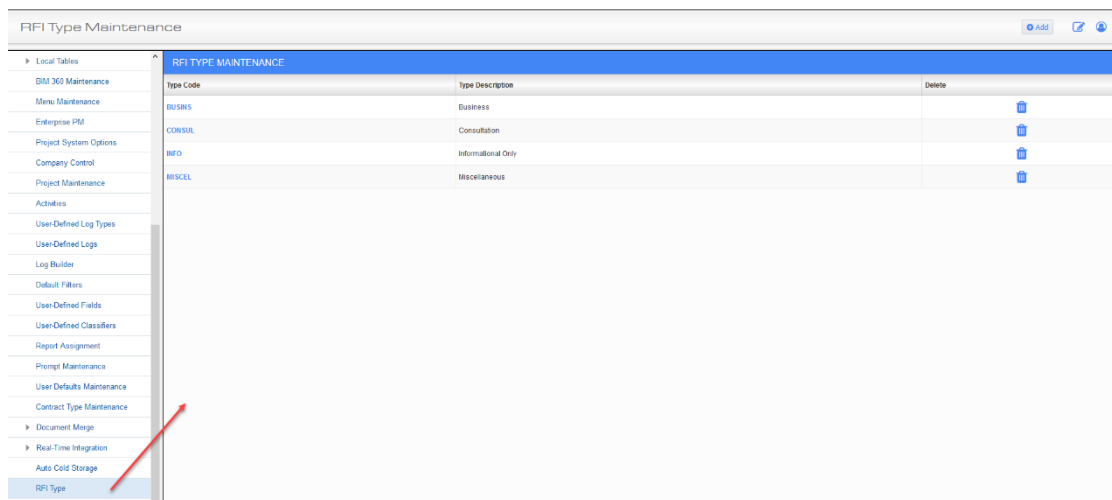
**Security > Role Maintenance > Assign Menu Items... File Maintenance > RFI Type**

WBS Codes	<input checked="" type="checkbox"/>
WBS Values	<input checked="" type="checkbox"/>
Checklist Maintenance	<input checked="" type="checkbox"/>
Broadcast Message Templates	<input checked="" type="checkbox"/>
Forecast Status	<input checked="" type="checkbox"/>
RFQ Status	<input checked="" type="checkbox"/>
Stamp Annotation Maintenance	<input checked="" type="checkbox"/>
Reviewer Template Maintenance	<input checked="" type="checkbox"/>
RFI Type	<input type="checkbox"/>

When done, the program will be visible in the PM JSP tree-view. If you are using a custom tree-view, you will need to use Menu Maintenance to make adjustments to see this new screen.

## 2. RFI Type Maintenance screen

Once security is applied to the menu item, use the screen to enter the various RFI Types and their Description:



- Project Control** - changes have been made to allow the RFI mask to include the RFI Type. The character 'r' is used to represent RFI Type:

**COMPANY CONTROL**

Company Supreme Utilitarian Selections

Code Masks Defaults Change Management Project Calendar Bid Management

FWD No.

Notice No.

RFI No.

Transmittal No.

Issue No.

Punch List No.

Punch List Item No.

Checklist No. (ADMIN)

Checklist No. (EXECUTION)

Checklist No. (GROUND)

Checklist No. (MISCELL)

Checklist No. (SAFETY)

Checklist No. (STANDARDS)

Check List No. (TYPE1)

QC Inspection & Testing Item No.

Units Complete No.

Media Id

c=Company Code, p=Project Code or j=Job Code, y=Year, m=Month, d=Day, r=RFI Type, \* =Next Available Number

4. **Project Maintenance** – similarly, changes have been made to allow the RFI mask to include the RFI Type. The character 'r' is used to represent RFI Type.
5. **Field security in RFI object** – field security can be applied to the RFI Type field if desired. The possible setting: Unrestricted, Read-only, Hidden:

\*ALL\*

Note: Not all programs have fields available with field privileges

Programs RFI

**COLUMN/FIELD SECURITY**

Item Name	Security Level
Potential Change and Disclaimer	Unrestricted
Last Update	Read-Only
RFI Type	Unrestricted

## Addition of Detail Lines to Posted PCIs (18.48382)

Changes have been made to allow modification of a posted PCI by adding Detail Lines to it. This is controlled by the PM Role privilege “Modify Posted PCI”:

<b>Posting - Voiding</b> <input checked="" type="checkbox"/> Post PCI - External <input checked="" type="checkbox"/> Post PCI - Transfer <input checked="" type="checkbox"/> Edit Posted PCI Dates <input checked="" type="checkbox"/> Allow for adding posted PCI's to unposted OCO's <input checked="" type="checkbox"/> Post Subcontract <input checked="" type="checkbox"/> Void Subcontract <input checked="" type="checkbox"/> Add SOV On Posted Subcontract	<input checked="" type="checkbox"/> Post PCI - Internal <input checked="" type="checkbox"/> Post PCI - Original Budget <input checked="" type="checkbox"/> Post OCO <input type="checkbox"/> Post PCI - External Via OCO <input type="checkbox"/> <b>Modify Posted PCI</b> <input checked="" type="checkbox"/> Post Subcontract Change Order <input checked="" type="checkbox"/> Void Subcontract Change Order <input checked="" type="checkbox"/> Add SOV On Posted Subcontract Change Order
---	---

## Request For Payment – Job and Phase Added (19.73277)

Added Job Code and Phase Code fields/columns to SOV lines in Request For Payment screen.

Request for Payment

Document Management  
 Subcontractor Prequalification  
 Bid Management  
 Budget & Cost Management  
 Subcontract  
 Subcontract Change Orders  
 Subcontractor SOV  
 Potential Change Items  
 Owner Change Orders  
 Owner Change Transmittal  
 TRANSMITL0051  
 TRANSMITL0022  
 TRANSMITL0013  
 Request For Payment

RFP Detail

Status: POSTED  
 Vendor: Vendor for DKC Company  
 Contract: SUB001  
 Invoice No: RFPFMINV  
 Invoice Date: 2018-11-29  
 Due Date: 2018-12-29  
 Post Date: 2018-11-29  
 Description: Invoice created for the rfp from pm jsp

Accounting Description  
 Request Date  
 Subcontractor Claim Number  
 Payment Response Date  
 Payment Response No.

Amounts

Amounts	Previously Certified Amounts
Net Amount 945.30	Net Amount 8.55
Tax Amount 0.00	Tax Amount
Invoice Amount 945.30	Invoice Amount 8.55
Retainage Amount 105.03	Retainage Amount 95
Release Amount 0.00	Release Amount
Gross Amount 1,050.33	Work Completed 9.50
Material Only <input type="checkbox"/>	Imported Goods <input type="checkbox"/>

SCHEDULE OF VALUES

Task Code	Task Name	Job	Phase	Contracted Quantity	UOM	Rate	Amnt	Previously Certified Quantity	Previously Certified Amount	Remaining Quantity to be Invoiced	Remaining Amount to be Invoiced	Completed Quantity	Current Quantity	Current Amount	Completed Amount	Retainage %	Previous Retainage Amount	Retainage Amount	Total Retainage Amount	Previous Release Amount	Outstanding Release Amount	Release Amount
0000001000	Procurements and Contracting Requirements (1000)	DKCJOB001	000000	50	NA	52.000	2,600.00	0	0.00	50.00	2,600.00	0	0	0.00	0.00	10	0.00	0.00	0.00	0.00	0.00	0.00
0000002000	Procurements and Contracting Requirements (2000)	DKCJOB001	000000	526	NA	263.000	138,338.00	0	0.00	526.00	138,338.00	0	0	0.00	0.00	10	0.00	0.00	0.00	0.00	0.00	
EXT01	original budget PCI created from pm jsp	DKCJOB001	020000		NA		5,000.00	0	0.00	0.00	5,000.00	0	0	0.00	0.00	10	0.00	0.00	0.00	0.00	0.00	
INT001	Existing Conditions	DKCJOB001	010000		NA		3,000.00	0	1,500.00	0.00	1,500.00	0	0	250.33	1,750.33	10	150.00	25.03	175.03	0.00	175.03	
INT003	pci for testing the modify type from asp	DKCJOB001	020000		NA		6,333.00	0	0.00	0.00	6,333.00	0	0	0.00	0.00	10	0.00	0.00	0.00	0.00	0.00	
ITEM	task	DKCJOB001	000000		NA		55,000	0	0.00	0.00	0.00	0	0	0.00	0.00	10	0.00	0.00	0.00	0.00	0.00	
NEW	new	DKCJOB001	040000		NA		68,000	0	0.00	55.00	3,630.00	0	0	0.00	0.00	10	0.00	0.00	0.00	0.00	0.00	

Field Security can be applied to both Job Code and Phase Code fields. ‘Hidden’ is the default value set on the \*ALL\* role and Read-Only is the other option.

User Maintenance

Change User LDAP Server

Role Maintenance

User Access

Project Roles

License Pools

Mobile Licenses

Subcontractor Reviews

Completed Quantity

Completed Amount

Accounting Description

Print Requirement For Payment Button

Print Waiver Button

Job

Phase

Unrestricted

Unrestricted

Unrestricted

Unrestricted

Unrestricted

Unrestricted (Read-Only)

Unrestricted (Read-Only)

Security> Role Maintenance > Assign Field Security > Payment Requisition > Job Code and Phase Code

## Subcontract – Field Security for Textura Flag (19.69234)

Field security has been added to the Textura Flag on the Subcontract Entry screen with options: Unrestricted (default), Read-Only and Hidden.

The screenshot shows the 'Subcontract Entry' screen in the CMC R12 Launch Page. The 'Summary' tab is active, displaying a table with the following data:

Field	Value
Original Completion	
Days Changes	
Current Completion	
Original Contract Value	0.00
Cost Changes	0.00
Current Contract Value	0.00
Total SOV Amount	0.00
Total Taxes	\$0.00
Total Including Taxes	\$0.00

The 'Accounting' section is also visible, showing fields for Invoiced, Currency, Retainage, and Status. The 'Textura Flag' is highlighted with a red box.

The screenshot shows the 'Role Maintenance' screen with the 'Assign Field Security' for 'Subcontract > Textura flag'. The table below shows the security settings for various fields:

Field	Security
Amount on Add SOV popup screen for Posted SO	Read-Only
Accounting Description	Unrestricted
Total SOV Lines	Unrestricted (Read-Only)
Total Including Taxes	Unrestricted (Read-Only)
Special Pricing WM Field	Unrestricted
Review/Approval Tab	Read-Only
Textura Flag	Unrestricted

Security> Role Maintenance > Assign Field Security > Subcontract > Textura flag

## Chat Bot added to Project Maintenance (19.77898)

Added Chat Bot to PM JSP Pages and applied modifications to add a security privilege for it.

qa2v12.emicac888/cmcpgr12/5dMenu/index.jsp

<

Assigning access to Chat Bot:

ADD/REMOVE PRIVILEGES FROM THE EVERYTHING ROLE

Select All Unselect All Update Back

Privilege	Granted
Access to Chat Bot	<input type="checkbox"/>
Access to Screen Editor	<input checked="" type="checkbox"/>
Access to Unsubmitted Records Of The Same Partner	<input checked="" type="checkbox"/>
Action Items - Create Public Items	<input checked="" type="checkbox"/>

## Contract Forecasting – % Complete Enhancements (19.71214)

Contract Forecasting - applied the following enhancements:

- to make % Complete editable for Method A.
- modified field security of %Complete to be Unrestricted, Read-only or Hidden.

## Document Strip Enhancements (19.74135)

Communication Log

Send 2/0 Email Add New Copy Edit Close Comm Delete Respond Submit Printable Print Report Quick Print Link to Issue Back to Log

Communication Detail Attachments History

Not Submitted

User-Defined

Area Company State Area Code

Sender

From Sunny Spoon

Message Changes made to enhance the Document Strip

Comments

Receiver

To Gavin McLeod

CC

Bcc

Received Follow Up Notes

Follow Up Required

Follow Up By

Documents

Drag and drop files or click to select



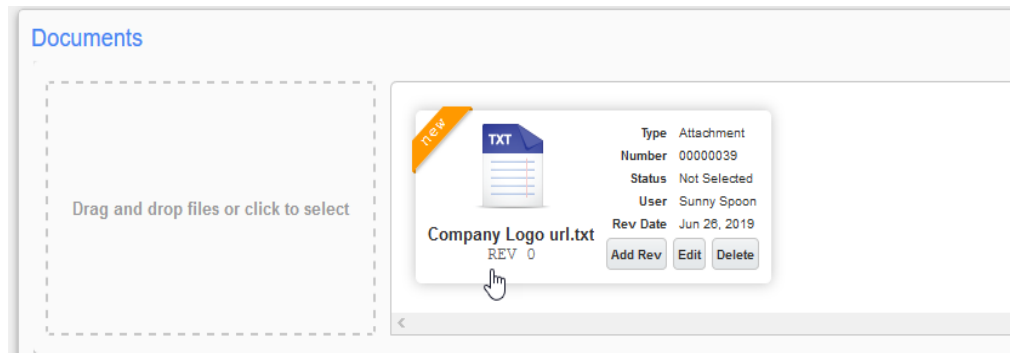
**NOTE:** This new feature may require switching on (i.e. to non-classic mode) by running of the version script under work item 7 of this issue. (19.74135-7)

## Overview:

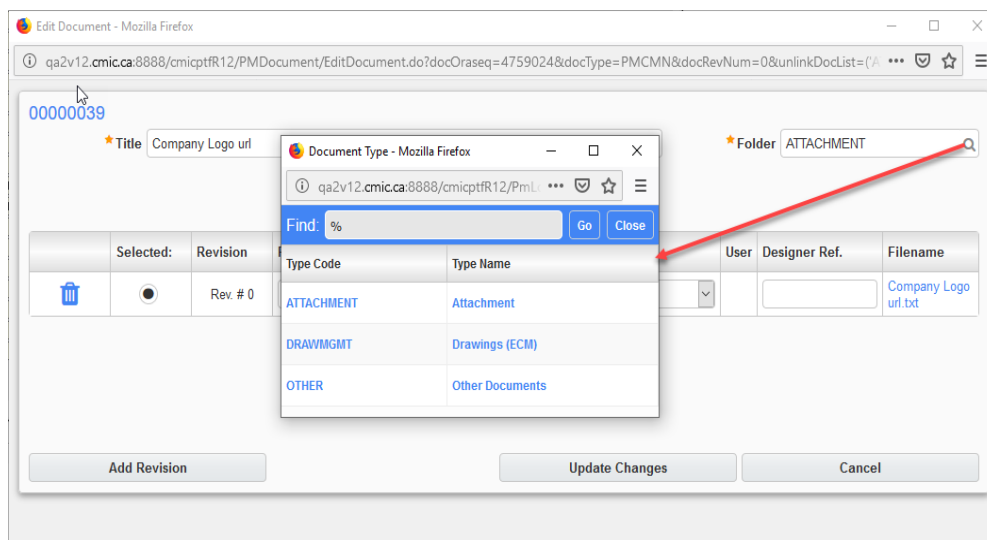
Changes have been applied to enhance the user experience when using Documents in Project Management.

The enhancements are listed below:

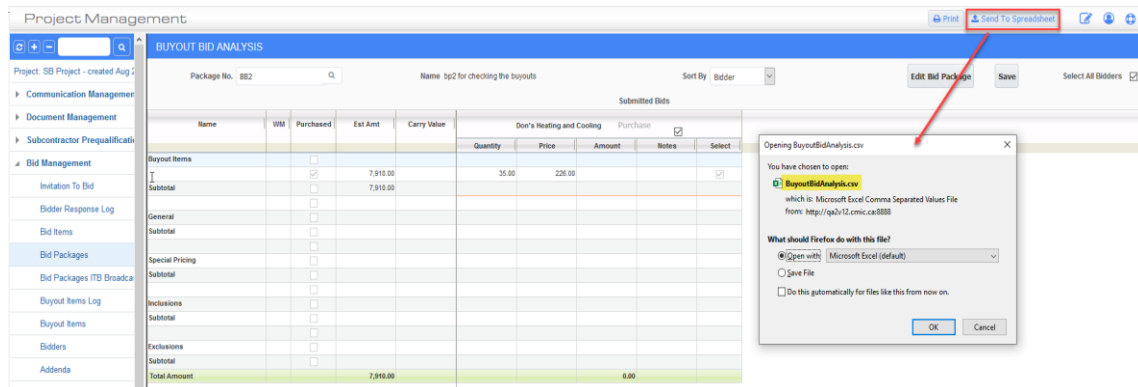
- **Drag and drop** documents or click the target drop area to **select** the documents to be added to any PM object that has the document strip. The Document Type of the resulting attachment will be determined based on the PM System Option setting for the PM object (RFI, Communication, Submittal etc.)
- Automatic creation of a revision for a document that already exists on the PM object if it is selected again or dragged and dropped again
- Adding revisions using the [Add Rev] button
- Editing/Deleting revisions using the [Edit]/[Delete] button button:



- Ability to change the Document Type of a document and apply the change using the [Update Changes] button. In this case the Document Type change is applied to all revisions.



## [Send to Spreadsheet] button added to Analyze Bids (Buyouts) (19.71261)



CMiC has added a [Send to Spreadsheet] button to the Analyze Bids (Buyouts) screen to allow users to export the data from the analysis screen to a CSV plain text file.

Sample output (opened using Excel):

Vendor	Type	Name	WM	Purchase	Est Amt	Carry Value	Quantity	Price	Amount	Notes	Select
Vendor for DKC Company	Buyout Item	General Requirements (2000)	NA	Y	0		5	333	1665		Y
Vendor for DKC Company	Buyout Item	General Requirements (4000)	NA	Y	0			0			Y
Vendor for DKC Company	Buyout Item	General Requirements (5000)	NA	Y	0		55	66	3630		Y
Vendor for DKC Company	Buyout Item	description added	NA	Y	34815		555	30	16650		Y
Vendor for DKC Company	Buyout Item	General Requirements (6000)	NA	Y	0		55	663.35	36484.25		Y
Vendor for DKC Company	Buyout Item	Finishes (2000)	NA	N							N
Vendor for DKC Company	Buyout Item	Description added	NA	N	1459.26		22	66.33			N

Field security can be applied to the Send to Spreadsheet ([Export]) button:

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs: Analyze Bids (Buyouts)

Item Name	Security Level
Process PO Button	Unrestricted
Print Button	Unrestricted
Purchase Button	Unrestricted
Export Button	Hidden

## Populate OCO Field when Copying PCI – Project Control flag (19.71356)

The screenshot shows the 'COMPANY CONTROL' tab for 'SUS ClearView Corporation'. The 'Change Management' sub-tab is active. A red box highlights the 'Populate OCO when copying PCI' checkbox, which is checked. Below it, a tooltip reads: 'Proceed When checked, the unposted OCO number will be copied into the new PCI record.'

PM Object	CM Type	Status

CMiC has added the flag: 'Populate OCO When Copying PCI' to the Change Management tab of the Project Control screen. This flag is used to decide whether the value in the OCO (unposted) field in the PCI header should be copied to the target PCI during the Copy PCI process. If the flag is checked, then the value of the OCO field is copied. If unchecked, the OCO field will not be populated on the new PCI record created from the copy.

By default, the flag is checked to preserve original functionality.

Field security can be applied to this new flag. The default value of the field security is 'Hidden' set on the \*ALL\* security role:

The screenshot shows the '\*ALL\*' security role configuration. The 'Programs' dropdown is set to 'Project Control'. The 'COLUMN/FIELD SECURITY' table lists various fields, with 'Populate OCO when copying PCI' highlighted. Its 'Security Level' is set to 'Hidden'.

Item Name	Security Level
Cost Budget % At Risk	Unrestricted
Revenue Budget % At Risk	Read-Only
Populate OCO when copying PCI	Hidden

## Default Bill Codes in PCI Details for Unit Price Contract Job (18.65771)

Project System Options

Project: SB Project - created Aug 23, 201

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Site Management

Reports

User-Defined Logs

File Maintenance

Local Tables

BIM 360 Maintenance

Menu Maintenance

Enterprise PM

Project System Options

Project Control

Project Maintenance

Activities

User-Defined Log Types

User-Defined Logs

Log Builder

SidMenu\_ACS\_logs1

Apply User Profile Changes To All Projects ☒

Use Daily Journal Date for Autonumbering ☒

Show Remaining Budget Amount In Phase LOV Of SC And SC CO ☐

Recycle PCI Number Upon Modify Type ☒

Submittal Status Update by Last Submittal Review Cycle ☐

Multiple Report Printing ☒

Submittal and Last Review Cycle Contacts Update ☐

Use Note/Attachment Flags in Email Notification Setup ☐

Add From Email ID to CC Field ☐

Use new Enhanced Cost Detail popup in JcContractForecast ☒

Exclude Closed Subcontracts from Single and Aggregate Project Limits Amount ☒

Auto Fill Description on Subcontract Change ☒

Allow for Changing To Same PCI Type ☒

Keep Same PCI Number Upon Modify Type ☐

Show Highlighted Submittal in Tree-view ☒

SC Pre-qualification Limits on Controlling BP ☐

Project Contract Default PM Role

DocuSign Environment

Allow Multiple Bid Contracts per Partner ☒

Show Subcontract UOF on Subcontract Change Order ☒

OCO Original Amount Job Roll In ☒

Show only Project-Specific Checklists ☐

Default SC settings from Contract Type ☐

Payment Response Flag ☐

Add Additional submittal Reviewers to CC List ☐

System Utility Files Path

Ball In Court - Due Within(Days)

Show Project Short Name in I/O Email Subject line ☒

Collaborate - Gateway SSO passthrough ☐

Show Destructive PCI Markup Setup flag in PCI Markup Rules ☐

When checked Job Bill Code will be defaulted and Unit Price Contract flag on job setup will be ignored

Populate Bill Code for "Unit Price Contract" Job on PCI Detail records ☐

CMiC has added a Project System Options flag "Populate Bill Code for Unit Price Contract Job on PCI Detail records" to allow for bill codes to be automatically populated for a job that is flagged as a 'Unit Price Contract'.

By default, the flag is unchecked, to maintain existing standard functionality.

With this flag checked PCI Entry (JSP) has been modified to remove the restriction of a bill code not being populated in the PCI details for a Job that is flagged as a 'Unit Price Contract'.

However, the bill code will still be populated based on all other existing bill code rules (such as the job type must be Job Billing, PCI type has to be external / transfer et.). Also, the bill code will be populated as per mapping rules defined. If WBS mapping is in use the bill code will only be populated on posting of the PCI.

## CORRECTION: Textura Flag Shown if RTI Mapping Defined (19.77363)

Subcontract Entry - corrections applied to show the Textura Flag only when an RTI Mapping is defined and field security for the Textura Flag is Unrestricted or Read-only.

## PCI Projection – At Risk Percentages (18.64836)

**COMPANY CONTROL**

Company: SUS ClearView Corporation

Code Masks | **Defaults** | Change Management | Project Calendar | Bid Management

**OTHER**

Show Transmittal Contents ☒ Document Revision Designer Ref. Mandatory ☐

Project Photo Document Type  Code

Default Issue Review Period 2 ☒ Use Working Days Default Notice Review Period 2 ☒ Use Working Days

Punchlist Completion Period 5 ☐ Use Working Days Default RFI Review Period 3 ☒ Use Working Days

Accept RFI Suggestion Confirmation Message

Lien Waiver Text

Default Communication Footnote

Meeting Footnote

Default Meeting ID Mask  Default Agenda Item ID Mask

Restart Meeting Items Numbering Within New Meeting ☐

Project Only Contact ☐

Display Subcontract Long Description after Task Name ☐

Restrict Daily Journal Units Complete selection ☐

Allow Manual Entry of RFI Answer By NA

Allow Manual Entry of RFI Answer Date NA

Activity Start Date of Submittal is Required ☒

Cost Budget % At Risk 3.8 Revenue Budget % At Risk 5.9

**PHASE SEGMENTATION**

PCI Projection enhancement - added At Risk Percentage default fields for Cost Budget and Revenue Budget to Company Control – Defaults tab, and these default to the Project Maintenance – Defaults tab when a new project is created, but can be overridden.

**PROJECT**

Company: CMC Test Company Project Code: LGPROJ

Project Name: LG Project Project Control Code: ALL

Project Short Name: LG Project Short Name for IO Email

General | Key Players | Job Info | **Defaults** | Security | Notes | Attachments | Review/Approval | Gateway | Data Exchange | Pay Request | Esign Maintenance

**PURCHASING**

Default Bill To Address Default Ship To Address

Default Delivery Period Default Requestor Default Buyer

**OTHER**

RFI Contact Default RFQ Review Period

Default Issue Review Period ☒ Use Working Days Default Notice Review Period ☒ Use Working Days

Punchlist Completion Period 0 ☐ Use Working Days Default RFI Review Period 0 ☒ Use Working Days

Use Working Days For OCO Date ☒

Submittal Contact Submittal Approver

Schedule Initial Default Ball in Court Report ☐

Meeting Footnote All items noted above will be deemed true and accurate if the readers do not express their objections within the next seven days.

Default Meeting ID Mask Default Agenda Item ID Mask

Limit CSI code usage by group Track 'In Scope' and 'Out of Scope' Amounts ☐

Auto Calculate Markups ☒ Activity Start Date of Submittal is Required ☒

Cost Budget % At Risk 33.572 Revenue Budget % At Risk 48.158

Project End Date Updateable Y Synchronize SCO And PCI Amounts ☐

Auto Populate Transmittal From Submittal ☐

PCI Revenue Category

**SUBMITTAL LEAD TIME IN DAYS**

From the Project Maintenance, they get carried to the PCI Projection, but can be overridden.

If PCI is PENDING and UNPOSTED value is populated from Project Maintenance.

If PCI is APPROVED and UNPOSTED value is 0%.

PCI POSTED in current period is not shown in PCI Projection report.

If PCI is posted in future, it is considered as PENDING PCI (even if status is APPROVED).

Please note, that pre-existing logic (Refresh, Override, Edit Risk) applies to new functionality.

PCI Projection

Project: LG Project (LGPROJ) =

Communication Management

Document Management

Subcontractor Prequalification

Estimate Management

Bid Management

Budget & Cost Management

Subcontract

Subcontract Change Orders

Subcontractor SOV

Potential Change Items

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query

Cost Status Query (Category)

Budget Status Query (Category)

PCI Projection

CONTRACT

Contract: LGJOB

Year: 2019

Period: 6

POTENTIAL CHANGE ITEM

CO	Type	Status	PCI#	PCI Description	Phase Line Item Description	Company	Phase Code	Category	Cost Budget From PCI (Original Cost Projection)	Cost Budget % at BL	Revised Cost Budget From PCI	Spent/Committed	% Co-Complete	Cost To Complete	Projected Final Cost	Submitted/Projected Revenue Value from PCI	Revised Budget % at BL	Revised Submitted/Projected revenue	Variance Savings/ Loss
	EXT	PENDING	EXT-001	TBD for SOV selection	Progress Photos	DILBERT1	01-102	2000	5,000.00	0	5,000.00	0.00	0	0.00	0.00	5,000.00	0	5,000.00	5,000.00
	EXT	APPROVED	EXT-002	PCI for SOV on sub	Site Office		01-103	2000	6,000.00	0	6,000.00	0.00	0	6,000.00	6,000.00	6,000.00	0	6,000.00	6,000.00
	EXT	APPROVED	EXT0002	PCI entry before S&VE	Blue Prints	DILBERT1	01-100	2000	500.00	0	500.00	0.00	0	500.00	500.00	500.00	0	500.00	500.00
	EXT	APPROVED	EXT0004	PCI entry before S&VE	Blue Prints	AMGAS	01-100	2000	500.00	0	500.00	0.00	0	500.00	500.00	500.00	0	500.00	500.00
	EXT	APPROVED	EXT0005	PCI entry before S&VE	Blue Prints		01-100	2000	500.00	0	500.00	0.00	0	500.00	500.00	500.00	0	500.00	500.00
	EXT	APPROVED	EXT0006	pci entry for phase a	Signage		01-101	2000	500.00	0	500.00	0.00	0	500.00	500.00	500.00	0	500.00	500.00
	EXT	APPROVED	EXT0007	review phase/category	Signage		01-101	2000	5,000.00	0	5,000.00	0.00	0	5,000.00	5,000.00	5,000.00	0	5,000.00	5,000.00
	EXT	APPROVED	EXT0009	review Bid items	Signage		01-101	2000	52,500.00	0	52,500.00	0.00	0	52,500.00	52,500.00	52,500.00	0	52,500.00	52,500.00
	EXT	APPROVED	EXT0009	review Bid items	Excavation		02-100	2000	316,250.00	0	316,250.00	0.00	0	316,250.00	316,250.00	316,250.00	0	316,250.00	316,250.00
	EXT	APPROVED	EXT0009	review Bid items	Stairs		03-200	2000	52,434.75	0	52,434.75	0.00	0	52,434.75	52,434.75	52,434.75	0	52,434.75	52,434.75
	EXT	APPROVED	EXT0011	Review patch V12-0	Blue Prints		01-100	2000	1,000.00	0	1,000.00	0.00	0	1,000.00	1,000.00	1,000.00	0	1,000.00	1,000.00
	EXT	APPROVED	EXT0011	Review patch V12-0	Signage		01-101	1000	2,000.00	0	2,000.00	0.00	0	2,000.00	2,000.00	2,000.00	0	2,000.00	2,000.00
	EXT	APPROVED	EXT0011	Review patch V12-0	Columns		03-300	9000	300.00	0	300.00	0.00	0	300.00	300.00	300.00	0	300.00	300.00
	EXT	PENDING	EXT0013	test	Blue Prints		01-100	2000	500.00	33.572	332.14	0.00	0	332.14	332.14	500.00	48.158	259.21	-72.93
	EXT	PENDING	EXT0014	test test	Blue Prints		01-100	2000	0.00	33.572	0.00	0.00	0	0.00	0.00	500.00	48.158	259.21	259.21
	EXT	PENDING	EXT0015	test test	Blue Prints		01-100	2000	0.00	33.572	0.00	0.00	0	0.00	0.00	48.158	0.00	0.00	0.00
	EXT	PENDING	EXT0016	test test	Blue Prints		01-100	2000	0.00	33.572	0.00	0.00	0	0.00	0.00	48.158	0.00	0.00	0.00
	EXT	PENDING	EXT0017	test test	Blue Prints		01-100	2000	400.00	0.00	400.00	0.00	0	400.00	400.00	400.00	0	400.00	400.00
	EXT	APPROVED	EXT0025	TEST	Blue Prints		01-100	8000	28,000.00	0	28,000.00	0.00	0	28,000.00	28,000.00	28,000.00	0	28,000.00	28,000.00
	EXT	APPROVED	EXT0026	TEST	Progress Photos		01-102	1000	0.00	0	0.00	0.00	0	0.00	0.00	0.00	0	0.00	0.00
	OR	PENDING	OR0002	test test	Blue Prints		01-100	2000	0.00	33.572	0.00	0.00	0	0.00	0.00	888.00	48.158	310.53	-310.53
Total									471,384.75		471,216.89		AW	466,216.89	466,216.89	23,299.86		22,629.86	-443,687.94

Field security can be set for the two fields on the Project Control and the Project Maintenance screens, and their default value is 'Hidden' on the \*ALL\* security role:

\*ALL\*

Update Back

\*Note: Not all programs have fields available with field privileges

Programs Project Control

COLUMN/FIELD SECURITY

Item Name	Security Level
Cost Budget % At Risk	Hidden
Revenue Budget % At Risk	Hidden
Populate OCO when copying PCI	Unrestricted

\*ALL\*

Update Back

\*Note: Not all programs have fields available with field privileges

Programs Project Maintenance

COLUMN/FIELD SECURITY

Item Name	Security Level
Cost Budget % At Risk	Hidden
Revenue Budget % At Risk	Hidden

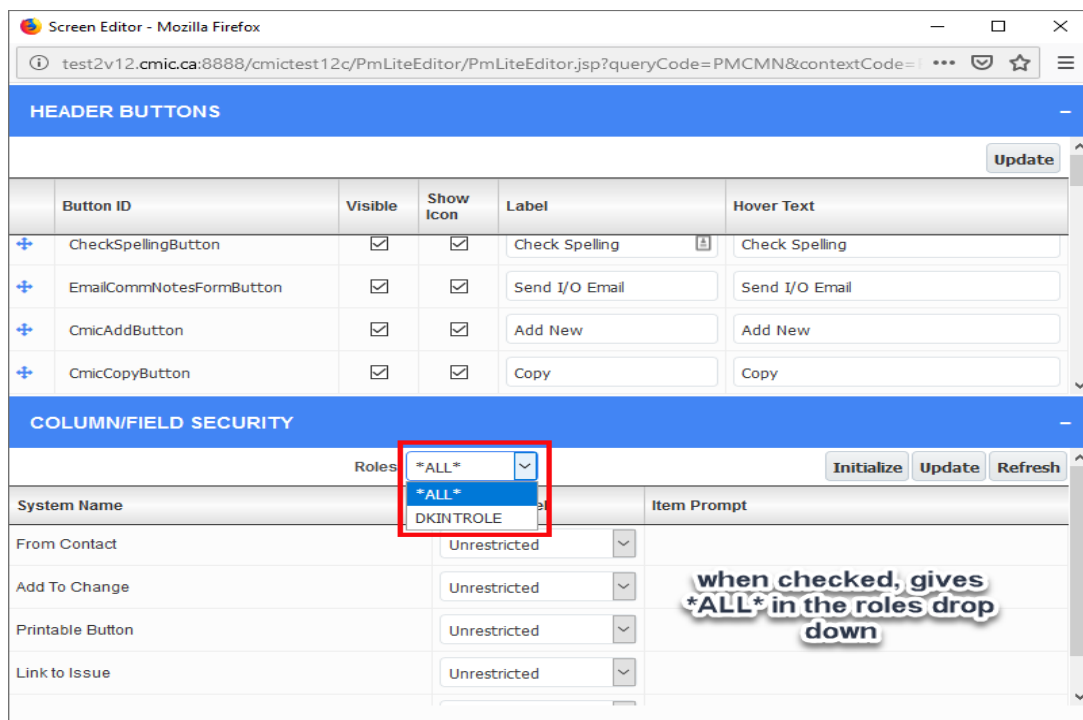
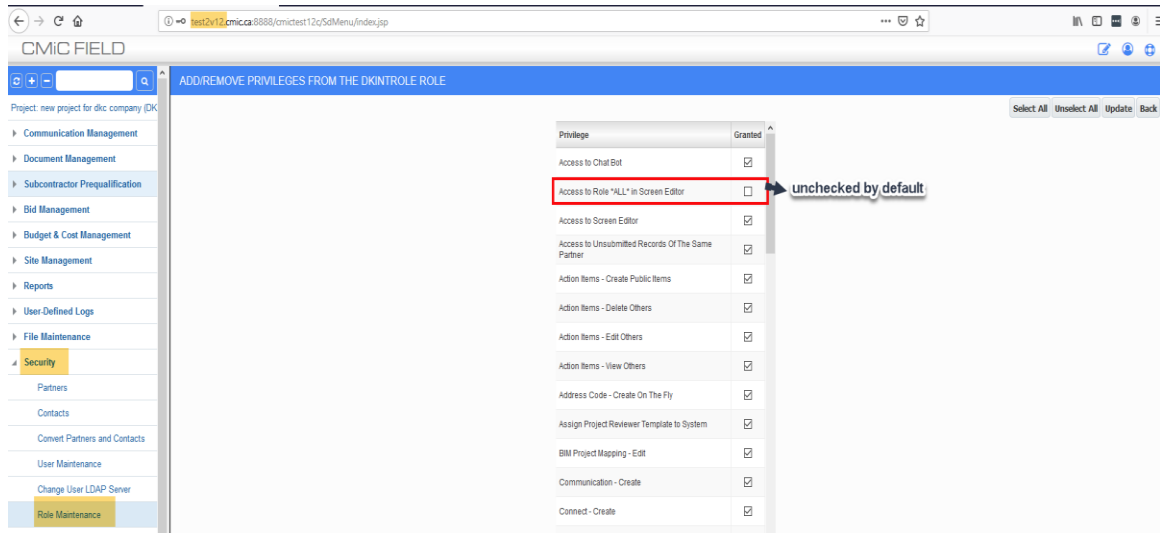
## Project Control/Project Maintenance – Submittal Lead Times Removed (19.80437)

Project Control/ Project Maintenance - Submittals Preparation, Fabrication and Delivery fields have been removed from the Defaults tab of the screens, since they are no longer required by the new Submittal 2.0 screen/process.

## Screen Editor – Added Privilege to Access \*ALL\* Security Role (16.18599)

CMiC has added a System Role privilege “Access to Role \*ALL\* in the Screen Editor”. This privilege is unchecked by default. When checked, \*ALL\* option will be available along with other roles assigned to the user in the role dropdown list of Screen Editor pop-up.

Otherwise, only roles assigned to the user will be available in the dropdown list (current functionality).

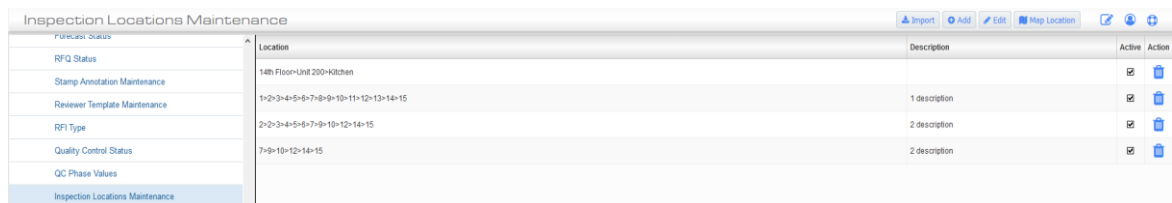










## PSPDF Viewer – Modifications for Annotations (18.50703)

The following modifications have been made to the PSPDF Viewer as it relates to Annotations:

- When the user **created, published, linked or saved** an annotation there was a popup shown to the user which would allow page refresh. Now, we have removed the popup displayed in between and are directly refreshing the page after each operation.
- If the PDF file is opened from the Related Objects tab, we are automatically zooming the annotation.
- After Saving/Linking/Publishing, we are now Zooming into the annotation after refreshing.

## Inspection Location Maintenance (Drawing Management) (19.72265)



Location	Description	Active	Action
14th Floor-Unit 200-Kitchen		<input checked="" type="checkbox"/>	 
1x2-3x4-5x6-7x8-9-10-11-12-13-14-15	1 description	<input checked="" type="checkbox"/>	 
2x2-3x4-5x6-7x8-9-10-12-14-15	2 description	<input checked="" type="checkbox"/>	 
7x9-10-12-14-15	2 description	<input checked="" type="checkbox"/>	 

Implemented mapping of Drawing Location to the Drawing Sheets. This is done from the Inspection Location Maintenance screen in the File Maintenance section of the PM JSP tree-view. Locations can be added directly or imported from a csv/txt file. An example is: North Tower>11>1101 to represent Building>Floor>Room; and are shown as **segments** in the maintenance screen and import file.

- Click on an existing record to select it for Editing.
- Description can be null. By design, the segments are not aligned, so that it is easier to read vertically/horizontally, especially if there are a large number of them.
- The Import file is limited to 15 Location segments.
- Clicking the **[Map Location]** is a separate function and **does not** require first selecting a location record.
- Field security can be applied to the **[Map Location]** button.



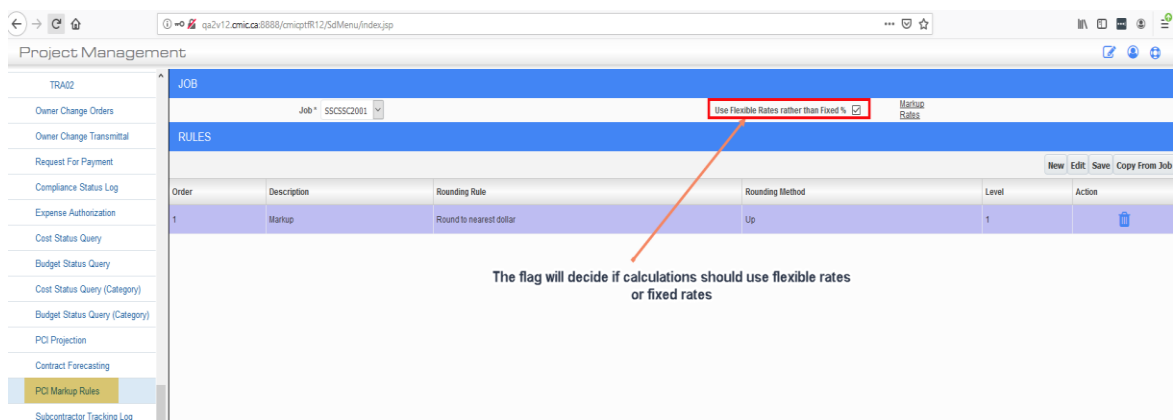
## Layout of Locations Import Control File:

```
pmdliimp.ctl - Notepad
File Edit Format View Help
LOAD DATA
APPEND
INTO TABLE DA.PMFOREIGNDRAWINGLOCIMP_TN
FIELDS TERMINATED BY "," OPTIONALLY ENCLOSED BY "'"
(
  PMFDLI_PROJ_CODE,
  PMFDLI_LOC_SEGMENT1,
  PMFDLI_LOC_SEGMENT2,
  PMFDLI_LOC_SEGMENT3,
  PMFDLI_LOC_SEGMENT4,
  PMFDLI_LOC_SEGMENT5,
  PMFDLI_LOC_SEGMENT6,
  PMFDLI_LOC_SEGMENT7,
  PMFDLI_LOC_SEGMENT8,
  PMFDLI_LOC_SEGMENT9,
  PMFDLI_LOC_SEGMENT10,
  PMFDLI_LOC_SEGMENT11,
  PMFDLI_LOC_SEGMENT12,
  PMFDLI_LOC_SEGMENT13,
  PMFDLI_LOC_SEGMENT14,
  PMFDLI_LOC_SEGMENT15,
  PMFDLI_DESCRIPTION,
  PMFDLI_ACTIVE_FLAG
)
```

## Project Contact – JSP 2.0 Enhancements (19.68963)

The new JSP 2.0 UI has been implemented for Project Contact Directory. This enhancement can be turned on by running the version script that is delivered in the patch under work item 3 of issue 19.68963. The patch release is in classic mode (the old display).

## PCI Markup Rules – Flexible Rates Enhancement (19.73024)



A [Markup Rates] link (or button) and [Use Flexible Rates rather than Fixed %] checkbox have been provided at the top on PCI Markup Rules setup screen. Both fields are controlled by field security (default is HIDDEN). The flag will be unchecked (off) by default.

The [Markup Rates] link will appear only when the user will check the 'Flexible Rates' flag.

Screen Editor - Mozilla Firefox

qa2v12.cmic.ca:8888/cmictfr12/PmLiteEditor/PmLiteEditor.jsp?queryCode=&contextCode=PmPCIMan

**HEADER BUTTONS**

Update

Button ID	Visible	Show Icon	Label	Hover Text
No Records Found				

**COLUMN/FIELD SECURITY**

Roles: \*ALL\*

Initialize Update Refresh

System Name	Security Level	Item Prompt
Calculate On Billing Amount	Unrestricted	
PCI Type	Hidden	
Total Markup Flag	Hidden	
Flexible rates flag	Hidden	
	Unrestricted	
	Read-Only	
	Hidden	

Hidden by default

Clicking on [Markup Rates] will open the Maintenance screen to set the Markup percentages. The Maintenance screen (table) contains all the setup for each Markup Rule detail line.

Project Management

Job: SSCSC2001

Use Flexible Rates rather than Fixed %

Markup Rates

**MARKUP RATES MAINTENANCE**

Min	Max	Budget %	Billing %
90.01	100	1	2
100.01	155	3	4
155.01	250	5	6
250.01	300	7	8
300.01	400	9	1
400.01		9	1

**DETAILS**

Action	Job	Phase
ALL	ALL	ALL

Calculate On Billing Amount

Budget %

Billing %

Action

When [Use Flexible Rates rather than Fixed %] flag is checked, Budget and Billing % fields will become non-editable and flexible rates (set up in the Maintenance screen) will be applied.

DETAILS										
Calculate On							Allocate To			
Action	Job	Phase *	Category *	Job	Phase *	Category *	Calculate On Billing Amount	Budget % *	Billing % *	Action
+ -	ALL	ALL	ALL	SSCSC2001	03	1000	<input type="checkbox"/>	3.000000	2.000000	+ -
+ -	SSCSC2001	ALL	ALL	SSCSC2001	01	2000	<input type="checkbox"/>	2.000000	6.000000	+ -
+										+

If Flexible Rates flag is checked, these will be disabled

### Important Points:

- If Flexible Rates flag is checked but no setup is there then the rates defined in rules detail line will be applied to all the amounts.
- In markup rates setup, if rate (Budget and Billing) is set to 0 then that mean this rule will not be applied to the amount within that range.
- If one of the rates has non-zero value, then rule will be applied.
- If minimum amount is set to null, system will consider that as 0.
- If maximum amount is set to null, then system will consider that as infinite.
- If user set more than one setup for same range of amount, then latest setup will be applied.
- If the amount falls beyond the setup ranges, then percentages set for highest amount range will be applied.
- The Flexible Rates flag is controlled by field security with HIDDEN, READ-ONLY and UNRESTRICTED.

## Submittal – Email Notification Enhancement (19.74466)

CMiC has added a new field “Submittal Name” below the Submittal # in Notification Email body, to make it easy for the users to identify which submittal they are being notified about.

Project ADFPTFPROJ - Submittal SUB-009: New attachment has been added.

PTF12C Notifier <PTF12C@cmic.ca>  
To: Simar Sohal

Thu 15/08/2019 10:55 AM

[Reply](#) [Reply All](#) [Forward](#) [...](#)

ⓘ If there are problems with how this message is displayed, click here to view it in a web browser.  
Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

Submittal

Date Sent: Thursday August 15 2019 at 10:54 AM  
Project: Major project  
Submittal No.: SUB-009  
Submittal Name: Patch V12-009-2 Testing - to review Email Notifications  
To: Jimmy Yak [simar.sohal@cmic.ca]

Attached by: Simar Sohal  
Document: 00000244 - Calculatemarkupsbiditems - Copy

[Click here to log into CMiC Collaboration](#)

## Project Contact – JSP 2.0 Enhanced (19.68963)

The Project Contact Directory program has been modified to JSP 2.0 (HTML 5) to improve the visual appeal and the user experience.

**NOTE:** This enhancement may require switching on (i.e. to non-classic mode) by running of the version script under work item 3 of this issue. (19.68963-3).

## Contract Forecast - Added “Unbilled Revenue” Column (19.84209)

### Field Security

Expose Unbilled Revenue field (JCCF\_UNBILLED\_REV\_AMT) on Contract Forecasting screen, apply Field Security with HIDDEN (default) and READONLY options.

### New column

Unbilled Revenue field from JC detail table exposed on Contract Forecasting screen.

This column is display only.

Contract Forecast with PCI Projections

Contract: JB-0001 Year: 2019 Current Status: In Process

Filter: ☐ Cost/Revenue ☒ Projected Cost Show: ☐ Zero Cost Lines ☒ Zero Cost and Revenue Lines ☐ Zero Projected Cost Lines ☐ Current Activity Only ☐ Overrides Only

BILL CODES (FILTERED)

N	Alt	Freeze	Bill Code	Contract C...	Job	Job Name	Phase	Name	S...	Category	Type	Spent/Com...	Against Base Contract	Last Period forecast	Current Period Changes	Previous Per... Changes	Current Period Commitments	Previous Per... Commitments	Unbilled Revenue	Total Cost to Complete
			JB-0001.01-299	JB-0001	JB-0001	New Community...	01-2999	Iron Fist	N	1000	COST	0.00	0.00	6,180.00	0.00	0.00	0.00	0.00	0.00	6,180.00
			JB-0001.01-300	JB-0001	JB-0001	New Community...	01-3000	Project Coordinator	N	B	COST	8,000.00	8,000.00	0.00	1,000.00	0.00	0.00	0.00	-400.00	500.00
			JB-0001.01-300	JB-0001	JB-0001	New Community...	01-3000	Project Coordinator	N	L	COST	0.00	413,600.00	0.00	0.00	0.00	0.00	0.00	0.00	293,571.00
			JB-0001.01-312	JB-0001	JB-0001	New Community...	01-3120	Site Superintendent	N	B	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00
			JB-0001.01-312	JB-0001	JB-0001	New Community...	01-3120	Site Superintendent	N	L	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
			JB-0001.01130.B	JB-0001	JB-0001	New Community...	01130	Superintendent	N	B	COST	116,809.38	116,809.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00
			JB-0001.01130.L	JB-0001	JB-0001	New Community...	01130	Superintendent	N	L	COST	125,855.16	0.00	0.00	0.00	0.00	0.00	0.00	49,562.49	5,454.00
			JB-0001.01135.B	JB-0001	JB-0001	New Community...	01135	Project Manager	N	B	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
			JB-0001.01135.L	JB-0001	JB-0001	New Community...	01135	Project Manager	N	L	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
			JB-0001.01280.E	JB-0001	JB-0001	New Community...	01280	Field Office	N	E	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
			JB-0001.01280.L	JB-0001	JB-0001	New Community...	01280	Field Office	N	L	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
			JB-0001.01280.M	JB-0001	JB-0001	New Community...	01280	Field Office	N	M	COST	6,858.20	15,158.20	0.00	0.00	0.00	0.00	0.00	0.00	7,500.00
			JB-0001.01280	JB-0001	JB-0001	New Community...	01280	Field Office	N	CH	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
			JB-0001.01340.B	JB-0001	JB-0001	New Community...	01340	Project Accounting	N	B	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
			JB-0001.01340.L	JB-0001	JB-0001	New Community...	01340	Project Accounting	N	L	COST	0.00	248,160.00	0.00	0.00	0.00	0.00	0.00	0.00	248,160.00
			JB-0001.01340	JB-0001	JB-0001	New Community...	01340	Project Accounting	N	CH	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
			JB-0001.02055.E	JB-0001	JB-0001	New Community...	02055	Sell	N	E	COST	1,301,430.00	1,301,430.00	0.00	0.00	0.00	0.00	0.00	3,500.00	0.00

There are 98 records in database for this period. Page 1, 1 - 50 displayed, 2 pages 98 records totally.

Please note accumulative revenue amount will be shown regardless of whether the cost transaction has been billed before or not.

## Contract Forecast - Added “Cost Variance (New)” Column (19.72862)

Added a column ‘Cost Variance (New)’ (JCCF\_COST\_VAR\_AMT\_NEW) on Contract Forecasting screen.

Field Security applies to the new column and is hidden by default for ‘ALL’ roles.

CMiC FIELD

Field Security ALL Role

Change User LDAP Server

Best Worst Case Analysis Button

Unrestricted

Role Maintenance

Cost Variance (New)

Hidden

User Access

Output Complete Quantity

Hidden

Project Roles

Output Complete Quantity in the Productivity Pop-up

Read-Only

License Pools

Unbilled Revenue Amount

Unrestricted (Read-Only)

This is a display only column and the value is calculated as,

**Cost Variance (New) = Projected Cost Budget less Projected Cost Forecast.**

CONTRACT

Contract WBS200 Year 2019 Current Status In Process

Job Period 9 Status

Filter Cost/Revenue Projected Cost Show Zero Cost Lines Zero Cost and Revenue Lines Hide Zero Projected Cost Lines Rows Recoverable Non-Recoverable Both

BILL CODES (FILTERED)

Freeze	Update	Bill Code	Contract C...	Job	Job Name	Phase	Name	S. Set	Category	Type	Spent/Com... Against Base Contract	ding CO	Pending CO (Incl. Risk)	Projected Cost Budget	Spent/Com... (Pending CO)	Cost to Complete	Projected Cost Forecast	Cost Variance	Cost Variance (New)	Cost To Co... (Pending CO)	Proj Cost (Incl. Pen)
		WBS200 01130.1...	WBS200	WBS200	WBS200	01130	Superintendent	N	1000	COST	24,635.19	0.00	0.00	0.00	0.00	0.00	24,635.19	-24,635.19	-24,635.19	0.00	2
		WBS200 01130.2...	WBS200	WBS200	WBS200	01130	Superintendent	N	2000	COST	71,492.48	0.00	0.00	0.00	0.00	0.00	71,492.48	-71,492.48	-71,492.48	0.00	7
		WBS200 01130.3...	WBS200	WBS200	WBS200	01130	Superintendent	N	3000	COST	31,640.00	1,100.00	1,100.00	1,100.00	0.00	0.00	31,640.00	-31,640.00	-30,540.00	1,100.00	3
		WBS200 01130.4...	WBS200	WBS200	WBS200	01130	Superintendent	N	4000	COST	41,689.00	0.00	0.00	0.00	0.00	0.00	41,689.00	-41,689.00	-41,689.00	0.00	4
		WBS200 01130.5...	WBS200	WBS200	WBS200	01130	Superintendent	N	5000	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		WBS200 01130.BD	WBS200	WBS200	WBS200	01130	Superintendent	N	BD	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		WBS200 01130.B...	WBS200	WBS200	WBS200	01130	Superintendent	N	BUD	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		WBS200 01130.R	WBS200	WBS200	WBS200	01130	Superintendent	N	R	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		WBS200 01135.1...	WBS200	WBS200	WBS200	01135	Project Manager	N	1000	COST	0.00	2,100.00	2,100.00	12,100.00	0.00	10,000.00	10,000.00	0.00	2,100.00	2,100.00	1
		WBS200 01135.2...	WBS200	WBS200	WBS200	01135	Project Manager	N	2000	COST	0.00	2,100.00	2,100.00	17,100.00	0.00	15,000.00	15,000.00	0.00	2,100.00	2,100.00	1
		WBS200 01135.3...	WBS200	WBS200	WBS200	01135	Project Manager	N	3000	COST	0.00	1,000.00	1,000.00	19,000.00	0.00	18,000.00	18,000.00	0.00	1,000.00	1,000.00	1
		WBS200 01135.4...	WBS200	WBS200	WBS200	01135	Project Manager	N	4000	COST	0.00	2,100.00	2,100.00	22,100.00	0.00	20,000.00	20,000.00	0.00	2,100.00	2,100.00	2
		WBS200 01135.5...	WBS200	WBS200	WBS200	01135	Project Manager	N	5000	COST	0.00	2,100.00	2,100.00	24,100.00	0.00	22,000.00	22,000.00	0.00	2,100.00	2,100.00	2
		WBS200 01135.BD	WBS200	WBS200	WBS200	01135	Project Manager	N	BD	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		WBS200 01135.B...	WBS200	WBS200	WBS200	01135	Project Manager	N	BUD	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		WBS200 01135.R	WBS200	WBS200	WBS200	01135	Project Manager	N	R	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		WBS200 01280.1...	WBS200	WBS200	WBS200	01280	Field Office	N	1000	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		WBS200 01280.2...	WBS200	WBS200	WBS200	01280	Field Office	N	2000	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		WBS200 01280.3...	WBS200	WBS200	WBS200	01280	Field Office	N	3000	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		WBS200 01280.4...	WBS200	WBS200	WBS200	01280	Field Office	N	4000	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		WBS200 01280.5...	WBS200	WBS200	WBS200	01280	Field Office	N	5000	COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Cost Variance (New) = Projected Cost Budget - Projected Cost Forecast

## Contract Forecast - Completed Output Qty (19.72862)

The Productivity pop-up > Completed Output Units field is available for update now.

The field is secured and 'Read-Only' by default for 'ALL' Role. Users may allow users with specific roles to have the privilege to update the field.

CMiC FIELD

Field Security ALL Role

Change User LDAP Server

Best Worst Case Analysis Button

Unrestricted

Role Maintenance

Cost Variance (New)

Unrestricted (Read-Only)

User Access

Output Complete Quantity

Hidden

Project Roles

Output Complete Quantity in the Productivity Pop-up

Read-Only

License Pools

Unbilled Revenue Amount

Unrestricted (Read-Only)

The Completed Output Units field is editable, and users can enter a value as required. Upon tabbing off the field, a red text message reading 'Units Complete have been changed and xx.xxx units will be posted upon save.'

Pressing 'SAVE' will post the JC Phase Units to the table and refresh the forecast to reflect the newly completed output units. All other columns will be recalculated as an existing functionality.

Pressing 'Cancel' will cancel the qty update and close the pop-up.

**CONTRACT**

Contract: WBS200 Year: 2019 Current Status: In Process

Job: Period: 10 Status: Filter: ☐ Cost/Revenue ☒ Projected Cost Show: ☐ Zero Cost Lines ☒ Zero Cost and Revenue Lines Hide: ☐ Zero Projected Cost Lines Rows: ☐ Recoverable ☐ Non-Recoverable ☒ Both Go

Forecast has been stored

**BILL CODES (FILTERED)**

Freeze	Update	Bill Code	Contract C...	Job	Job Name	Phase	Name	S...	Category	Type	Spent/Com...	DO	Projected Cost Budget	Spent/Com...	Cost to Complete	Projected Cost Forecast	Cost Variance	Cost Variance (New)	Cost To Co...	Proj Cost Fo...	Cost Variat
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.1.	WBS200	WBS200	WBS200	01130	Superintendent	N	1000	COST	24,635.19	0.00	10,000.00	0.00	10,000.00	34,635.19	-24,635.19	-24,635.19	0.00	34,635.19	-24,635.19
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.2.	WBS200	WBS200	WBS200	01	Productivity/Units - Internet Explorer									71,492.48	-46,492.48	-46,492.48	0.00	71,492.48	-46,492.48
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.3.	WBS200	WBS200	WBS200	01	http://test2v12.cmic.ca:8888/cmictest12c/jc/ContractForecast1/showProductivityPopup.do?forecast=									1,110.00	32,750.00	0.00	1,100.00	1,100.00	33,850.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.4.	WBS200	WBS200	WBS200	01										34,207.00	75,896.00	0.00	0.00	0.00	75,896.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.5.	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.8D	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.8.	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.R	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.1.	WBS200	WBS200	WBS200	01										10,000.00	10,000.00	0.00	2,100.00	2,100.00	12,100.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.2.	WBS200	WBS200	WBS200	01										15,000.00	15,000.00	0.00	2,100.00	2,100.00	17,100.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.3.	WBS200	WBS200	WBS200	01										18,000.00	18,000.00	0.00	1,000.00	1,000.00	19,000.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.4.	WBS200	WBS200	WBS200	01										20,000.00	20,000.00	0.00	2,100.00	2,100.00	22,100.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.5.	WBS200	WBS200	WBS200	01										22,000.00	22,000.00	0.00	2,100.00	2,100.00	24,100.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.8D	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.8.	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.R	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01280.1.	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01280.2.	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01280.3.	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01280.4.	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00

Completed Output Unit field is editable

PRODUCTIVITY/UNITS

Phase 01130 - Superintendent

Category 1000 - Labor

Output

Budgeted 67.78 HR

Complete 0 HR

Projected 67.78 HR

Remaining 67.78 HR

Input Rate 100.00 205.29 \$ / HR

Output Rate 147.54 0.0 \$ / HR

Productivity 0.68 HR / HR

Save Cancel

There are 80 records in database for this period. Page 1, 1 - 50 displayed, 2pages 80 records totally.

The following example shows already 'Overridden' Productivity pop-up where user updated the completed Units and saves to post the same.

**Note:** The Update of Completed Output Units and posting upon 'SAVE' is NOT considered as an override. Hence, when updaing the Output Qty with no previous overrides to any other field, will NOT be considered as an override to the CTC column in the main screen.

**CONTRACT**

Contract: WBS200 Year: 2019 Current Status: In Process

Job: Period: 10 Status: Filter: ☐ Cost/Revenue ☒ Projected Cost Show: ☐ Zero Cost Lines ☒ Zero Cost and Revenue Lines Hide: ☐ Zero Projected Cost Lines Rows: ☐ Recoverable ☐ Non-Recoverable ☒ Both Go

Forecast has been stored

**BILL CODES (FILTERED)**

Freeze	Update	Bill Code	Contract C...	Job	Job Name	Phase	Name	S...	Category	Type	Spent/Com...	DO	Projected Cost Budget	Spent/Com...	Cost to Complete	Projected Cost Forecast	Cost Variance	Cost Variance (New)	Cost To Co...	Proj Cost Fo...	Cost Variat
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.1.	WBS200	WBS200	WBS200	01130	Superintendent	N	1000	COST	24,635.19	0.00	10,000.00	0.00	10,000.00	34,635.19	-24,635.19	-24,635.19	0.00	34,635.19	-24,635.19
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.2.	WBS200	WBS200	WBS200	01	Productivity/Units - Internet Explorer									71,492.48	-46,492.48	-46,492.48	0.00	71,492.48	-46,492.48
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.3.	WBS200	WBS200	WBS200	01	http://test2v12.cmic.ca:8888/cmictest12c/jc/ContractForecast1/showProductivityPopup.do?forecast=									1,110.00	32,750.00	0.00	1,100.00	1,100.00	33,850.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.4.	WBS200	WBS200	WBS200	01										34,207.00	75,896.00	0.00	0.00	0.00	75,896.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.5.	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.8D	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.8.	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.R	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.1.	WBS200	WBS200	WBS200	01										10,000.00	10,000.00	0.00	2,100.00	2,100.00	12,100.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.2.	WBS200	WBS200	WBS200	01										15,000.00	15,000.00	0.00	2,100.00	2,100.00	17,100.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.3.	WBS200	WBS200	WBS200	01										18,000.00	18,000.00	0.00	1,000.00	1,000.00	19,000.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.4.	WBS200	WBS200	WBS200	01										20,000.00	20,000.00	0.00	2,100.00	2,100.00	22,100.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.5.	WBS200	WBS200	WBS200	01										22,000.00	22,000.00	0.00	2,100.00	2,100.00	24,100.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.8D	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.8.	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.R	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01280.1.	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01280.2.	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01280.3.	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01280.4.	WBS200	WBS200	WBS200	01										0.00	0.00	0.00	0.00	0.00	0.00

Completed Output Unit field is editable

PRODUCTIVITY/UNITS

Phase 01130 - Superintendent

Category 1000 - Labor

Output

Budgeted 67.78 HR

Complete 18.73 HR

Projected 37.02 HR

Remaining 49.050 HR

Input Rate 100.00 205.29 \$ / HR

Output Rate 147.54 1315.28 \$ / HR

Units Complete have been changed and 18.730 Units will be posted upon save.

Save Cancel

There are 80 records in database for this period. Page 1, 1 - 50 displayed, 2pages 80 records totally.

Contract

Contract

WBS200

Year

2019

Current Status

In Process

Filter

Cost/Revenue

Projected Cost

Show

Zero Cost Lines

Zero Cost and Revenue Lines

Current Activity Only

Overrides Only

Hide

Zero Projected Cost Lines

Rows

Recoverable

Non-Recoverable

Both

Go

Forecast has been refreshed

BILL CODES (FILTERED)

Freeze	Update	Bill Code	Contract C...	Job	Job Name	Phase	Name	S...	Category	Type	Spent/Com...	Spent/Com...	Cost to Complete	Projected Cost Forecast	Cost Variance	Cost Variance (New)	Cost To Co...	Proj Cost Fo...	Cost Varian	
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.1.	WBS200	WBS200	WBS200	01130	Superintendent	N	1000	COST	24,635.19	0.00	10,000.00	0.00	64,514.47	89,149.66	-79,149.66	-79,149.66	0.00	89,149.66
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.2.	WBS200	WBS200	WBS200	011	Productivity/Units - Internet Explorer													
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.3.	WBS200	WBS200	WBS200	011	http://test2v12.cmic.ca:8888/cmictest12c/jcContractForecast/showProductivityPopup.do?forecast...													
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.4.	WBS200	WBS200	WBS200	011														
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.5.	WBS200	WBS200	WBS200	011														
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.80	WBS200	WBS200	WBS200	011														
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01130.B.	WBS200	WBS200	WBS200	011														
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.1.	WBS200	WBS200	WBS200	011														
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.2.	WBS200	WBS200	WBS200	011														
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.3.	WBS200	WBS200	WBS200	011														
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.4.	WBS200	WBS200	WBS200	011														
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.5.	WBS200	WBS200	WBS200	011														
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.8.	WBS200	WBS200	WBS200	011														
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.B.	WBS200	WBS200	WBS200	011														
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01135.R	WBS200	WBS200	WBS200	011														
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01280.1.	WBS200	WBS200	WBS200	012														
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01280.2.	WBS200	WBS200	WBS200	012														
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01280.3.	WBS200	WBS200	WBS200	012														
<input type="checkbox"/>	<input type="checkbox"/>	WBS200.01280.4.	WBS200	WBS200	WBS200	012														

Phase 01130 - Superintendent

Category 1000 - Labor

Output

Input

WM

\$

Unit

WM

Budgeted

67.78

HR

10,000.00

100

HR

22,000.00

22,000.00

0.00

2,100.00

2,100.00

22,100.00

Complete

18.73

HR

24,635.19

120

HR

22,000.00

22,000.00

0.00

2,100.00

2,100.00

24,100.00

Projected

67.78

HR

89149.66

217.13

HR

0.00

0.00

0.00

0.00

0.00

0.00

Remaining

49.05

HR

64514.47

97.130005

HR

0.00

0.00

0.00

0.00

0.00

0.00

Budgeted

Current

Go Forward

Override

Input Rate

100.00

205.29

\$ / HR

Output Rate

147.54

1315.2798

\$ / HR

Productivity

0.68

0.16

HR / HR

100%

There are 80 records in database for this period. Page 1, 1 - 50 displayed, 2 pages 80 records totally.

## Posted Unit Transaction Batches:

Users will be able to print the report from 'print Posting Reports' under the standard menu JC > Utilities.

**PRINT POSTING REPORTS**

**Selection Criteria**

\* Company: CCC CMIC Construction Company

**Batch**

View: [Icon] Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

* Batch	Description	* User ID	* Date
6762	JcContractForecast: DAR, 04-OCT-2019, 11:20	RAVI4	04-Oct-2019

Print Delete

**NOTE:** The 'Units' will be posted with 'System Date' as 'Post Date', regardless of the current Forecasting Period in the Forecast header.

## Project Control - Automatically Update Due Dates on Submittal (19.86143)

The screenshot shows the 'COMPANY CONTROL' window with the 'Defaults' tab selected. The 'OTHER' section contains various settings. At the bottom of this section, the 'Automatically Update Due Date in Submittal' checkbox is checked and highlighted with a red rectangle. Other visible settings include 'Show Transmittal Contents' (checked), 'Default Issue Review Period' (2), 'Punchlist Completion Period' (5), 'Default Notice Review Period' (2), 'Default RFI Review Period' (3), and 'Activity Start Date of Submittal is Required' (checked).

CMiC has added a new flag to Project Control > Defaults tab: "Automatically Update Action Due Dates".

If this flag is checked., the system automatically updates the Due Dates for each stage in the submittal workflow – based on the user entering an Action Date. When an Action date is entered, the system uses that date plus the remaining lead times between each step, to update the Due Dates.

## PCI Source – Defaulting N/A Conditionally (19.84691)

The logic for the PCI Source field has been modified to automatically default to N/A only when the PCI\_SOURCE\_TYPE is mandatory entry into sys\_alternate\_feature is made and Source Type is read-only or hidden.

## Bid Package – Edit functionality for Notes tab (19.82356)

Bid Packages - Edit functionality added in Notes tab. Field security added for Edit and Delete Notes.

## Daily Journal - Import of Manhours (19.80677)

Manhours can now be imported into the Daily Journal Tasks tab.

## OCO – Field Security for [Recalculate Markups] Button (19.79753)

Added field security for the [Recalculate Markups] button in the Post popup.

## Communications – Free Form Entry Field added (19.75545)

CMiC has added a FreeForm check-box next to the "To" field in Communications. When checked, the Contact LOV is replaced with the Free Form entry field.

The FreeForm checkbox can be secured with field security providing two options: hidden (default) and unrestricted.



## Units Complete – History shows Job Cost Transactions (18.67726)

Units Complete Transaction History - Mozilla Firefox

\*\*\*

Units Complete - applied modifications to allow display of Job Units Complete transactions (from Job Costing - ADF) into the Transaction History popup.

## Daily Journal - JSP 2.0 Enhanced (19.71490)

Daily Journal

Project: SB Project - created Aug 23, 20

00000001

Punch List

Field Work Directives

Notes

Weekly Check List

Units Complete

Punchlist Items

Checklists

QC Inspection and Testing Plan

System QC Classifiers

Reports

User-Defined Logs

File Maintenance

Security

Send PDF Email

User Extensions

Print Report

Delete

Edit

Add

Copy Previous Journal

Link to Issue

Back To Log

Previous

Next

Tasks

Labor

Field Force

Own Equipment

Trade Equipment

Materials

Quality Control

Visitors

Safety

Billing Units Complete

Units Complete

Daily Work Plan

Notes

Attachments

00000001

Date: 201218 Thursday

Prepared By: Sophia Loren

Submitted By:

Shift:

Low Temperature:

High Temperature:

Wind: wind

Precipitation:

Sky:

Rain Day:

User Defined

Issue Date: 09/19/01

Date Reviewed: 201101

General

adding a daily journal for multiple report testing

Activities

Documents

Drop files here to upload

faxtestcopy.pdf 2017-0

strata amend.txt 2017-0

mobile.png 2017-0

2018-12-04\_16:14:15.p... 2017-0

The Daily Journal program has been modified to improve the visual appeal and the user experience. There is no change in the underlying functionality of the various tabs.

**NOTE:** This enhancement may require switching on (i.e. to non-classic mode – 2.0) by running of the version script under work item 5 of this issue. (19.71490-5). Please contact CMiC.

## JSP Logs and Document Folders - JSP 2.0 Enhanced (19.74476)

### JSP LOGS

Communications

Search

Drag a column header and drop it here to group by that column

Communication No.	Subject	Record Status	To Partn Code	To Contact	Date	Attachments
COMM0011	CMC Web Viewer testing - including revision	SUBMITTED	MAESTRO	George Allen	27-Sep-2019	1
COMM0003	test	PENDING	MARKSMAN	Kanute Cole	27-Sep-2019	
COMM0064	check for response	SUBMITTED	MAESTRO	Dave Creelman	07-Aug-2019	1
COMM0051	Review Communications for JSP 2.0	SUBMITTED	NEIMANN	Brenda Miller	30-Jul-2019	
COMM0063	V12-009-1 Alerts and Notifications for NOTES and ATTACHMENTS	SUBMITTED	MAESTRO	Dave Creelman	15-Jul-2019	4
COMM0062	Addition of Communication	SUBMITTED	MAESTRO	Dave Creelman	19-Jun-2019	2
COMM0045	communication error	PENDING	SB	Charles leamington	14-May-2019	
COMM0061	Testing of PRINTING with Attachments	SUBMITTED	MARKSMAN	Cynthia Brown	14-May-2019	1
COMM0060	Review Calendar display for Communication record	SUBMITTED	NEIMANN	Brenda Miller	14-May-2019	
COMM0059	Review Dates	PENDING	NEIMANN	Brenda Miller	10-May-2019	
COMM0058	Link to Change	SUBMITTED	MARKSMAN	Cynthia Brown	05-Apr-2019	
COMM0057	Review for Communication - V12-008-1	SUBMITTED	MAESTRO	Dave Creelman	04-Apr-2019	
COMM0055	test	SUBMITTED	NEIMANN	Brenda Miller	18-Mar-2019	3
COMM0054	Create Communication	PENDING	NEIMANN	Brenda Miller	18-Mar-2019	
COMM0004	test2	PENDING	MARKSMAN	Kanute Cole	14-Mar-2019	1
COMM0052	testing comm	SUBMITTED	GARMIN	Charlotte Yale	07-Mar-2019	2

Show All

1 - 50 of 71 Items

#### Example – Communication Log

The JSP Logs program has been modified to improve the general visual appeal and user experience. Here are some of the features that this enhanced program delivers:

- Search bar – type in the search term and press [Enter]
- Ability to drag and drop one or more column headings in the grouping area to allow the log records to be grouped by that selection:

Communications

Search

Drag a column header and drop it here to group by that column

↑ Record Status × ↑ To Partn Code ×

Communication No.	Subject	Record Status	To Partn Code	To Contact	Date	Attachments
Record Status: PENDING						
To Partn Code: MAESTRO						
COMM0009	Check for PDF Viewer (CMC Web Viewer)	PENDING	MAESTRO	George Allen		3
COMM0010	test	PENDING	MAESTRO	George Allen		1
COMM0014	test for SHOW MAPPING in Attachments tab	PENDING	MAESTRO	George Allen		
COMM0037	Communication 2.0 testing (18.62719)	PENDING	MAESTRO	Moses Mann	12-Oct-2018	
COMM0036	Communicatio 2.0 testing (18.62719)	PENDING	MAESTRO	Moses Mann	12-Oct-2018	
COMM0032	Check for corrections made to Lite Editor - PM JSP	PENDING	MAESTRO	Roderick Wallace	26-Apr-2018	
To Partn Code: MARKSMAN						
COMM0005	test3	PENDING	MARKSMAN	Kanute Cole		
COMM0056	test2	PENDING	MARKSMAN	Kanute Cole		
COMM0053	test3	PENDING	MARKSMAN	Cynthia Brown		
COMM0003	test	PENDING	MARKSMAN	Kanute Cole	27-Sep-2019	
COMM0004	test2	PENDING	MARKSMAN	Kanute Cole	14-Mar-2019	1

- Filter - click **[Show Filter]** to display the Data Filters that are currently defined for the log (use *File Maintenance* > *Default Filters* to make any changes for the default filters of a particular log).


The screenshot shows the 'Project Management' window with the 'Data Filters' dialog box open. The dialog box has a 'Values' section with fields for Communication No., Type, From Partner, From Contact, To Partner, To Contact, Date, Subject, Status, Record Status, and Attachments. Below these fields are buttons for 'Apply Filter', 'Clear', 'Reset', 'Save As Default', 'Reset To System Defaults', and 'Cancel'. The 'Communications' table below the dialog box shows a list of communication records with columns for Communication No., Type, From Partner, From Contact, To Partner, To Contact, Date, and Subject.

Example:

The screenshot shows the 'Data Filters' dialog box with the following filters applied: Communication No. (empty), Subject (LIKE %test%), and Record Status (Equals PENDING). The 'Communications' table below shows a list of communication records with columns for Communication No., Subject, Record Status, To Partn Code, To Contact, Date, and Attachments. The table is filtered to show only records where the Subject contains 'test' and the Record Status is 'PENDING'.

Communication No.	Subject	Record Status	To Partn Code	To Contact	Date	Attachments
COMM0005	test3	PENDING	MARKSMAN	Kanute Cole		
COMM0053	test3	PENDING	MARKSMAN	Cynthia Brown		
COMM0056	test2	PENDING	MARKSMAN	Kanute Cole		
COMM0003	test	PENDING	MARKSMAN	Kanute Cole	27-Sep-2019	
COMM0004	test2	PENDING	MARKSMAN	Kanute Cole	14-Mar-2019	1

- Click Sort on column headers – ascending and descending

- Edit column settings using :

Communications

Search...

Drag a column header and drop it here to group by that column

<	Communication No. ↓	Type	From Partner	From Contact	To Partner	To Contact	Date
<	COMM0005	↑ Sort Ascending	View Corporation	Sunny Spoon	Hightech Manufacturing Inc	Corey Hart	
<	COMM0004	↓ Sort Descending	View Corporation	Sunny Spoon	Mitchell's Design/Build	Daniel Boone	
<	COMM0003	Filter	View Corporation	Sunny Spoon	Mitchell's Design/Build	Daniel Boone	21-Oct-19

Current sort order is highlighted in orange.

Columns selected:

Communications

Search...

Drag a column header and drop it here to group by that column

<	Communication No. ↑	Type	From Partner	
<	00000001	↑ Sort Ascending	View Corporation	
<	00000002	↓ Sort Descending		
<	00000003	Columns		
<	00000004	Filter	EMAIL	SUS Clea
<	00000005		EMAIL	SUS Clea
<	00000006		EMAIL	SUS Clea
<	00000008		EMAIL	SUS Clea
<	00000009		EMAIL	SUS Clea
<	00000010		EMAIL	SUS Clea

☒ Communication No.  
☒ Type  
☒ From Partner  
☒ From Contact  
☒ To Partner  
☒ To Contact  
☒ Date  
☒ Subject  
☒ Status  
☒ Record Status  
☒ Attachments

Column filter settings:

Communications

Search...

Drag a column header and drop it here to group by that column

<	Communication No. ↑	Type	From Partner	
<	00000001	↑ Sort Ascending	View Corporation	
<	00000002	↓ Sort Descending	View Corporation	
<	00000003	Columns		
<	00000004	Filter	EMAIL	SUS Clea
<	00000005		EMAIL	SUS Clea
<	00000006		EMAIL	SUS Clea

Show items with value that:

Contains

Filter Clear

Communications

Search...

Drag a column header and drop it here to group by that column

Communication No. ↑	Type	From Partner	From Contact	To Partner	To Contact	Date
00000002	COLAB	SUS ClearView Corporation	Sophia Loren	SUS ClearView Corporation	Phoenix Dawes	24-Oct-18

indicates that filter is in effect on this column

- A **[Show All]** button to display all log records for a given log (the first 50 records are shown by default).

COMM0068	Check for links in email	SUBMITTED	MAESTRO	Dave Creelman	21-Oct-2019	
COMM0066	test	SUBMITTED	GARMIN	Charlotte Yale	03-Oct-2019	
COMM0065	test	PENDING	NEIMANN	Brenda Miller	27-Sep-2019	
COMM0044	CMC Mid-Year testing - include online	SUBMITTED	MAESTRO	Carmen Allen	27-Sep-2019	

Show All

1 - 50 of 71 items

## DOCUMENT FOLDERS

The previous Documents program has also been modified. It is now renamed to **Document Folders** (for 2.0), since it in fact displays folders for the document types that are defined in the system, and to which the user has access.

- Security access will need to be assigned to this menu item (program) in *Security > Role Maintenance > Assign Menu Items > Document Management > Document Folders*, since it is a separate menu item from the older classic program: Documents.

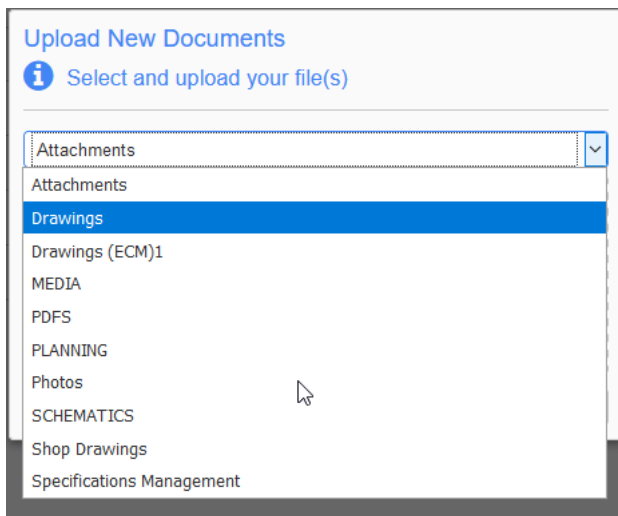
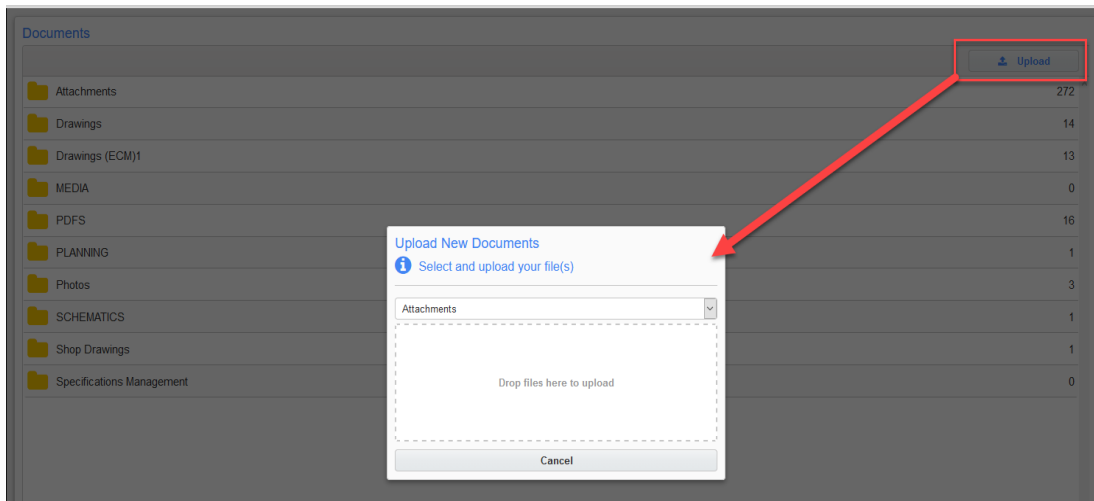
Assign Menu Items

Document Management	<input checked="" type="checkbox"/>
Submittals	<input checked="" type="checkbox"/>
Collaborator Submittals	<input checked="" type="checkbox"/>
Responsibility Log	<input checked="" type="checkbox"/>
Procurement Log	<input checked="" type="checkbox"/>
Submittal Packages	<input checked="" type="checkbox"/>
Documents	<input checked="" type="checkbox"/>
Document Packages	<input checked="" type="checkbox"/>
Document Folders	<input checked="" type="checkbox"/>
Subcontractor Prequalification	<input checked="" type="checkbox"/>

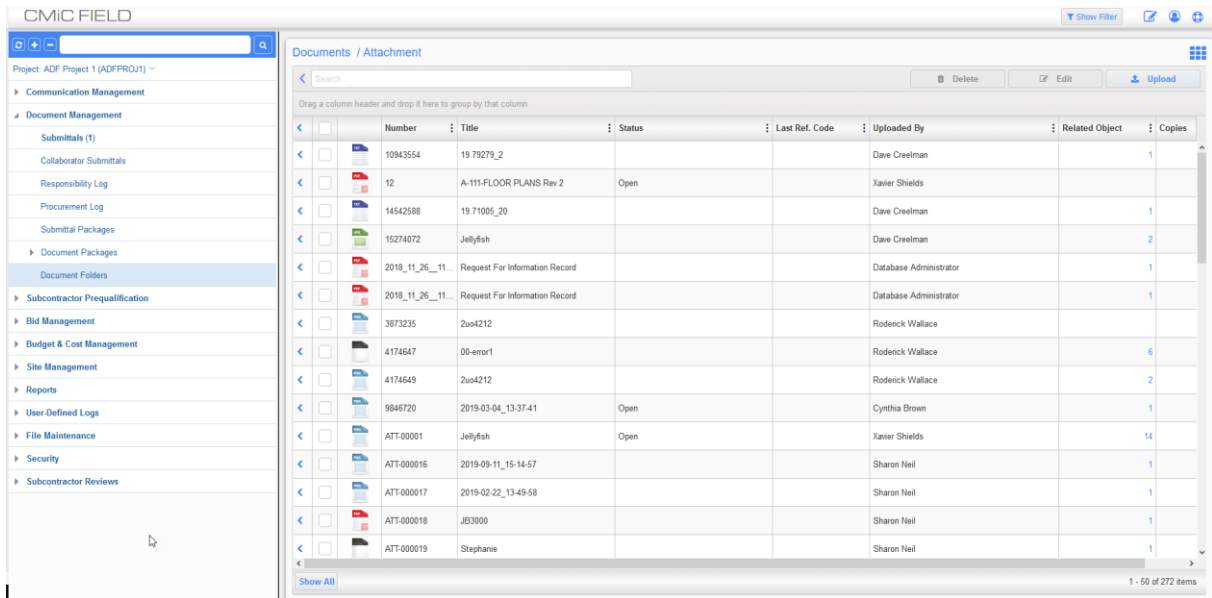


The number of documents in each document type folder is displayed at the far right.

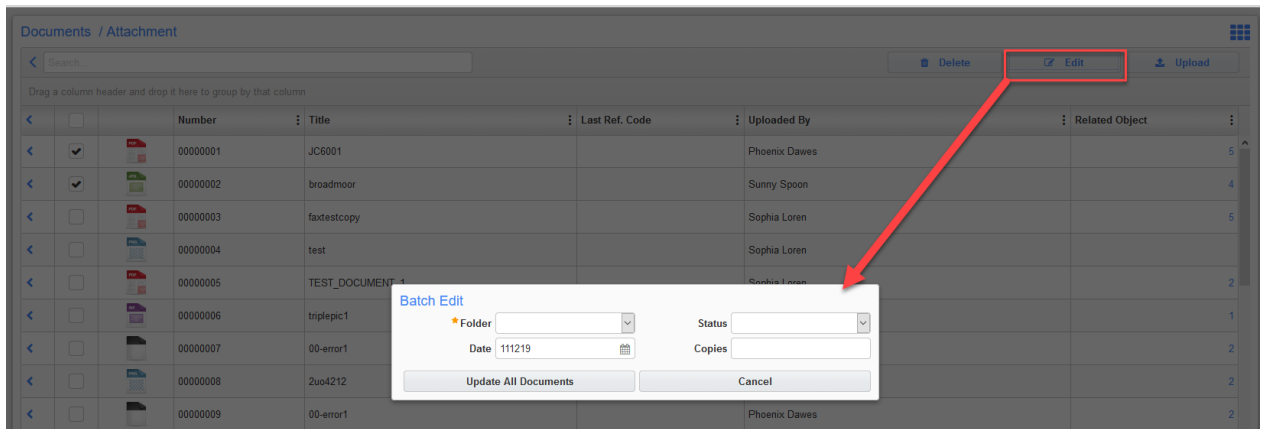
- Click the **[Upload]** button to upload one or more files into any folder. The user can select the document type folder that the files will go into:



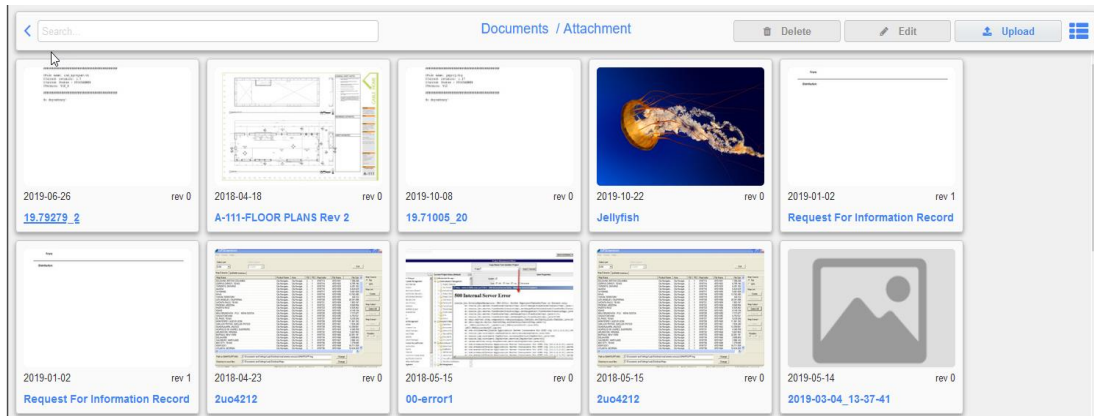
- Click on a document type folder to see the documents within:



- Select one or more documents using the checkbox on the left side then click  
Delete – to delete them  
Edit – to execute a mass update (Batch Edit) of the fields shown in the popup:

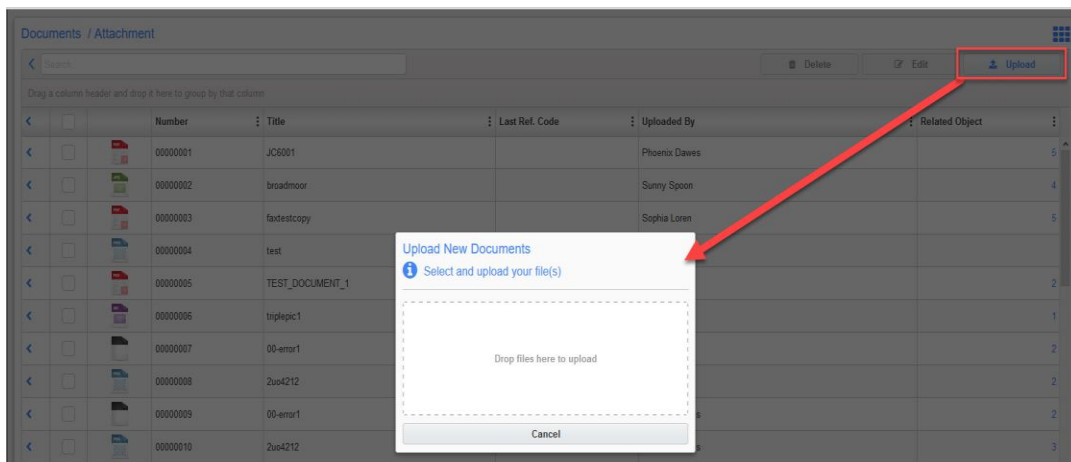


- The  icon provides toggle between thumbnail and log view:



*Thumbnail View*

- Use the **[Upload]** button to upload files to this document type...no document type folder selection is available in this case:



- [Views]** – this displays the Data Filters that can be applied to the log
- Search – enter search term and press **[Enter]** to quickly get to a particular document record



- Use the drag + drop of the column headings in the area shown, to display the log in groups based on the selection:

**Data Filters**

Values

Number  Last Ref. Code

Title  Uploaded By

Related Object

Apply Filter Clear Reset

Save As Default Reset To System Defaults Cancel

**Documents / Attachment**

Search  Delete Edit Upload

↑ Uploaded By

Number	Title	Last Ref. Code	Uploaded By	Related Object
<b>Uploaded By: Phoenix Dawes</b>				
00000001	JC6001		Phoenix Dawes	5
00000009	00-error1		Phoenix Dawes	2
00000010	2uo4212		Phoenix Dawes	3
<b>Uploaded By: Sophia Loren</b>				
00000003	faxtestcopy		Sophia Loren	5
00000004	test		Sophia Loren	
00000005	TEST_DOCUMENT_1		Sophia Loren	2
00000006	triplepic1		Sophia Loren	1
00000007	00-error1		Sophia Loren	2
00000008	00000008		Sophia Loren	5

**NOTE:** This enhancement may require switching on (i.e. to non-classic mode – 2.0) by running of the version script under work item 12 of this issue. (19.74476-12). Please contact CMiC.

## Project Role Privilege to Access Submittal Screen vs Collaborator Submittals (19.87055)

**Other**

☐ Non-Project CCs

☐ Update Submittals from Bid Item screen

☐ Allow For Adding Notes And Attachments To Closed RFIs

☐ Store Forecast

☐ Allow for Manual Creation of A New Payment Response

☐ Disable Printing on Subcontract Change Order

☐ Delete/Remove multiple Submittals in Submittal Package

☒ Delete PCI Detail line when restricted

☐ Link Collaboration Users to Full Submittal Program

☐ Allow Collaborators to edit Submittal History

☐ Disable Printing on Posted Subcontract Change Order

☐ Allow P-Type collaborators to view all notes

☐ Allow P-type users to select a reviewer template

☒ Allow P-type users to add reviewers

☐ Validate Punch List Areas

☐ Allow For Adding Notes And Attachments To Closed Issues

☐ No RFI Answer Entry

☐ Submit Daily Journal

☐ Disable Printing on Subcontract

☐ Delete multiple SOVs in SC and SCCO

☐ Allow To Open Current Forecast

☐ Notify on Forecast Status Change

☐ Allow to answer an RFI

☐ Disable Printing on Posted Subcontract

☐ Hide Reviewer Section

☐ Allow P-type collaborators to make a note public.

☒ Allow P-type users to save a project level reviewer template

CMiC has added a Project Role privilege to allow collaboration users access to the full Submittal screen (when accessing link from email or My Actions page) rather than the Collaborator Submittals screen.

## PlanGrid/CMiC Synchronization – New User Interface (16.25644)

The screenshot displays the CMiC-PlanGrid Connect application interface. At the top, there's a header with 'CMiC-PlanGrid Connect' and links for 'Page Logs' and 'Recent Logs'. Below this is a 'Mapping' section with a table listing project details and an 'Add New Mapping' button. The 'System Info' section shows API key and URL fields with a 'Check Key' button. The 'Scheduler' section includes a frequency dropdown and a 'Stop Scheduler' button. The 'Default Values' section has dropdowns for Admin, Collaborator, Project Collaborator, Issue Severity, Issue Type, and Attachment Status, along with a 'Save Default Values' button. The 'Approved Submittal Status' section contains a table of status codes and names. The 'Synchronization Controls' section features a table of modules and directions, and a 'Save Sync Controls' button.

Project Code	Company Code	Company Name	Project Name	PG Project UID	PG Project Name	Mapping Time	Action
PG-CMC	SSC	S S Construction company	PlanGrid CMC Side 2019	049c3d89-f7b9-4b54-80ca-306a10f0654	TEST2V12 PG side 2019 SS	2019-11-27 02:33 AM	[Edit] [Delete]

Status Code	Status Name	Action
RETURNED	Returned	[Delete]
PENDING	Pending	[Delete]
REJECTED	Rejected	[Delete]
SENT	Sent	[Delete]
SUBMITTED	Submitted	[Delete]
REVISED	Revise & Resubmit	[Delete]
REVIEWED	Reviewed	[Delete]
APPROVED	Approved as Noted	[Delete]
RECEIVED	Received	[Delete]

Module	Direction
Contacts	CMiC to PlanGrid
RFIs	CMiC to PlanGrid
RFIs	PlanGrid to CMiC
Issues	PlanGrid to CMiC
Submittals	CMiC to PlanGrid

CMiC has introduced a new R12 interface for the PlanGrid application. No functional change in the synchronization process has been made, changes have only been made to HTML, CSS and JS levels.

## Meeting Minutes – Field Security for [Copy Agenda items] (19.90215)

Meeting Minutes - Added field security for the Copy Agenda Items button. Possible setting is Unrestricted or Hidden. It is Unrestricted by default.

## Disable External File Sharing flag – Project Maintenance (19.72286)

The following changes have been made to prevent downloading of files from PM JSP in some areas:

- Introduction of the Disable External File Sharing flag- Project Maintenance - when external file sharing flag is checked, the attachment checkboxes become disabled;
- applied changes to disable external file download if flag is checked in Project Maintenance program;
- also changes made to hide the [Download (save as)] icon, [Download Drawing Set] button if the "Disable External File Sharing" flag is checked.

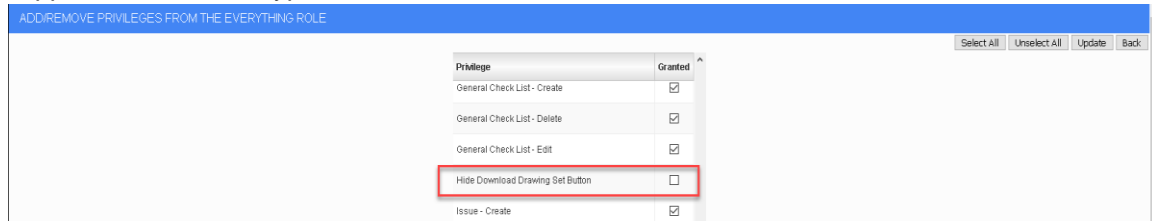
These are the places modified so far:

If Disable external files sharing flag is checked

- PMDocument: download button is hidden, and the right-click context is
- disabled when clicking the hyperlink (of files)
- CmcioEmailUpdFrm: in the Attachment section, all checkboxes are disabled. I/O
- email is not allowed to attach any files as attachment.
- PSPDF Viewer: the download button is not available.
- SysLogQuery: to hide [Download Drawing Set]> header button in the Drawings -ECM
- program.

## Privilege to Hide [Download Drawing Set] Button (19.83951)

Drawing Management - Added privilege to Hide Download Drawing Set button in Documents screen – applies to document type = DRAWMGMT.

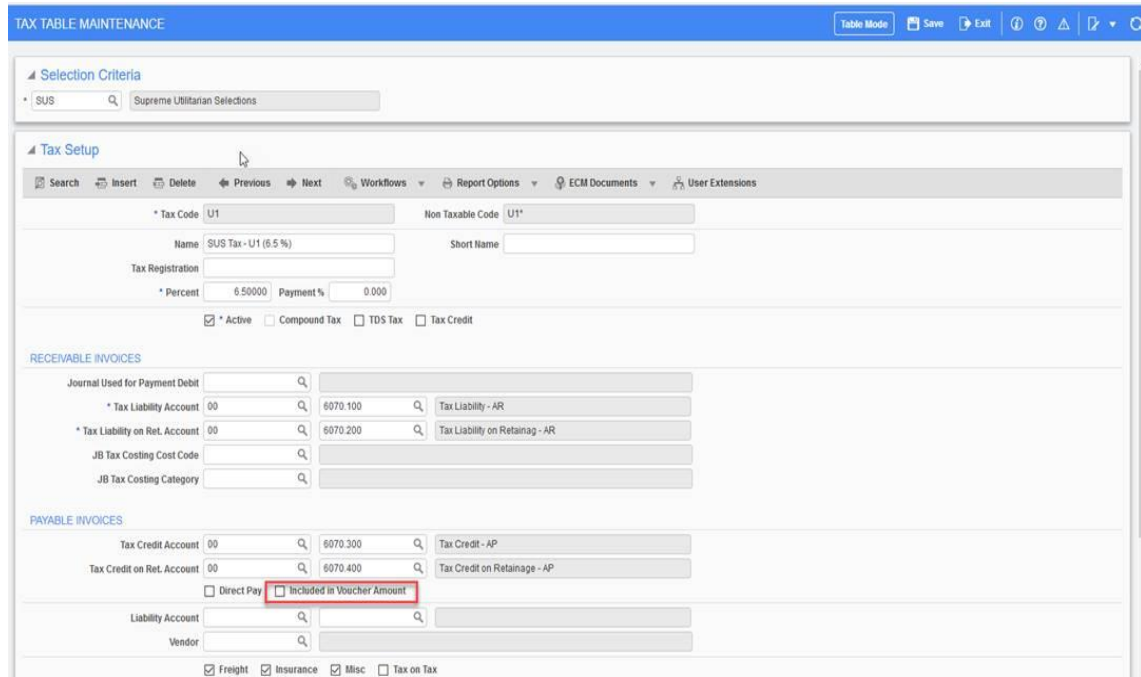


Privilege	Granted
General Check List - Create	<input checked="" type="checkbox"/>
General Check List - Delete	<input checked="" type="checkbox"/>
General Check List - Edit	<input checked="" type="checkbox"/>
Hide Download Drawing Set Button	<input type="checkbox"/>
Issue - Create	<input checked="" type="checkbox"/>

## Subcontract Entry – Total Taxes Included in Voucher (19.83664)

This is new functionality for PM JSP, is to show the Tax Amount in the field “Total Taxes Included in Voucher” when the flag “Included in Voucher Amount” in the Tax Code setup screen (ADF) is checked.

If the flag is unchecked, the Tax will show as it did before in the “Total Taxes” field in SC and SCCO.



**TAX TABLE MAINTENANCE**

Selection Criteria: \* SUS Supreme Utilitarian Selections

**Tax Setup**

\* Tax Code: U1 Non Taxable Code: U1\*

Name: SUS Tax - U1 (6.5 %) Short Name:

Tax Registration: \* Percent: 6.50000 Payment %: 0.000

☒ Active ☐ Compound Tax ☐ TDS Tax ☐ Tax Credit

**RECEIVABLE INVOICES**

Journal Used for Payment Debit: \* Tax Liability Account: 00 6070.100 Tax Liability - AR

\* Tax Liability on Ret. Account: 00 6070.200 Tax Liability on Retainag - AR

JB Tax Costing Cost Code: JB Tax Costing Category:

**PAYABLE INVOICES**

Tax Credit Account: 00 6070.300 Tax Credit - AP

Tax Credit on Ret. Account: 00 6070.400 Tax Credit on Retainage - AP

☐ Direct Pay ☒ Included in Voucher Amount

Liability Account: Vendor:

☒ Freight ☒ Insurance ☒ Misc ☐ Tax on Tax

CMIC Project Management

test2v12.cmic.ca:8888/cmictest12c/SdMenu/

Subcontract Entry

Subcontract Detail | Change Orders | Participation | Attachments | Alternates | Special Pricing | Inclusions | Exclusions | Text Codes | Free Form | Review/Approval

Project: ADF Project 1 (ADFPROJ1)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Subcontract

MAY16-003

Subcontract Change Orders

Subcontractor SOV

Potential Change Items

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query

Cost Status Query (Category)

Budget Status Query (Category)

User Defined

Schedule of Values

Action	Task Code	Task Name	Long Description	W/M	Unit	Rate	Amount	Job	Phase	Category	JB Bill Code	Te
	WORK	work1		NA			10000	ADFJOB01	2000	SUBCONTR		L

Scope

Scope Of Work

Bid Package Description

Accounting Description

Summary

Original Completion	Days Changes	3 days	Current Completion
Original Contract Value			10,000.00
Cost Changes			1,200.00
Current Contract Value			11,200.00
Total SOV Amount			11,200.00
Total Taxes			\$728.00
Total Including Taxes			\$11,928.00
Total Taxes Included in Voucher			\$0.00

When the flag is checked:

TAX TABLE MAINTENANCE

Table Mode | Save | Exit | ? | A |

Selection Criteria

SUS | Supreme Utilitarian Selections

Tax Setup

Search | Insert | Delete | Previous | Next | Workflows | Report Options | ECM Documents | User Extensions

\* Tax Code: U1 | Non Taxable Code: U1\*

Name: SUS Tax - U1 (6.5%) | Short Name:

Tax Registration

\* Percent: 6.50000 | Payment %: 0.000

☒ Active | ☐ Compound Tax | ☐ TDS Tax | ☐ Tax Credit

RECEIVABLE INVOICES

Journal Used for Payment Debit

\* Tax Liability Account: 00 | 6070.100 | Tax Liability - AR

\* Tax Liability on Ret. Account: 00 | 6070.200 | Tax Liability on Retainag - AR

JB Tax Costing Cost Code

JB Tax Costing Category

PAYABLE INVOICES

Tax Credit Account: 00 | 6070.300 | Tax Credit - AP

Tax Credit on Ret. Account: 00 | 6070.400 | Tax Credit on Retainage - AP

☐ Direct Pay | ☒ Included in Voucher Amount

Liability Account

Vendor

☒ Freight | ☒ Insurance | ☒ Misc | ☐ Tax on Tax

Subcontract Entry

Email Archived Report User Extensions Add Edit Print Compliance Void Back To Log Add SOV Bluebeam Review

Subcontract Detail Change Orders Participation Attachments Alternates Special Pricing Inclusions Exclusions Text Codes Free Form Review/Approval

Project: ADF Project 1 (ADFPROJ1)

Communication Management Document Management Subcontractor Prequalification Bid Management Budget & Cost Management

Subcontract MAY16-003 Subcontract Change Orders Subcontractor SOV Potential Change Items Owner Change Orders Owner Change Transmittal Request For Payment Compliance Status Log Expense Authorization Cost Status Query Budget Status Query Cost Status Query (Category) Budget Status Query (Category) PCI Projection Contract Forecasting

Sender Email

Contract Type Created 16-May-2019 Post Date 16-May-2019

User Defined

Schedule of Values

Action	Task Code	Task Name	Long Description	W/M	Unit	Rate	Amount	Job	Phase	Category	JB Bill Code	Ta
	WORK	work1		NA			10000	ADFPJOB01	2000	SUBCONTR		L

Scope

Scope Of Work

Bid Package Description

Accounting Description

Summary

Original Completion	Days Changes	Current Completion
Original Contract Value		10,000.00
Cost Changes		1,200.00
Current Contract Value		11,200.00
Total SOV Amount		11,200.00
Total Taxes		\$0.00
Total Including Taxes		\$11,200.00
Total Taxes Included in Voucher		\$728.00

## Submittals – Limit the Statuses Available to P-Type Reviewers (19.86806)

The following enhancements were made for Reviewers in Submittals:

- added changes to make Reviewers editable on the basis of privilege
- added changes to limit statuses for P-type users based on review line
- only statuses based on that Reviewer line and class code are shown
- when a P-type user tries to add a new reviewer, user cannot set date beyond returned action date
- when a C-type user accesses the submittal, all statuses are available to the user
- when P-type user is not part of the any four reviewer and tries to add new reviewer, status field is disabled
- **[Complete Review]** is unavailable when the submittal review is complete.

## Importing Manhours into Daily Journal Record (19.80677)

Changes have been made to allow for the importing of Daily Journal manpower into an already existing Daily Journal (i.e. the Daily Journal header must have already been created). The IMPORT button will be available when user switches to 'Manpower/Tasks' tab in an already existing Daily Journal, where user can Import manhours after passing through all validations that currently exists in the Daily Journal.

Field security (Unrestricted and Hidden) would be applied on the Import button in the Daily Journal screen.

Daily Journal

Project: SB Project - created Aug 23, 2019

Communication Management

Document Management

Bid Management

Budget & Cost Management

Site Management

Daily Journal

JRN0006

Punch List

Field Work Directives

Notices

Weekly Check List

Units Complete

Punchlist Items

Not Submitted

JRN0006

Date: 2019-12-03 10:55:58.0

Prepared By: Sunny Spoon

Submitted By:

Tasks

Action	Company	State Area Code	No. of Workers	Man-Hours	OT Hours	Total OT Man-Hours	DOT Hours	Total DOT Man-Hours	Daily Man-Hours	Activity Code	Notes	Acti
Total												
Total as of Journal Date			263	1400		125192		37660	464152			
Project Total			263	1400		125192		37660	464152			

Field security:

\*ALL\*

Update Back

\*Note: Not all programs have fields available with field privileges

Programs: Daily Journal

COLUMN/FIELD SECURITY

Item Name	Security Level
Copy Previous Journal	Unrestricted
Import Button	Unrestricted

The manhours can be imported from Excel file(.csv) or a text file(.txt). The import file with following columns will be accepted in the Daily Journal:

- Company
- No. of workers
- Man-Hours
- OT Hours
- DOT Hours
- Activity Code
- Notes

Manpower Records Edit - Google Chrome  
 Not secure | qa2v12.cmic.ca:8888/cmictftr12/PMDailyJournal/csvGetFile.do

Re-Import Re-Validate Accept Cancel

**Import validation screen**

☒ Show lines with errors only  
☐ Show Warnings

**ERRORS:**  
 1 Insert into DB table: Line 1 has error(s): ORA-12899: value too large for column "DA"."PMFOREIGN\_JOURTASK\_IMPORT\_TN"."PMFJTI\_PARTN\_CODE" (actual: 17, maximum: 8) Continue with next line.

**REPORT:**  
 1 CSV file processing: 3 lines to process  
 2 2 old rows were deleted  
 3 Insert into DB table: 2 lines inserted, 1 erroneous line(s) skipped.

Delete	Company Code	Company	No. of Workers	Man-Hours	OT Hours	Total OT Man-Hours	DOT Hours	Total DOT Man-Hours	Daily Man-Hours	Activity Code	Notes
<input type="checkbox"/>			8	100	24	192	20	160	1152	ACTCODE	these are the notes
<input type="checkbox"/>	PART1		250	1200	500	125000	150	37500	462500		more notes

The Control File for the import has the following layout:

```
pmdjtaskimp.ctl - Notepad
File Edit Format View Help
LOAD DATA
APPEND
INTO TABLE DA.PMFOREIGN_JOURTASK_IMPORT_TN
FIELDS TERMINATED BY "," OPTIONALLY ENCLOSED BY "'"
(
  PMFJTI_PARTN_CODE,
  PMFJTI_WORKERS_NUMBER,
  PMFJTI_MAN_HOURS,
  PMFJTI_OT_HOURS,
  PMFJTI_DOT_HOURS,
  PMFJTI_ACT_CODE,
  PMFJTI_NOTES
)
```

#### File Layout Details – Daily Journal Manpower Import

The following table gives the detail description for each field:

Control File = pmdjtaskimp.ctl

Column Name	Description	Required	Type	Length
PMFJTI_PARTN_CODE	A valid CMiC partner code	Yes	Varchar2	8
PMFJTI_WORKERS_NUMBER	Total number of workers	Yes	Num	10
PMFJTI_MAN_HOURS	This field depicts the number of hours a worker worked for.	Yes	Num	12,2

Column Name	Description	Required	Type	Length
PMFJTI_OT_HOURS	Over-Time Hours	Yes	Num	12,2
PMFJTI_DOT_HOURS	Double Over Time Hours	Yes	Num	12,2
PMFJTI_ACT_CODE	Schedule Activity Code	Yes	Varchar2	30
PMFJTI_NOTES	Notes	Yes	Varchar2	4000

### Notes

- The Manhours import works the same way as other PM JSP imports. Below is an outline of the steps and a description of the Validation screen.
- Prepare a .txt or .csv file with the details to be imported, using the layout guide above.
- For numeric codes, leading zeroes are usually removed in a .csv file, so make sure to adjust these appropriately before.

**IMPORTANT NOTE:** The file must be .TXT or .CSV. Also note that if the file is opened using Excel, it may lose some of its original formatting. It is preferable to open and edit using Notepad. For example, if the value of a field is "01", editing in Excel will possibly change it to '1'.

### Example input:

```
ManpowerImport.txt - Notepad
File Edit Format View Help
PMFJTI_PARTN_CODE,PMFJTI_WORKERS_NUMBER,PMFJTI_MAN_HOURS,PMFJTI_OT_HOURS,PMFJTI_DOT_HOURS,PMFJTI_ACT_CODE,PMFJTI_NOTES
,8,12,10,2,ACT_1,Note1
,10,10,9,1,ACT_2,Note2
,12,10,9,1,ACT_3,Note3
,,9,7,2,,
,,,,,
,,,,,
```

A1							
	A	B	C	D	E	F	G
1	PMFJTI_PARTN_CODE	PMFJTI_WORKERS	PMFJTI_MAN_HOU	PMFJTI_OT_HOURS	PMFJTI_DOT_HOURS	PMFJTI_ACT_CODE	PMFJTI_NOTES
2		8	12	10	2	ACT_1	Note1
3		10	10	9	1	ACT_2	Note2
4		12	10	9	1	ACT_3	Note3
5			9	7	2		
6							
7							

## Checklist Maintenance Enhancements (19.73960)

### Overview

These enhancements involve the ability to copy a checklist type from another project so users can share checklist types or pull them into their next project without manually recreating them. Users are



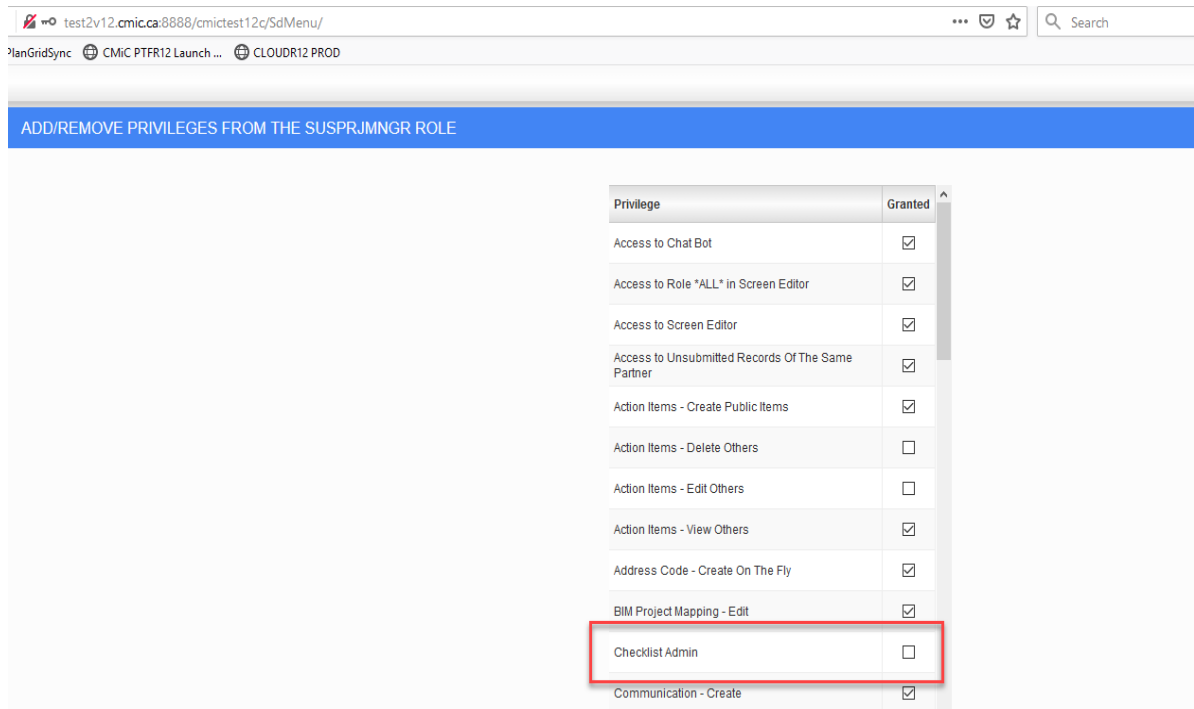
then able to use these modified checklist types on mobile but the ability to add or create new rows in the mobile application is not required at this time.

Below is an outline of the enhancements that have been made to achieve the objective.

1. A new security role privilege “**Checklist Admin**” has been added. By default it is unchecked.

This privilege controls the following:

- Access (edit/delete) to Checklist Detail records **which are locked**.  
For example, user with all necessary field security must also have this new “Checklist Admin” privilege to edit or delete **Admin-locked** detail records.



The “**Checklist Admin**” privilege allows the user to “Lock” checklist Types in the Checklist Maintenance screen:

Standards for Safety Maintenance

Line No.*	Prompt*	Header	Active	Lock	Action
1	Check List Indicators (1)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2	Hard Hat	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3	Temp Lights	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4	Eye Protection	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5	Check List Indicators (2)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
6	Floor and Wall Openings	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
7	Proper Scaffold and Ladders	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8	First Aid Facilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
9	Fire Control	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10	Check List Indicators (3)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11	Traffic Control	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
12	Record all Accidents	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
14	Other	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
15	Miscellaneous	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
16	This Prompt has been modified to be up to 500 characters. This Prompt has been modified to be up to 500 characters. This Prompt has been modified to be up to 500 characters. This Prompt has been modified to be up to 500 characters.				

Field #	Prompt	Active
Field 1		<input type="checkbox"/>
Field 2		<input type="checkbox"/>
Field 3		<input type="checkbox"/>
Field 4		<input type="checkbox"/>
Field 5		<input type="checkbox"/>

Testing Checklist Types Maintenance

Line No.*	Prompt*	Header	Active	Lock	Action
10	line1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+ x
20	line2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

locked detail is not editable when user has "Checklist Admin" flag unchecked;

Lock flag is also not accessible

Field #	Prompt	Active
Field 1		<input type="checkbox"/>
Field 2		<input type="checkbox"/>
Field 3		<input type="checkbox"/>
Field 4		<input type="checkbox"/>

2. **"Lock Checkbox"** field security is used to apply field security to the "Lock" flag in the Checklist Maintenance screen. By default, it is set to "Unrestricted".

CMIC FIELD

Project: Administration Project (ADMINP)

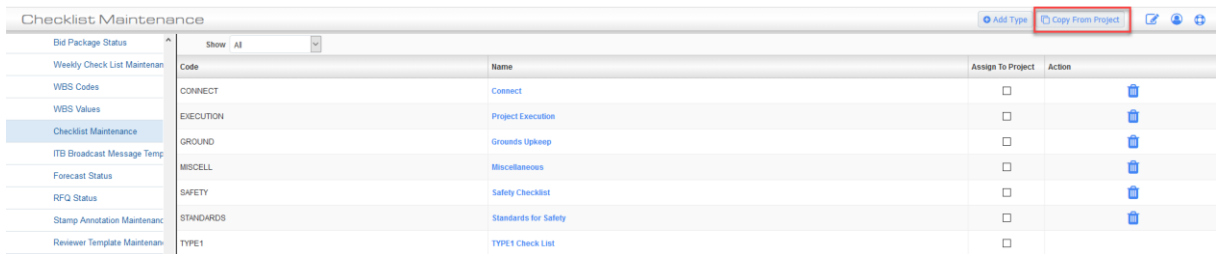
Update Back

\*Note: Not all programs have fields available with field privileges

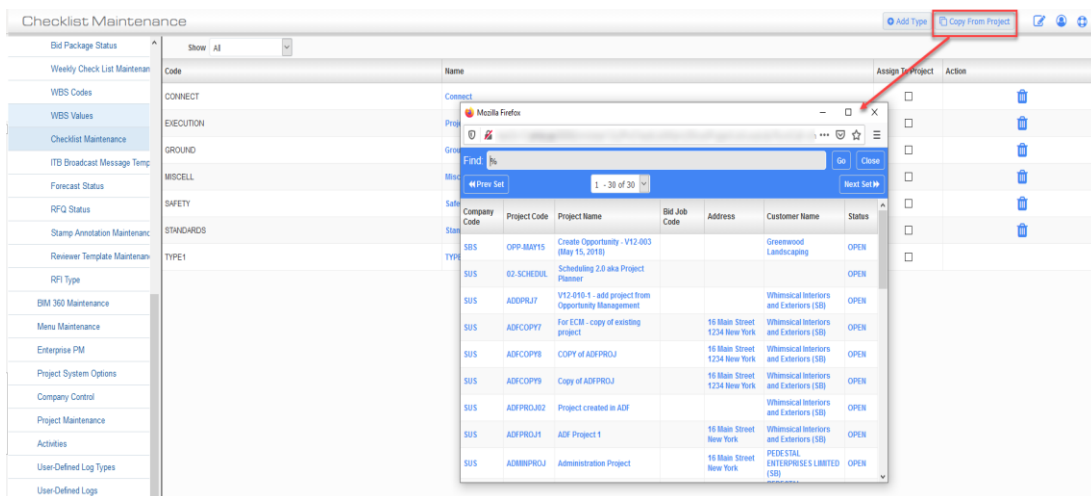
Programs Checklist Maintenance

Item Name	Security Level
Add Checklist Button	Unrestricted
Delete Checklist Button	Unrestricted
Assign Checklist to Project Checkbox	Unrestricted
Copy From Project Button	Unrestricted
Add Detail Record Action	Unrestricted
Delete Detail Record Action	Unrestricted
Lock Checkbox	Unrestricted

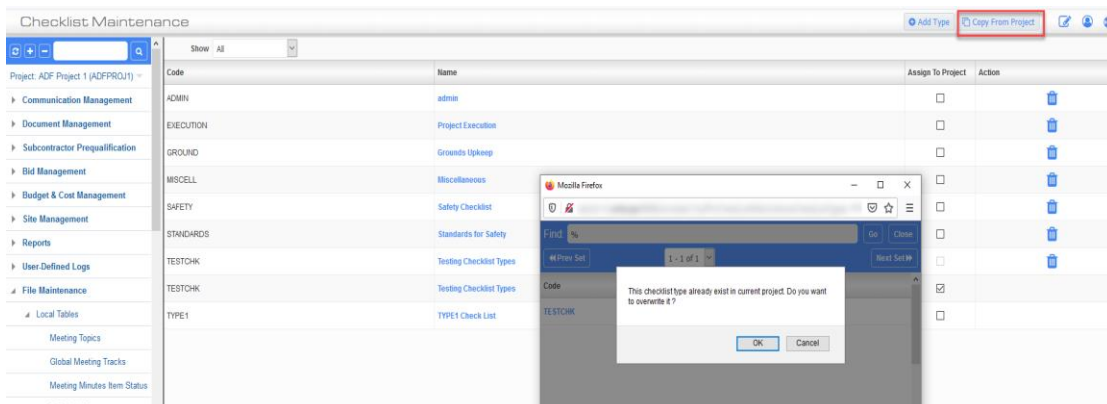
- Added the **[Copy From Project]** button to the Checklist Maintenance screen.



- User will be able to copy checklist types from existing projects to which they are assigned, but there will only be one copy of a project-specific checklist type per system-level checklist type.
- During the copy function, the Projects LOV will show the projects that the current user has access to.



- If users try to copy the same type from another project into the current project, the copying process will overwrite the existing checklist type after user confirmation.



- If users open a project-specific checklist type and then try to copy a checklist type from other projects, then it will overwrite the contents of the current checklist type.

4. Field Security can be applied to these objects in the Checklist Maintenance screen:

- Copy From Project - button
- Add Detail Record – ‘+’ action
- Delete Detail Record – ‘-’ action

Possible field security value: Unrestricted or Hidden; default for all is “Unrestricted”.

Item Name	Security Level
Add Checklist Button	Unrestricted
Delete Checklist Button	Unrestricted
Assign Checklist to Project Checkbox	Unrestricted
Copy From Project Button	Unrestricted
Add Detail Record Action	Unrestricted
Delete Detail Record Action	Unrestricted
Lock Checkbox	Unrestricted

### EXAMPLE:

Line No.	Prompt	Header	Active	Lock	Action
1	Check List Indicators (1)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+ x
2	Hard Hat	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+ x
3	Temp Lights	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+ x
4	Eye Protection	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+ x
5	Check List Indicators (2)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+ x
6	Floor and Wall Openings	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+ x
7	Proper Scaffold and Ladders	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+ x
8	First Aid Facilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+ x
9	Fire Control	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+ x
10	Check List Indicators (3)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+ x
11	Traffic Control	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+ x
12	Record all Accidents	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+ x
14	Other	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+ x
15	Miscellaneous	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+ x
16	This Prompt has been modified to be up to 500 characters. This Prompt has been modified to be up to 500 characters. This Prompt has been modified to be up to 500 characters. This Prompt has been modified to be up to 500 characters.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+ x

Standards for Safety Maintenance

Line No.*	Prompt*	Header	Active	Lock	Action
1	Check List Indicators (1)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2	Hard Hat	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3	Temp Lights	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4	Eye Protection	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5	Check List Indicators (2)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
6	Floor and Wall Openings	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
7	Proper Scaffold and Ladders	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8	First Aid Facilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
9	Fire Control	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10	Check List Indicators (3)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11	Traffic Control	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
12	Record all Accidents	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
14	Other	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
15	Miscellaneous	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
16	This Prompt has been modified to be up to 500 characters. This Prompt has been modified to be up to 500 characters. This Prompt has been modified to be up to 500 characters. This Prompt has been modified to be up to 500 characters.				

field security = Hidden

Field #	Prompt	Active
Field 1		<input type="checkbox"/>
Field 2		<input type="checkbox"/>
Field 3		<input type="checkbox"/>
Field 4		<input type="checkbox"/>
Field 5		<input type="checkbox"/>

##### 5. Checklist Maintenance screen – Filter

The filter allows the user to select All checklist types, (current) project-specific only or system-level only:

Checklist Maintenance

Code	Name	Assign To Project	Action
CONNECT	Connect	<input type="checkbox"/>	
EXECUTION	Project Execution	<input type="checkbox"/>	
GROUND	Grounds Upkeep	<input type="checkbox"/>	
MISCELL	Miscellaneous	<input type="checkbox"/>	
SAFETY	Safety Checklist	<input type="checkbox"/>	
STANDARDS	Standards for Safety	<input type="checkbox"/>	
TYPE1	TYPE1 Check List	<input type="checkbox"/>	








6. The PM System Options flag “Show only Project-Specific Checklists” no longer determines the visibility of the “Assign to Project” flag on the Checklist Maintenance screen (this is already controlled by field security) but it still controls whether project-specific checklists are shown on the tree-view or not.

In addition, the project-level masks are only visible in *Project Maintenance > Defaults > Masks* for project-specific checklist types when the “Assign to Project” flag is visible and checked for a type. If a checklist type is no longer project-specific, the type and mask is removed from Project Maintenance.

#### IMPORTANT NOTE:

The Checklist Maintenance screen will show the system-level checklist types and the checklist types assigned to the current project only.

However, the Checklist Log will continue to work as it previously did.

Checklist Maintenance				<a href="#">Add Type</a>	<a href="#">Copy From Project</a>	<a href="#">Refresh</a>	<a href="#">Help</a>	<a href="#">Logout</a>
Bid Package Status	Show	All						
Weekly Check List Maintenance	Code	Name	Assign To Project	Action				
WBS Codes	CONNECT	Connect	<input type="checkbox"/>					
WBS Values	EXECUTION	Project Execution	<input type="checkbox"/>					
Checklist Maintenance	GROUND	Grounds Upkeep	<input type="checkbox"/>					
ITB Broadcast Message Template	MISCELL	Miscellaneous	<input type="checkbox"/>					
Forecast Status	SAFETY	Safety Checklist	<input type="checkbox"/>					
RFQ Status	STANDARDS	Standards for Safety	<input type="checkbox"/>					
Stamp Annotation Maintenance	TESTTYPE	Test Checklist Type	<input type="checkbox"/>					
Reviewer Template Maintenance	TESTTYPE	Test Checklist Type	<input checked="" type="checkbox"/>					
RFI Type	TYPE1	TYPE1 Check List	<input type="checkbox"/>					
BIM 360 Maintenance								
Menu Maintenance								

7. Now, the Delete icon is not available for project-specific checklist types. Users can only unassign them from the project.

Checklist Maintenance

Add Type

Copy From Project

Bid Package Status

Weekly Check List Maintenance

WBS Codes

WBS Values

Checklist Maintenance

ITB Broadcast Message Template

Forecast Status

RFQ Status

Stamp Annotation Maintenance

Reviewer Template Maintenance

RFI Type

BIM 360 Maintenance

Menu Maintenance

Show All

Code	Name	Assign To Project	Action
CONNECT	Connect	<input type="checkbox"/>	
EXECUTION	Project Execution	<input type="checkbox"/>	
GROUND	Grounds Upkeep	<input type="checkbox"/>	
MISCELL	Miscellaneous	<input type="checkbox"/>	
SAFETY	Safety Checklist	<input type="checkbox"/>	
STANDARDS	Standards for Safety	<input type="checkbox"/>	
TESTTYPE	Test Checklist Type	<input type="checkbox"/>	
TESTTYPE	Test Checklist Type	<input checked="" type="checkbox"/>	
TYPE1	TYPE1 Check List	<input type="checkbox"/>	

no Delete icon

## Punch List Item Status Maintenance (19.71005)

Punch List Item Status Maintenance				<a href="#">Save</a> <a href="#">Cancel</a>
<div> <div>Bid Package Status</div> <div>Weekly Check List Maintenance</div> <div>Checklist Schedule</div> <div>WBS Codes</div> <div>WBS Values</div> <div>Checklist Maintenance</div> <div>Broadcast Message Template</div> <div>Forecast Status</div> <div>RFQ Status</div> <div>Stamp Annotation Maintenance</div> <div>Quality Control Status</div> <div>Reviewer Template Maintenance</div> <div>RFI Type</div> <div>QC Phase Values</div> <div>Definable Feature of Work Value</div> <div>Trade Maintenance</div> <div>Locations Maintenance</div> <div>Punch List Item Status</div> </div>	<div>Status Code*</div>	<div>Name</div>	<div>Class*</div> <div>Draft</div> <div>Open</div> <div>Closed</div> <div>Contested</div> <div>Review</div>	<div>Delete</div>
	CLOSED	Closed		
	COMPLETE	Complete		
	CONT	Contested		
	DRAFT	Draft		
	FAILED	Failed		
	INSPECTED	Inspected		
	ISSUED	Issued		
	OPEN	Open		
	PASSED	Passed		
	REVIEW	Review the PL		

A new maintenance screen has been added to the CMiC Field module. It is the Punch List Item Status Maintenance screen, which is used to add, edit or delete punch list item status codes, used in the Punch List Item screen.

There are five status classes, any one of which a punch list item status code can be assigned to: Draft, Open, Closed, Contested, Review.

Users can be assigned to this new program through the *Security > Role Maintenance > Assign Menu Items > Punch List Item Status* screen. Custom menus will need to be modified to include this menu item.

## Punch List Items (19.71005)

**Punch List Item Form (PLIT0003)**

**Description:** test

**Status:** Draft

**Current Responsibility:** Corey Hart

**Due Date:** 15/10/19

**Location Code:** 1 description

**Trade/Type:**

**Cost Impact:**

**Reviewer Table:**

Step	Reviewer	Required	Due Date	Status	Action Date
1	Cory Hart	<input type="checkbox"/>	15-Oct-19		
2	Carol Foster	<input type="checkbox"/>	15-Oct-19		

**Documents:** strata amend.txt, textscotcopy.pdf

**Notes:** 001

A new screen has been added to CMiC Field that is to be used to create and manage Punch List Items. It follows the new design standard of using field-sets to create a better UI/UX.

This new screen will require security access assignment to the user through *Security > Role Maintenance > Assign Menu Items > Punch List Items*.

### Punch List Items Log:

**Welcome to Punch List Items**

Create, assign and close Punch List Items. Users can leverage the logs advanced filter and grouping features to quickly update many items at a time.

**To start, you may wish to:**

- Create a new item
- Review or Edit items by selecting a row in the table below
- Update multiple items by selecting the checkbox column and clicking the Edit button
- Share items with others by selecting the icon


**Create New Punch List Item**

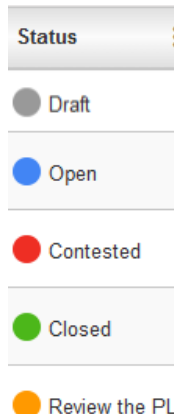
**Punch Lists**

Punch List	Item	Status	Description	Location	Trade	Responsible Con...	Current Respons...	Due Date	Dwg Ref
(PL0033) Punch list review for enhancements	19873-RMP1	Open	Punch list description- Oct 16 import						
(PL0033) Punch list review for enhancements	19883	Complete	"quotes allowed" - IMP2						
(PL0033) Punch list review for enhancements	SB1-19883	Open	PL item 2 - imported						
(PL0033) Punch list review for enhancements	23	Contested	PL item 23			Mitchell's Design/Build	Daniel Boone		
(PL0033) Punch list review for enhancements	22	Closed	PL item 22	2>2-3>4>5>6>7-9>10>12>14>15	Trade Type 1	Mitchell's Design/Build	Daniel Boone		
(PL0033) Punch list review for enhancements	55	Closed	PL item 55			Mitchell's Design/Build	Daniel Boone		
ad hoc	PLIT0004	Draft	V12-010-2 - Test for CMIC I/O	2>2-3>4>5>6>7-9>10>12>14>15	Trade Type 1	Mitchell's Design/Build	Daniel Boone	12-Dec-19	
ad hoc	PLIT0001	Draft	OCTOBER 30 - PL item test						
Uncategorised	PLIT0002	Draft	V12-010-1 Send I/O inbound for PL item			Hightech Manufacturing Inc	Corey Hart	11-Oct-19	
Uncategorised	PLIT0003	Draft	test	2>2-3>4>5>6>7-9>10>12>14>15			Corey Hart	15-Oct-19	

1 - 26 of 26 items

An outline of some of the major features is given below:

1. Mandatory fields are Description and Status
2. Share icon  – this replaces the [Send I/O] button and is available for each punch item, in the log view.
3. Punch Items Statuses



- There are 5 Status Classes:
  - Draft - Grey - Punch item has been created but not yet assigned for resolution.
  - Open - Blue - Punch Item has a responsible party and an associated due date. Work to be completed.
  - Review - Orange
  - Contested - Red - Punch item has either been disputed in some form or has failed Review. Resolution is required.
  - Closed - Green - Punch item work has been completed and approved.
- When a punch item is created the default status is Draft.
- When any Reviewer submits the response "Contested", the status is changed to CONTESTED

#### 4. **Responsible Contractor:**

When Responsible Contractor is selected for Punch Item:

- Current Responsibility field gets updated with Responsible Contractor record after Saving the Punch
- Responsible contractor gets added to Reviewers table as the first party after Saving the record.



00000001

\*Description
Punch list item

Current Responsibility
Daniel Boone
Due Date
131219

Responsible Contractor
Daniel Boone

Change Item

Status
Draft

List
(PL0033) Punch list review for enhancements

Location Code

Trade/Type

Cost Impact

00000003 - M-101-HVAC EQUIPMENT Rev 2

Add Reviewer

Select Template

Create Template

## 5. Reviewers Response:

Two options for Reviewers Response are available in the drop-down

- Completed (Green)
- Contested (Red)

## 6. Mass Update (Batch Edit) Actions

Mass update actions can be performed after selecting one or more checkboxes beside punch items:

- Delete - will delete all selected punch items
- Edit - will display a Batch Edit popup window by which the following fields can be updated for the selected punch items:

Status

Responsible Contractor

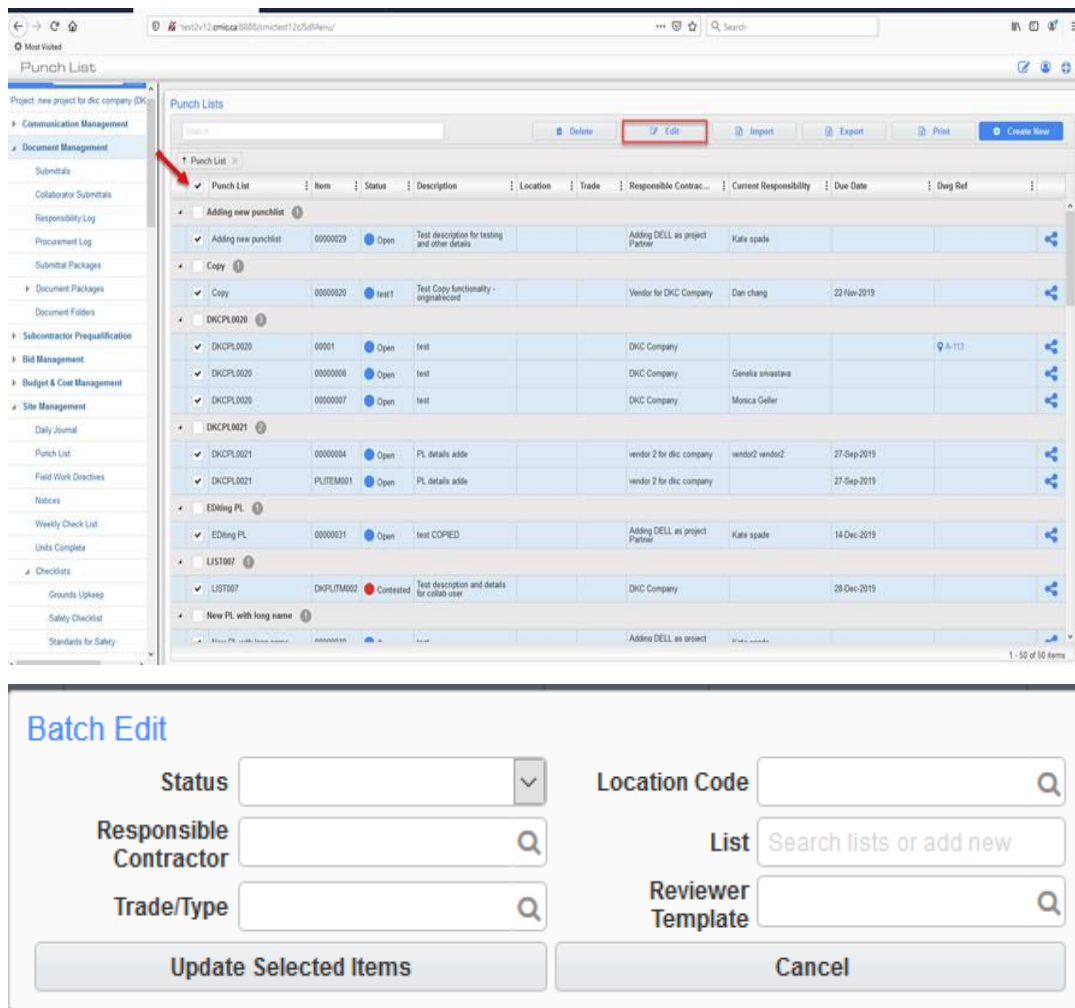
Trade/Type

Location Code

List (i.e. Punch List)

Reviewer Template

The screenshots below illustrate this feature:



## 7. List

- The List field displays a drop-down list of Punch Lists, one of which can be selected to be associated with the punch item being created or edited.
- If no List is selected, a value can be entered in the field and in this case a new Punch List with Title as entered in the List field is created (on the fly).
- If the List field is left empty, then the Punch List Items created are listed under the default Punch List "NOCATEGORY" with title "Uncategorized"

8. Punch Items can be linked to a change item (PCI), similar to other PM objects

9. Punch Items can be linked to drawings from Drawing Management. The link is created in the PSPDF Viewer (link annotations). The drawing can be accessed by clicking on the link from within the punch item:

10. The standard Document strip and Notes section are also available for Punch Items.

The screenshot displays two sections of a software interface. The top section, titled 'Documents', features a dashed box on the left with the text 'Drop files here to upload'. To its right, a file thumbnail is shown with a blue icon and the filename '2019-02-25\_8-34-44.png' and 'REV 0'. The bottom section, titled 'Notes', has a header bar with '001' on the left and 'Expand All' and 'Collapse All' on the right. Below this, the user 'Carol Foster' is listed with a timestamp '09-Dec-19 09:32 AM' and a 'Public' status. A button labeled 'Add Note and Attachment to Punch List Item' is present, with an 'Add Reply' button below it. A 'New Note' section contains a text input field and two buttons at the bottom: 'Save' and 'Clear Comment'.

## Ball in court Report: Enhancements (18.54684)

---

Enhancements done on 'Ball in court' Report are:

- Added a hyperlink to 'Object No.' to open corresponding screen.
- 'Object No.' field color has been changed to Blue and text is set as underline.
- This feature does not support Request For Quotation (RFQ)
- Adobe Reader is the preferred PDF reader to view the report and use the hyperlink, so users may need to save it as an Adobe PDF file to drill down.

**SSC - SS Construction Company**  
**PROJECT MANAGEMENT - BALL IN COURT REPORT**

Page: 4 of 6  
 Date: Jan 07, 2020  
 Time: 3:05 PM EST

**Overdue**

Document Type	Number	Description	Due Date
Meeting	TST-01 - 1	Test budget	07/Nov/2019
SSVEND01 - Vendor 1 for SSC company		CONTACT: JR - Julia Raymond	
PROJECT: ADFPTFPROJ - Major project			

**Overdue**

Document Type	Number	Description	Due Date
RFQ	EXT44	test test	09/Dec/2019
Subcontractor's RFI	00000002	testing	30/Jan/2019
Submittal	SUB-015	to review renumbering of additional reviewers.	09/Jul/2019
Submittal	SUB-018	testing patch	15/Aug/2019
Submittal	ADSUB003-01	SUBMITTAL FOR TESTING	30/Aug/2019
Submittal	ADSUB002-04	New submittal for testing reviewers issue	19/Nov/2019
Submittal	ADSUB-18	new submittal for testing ACTION email notifications for V12-010-2 patch	14/Dec/2019
SSVEND01 - Vendor 1 for SSC company		CONTACT: JY - Jimmy Yak	
PROJECT: ADFPTFPROJ - Major project			

**Overdue**

Document Type	Number	Description	Due Date
Submittal	SUB-006	testing	31/May/2019
Submittal	ADSUB-28	New submittal to test reviewers section.	19/Dec/2019
Submittal	ADSUB-17	Testing submittal for R12.	22/Nov/2019
Submittal	SUB-017	Submittal to review Email Notifications.	22/Aug/2019
Submittal	SUB-009	Patch V12-009-2 Testing - to review Email Notifications	28/Jun/2019
SSVEND01 - Vendor 1 for SSC company		CONTACT: RB - Ronny Brown	
PROJECT: ADFPTFPROJ - Major project			

**Overdue**

Document Type	Number	Description	Due Date
Subcontractor's RFI	SSVEND01-04	external RFI created.	27/Aug/2019
Submittal	SUB-001	Test patch	30/Jun/2019
SSVEND01 - Vendor 1 for SSC company		CONTACT: SE - Simar External	
PROJECT: ADFPTFPROJ - Major project			

## Linking Project Roles to BI Dashboards (19.92676)

CMiC has added support to map Project Roles to BI Dashboards by adding the Dashboard column to the Project Roles Maintenance screen:

The screenshot shows the 'PM Roles' maintenance screen. The 'PROJECT ROLES' table has columns: Role, Description, Admin Req., Key Player, Order Seq., E-Time Approver, E-Time Approver Priority, Eval Weight, and Dashboard. The 'Dashboard' column is highlighted with a red box. A pop-up window titled 'Dashboard - Mozilla Firefox' is open, showing a list of dashboards with columns: Code, Name, Type, and Data Source. The list includes 'SSD SH001', 'AR4\_AGED\_RECEIVABLES\_SUMMARY', and 'AR\_DASHBOARD\_1'.

The Dashboard LOV shows the list of dashboards to which the current user has access.

On startup, the system will look for this setting to display the selected dashboard. If there is not any dashboard setup for any role then the URL from Start Page url (Project Maintenance), **or** Project System Options – Start Page **or** overall system start page will be used to display at the startup.

If a user has multiple roles assigned and those roles have different dashboard settings, then roles will be sorted based on “Key Player” and “Order seq” and first one in this list will be picked up to show the dashboard.

If no “Order Seq” is available, then list will be sorted based on same combination as used in screen. Again, the first role in the list will be picked up to show the dashboard.

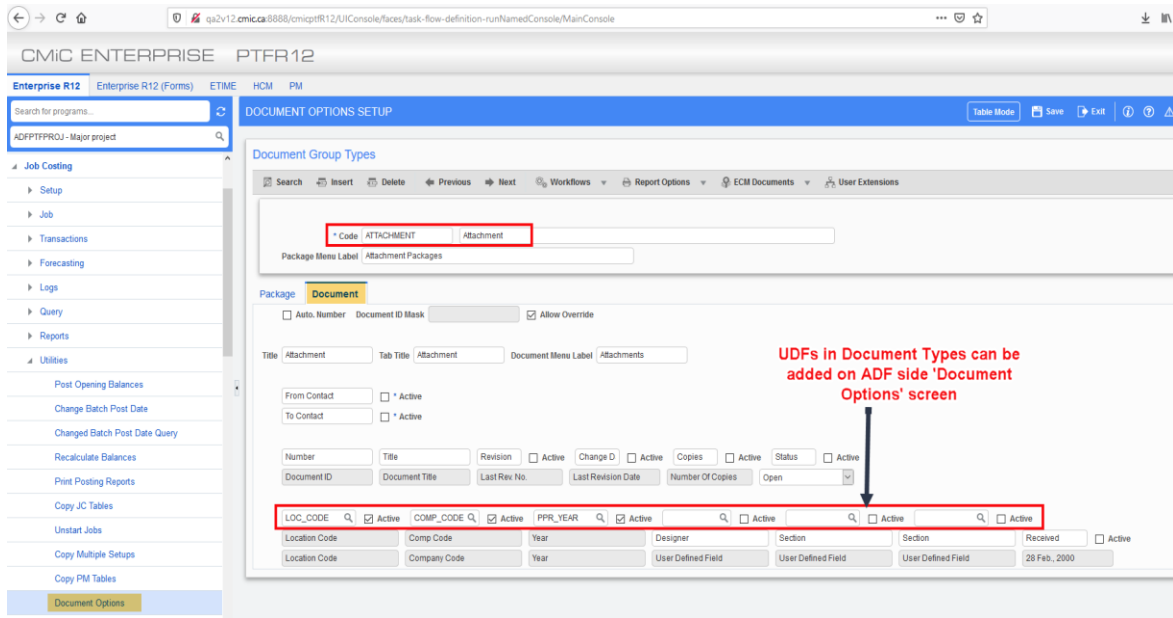
If there is a dashboard selected for a project role in a project, then the startup screen will show the selected dashboard, for example:

If no setup is detected for project role then original setup (as indicated above) will used to display dashboard.

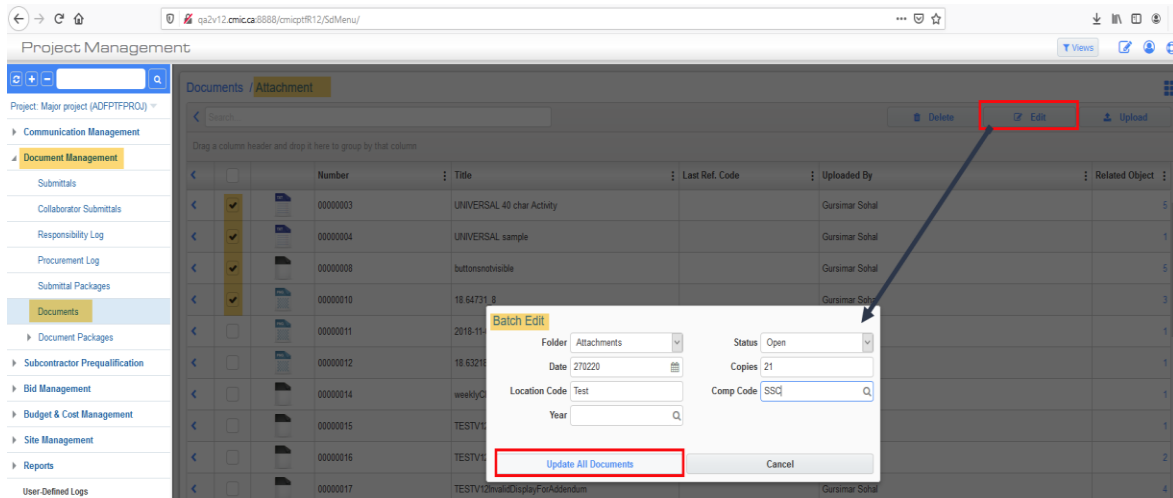
## Documents Mass Update include UDFs (19.74476)

Mass update of documents now includes User Defined Fields (UDFs).

**NOTE:** UDFs/Classifiers in Document Types can be added/removed on the ADF side from the “Document Options” screen.



CMiC has modified the Documents program to add the ability to Batch Edit the UDFs/Classifiers that users have added to various document types.



User will be able to edit Status, Date, Copies and any User Defined Fields on the document type. User can also elect to move the selected Documents to a new folder (Document Folder).

**Batch Edit**

Folder: Attachments

Date:

Location Code:

Year:

Status:

Copies:

Comp Code: SS Construction Company

Update All Documents Cancel

**Batch Edit**

Folder: Attachments

Date: 270220

Location Code: Test

Year: 2020

Status:

Copies: Open

Comp Code:

Update All Documents Cancel

When the changes made are Updated in the Batch Edit pop-up, the log screen refreshes and reflects the changes made by the user.

Project Management

Documents / Attachment

Mass Update is successful

Number	Title	Status	Related Object	Copies	Location Code	Comp Code	Uploaded By
00000003	UNIVERSAL 40 char Activity	Open	5	21	Test	SSC	Gursimar Sohal
00000004	UNIVERSAL sample	Open	1	21	Test	SSC	Gursimar Sohal
00000008	buttonnotvisible	Open	5	21	Test	SSC	Gursimar Sohal
00000010	18.64731_8	Open	3	21	Test	SSC	Gursimar Sohal
00000011	2018-11-08_16-53-20		1	0			Gursimar Sohal

## Ability to Search Across all Document Folders (19.74476)

Project Management

Documents

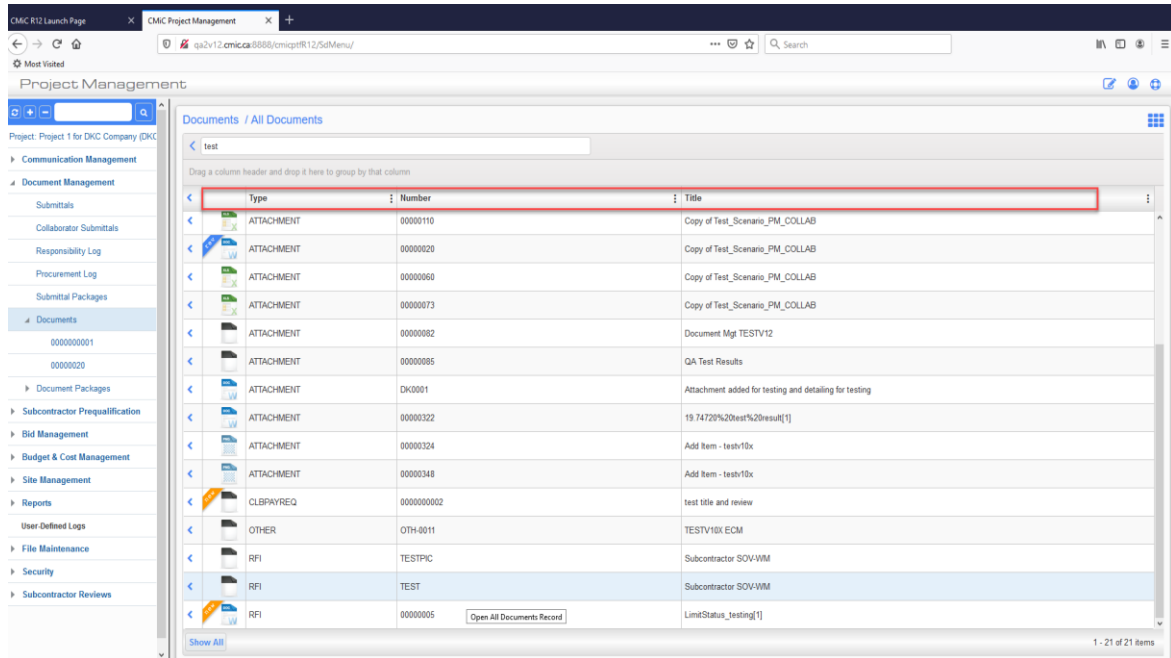
Search:

Attachments	344
Collaborate Pay Request	0
Drawings (ECM)	11
Other Documents	19
RFI	8

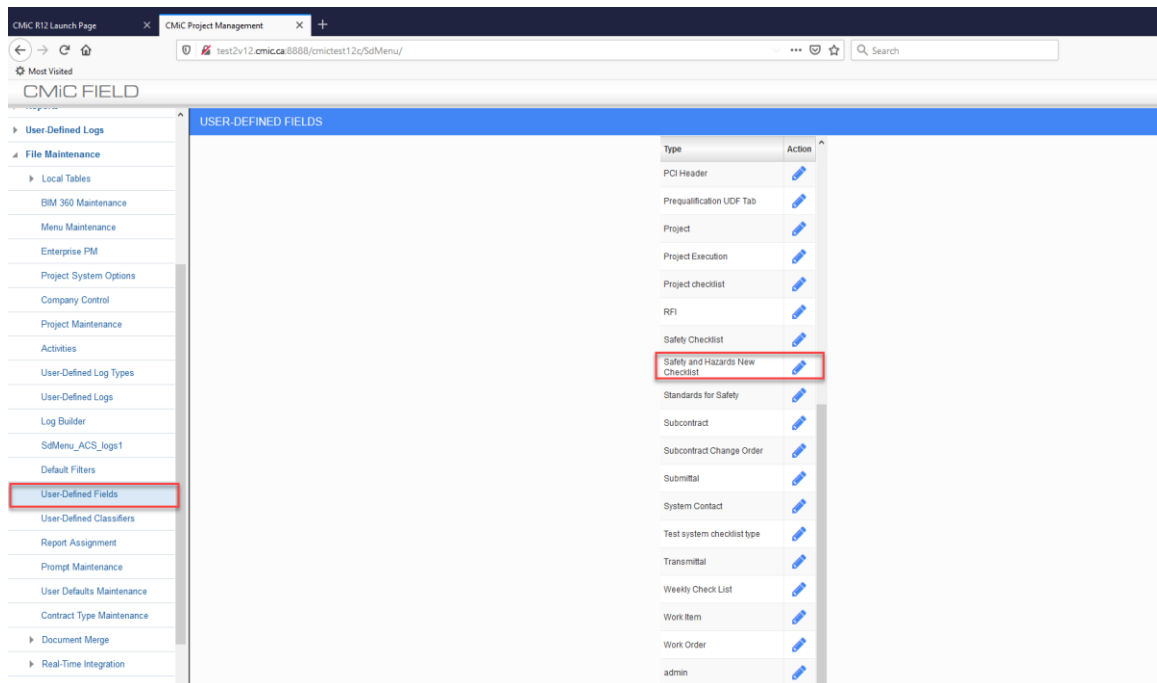


Document Folders - Search bar is added in the Document folder view.

Users are now able to search across all folders from Document Folder view. When the keyword is entered and search is executed, the results are displayed with following columns – File type icon, Document type name, Document ID and Title.



## Checklist Header – UDFs Added (19.87379)



Checklists - Added the ability to insert UDFs on the Checklist Header by including objects for defined Checklist Types in the User-Defined Fields screen of PM JSP (screenshot above).

Every time a new checklist is created for a defined checklist type, users will see a new entry in the User Defined fields screen. They will be able to add or delete UDFs in this screen.

CMC R12 Launch Page | UIConsole - Standard Console | CMC Project Management

test2v12.cmc.ca:8888/cmctest112c/SdMenu/

CMC FIELD

Required fields are indicated with a blue triangle (\*)

ADD USER DEFINED FIELD

Type	User Defined Field*	Default Value	Sort Order	Action
dt checklist with Project Partner LOV				
Checklist with Project contacts				
dt checklist with Project Contact and Partners and Partners				

Left sidebar menu items: Menu Maintenance, Enterprise PM, Project System Options, Company Control, Project Maintenance, Activities, User-Defined Log Types, User-Defined Logs, Log Builder, SdMenu\_ACS\_logs1, Default Filters, **User-Defined Fields**, User-Defined Classifiers, Report Assignment, Prompt Maintenance, User Defaults Maintenance, Contract Type Maintenance.

CMC R12 Launch Page | UIConsole - Standard Console | CMC Project Management

test2v12.cmc.ca:8888/cmctest112c/SdMenu/

Safety and Hazards New Checklist

Checklist Details | Notes | Related Objects | Attachments

Checklist No.\* 00000001 Created Date\*

Created By Phoebe Bufo

Dcheck1 Dcheck2

General

Comments

	Safety for construction	Materials	Equipments
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Left sidebar menu items: Punch List, Field Work Directives, Notices, Weekly Check List, Units Complete, **Checklists**, Grounds Upkeep, admin, **Safety and Hazards New Checklist**, Test system checklist type, Project checklist, proj1, Safety Checklist, Standards for Safety, Miscellaneous, Project Execution.

## UDF Data Sources for Project Partners and Contacts (19.87379)

* System Defined	* Field	Field Description	* Rendering Type	* Data Type	Length	* Lookup Table	Lookup Validated	Required	Updatable	Updatable #	Case
<input type="checkbox"/>	DATEEND2	Report End Date	DEFAULT	Date	13	No LOV used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mixed case
<input type="checkbox"/>	DATESTART	Report Start Date	DEFAULT	Date	13	No LOV used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mixed case
<input type="checkbox"/>	DELAY	Delays or Disruptions	DEFAULT	Text	20	Use Valid Data as LOV	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mixed case
<input type="checkbox"/>	DESIGNGRP	Design Group	DEFAULT	Text	10	No LOV used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mixed case
<input type="checkbox"/>	DKCHECK	dk checklist with Project Partner	DEFAULT	Text	400	All Project Partners	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Upper case
<input checked="" type="checkbox"/>	DKCHECK1	dk checklist with Project Contact	DEFAULT	Text	100	Project Contact and Partners	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Mixed case
<input type="checkbox"/>	DKCHECK2	Checklist with Project contacts	DEFAULT	Text	200	Project Contacts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Mixed case
<input type="checkbox"/>	DOJ	DOJ	DEFAULT	Text	4000	No LOV used	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Mixed case
<input type="checkbox"/>	DOJ1	DOJ	DEFAULT	Text	4000	No LOV used	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Mixed case
<input type="checkbox"/>	EOFLAG	EEO Code Flag	DEFAULT	Text	1	No LOV used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mixed case
<input type="checkbox"/>	EMAILICA	E-Mail ICA report	DEFAULT	Text	1	No LOV used	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Mixed case
<input type="checkbox"/>	ENROLLDATE	Enrollment Date	DEFAULT	Date	20	No LOV used	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Mixed case
<input type="checkbox"/>	ENVIRONMEN	Environmental Testing	DEFAULT	Text	50	No LOV used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Mixed case
<input type="checkbox"/>	EQUIPCAP	Equipment Cap	DEFAULT	Numeric	6	No LOV used	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Mixed case

In addition, three new data sources for User Defined Fields are added which will work as:

- 1) ALLPPARTN: All Project Partners - which will show all partners.
- 2) PROJCONT: Project Contacts - which will show all Project contacts.
- 3) ALLPARCON: Project Contacts and Partners - which will show contacts and partners.

## Submittal Reviewers Table - Revise and Resubmit Status (19.92077)

Users will be now able to Save the status of “Revise and Resubmit” under SENT or RETURNED actions and a new review cycle will be created.

Step	Reviewer	Role	Required	Due Date	Status	Action Date
1	Neiman Kale	DKC Company Submitter	<input checked="" type="checkbox"/>	29-02-2020	Prepared Submittal	28-02-2020
2	Phoebe Bufo	DKC Company Manager	<input checked="" type="checkbox"/>	29-02-2020		
3	John Snow	Vendor for DKC Company Approver	<input checked="" type="checkbox"/>	29-02-2020		
4	Phoebe Bufo	DKC Company Manager	<input checked="" type="checkbox"/>	29-02-2020		

Reviewer Details

Reviewer: Phoebe Bufo, Step: 2, Required: ☒ Due Date: 2020-02-29, Status: 14. Revise & Resubmit, Action Date: 28-02-2020

**Submittal Detail**

Transmitted For: [ ] Required Finish: 29-02-2020 CC: [ ]

**Schedule**

Activity: [ ] Send Reminder Email [ ] Days Prior [ ] Arrived Onsite [ ] **Current Cycle 2**

Planned Schedule	Submitted by Contractor	Internal Review	Sent for Review	External Review	Returned from Review	Final Review	Forwarded to Contractor	Float	Delivered Onsite
29-02-2020	29-02-2020	29-02-2020	29-02-2020	29-02-2020	29-02-2020	29-02-2020	29-02-2020	29-02-2020	29-02-2020

**Actual & Projected Progress**

Projected On Time 29-02-2020

**Reviewer**

Step	Reviewer	Role	Required	Due Date	Status	Action Date
1	Neiman Kale	DKC Company Submitter	<input checked="" type="checkbox"/>	29-02-2020		
2	Pheobe Bulte	DKC Company Manager	<input checked="" type="checkbox"/>	29-02-2020		
3	John Snow	Vendor for DKC Company Approver	<input checked="" type="checkbox"/>	29-02-2020		
4	Pheobe Bulte	DKC Company Manager	<input checked="" type="checkbox"/>	29-02-2020		

Add Reviewer [ ] Select Template [ ] Create Template [ ]

**NOTE:** Users are also able to save Revise and Resubmit Status under SENT or RETURNED via Edit History pop up and new cycle is created:

**History - Mozilla Firefox**

test2v12.cmic.ca:8888/cmctest12c/PmHistory/showHistory.do?ObjType=PMSBM9ObjOraseq=19618054

Add Reviewer [ ] Create Transmittal [ ] Queue Transmittal [ ] Create Review Cycle [ ] **Save** [ ] Close [ ]

**SHOW CURRENT CYCLE ONLY**

Action	Trsm	Cycle	Action	Due Date	Action Date	Days Diff	From	Contact	To	Contact	Status
<input type="checkbox"/>	2	Received	29-02-2020	29-02-2020	1	DKC Company	Neiman Kale	DKC Company	Pheobe Bulte	Prepared Submittal	
<input type="checkbox"/>	2	Sent	29-02-2020	29-02-2020	0	DKC Company	Pheobe Bulte	Vendor for DKC Company	John Snow	Approved	
<input type="checkbox"/>	2	Returned	29-02-2020	29-02-2020	0	Vendor for DKC Company	John Snow	DKC Company	Pheobe Bulte	<b>14. Revise &amp; Resubmit</b>	
<input type="checkbox"/>	2	Forwarded	29-02-2020			DKC Company	Pheobe Bulte	DKC Company	Neiman Kale		

**History - Mozilla Firefox**

test2v12.cmic.ca:8888/cmctest12c/PmHistory/saveHistory.do

Add Reviewer [ ] Create Transmittal [ ] Queue Transmittal [ ] Create Review Cycle [ ] **Save** [ ] Close [ ]

**SHOW CURRENT CYCLE ONLY**

Action	Trsm	Cycle	Action	Due Date	Action Date	Days Diff	From	Contact	To	Contact	Status
<input type="checkbox"/>	3	Received	29-02-2020			DKC Company	Neiman Kale	DKC Company	Pheobe Bulte		
<input checked="" type="checkbox"/>	3	Sent	29-02-2020			DKC Company	Pheobe Bulte	Vendor for DKC Company	John Snow		
<input type="checkbox"/>	3	Returned	29-02-2020			Vendor for DKC Company	John Snow	DKC Company	Pheobe Bulte		
<input type="checkbox"/>	3	Forwarded	29-02-2020			DKC Company	Pheobe Bulte	DKC Company	Neiman Kale		

## Punch List/Punch List Items Changes (19.71005/19.92750)

- Default status for Punch List items is set to Draft, when Responsible contractor and Date fields are filled, the status will auto-update to “Open”.

The image contains two screenshots of a software interface for managing Punch Lists. The top screenshot shows a Punch List item with the status 'Draft'. A red arrow points to the 'Status' dropdown menu, which is currently set to 'Draft'. The bottom screenshot shows the same Punch List item, but the status has changed to 'Open'. A red arrow points to the 'Status' dropdown menu, which is now set to 'Open'. Both screenshots show a sidebar with navigation options like 'Communication Management', 'Document Management', 'Subcontractor Prequalification', 'Bid Management', 'Budget & Cost Management', 'Site Management', 'Daily Journal', 'Punch List', 'Field Work Directives', and 'Notices'. The main content area includes fields for 'Description', 'Current Responsibility', 'Responsible Contractor', 'Due Date', 'Location Code', 'Trade/Type', and 'Cost Impact'. There is also a 'Reviewer' table with columns for Step, Reviewer, Required, Due Date, Status, and Action Date. The bottom screenshot shows a reviewer entry for 'Alice Gunter' with a status of 'Open' and a due date of '28-Feb-20'.

**Punch List Item Details (Top Screenshot):**

- Description: PL Item for roofing
- Status: Draft
- Current Responsibility: Alice Gunter
- Due Date: 280220
- Location Code: [Empty]
- Trade/Type: [Empty]
- Cost Impact: [Empty]

**Punch List Item Details (Bottom Screenshot):**

- Description: PL Item for roofing
- Status: Open
- Current Responsibility: Alice Gunter
- Due Date: 280220
- Location Code: [Empty]
- Trade/Type: [Empty]
- Cost Impact: [Empty]

**Reviewer Table (Bottom Screenshot):**

Step	Reviewer	Required	Due Date	Status	Action Date
1	Alice Gunter	brampton construction and oil	28-Feb-20	Open	

- Trade/Type field is included in the Punch List Items import file:

pmpunchl.ctl - Notepad

**Punch List Item Import File Layout**

File Edit Format View Help

```

LOAD DATA
APPEND
INTO TABLE DA.PMFOREIGN_PUNCHLISTDET_IMPORT
FIELDS TERMINATED BY "," OPTIONALLY ENCLOSED BY "'"
(
  PMFPDI_COMP_CODE           ,
  PMFPDI_PROJ_CODE           ,
  PMFPDI_PMPL_CODE           ,
  PMFPDI_ITEM_CODE           ,
  PMFPDI_AREA1_VALUE         ,
  PMFPDI_AREA2_VALUE         ,
  PMFPDI_AREA3_VALUE         ,
  PMFPDI_AREA4_VALUE         ,
  PMFPDI_DESC                 ,
  PMFPDI_STATUS_CODE         ,
  PMFPDI_PARTN_ABBREV        ,
  PMFPDI_CONTACT_CODE        ,
  PMFPDI_AUTH_PARTN_ABBREV    ,
  PMFPDI_AUTH_CONTACT_CODE    ,
  PMFPDI_INSP_PARTN_ABBREV    ,
  PMFPDI_INSP_CONTACT_CODE    ,
  PMFPDI_INSPECTED_DATE       DATE 'DD-MON-RRRR',
  PMFPDI_RECEIVED_DATE        DATE 'DD-MON-RRRR',
  PMFPDI_ISSUED_DATE           DATE 'DD-MON-RRRR',
  PMFPDI_START_DATE           DATE 'DD-MON-RRRR',
  PMFPDI_SCHD_COMPL_DATE       DATE 'DD-MON-RRRR',
  PMFPDI_COMPLETED_DATE       DATE 'DD-MON-RRRR',
  PMFPDI_REINSPECTED_DATE      DATE 'DD-MON-RRRR',
  PMFPDI_SIGNED_OFF_DATE       DATE 'DD-MON-RRRR',
  PMFPDI_VALUE                 ,
  PMFPDI_CLV_VALUE_CODE1       ,
  PMFPDI_CLV_VALUE_CODE2       ,
  PMFPDI_CLV_VALUE_CODE3       ,
  PMFPDI_CLV_VALUE_CODE4       ,
  PMFPDI_CLV_VALUE_CODE5       ,
  PMFPDI_CLV_VALUE_CODE6       ,
  PMFPDI_PMTT_CODE             Trade Code
)

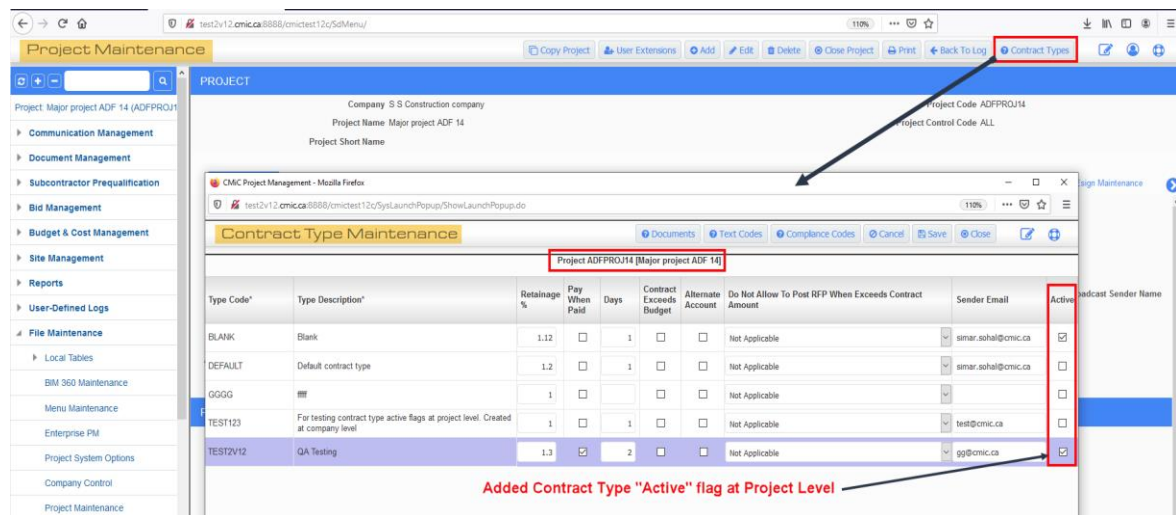
```

- Users are now able to receive notifications for the Punch List created from Punch List Item. Punch List Items will no longer appear in contacts Email Notification and View/Create/Update/Delete All Objects settings in Project Roles (previous patch – V12-010).
- If the Project does not have any Punch List Item existing, then a “NO CATEGORY” Punch List is created behind the scene (cannot be seen/hidden on Punch List screen) when the List field in Punch List Item is left empty.

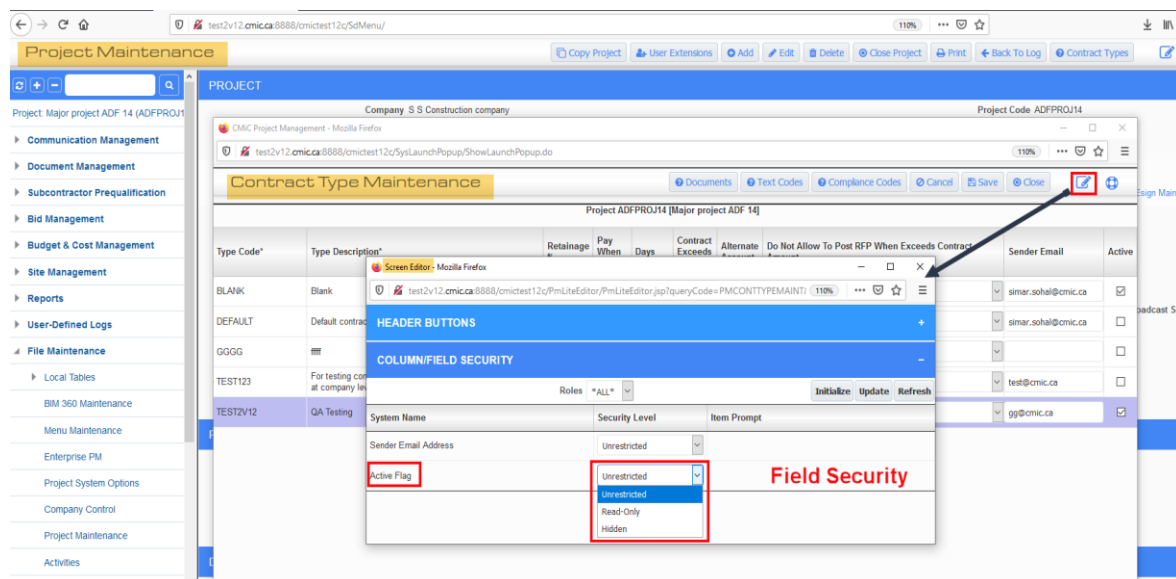
#### NOTES:

- 1) NO CATEGORY Punch List will also be hidden now for Projects which has Punch List Items existing under this Punch List.
- 2) Email Notification are not received when a NO CATEGORY Punch List is created.

## Contract Types – Project Level Active Flag (19.89814)



Contract Types (Project level) - modified Contract Types Maintenance program by adding an “Active” flag. Also added the ability to secure it with field security (Unrestricted, Read-Only and Hidden).



Now, user will be able to deactivate Contract Types by Project, using the Contract Types button within the Project Maintenance screen. And, as a result, in the Subcontract screen, only active Contract Types will be visible in the ‘Contract Type’ field dropdown.

Subcontract Entry

Project: new project for dkc company (DKC)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Subcontract

Subcontract Change Orders

Subcontractor SOV

Subcontract Detail

Change Orders

Participation

Attachments

Alternates

Special Pricing

Inclusions

Exclusions

Text Codes

Free Form

Review/Approval

ENTER SUBCONTRACT ID

Vendor

Description

Contract Type

Control Contract Amount

Status: Pending

Contact

Contact Email

Sender Email

Created: 26-02-2020

Accounting

Invoiced

Bank Department

Payment Request Window

Day of Month

Days Length

The “Active” flag at the Company Contract Types level (found in File Maintenance menu item) defaults to the “Active” flag at Project Level and can be overridden.

Contract Type Maintenance

Documents

Text Codes

Compliance Codes

Cancel

Category Codes

Save

Company SSC: S S Construction company

Action	Type Code*	Type Description*	Retainage %	Pay When Paid	Days	Contract Exceeds Budget	Alternate Account	Do Not Allow To Post RFP When Exceeds Contract Amount	Sender Email	Active	Bonded	Action
+ X	BLANK	Blank	3	<input type="checkbox"/>	1	<input type="checkbox"/>	<input type="checkbox"/>	Not Applicable	gs@cmic.ca	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+ X
+ X	DEFAULT	Default contract type	0	<input type="checkbox"/>	1	<input type="checkbox"/>	<input type="checkbox"/>	Overall Request Payment Is Greater Than Contract Amount	simar.sahal@cmic.ca	<input type="checkbox"/>	<input type="checkbox"/>	+ X
+ X	GGGG	ffff	1	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	SOV Line Is Greater Than Assoc. Contract SOV		<input type="checkbox"/>	<input type="checkbox"/>	+ X
+ X	TEST123	For testing contract type active flags at project level.	0	<input type="checkbox"/>	1	<input type="checkbox"/>	<input type="checkbox"/>	Not Applicable	test@cmic.ca	<input type="checkbox"/>	<input type="checkbox"/>	+ X
+ X	TEST2V12	QA Testing	0	<input checked="" type="checkbox"/>	2	<input type="checkbox"/>	<input type="checkbox"/>	Not Applicable	gg@cmic.ca	<input checked="" type="checkbox"/>	<input type="checkbox"/>	+ X

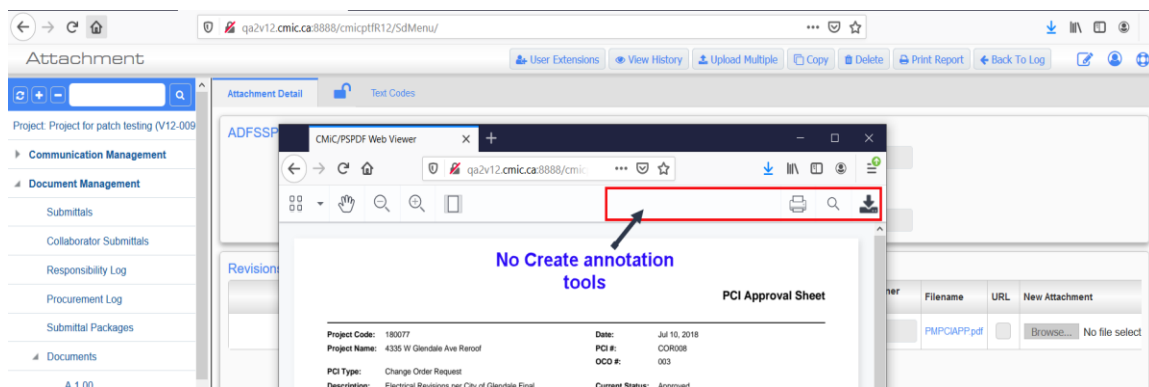
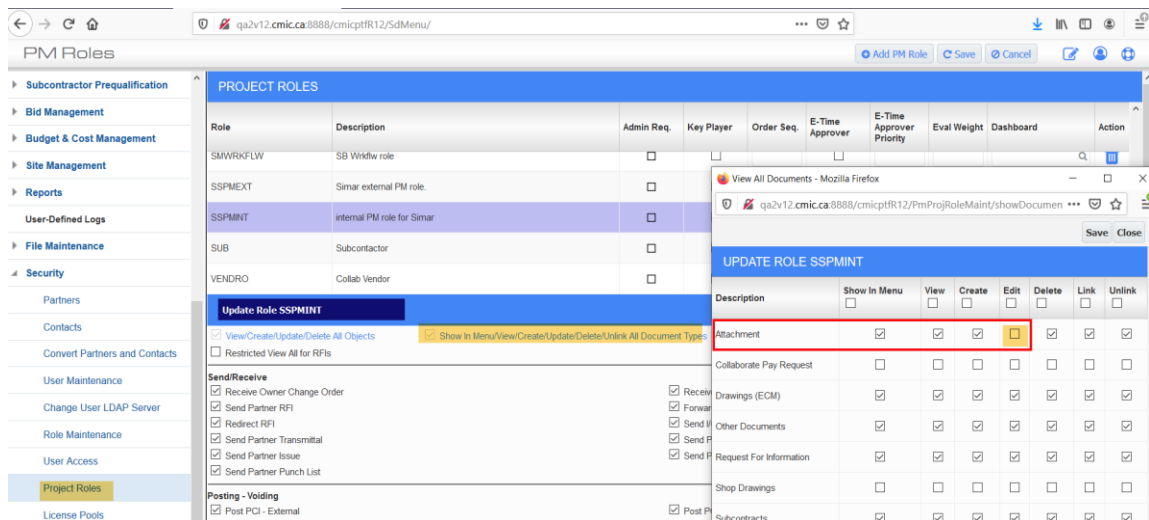
Global Contract Types

## PSPDF Web Viewer - Enhancements (18.50703)

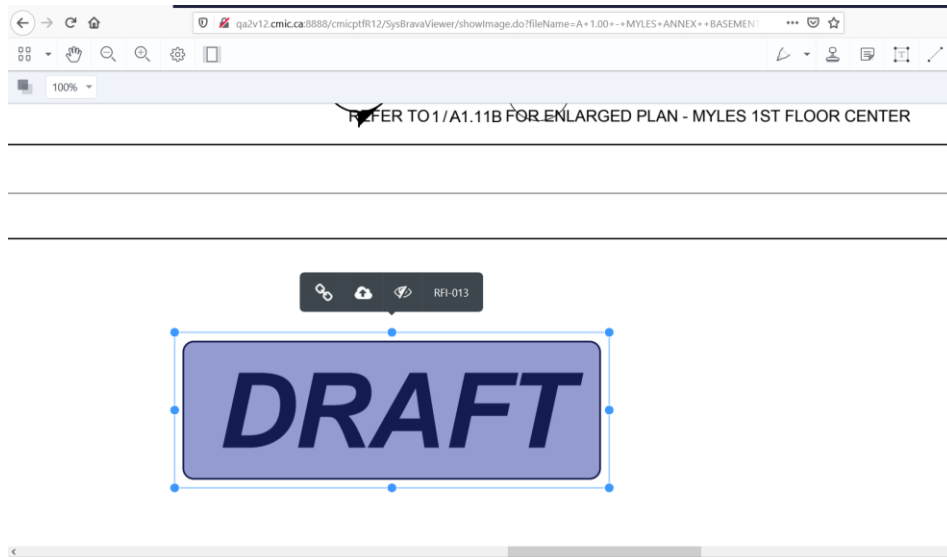
PSPDF has been upgraded to 2020.1.1 and the following enhancements have been added to PSPDF Web Viewer:

- ‘Delete’ icon has been removed from the PSPDF Web Viewer: when an annotation is selected on a Drawing (DRAWMGMT), as the user is not capturing the delete of annotation at database level so this icon is made hidden from viewer.
- Hide annotation creation tools from PSPDF viewer's toolbar when Edit flag is off for a specific document type.

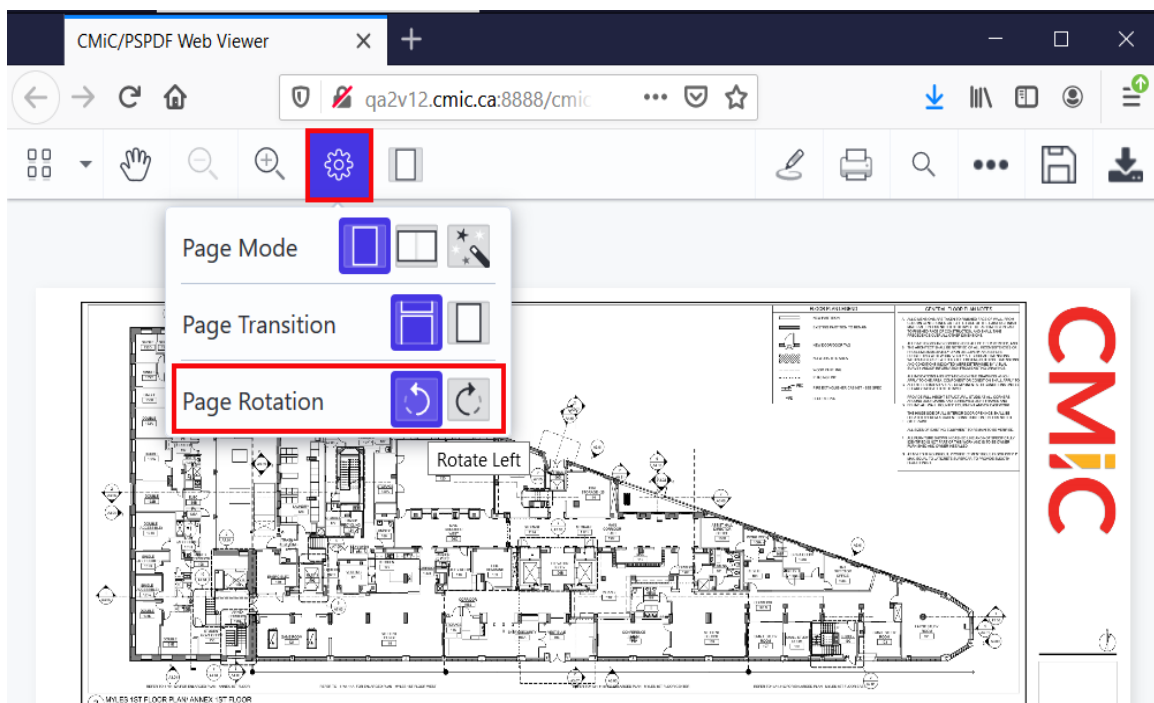




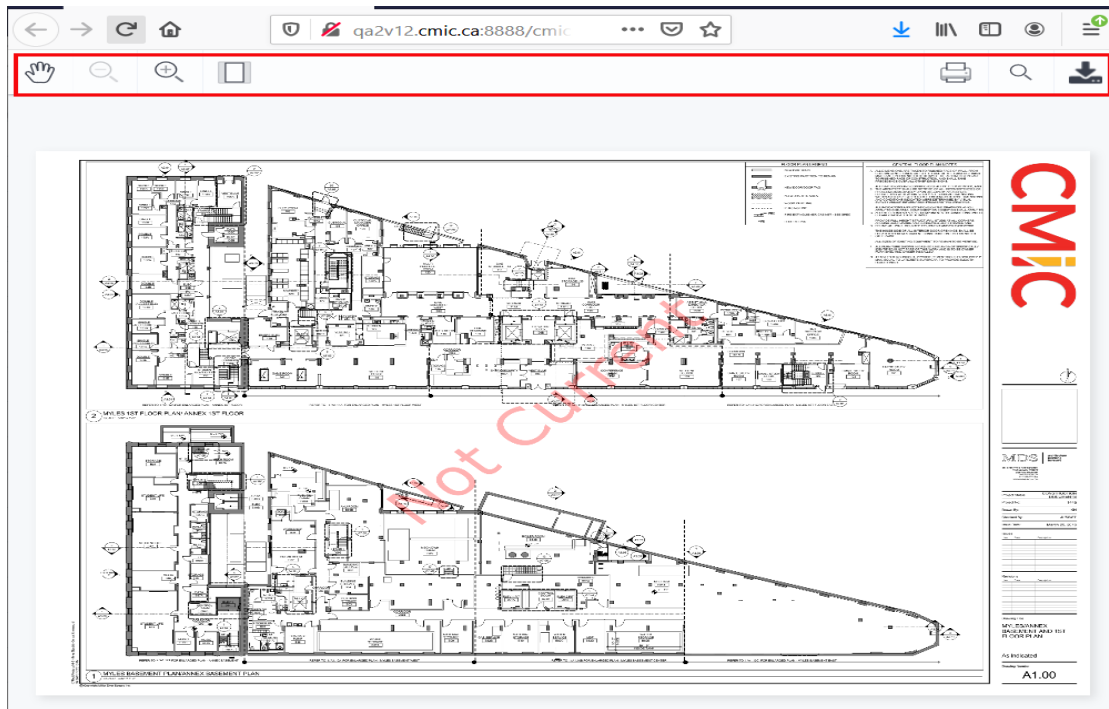
- Reduced amount of zoom level when saving or opening a linked annotation.



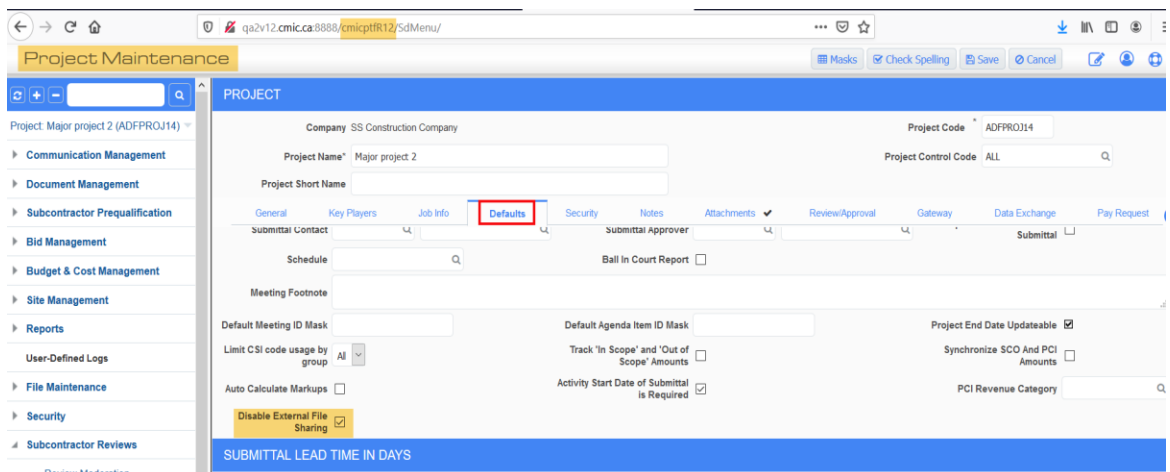
- A [Settings] button has been added to the tool bar, which has a new feature: “Page Rotation” for rotating a PDF file for Project Management and Imaging.



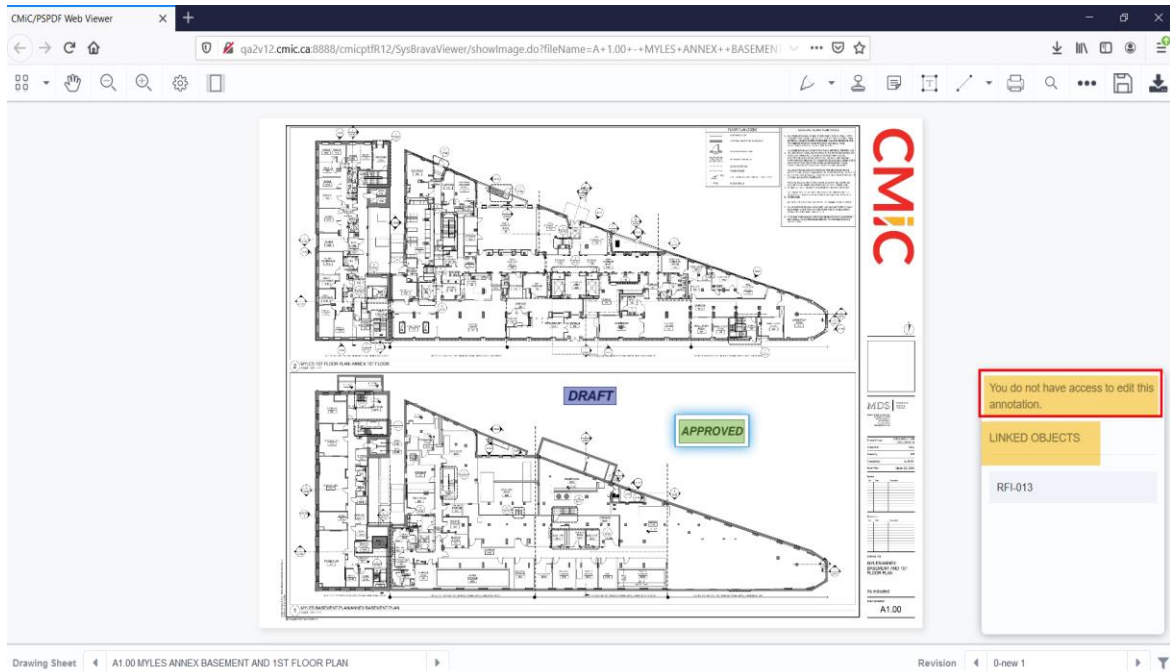
- Now, for Drawing Management when viewing old revisions of drawings, the toolbar is being displayed and shows some action icons such as: Pan, Zoom In, Zoom out, Fit Width, Print, Search and Download. In the previous version of PSPDF Viewer the toolbar was hidden when viewing old revisions.



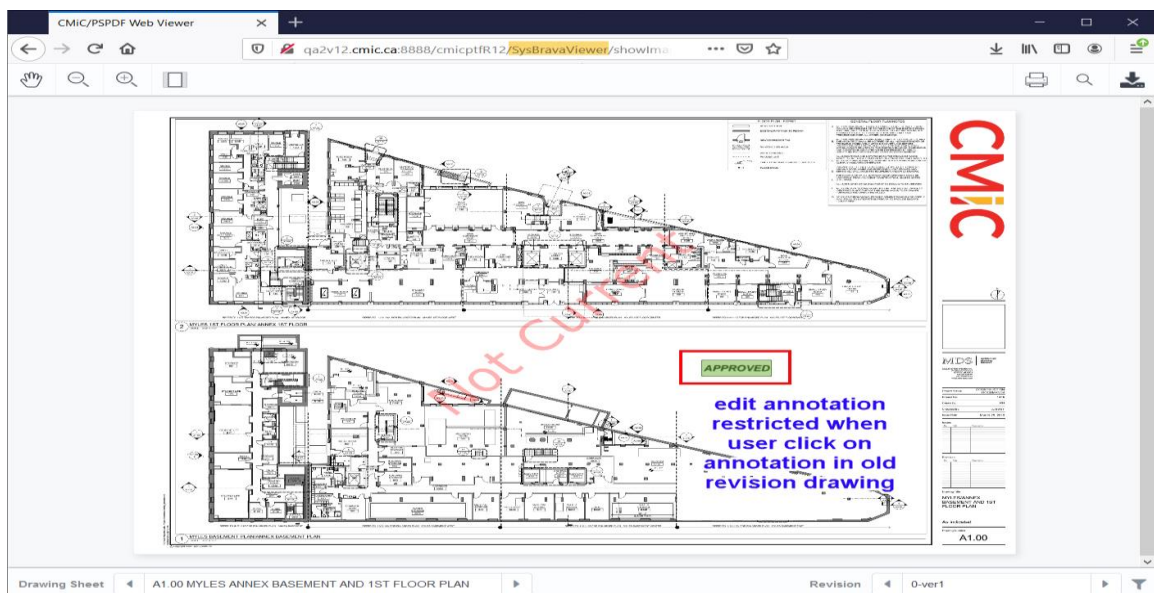
- When the “Disable External File Sharing” flag (in Project Maintenance screen > Defaults) is ON, the [Print] button is hidden in the viewer. Also the action of Ctrl+P is restricted so the user cannot print the document by this means as well.



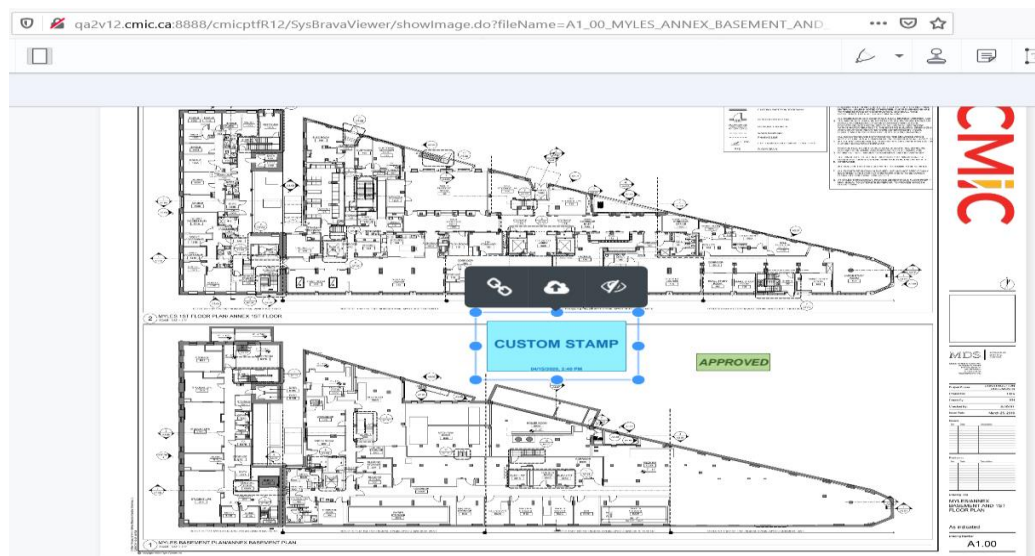
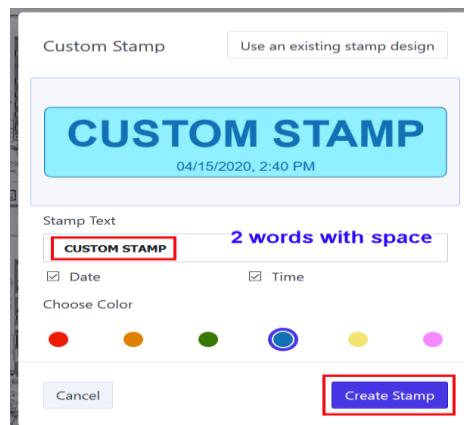
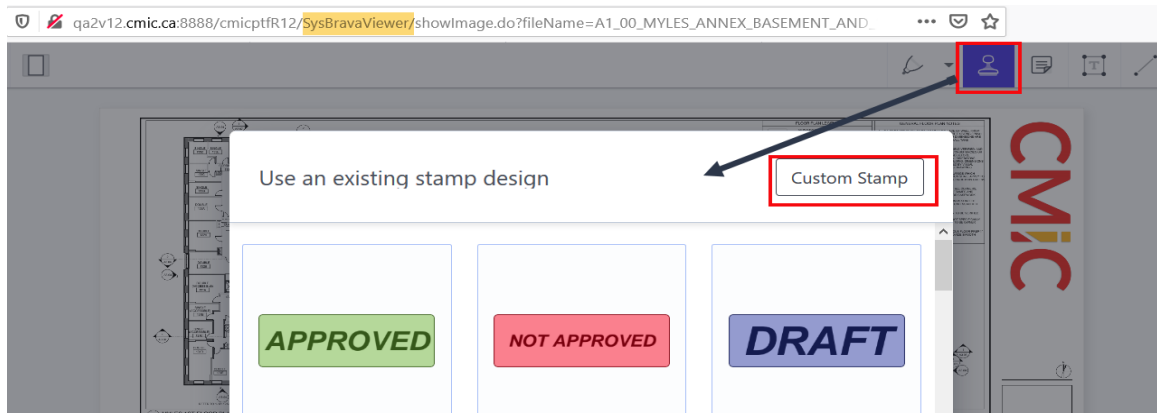
- When the user does not have the privilege to edit annotations, then the PSPDF Viewer displays a popup window to show linked objects with the heading "You do not have access to edit this annotation".



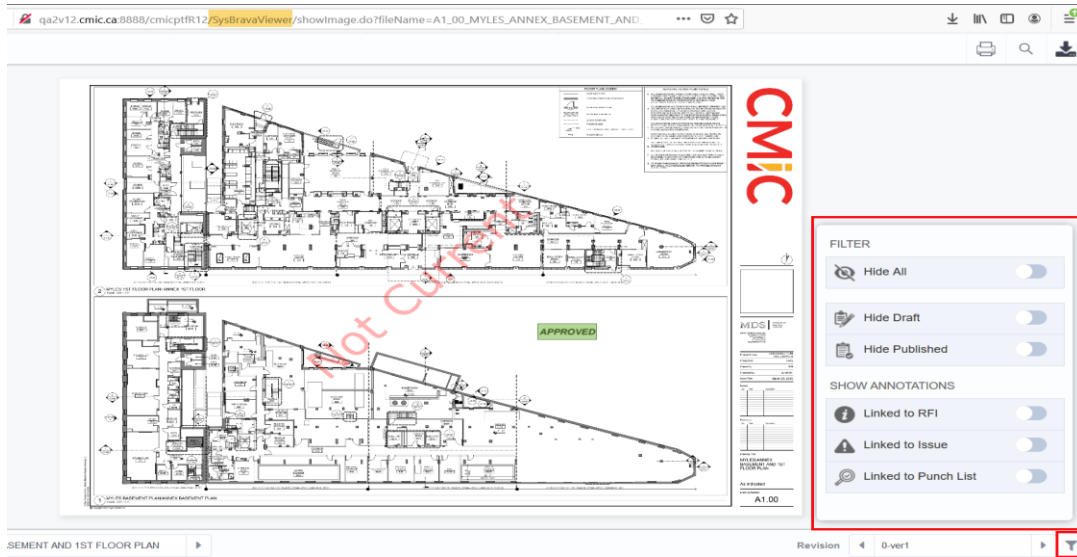
- Editing of annotations is restricted when the user clicks on annotations in an old revision (usually has the watermark "Not Current") for document type DRAWMGMT.



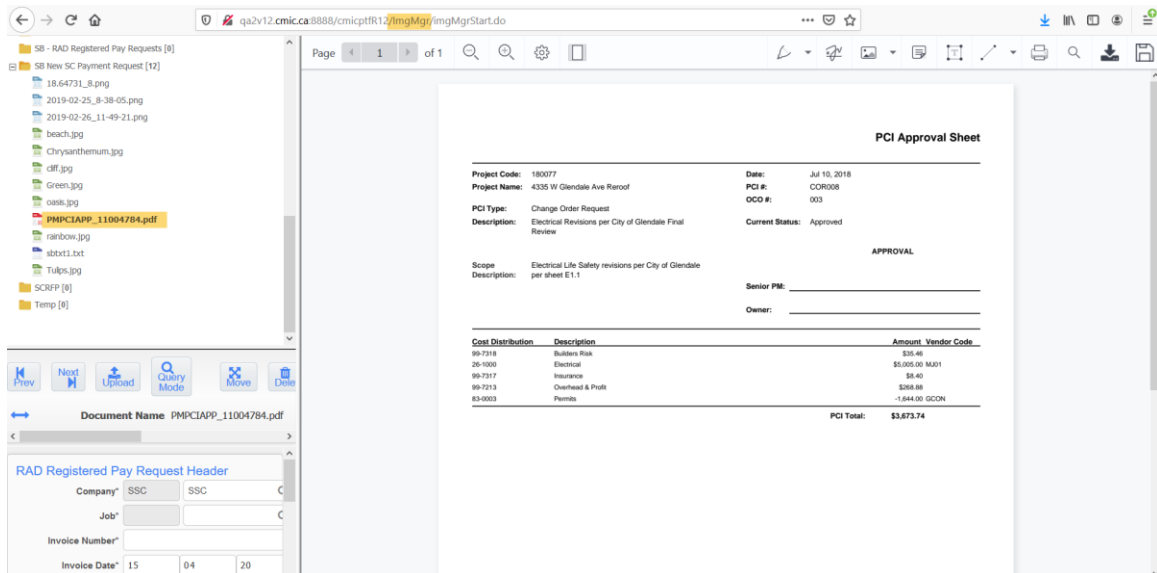
- Now, user is able to create a Custom Stamp annotation with space between the words, in case the stamp name has more than one words (as shown in screen shot).



- Filter icon has been fixed for the PSPDF Viewer. Now, the user is able to hide/show annotations based on requirements from the filter pop-up.



- Unwanted padding has been removed from the Viewer when viewing the PDF in Image Manager.



- A form editor feature has been added to the PSPDF Viewer. i.e. if there is any form (consist of text fields) onto the PDF, then user will be able to edit/ change the form fields such as move the position of Input fields. And on saving this modified PDF form a new revision will be created.

## Documents 2.0 (19.90538)

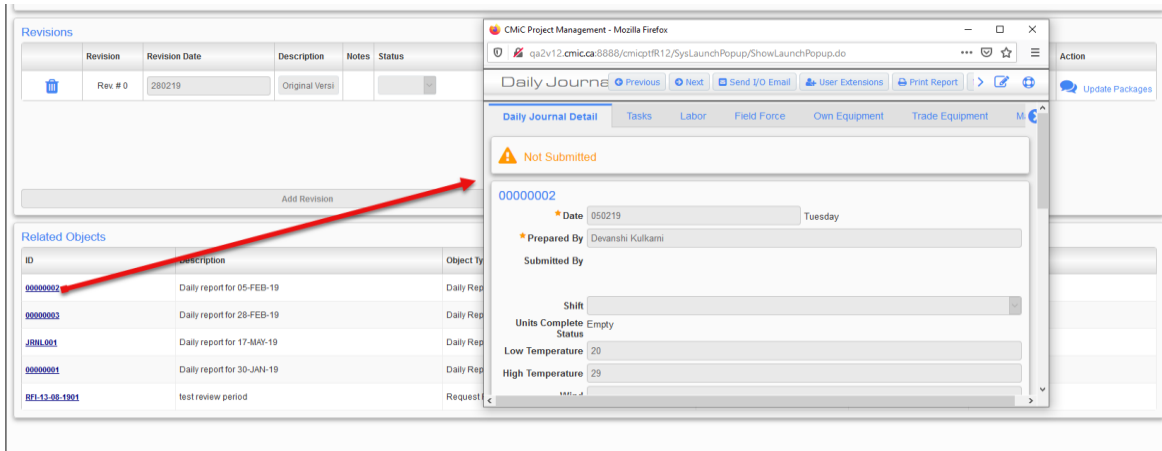
The JSP Documents screen has been modified to improve the general visual appeal and user experience.

Some of the features are itemized below:

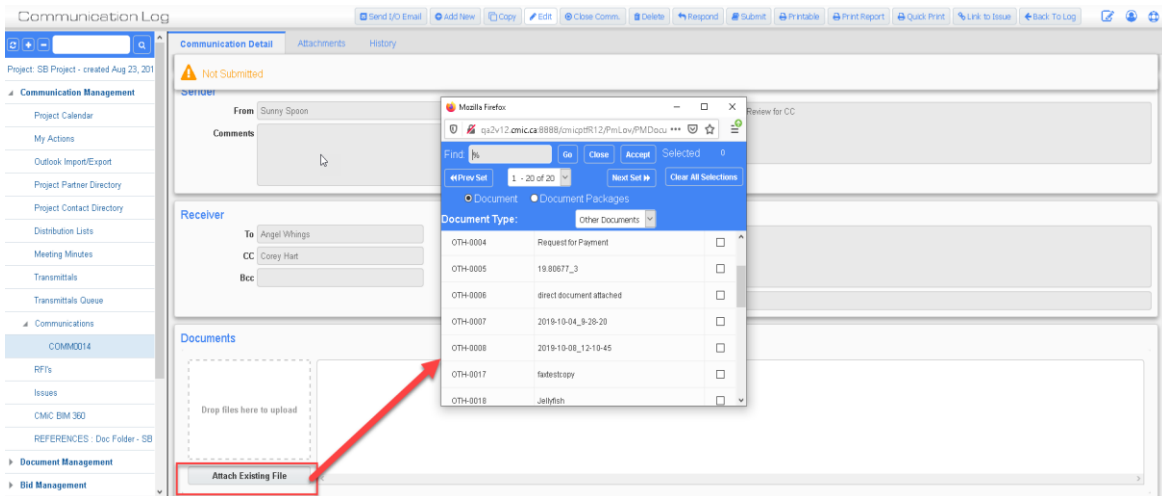
- Implementation of “Add Existing File” functionality to the document strip, to allow the user to add documents from document management to the PM object.
- The Document Folder field (defined in Menu Maintenance) shows the folder to which the document belongs (not to be confused with Document Type folder). It can only be selected during Add mode of a document record. It is not visible thereafter.
- New Revisions to the document can be added by the **[Add Revision]** button (enabled in **[Edit]** mode).
- Related Objects section - where all the related objects for that document can be viewed and the object can be accessed by clicking on the link.
- Field security for the **[Add Document]** button can be applied if desired.

ID	Description	Object Type	Designer Ref.	Date	Revision Number
00000002	Daily report for 05-FEB-19	Daily Report		05-Feb-19	0
00000002	Daily report for 28-FEB-19	Daily Report		28-Feb-19	0
00000002	Daily report for 17-MAR-19	Daily Report		17-Mar-19	0
00000002	Daily report for 30-JAN-19	Daily Report		30-Jan-19	0
00000002	test review period	Request For Information		13-Aug-19	0



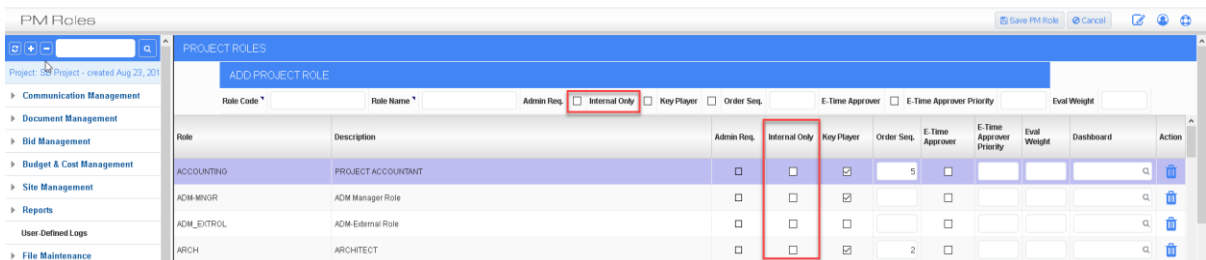


[Attach Existing File] button:



**NOTE:** This body of enhancements may require switching on (i.e. to non-classic mode – 2.0) by running of the version script under work item 2 of this issue. (19.90538-2). Please contact CMiC.

## Internal Only Flag on Project Role (20.18912)



Changes applied to prevent assignment of internal PM roles to external contacts by introducing a new 'Internal Only' flag which has been added to the Project Role Maintenance screen. By default, the flag is HIDDEN (field security on the \*ALL\* role) and unchecked. When checked, this role will be available for 'C' type contacts only.



\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs
Project Roles ▼

COLUMN/FIELD SECURITY

Item Name	Security Level
Internal Only Flag	Hidden <span style="border: 1px solid #ccc; padding: 0 5px;">▼</span>

In Project Contact Directory and System Contacts, the roles having 'Internal Only' flag checked will be visible in the Project Role LOV for 'C' type contacts and will not be visible for 'P' type Contacts.

PROJECT ROLES										
Role	Description	Admin Req.	Internal Only	Key Player	Order Seq.	E-Time Approver	E-Time Approver Priority	Eval Weight	Dashboard	Action
DKINTPMROL	DKC internal pm role	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>			DK_DASHBOARD	
INTERNAL	Internal flag Role	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>				
MNGR	PROJECT MANAGER	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	3	<input type="checkbox"/>				
NAV	Nav Role For OATS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>				
NEWTEST	test role	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>				

Update Role ACCOUNTING

C Type Contact (Role with internal flag checked shows in LOV):

CMIC R12 Launch Page

CMIC Project Management

Contact Maintenance

DKCJOB009 - DKC Job for Investment

Program Search

Project: DKC Job for Investment (DKCJOB009)

Communication Management

Project Contact Directory

Project Contact Detail
Email Notifications

Personal Info

Company

DKC Company

Contact Code

EL

First Name

ERICA

Last Name

LOUIS

User-Defined

Project Role

DKINTPMROL

Position

Project Contact ID

DKCJOB009DKCEL

Address

Address Code

test

Street

2242 marryland street

Suite

City

orlando

Postal/Zip

State/Prov

New York

Photo

Photo is not on file

Add Photo

Remove Photo

Collab User

Bid Contact

Website

Other

Fax

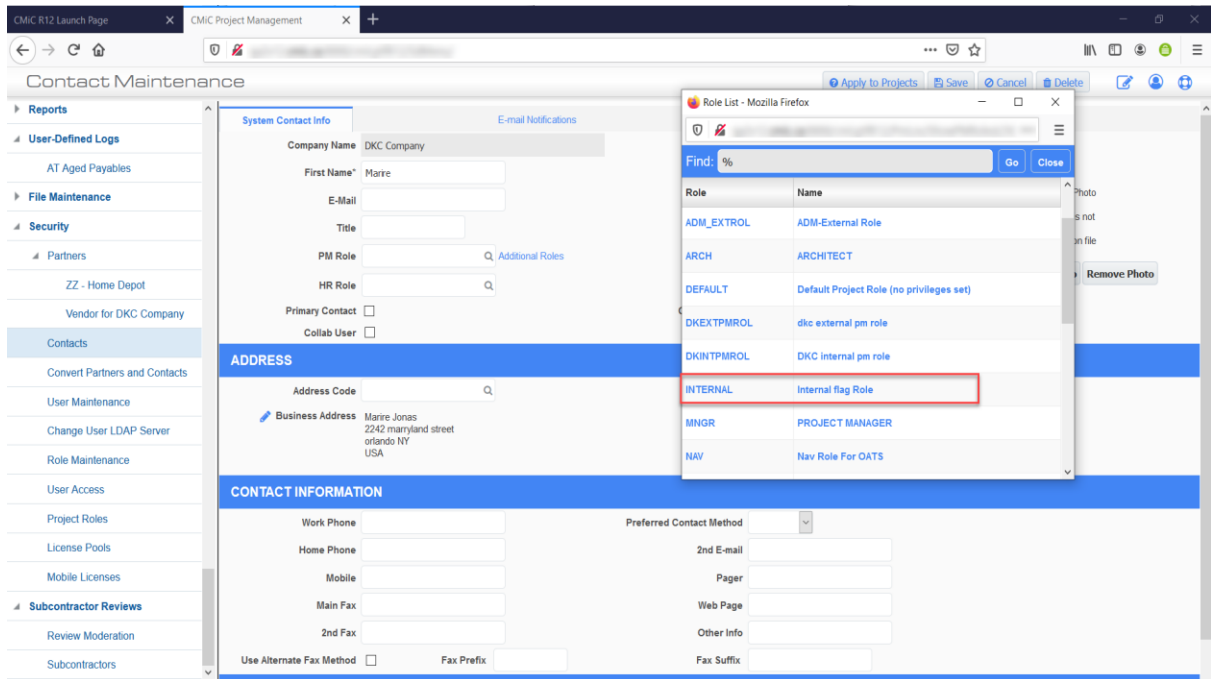
Fax 2

Fax Prefix

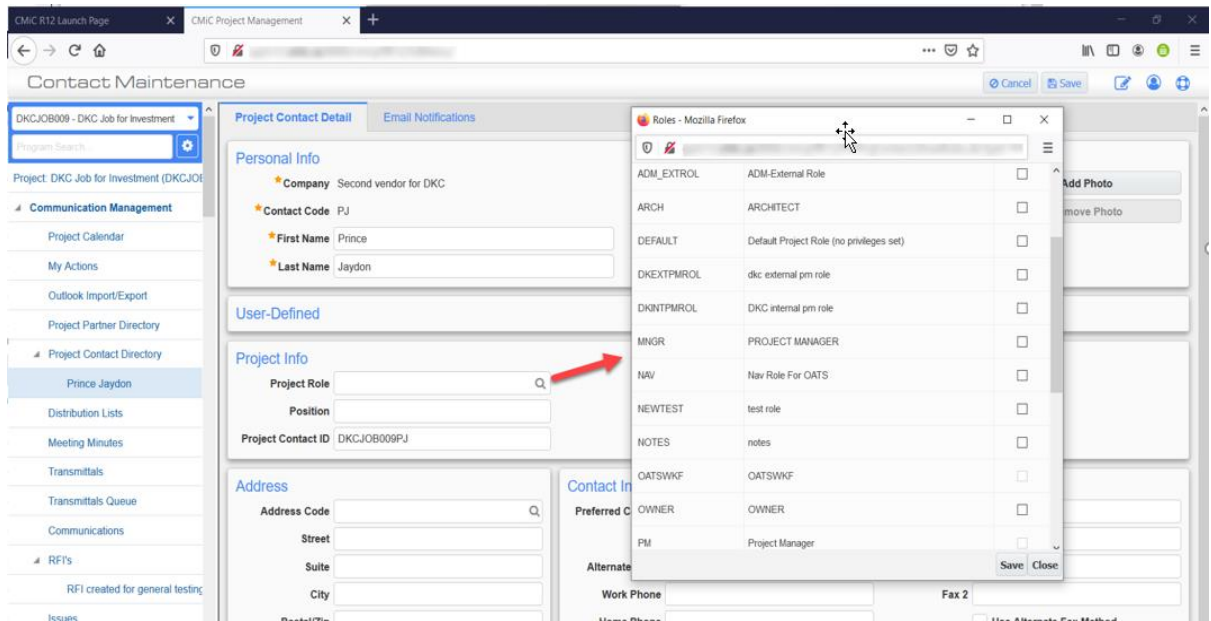
Roles - Mozilla Firefox

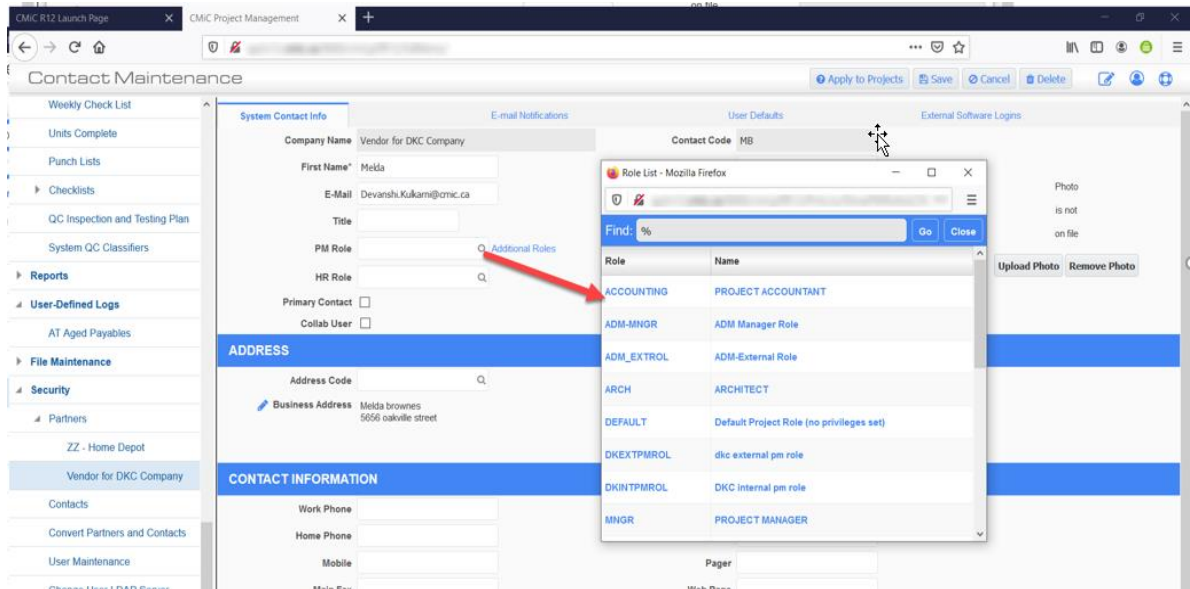
ADM_EXTROL	ADM-External Role	<input type="checkbox"/>
ARCH	ARCHITECT	<input type="checkbox"/>
DEFAULT	Default Project Role (no privileges set)	<input type="checkbox"/>
DKEXTPMROL	dkc external pm role	<input type="checkbox"/>
DKINTPMROL	DKC internal pm role	<input checked="" type="checkbox"/>
INTERNAL	Internal flag Role	<input type="checkbox"/>
MNGR	PROJECT MANAGER	<input type="checkbox"/>
NAV	Nav Role For OATS	<input type="checkbox"/>
NEWTEST	test role	<input type="checkbox"/>
NOTES	notes	<input type="checkbox"/>

Save
Close

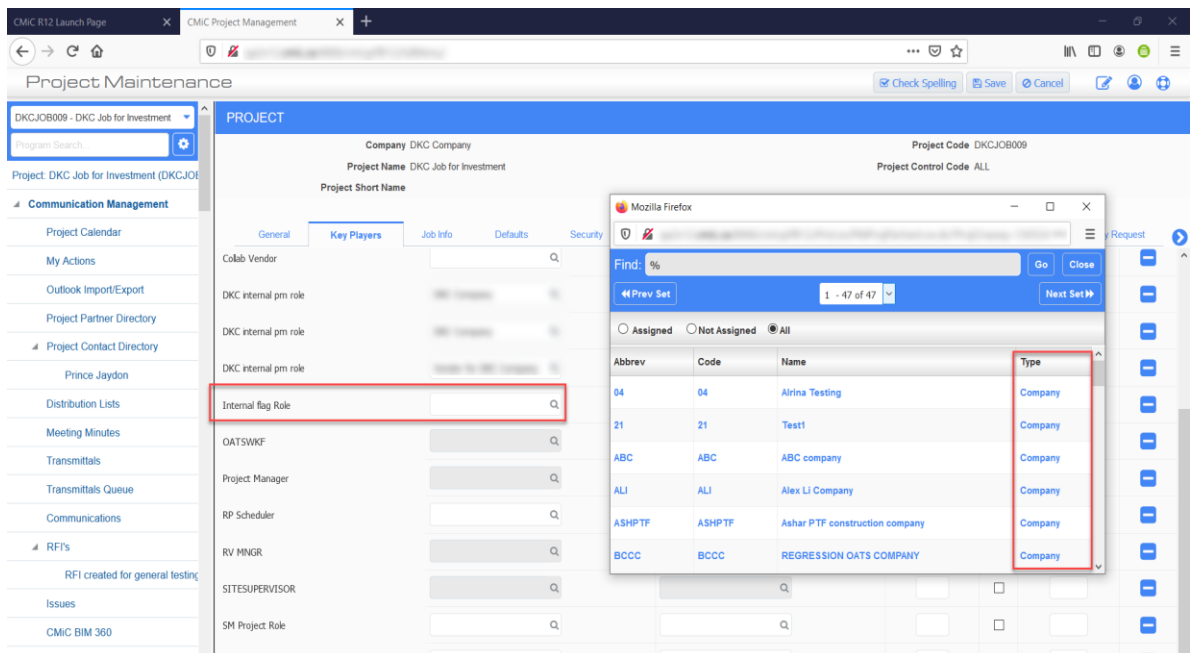


P type Contact (Role with internal flag checked does not show in LOV only regular roles are visible) :

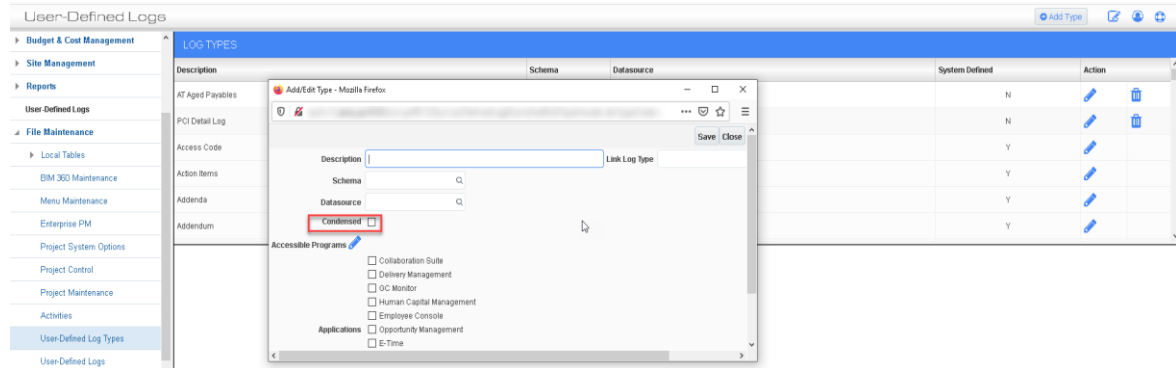




In Key player tab of Project Maintenance for the roles with Internal Only flag checked, only 'C' type contacts will be available.



## Condensed Mode for JSP Logs (20.23942)



Condensed mode for all JSP logs - Added "Condensed" mode flag to User Defined Log Types screen.

Request for Information

Search:

Drag a column header and drop it here to group by that column

RFI No.	Forwarded as	Subject	Question	Date Created	Date Required	Date Answered	Status	Record Status	Delivery Status	Attachments
RFI0073		test01		070520	070520		OPEN	SUBMITTED		
RFI0072		TEST SUBJECT		050520	290520		PENDING	PENDING	My RFI's	
DKOVEND01-0001		Created RFI from collab user		230420	230420		PENDING	PENDING		
DKOVEND01-0003		Test RFI for details		150420	150420		OPEN	SUBMITTED		
DKOVEND01-0002		RFI 2 created from collab user	test	150420	150420		OPEN	SUBMITTED		
RFI0071		test sending id		310320	310320		OPEN	SUBMITTED	My RFI's	
RFI0070		Test date format		250320	250320		OPEN	SUBMITTED	My RFI's	
RFI0069		testing		240320	240320	090520	OPEN	SUBMITTED	My RFI's	
RFI0068		testing		200320	200320		OPEN	SUBMITTED	My RFI's	
RFI0067		Test issue		200320	200320		PENDING	PENDING	My RFI's	
RFI0066		test if for united kingdom	test if for united kingdom	110320	110320		OPEN	SUBMITTED	My RFI's	
RFI0065		Test the required date testing and other details		270220	290220		PENDING	PENDING	My RFI's	
RFI0064		Add new RFI and retest for validation error		250220	250220		PENDING	PENDING	My RFI's	
RFI0063		Test if the distribution lines loads up		240220	240220		OPEN	SUBMITTED	My RFI's	
RFI0062		test RFI for simars test	test	200220	200220	250220	OPEN	SUBMITTED	My RFI's	
RFI0061		test RFI for simars test		200220	200220		PENDING	PENDING	My RFI's	
RFI0060		New RFI for document type URL accessible		140220	140220		OPEN	SUBMITTED	My RFI's	
RFI0059		Test the required date testing		130220	270220		OPEN	SUBMITTED	My RFI's	
RFI0058		test subject		110220	200220		PENDING	PENDING	My RFI's	

Show All

1 - 50 of 114 items

Condensed flag checked

Request for Information

Search

Drag a column header and drop it here to group by that column

Add RFI Export

RFI No.	Forwarded as	Subject	Question	Date Created	Date Required	Date Answered	Status	Record Status	Delivery Status	Attache...
RFI0073		test01		070520	070520		OPEN	SUBMITTED		
RFI0072		TEST SUBJECT		050520	290520		PENDING	PENDING	My RFI's	
DKVEND01-0001		Created RFI from collab user		230420	230420		PENDING	PENDING		
DKVEND01-0003		Test RFI for details		150420	150420		OPEN	SUBMITTED		
DKVEND01-0002		RFI 2 created from collab user	test	150420	150420		OPEN	SUBMITTED		
RFI0071		test sending v0		310320	310320		OPEN	SUBMITTED	My RFI's	
RFI0070		Test date format		250320	250320		OPEN	SUBMITTED	My RFI's	
RFI0069		testing		240320	240320	090520	OPEN	SUBMITTED	My RFI's	
RFI0068		tating		200320	200320		OPEN	SUBMITTED	My RFI's	
RFI0067		Test issue		200320	200320		PENDING	PENDING	My RFI's	
RFI0066		test rfi for united kingdom	test rfi for united kingdom	110320	110320		OPEN	SUBMITTED	My RFI's	
RFI0061		Test the required date testing and other details		270220	290220		PENDING	PENDING	My RFI's	
RFI0064		Add new RFI and retest for validation error		250220	250220		PENDING	PENDING	My RFI's	
RFI0063		Test if the distribution lines loads up		240220	240220		OPEN	SUBMITTED	My RFI's	

Show All

1 - 50 of 114 items

Condensed flag unchecked

## RFI Standard Answer and its Related Button (18.54300)

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs RFI

COLUMN/FIELD SECURITY

Item Name	Security Level
Accept Suggestion Button	Unrestricted
Suggested Cost Impact	Unrestricted
Suggested Cost Amount	Unrestricted
Suggested Schedule Impact	Unrestricted
Suggested Days	Unrestricted
Close RFI	Unrestricted
Potential Change and Disclaimer	Hidden
Last Update	Unrestricted
RFI Type	Unrestricted
History Tab	Unrestricted
Add Note Button	Unrestricted
Select Standard Answer Button	Hidden

a) Added field security for 'Select Standard Answer' button in **RFI**. By default, the flag is HIDDEN (field security on the \*ALL\* role).

b) Added field security for 'RFI Standard Answer' text type in **Project Control**. By default, the flag is HIDDEN (field security on the \*ALL\* role).

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs Project Control

COLUMN/FIELD SECURITY

Item Name	Security Level
Project Calendar - Add Action Item for Communications CC Contact flag	Unrestricted
Project Calendar - Add Action Item for Notice CC Contact flag	Unrestricted
Project Calendar - Add Action Item for Issue CC Contact flag	Unrestricted
Project Calendar - Add Action Item for Meeting Minutes CC Contact flag	Unrestricted
Project Calendar - Add Action Item for Punch List CC Contact flag	Unrestricted
Project Calendar - Add Action Item for Submittal CC Contact flag	Unrestricted
Project Calendar - Add Action Item for Transmittal CC Contact flag	Unrestricted
Sync chosen PCI final, quoted or estimated amount with SCO SOV	Hidden
Cost Budget % At Risk	Unrestricted
Revenue Budget % At Risk	Unrestricted
Populate OCO when copying PCI	Hidden
RFI Standard Answer	Hidden

Once these objects are opened up they can be used as described below.

### RFI TextTypes for Standard RFI Answer

Text Types (and Codes) can be defined for RFI Answer if there are standard answers that the user wants to select from when responding to an RFI Question.

These can be defined in ADF (Text Types, Text Codes), and then set in the Project Control – Defaults tab, as company defaults:

COMPANY CONTROL

Company: SUS ClearView Corporation

Code Masks Defaults Change Management Project Calendar Bid Management

SUBMITTAL LEAD TIME IN DAYS

Float Review Use Working Days ☒ Approval

SUBMITTAL - AUTOMATIC NOTIFICATIONS

Send Reminder Email ☐ Days Prior to Preparation Start

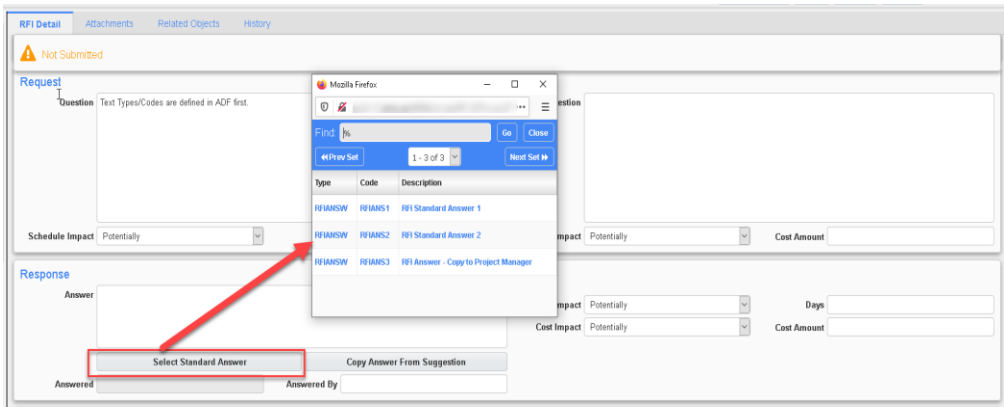
COPY FROM PREVIOUS DAILY JOURNAL DEFAULTS

General <input checked="" type="checkbox"/>	Only Labor Force <input checked="" type="checkbox"/>	Materials <input checked="" type="checkbox"/>
Labor <input checked="" type="checkbox"/>	Only Field Force Companies <input checked="" type="checkbox"/>	Visitors <input checked="" type="checkbox"/>
Field Force <input checked="" type="checkbox"/>	Own Equipment On Job <input checked="" type="checkbox"/>	Safety <input checked="" type="checkbox"/>
Equipment <input checked="" type="checkbox"/>	Attachments <input checked="" type="checkbox"/>	Trade Equipment <input checked="" type="checkbox"/>
Notes <input checked="" type="checkbox"/>		Tasks <input checked="" type="checkbox"/>
Phase Units <input checked="" type="checkbox"/>		

TEXT TYPES

Owner Change Order MISCELL	Subcontract PURCHASE	Issue
RFI Standard Answer RFANSW	Collaborate Pay Request	Drawings (ECM)
Attachment	Request For Information	Shop Drawings
Other Documents	Submittals	
Subcontracts		

The default Text Type code that is set as the company default, has one or more text codes defined for it, to which the desired possible standard answers are connected. These will then be available for selection in the popup window displayed when the [RFI Standard Answer] button is clicked in an RFI record:



## Form Letters – Fields for OCO Completion Date (20.21103)

REGISTER FORM LETTER DATA SOURCES

Table/View Name: FLPM7000\_V

Available Columns

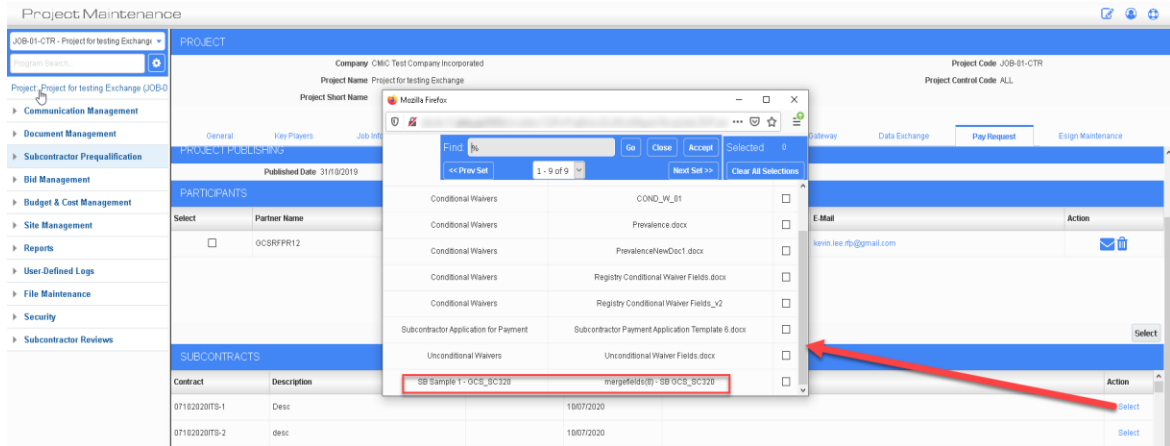
Column Name	Comment	Copy Comment	Field Name
FL7000_NEW_COMPL_DATE	New Completion Date	Copy Comment	New Completion Date
FL7000_NEW_COMPL_DATE_DAY	New Completion Date Day	Copy Comment	New Completion Date - Day
FL7000_NEW_COMPL_DATE_MONTH	New Completion Date Month	Copy Comment	New Completion Date - Month
FL7000_NEW_COMPL_DATE_YEAR	New Completion Date Year	Copy Comment	New Completion Date - Year
FL7000_NEW_CONTRACT_AMT	New Contract Amount	Copy Comment	New Contract Amount

Copy All Close Note: Columns with no Field Name will not be available for selection in Form Letters

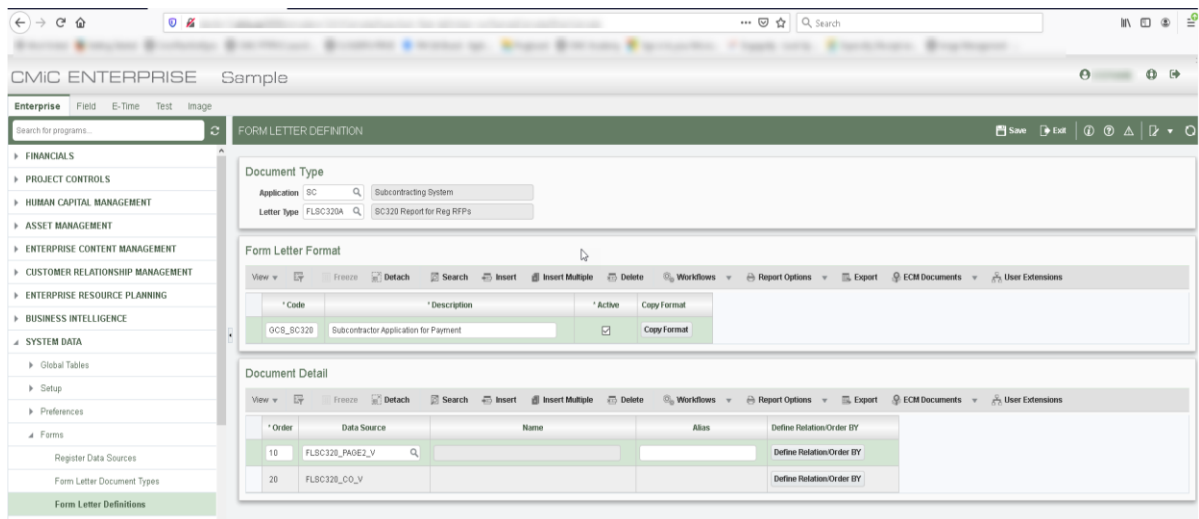
Added a Completion Date field for OCO - with separate fields for Day, Month, Year in form letter view FLPM7000.

## Project Maintenance Pay Request tab - Added GCS\_SC320 MIP Report to Publishable MIPs (20.28447)

Changes have been applied to add the Certificate of Payment MIP report (GCS\_SC320) to the LOV on the **Select** pop-up in the Pay Request tab - found on the Project Maintenance screen, once the GCS MIP template is defined in the system (an example is highlighted in the screenshot below).



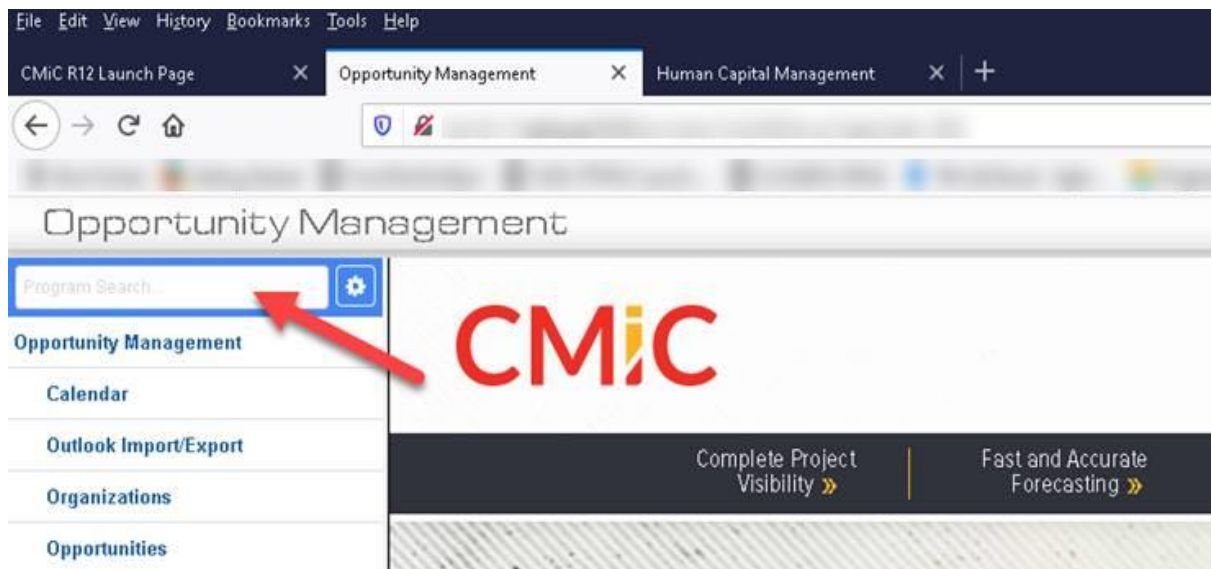
The screen below displays the Form Letter Definition that has been created for this report:



## JSP Tree-view - Implemented program Search and other enhancements (20.27902/PM-615, PM-809)

Enhancements have been made to the JSP tree-view to allow users to Search for a program on the tree, similar to ADF. This is available in the tree-view of **all JSP modules**.





A list of the Search results is displayed after the search term is entered. The user can then select the menu item they want to get to (see screen below).

The Menu Maintenance screen is also now available by the icon shown below.

CMiC FIELD

ADFPROJ1 - ADF Project 1

sub|

Document Management >

Submittals

Document Management >

Collaborator Submittals

Document Management >

Submittal Packages

Subcontractor Prequalification >

Subcontractors

Subcontractor Prequalification >

Site Management

Reports

User-Defined Logs

File Maintenance

Security

Subcontractor Reviews

Menu Maintenance icon

Comp Code	Proj Code	Job Code
121	1456	1456
ADCOM	ADMPROJ1	ADJOB1
AL1	ABL.0001	ABL.0001
AL1	ACO.0001	ACO.0001
AL1	COSWORTH1	COS.0001
AL1	MOS.0001	MOS.0001
ALI	01278	
ALI	01279	
ALI	123	123
ALI	13082018	13082018
ALI	1605	1605

Page 1 of 47

<

>

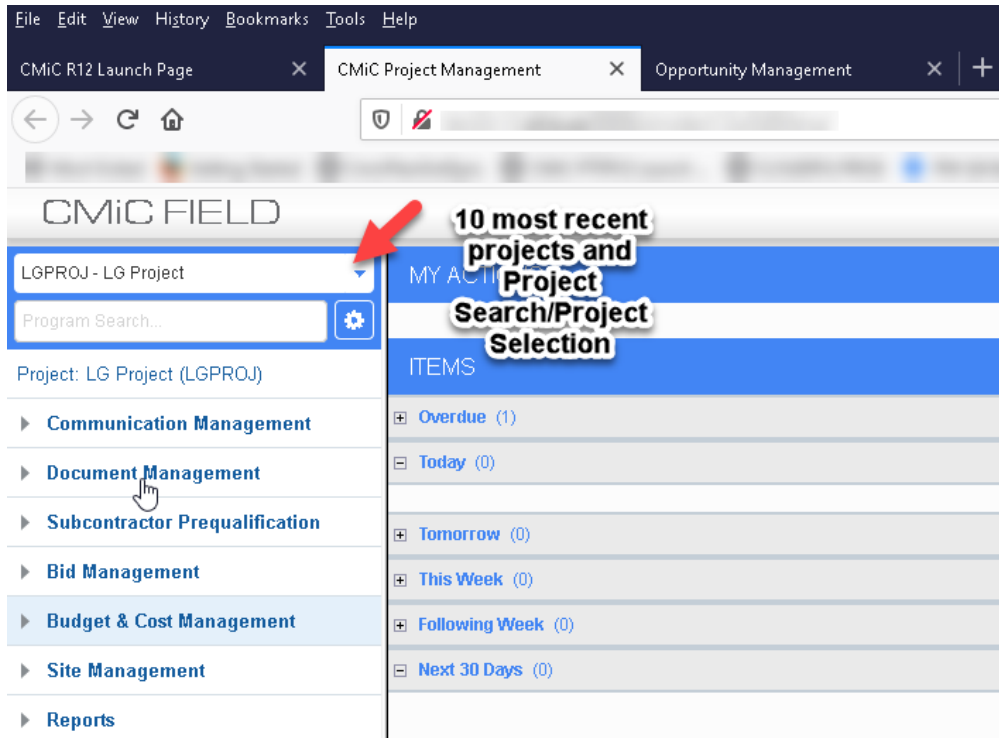
<<

>>

In the case of PM JSP, there are some additional changes as shown:

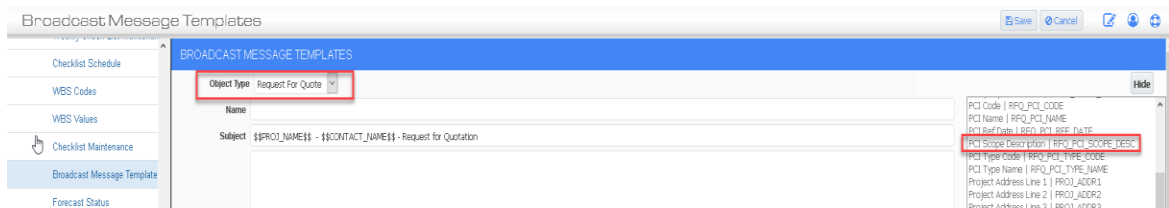
Working Document R12 New Functionality

R12 New Functionality (Draft) • 655



## Request For Quotation – Broadcast Template Placeholder for PCI Scope Description (20.27901)

The PCI Header Scope Description has been added to the RFQ Broadcast Message Template as the RFQ PCI Scope Description field place holder. The name of the placeholder is RFQ\_PCI\_SCOPE\_DESC.



An example is given below.



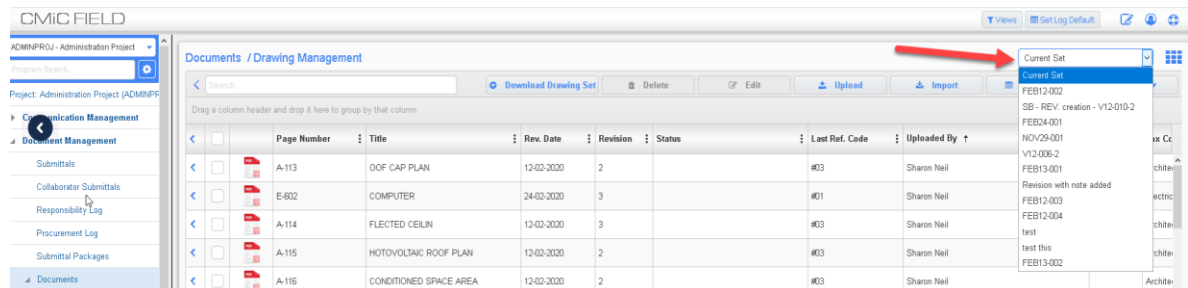
## Version Name (Revision Description) Filter for Document Type DRAWMGMT (20.27276/PM-739)

CMiC has added a Version Name Filter which is applicable for the document log associated with document type DRAWMGMT (Drawing Management).

Users will see a drop-down list for version names for Drawing Management type documents only. This will allow users to filter the revisions based on version names.

The default state of this filter is “Current Set” which is the existing implementation prior to applying the filter.

When this filter is applied, the screen displays all the different document records that have that Revision Name.



## Length Extension for Start Page Url and Project Photo Url (20.24753)

Extended the character length of the 'Start Page URL' and 'Project Photo URL' in the Project to up to 2000 so that photos uploaded to Document Management logs can be used in these fields.

## JSP Logs – Removal of [Show All] Button (20.29061)

Changes were made to remove the [Show All] button because it was impacting the performance of logs. The records in the log will load 50 records at a time, initiated when users reach the bottom of the 50 record set. Searching, filtering, grouping and all line totals will be calculated on the entire set regardless of it being loaded in the screen.

## PCI Entry - Vendor Name added in PCI Detail with field security (20.25292/PM-808)

\*Note: Not all programs have fields available with field privileges

Programs Potential Change Item

COLUMNFIELD SECURITY

Item Name	Security Level
Potential Revenue Amount	Hidden
Default Billing Code	Unrestricted
Related Objects Tab	Unrestricted
Status for Posted PCI (when unrestricted, status choice is limited to 'Approved' Pending Type)	Unrestricted
Update Projected Amount During Posting	Unrestricted
Review/Approval Tab	Unrestricted
Modify PCI Button	Unrestricted
Revision Pci Post Date	Unrestricted
Revision Pci Ref. Date	Hidden
Revision Pci Number	Unrestricted
Print RFQ Button	Unrestricted (Read-Only)
Vendor Name	Hidden

In PCI Entry – Details section, the Vendor Name field has been added, and has a field security default set to HIDDEN on the **\*ALL\*** security role.

Customers who want to see the Vendor Name in the PCI Details can set the field security to the “Unrestricted (Read-Only)” option.

When the “Unrestricted (Read-Only)” option is set, the Vendor Name is displayed in the PCI Details:

PCI Detail RFQ Review/Approval Notes Related Objects Attachments History

SUSEXT126

Type External (SUS) Modify Description\_R12 V12-012-2 - check for Vendor Code added to detail section per 20.25292

Status Pending

Proceed Forecast Scope

Date 25-Jul-20

Post Date

Total Budgeted Amount 6,000.00

Total Billing Amount 12,000.00

OCO no.

Source Type

Reason

Days Impact

Source

Projected Amount Calc Method Add Change Budget Amount

PCI Details

Show Rates Auto Calculate Markups Update Projected During Posting

Action	Print	Vendor	Vendor Name	Subcontract	Job*	Phase*	Category*	Current Budgeted Amount	Billing Code	Days Impact	Budgeted Phase Units	Activity	Phase Qty	Wh
	<input checked="" type="checkbox"/>	MITCHELL	Mitchell's Design/Build	000000005	SBJOB01	EXECUTION	2000	328,001.62	SBJOB01.1		2,100.45		NA	N
	<input checked="" type="checkbox"/>	SELF	Self Performed		SBJOB01	EXECUTION	2000	328,001.62	SBJOB01.1		2,100.45		NA	N
	<input checked="" type="checkbox"/>	TBD		TBD	SBJOB01	PLANNING	4000	86,390.19	SBJOB01.1		1,933		NA	N

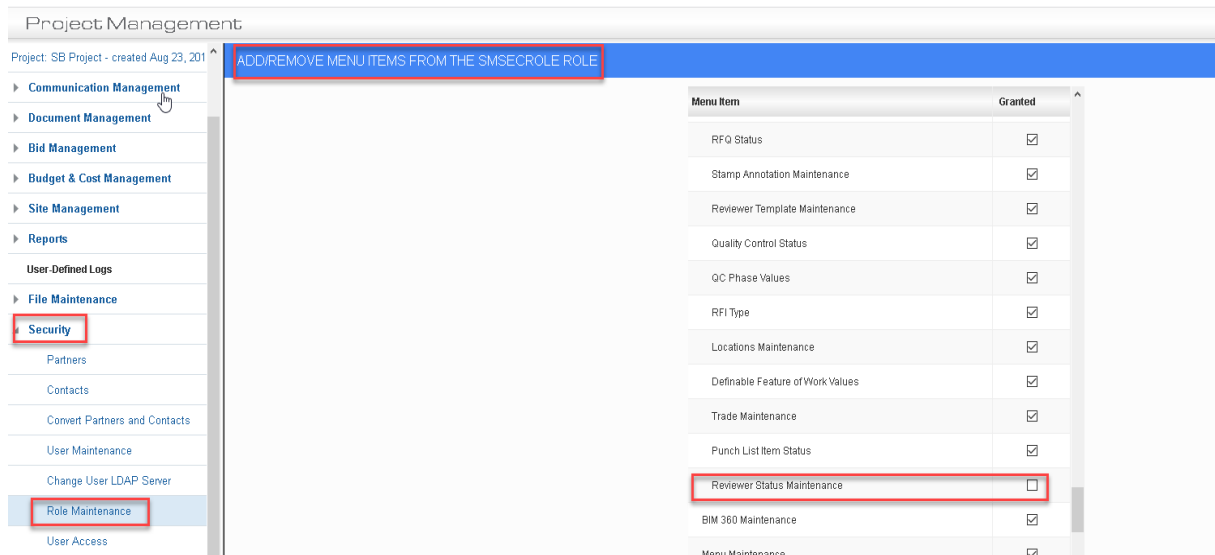
## Reviewer Status Maintenance Screen (20.25277/PM-684)

CMiC has added a maintenance screen for the Reviewers Statuses used in the Reviewer section of some PM objects such as RFIs, Punch Lists.

Previously, the Reviewer Statuses were hardcoded values restricted to values: Concur, Disagree, Further Discussion Required.

With this new Reviewer Status Maintenance screen, the user can add and maintain their own statuses.

Program security (Security >Role Maintenance > Assign Menu Items) will need to be assigned to the user, as well as any custom tree-view will need to be modified to include the program.

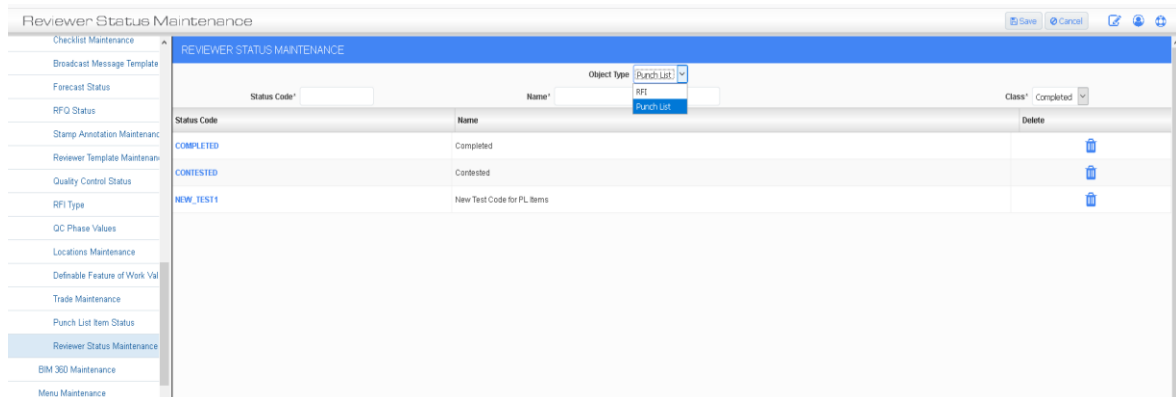


In the Reviewer Status Maintenance screen, users can select **Object Type**: Punch List or RFI, and the status created can be of **Status Class**:

RFI Status Class: Concur, Disagree, Requires Further Discussion

Punch List Status Class: Completed, Contested

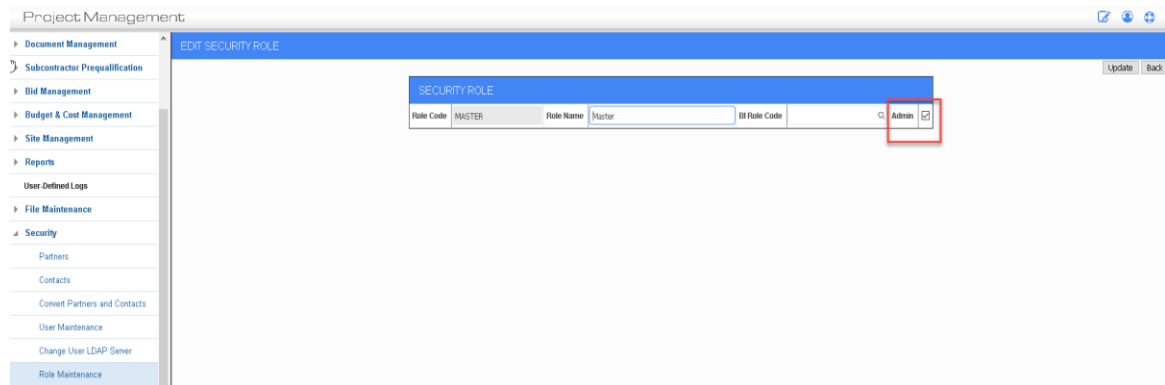
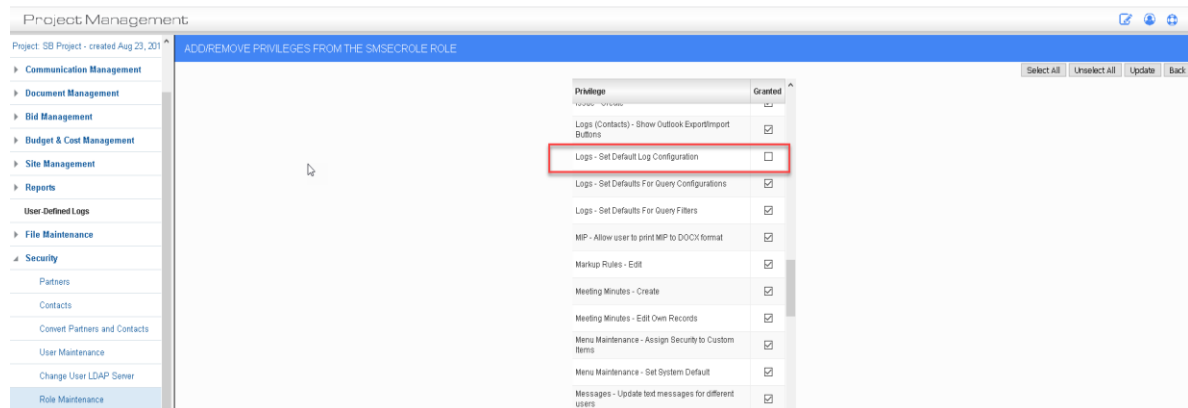
By default, the maintenance screen already has values that were previously hardcoded, but now they also can add additional values as they desire.



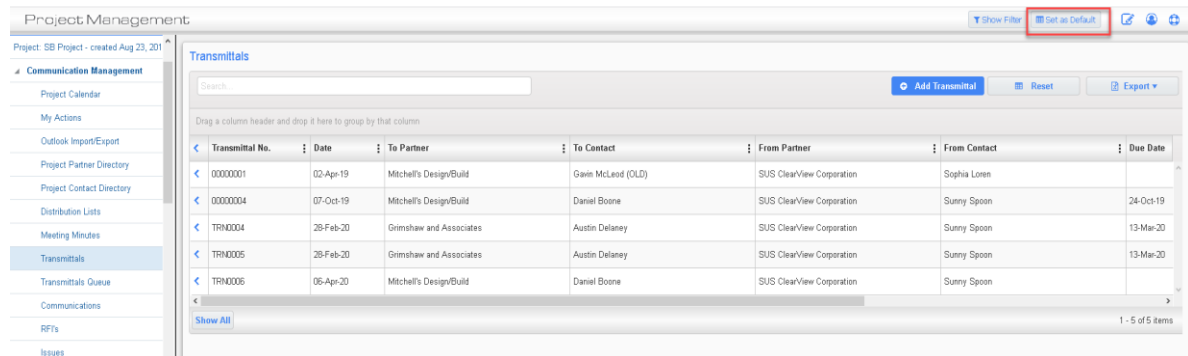
## Security Privilege for new [Set as Default] Button in JSP Logs (20.24822/PM-701,PM-285,PM-387)

Added a new button [Set as Default] and a privilege to go with it to allow **system-wide** setting of Log Defaults. The [Set As Default] button in all JSP Logs will be available to users with the **Admin** flag checked on their JSP security role or to the users who have the new privilege set for their role.

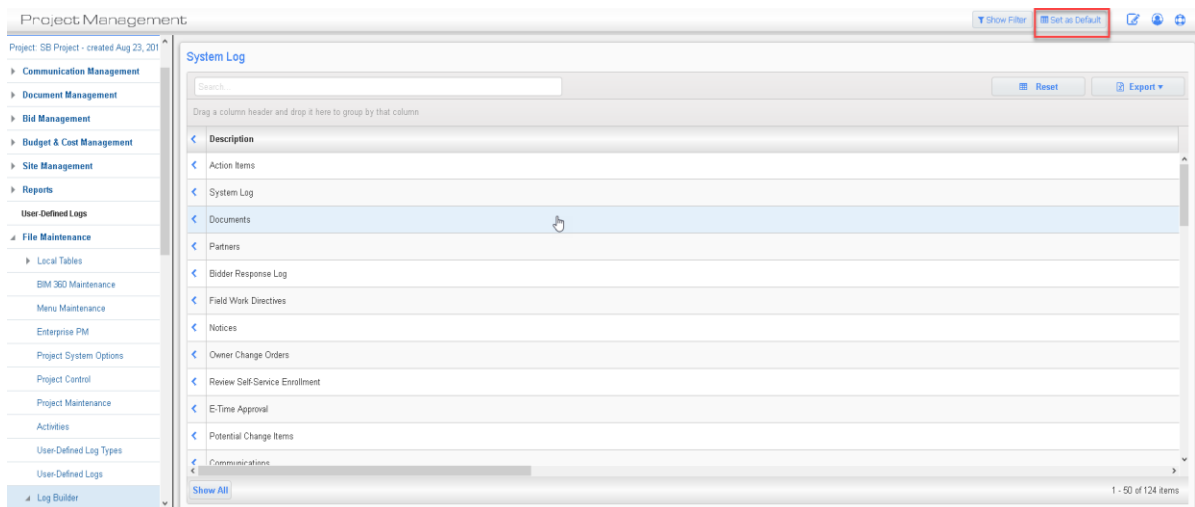
This new privilege can be found under Security->Role Maintenance->Assign Privileges:



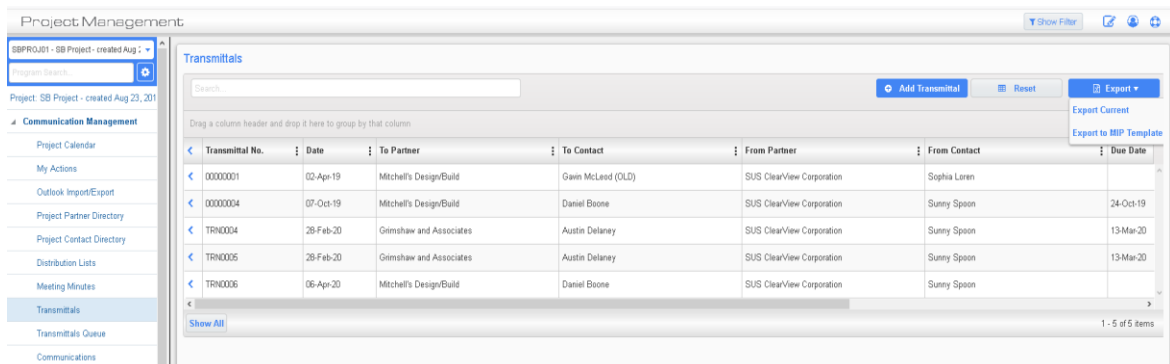
With either privilege the **[Set as Default]** button is available to the user in any JSP Log (even the System Log):







## JSP Logs - Export Current and Export to MIP Template Options (20.22513/PM-613, PM-798)



The Export feature in Logs has been enhanced to provide two options:

- Export Current - records exported as displayed in the log
- Export to MIP Template - records exported to native spreadsheet program

CMiC has also added the ability to **[Export]** the result set of applying filters and other groupings, hidden columns etc. to the JSP Logs, so that there will be no need to adjust the groupings in the resulting program.

Example: After grouping Transmittals by To Partner, exporting the results using **[Export Current]**:

**Transmittals** **BEFORE**

Search:

Add Transmittal Reset Export

↑ To Partner X

Transmittal No.	Date	To Partner	To Contact	From Partner	From Contact	Due Date
<b>▲ To Partner: Grimshaw and Associates</b>						
TRN0004	28-Feb-20	Grimshaw and Associates	Austin Delaney	SUS ClearView Corporation	Sunny Spoon	13-Mar-
TRN0005	28-Feb-20	Grimshaw and Associates	Austin Delaney	SUS ClearView Corporation	Sunny Spoon	13-Mar-
<b>▲ To Partner: Mitchell's Design/Build</b>						
TRN0006	06-Apr-20	Mitchell's Design/Build	Daniel Boone	SUS ClearView Corporation	Sunny Spoon	
00000004	07-Oct-19	Mitchell's Design/Build	Daniel Boone	SUS ClearView Corporation	Sunny Spoon	24-Oct-
00000001	02-Apr-19	Mitchell's Design/Build	Gavin McLeod (OLD)	SUS ClearView Corporation	Sophia Loren	

Show All 1 - 5 of 5 items

Result of export:

**AFTER - Export Current**

Transmittal No.	Date	To Partner	To Contact	From Partner	From Contact	Due Date	Forwarded From	Forwarded To
<b>To Partner: Grimshaw and Associates</b>								
TRN0004	28/02/2020	Grimshaw and Associates	Austin Delaney	SUS ClearView Corporation	Sunny Spoon	13/03/2020		
TRN0005	28/02/2020	Grimshaw and Associates	Austin Delaney	SUS ClearView Corporation	Sunny Spoon	13/03/2020		
<b>To Partner: Mitchell's Design/Build</b>								
TRN0006	06/04/2020	Mitchell's Design/Build	Daniel Boone	SUS ClearView Corporation	Sunny Spoon			
00000004	07/10/2019	Mitchell's Design/Build	Daniel Boone	SUS ClearView Corporation	Sunny Spoon	24/10/2019		
00000001	02/04/2019	Mitchell's Design/Build	Gavin McLeod (OLD)	SUS ClearView Corporation	Sophia Loren			

## Access Flag for PM Object URL from Ball in Court (BIC) Report (20.21296)

CMiC has added a new flag "Access to BIC Object From Report" in the Defaults tab of Project Maintenance.

The flag is enabled only when the "Ball in Court Report" flag is checked.

When "Access to BIC Object From Report" is checked, the url link to access the PM object in the report is available for that project. By so doing, users can control which projects the url link will show for, and also prevent unwanted access to PM objects, from the BIC Report.

**PROJECT**

Company: SUS ClearView Corporation Project Code: SBPROJ01  
 Project Name: SB Project - created Aug 23, 2018 Project Control Code: ALL  
 Project Short Name:

General Key Players Job Info **Defaults** Security Notes Attachments Review/Approval Gateway Data Exchange Pay Request Design Maintenance

Use Working Days For OCO Date ☒

Submittal Contact:  Submittal Approver:

Schedule: Initial Default ☐ Ball in Court Report ☐ **Access to BIC Object From Report ☐**

Meeting Footnote:  Default Agenda Item ID Mask:

Limit CSI code usage by group:  Track 'In Scope' and 'Out of Scope' Amounts: ☐

Project End Date Updateable: Y ☐ Synchronize SCO And PCI Amounts: ☐

## Project Maintenance – Field Security for Project Code and Project Name (19.79889)

CMiC has added field security for the Project Code and the Project Name in Project Maintenance.

Possible settings: Unrestricted or Read-Only.

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs | Project Maintenance

COLUMN/FIELD SECURITY

Item Name	Security Level
Number of days to warn signers before expiration	Unrestricted
Document Type for New Documents	Unrestricted
Allow recipients to change signing responsibility for default	Unrestricted
Allow recipients to edit the document for default	Unrestricted
Send automatic reminders for default	Unrestricted
Number of days before sending first reminder for default	Unrestricted
Number of days between reminders for default	Unrestricted
Number of days before request expires for default	Unrestricted
Number of days to warn signers before expiration for default	Unrestricted
Document Type for New Documents for default	Unrestricted
Project Code	Unrestricted
Project Name	Unrestricted

## Submittals – Fabrication and Delivery Dates – Control File and Project Defaults (19.92664)

Submittal related changes - Project Control/Project Maintenance - Rolled back changes made under 19.80437-3: Set Preparation Date as hidden; Submittal - Added Fabricated and Delivered dates back.

**Project Maintenance** (applies to Project Control as well):

Project Maintenance

Project: Project created in ADF (ADFPROJ01)

- Communication Management
- Document Management
- Subcontractor Prequalification
- Bid Management
- Budget & Cost Management
- Site Management
- Reports
- User Defined Logs
- File Maintenance
- Security
- Subcontractor Reviews

BEFORE

Company: Sahara Too - Incorporated (US) | Project Code: ADFPROJ01

Project Name: Project created in ADF | Project Control Code: ALL

Project Short Name:

General | Key Players | Job Info | **Defaults** | Security | Notes | Attachments | Review/Approval | Gateway | Data Exchange | Pay Request | Assign Maintenance

Limit CSI code usage by group | Track 'In Scope' and 'Out of Scope' Amounts | Synchronize SCO And PCI Amounts

Auto Calculate Markups ☒ | Activity Start Date of Submittal is Required ☒ | PCI Revenue Category

**SUBMITTAL LEAD TIME IN DAYS**

Float | Review | Approval

Use Working Days ☒

**SUBMITTAL - AUTOMATIC NOTIFICATIONS**

Send Reminder Email ☒ | Days Prior to Preparation Start: 0

Project Maintenance

SBPROJ01 - SB Project - created Aug 23, 2018

- Communication Management
- Document Management
- Bid Management
- Budget & Cost Management
- Site Management
- Reports
- User Defined Logs
- File Maintenance
- Security

AFTER

Company: BUS ClearView Corporation | Project Code: SBPROJ01

Project Name: SB Project - created Aug 23, 2018 | Project Control Code: ALL

Project Short Name:

General | Key Players | Job Info | **Defaults** | Security | Notes | Attachments | Review/Approval | Gateway | Data Exchange | Pay Request | Assign Maintenance

Auto Calculate Markups ☐ | Activity Start Date of Submittal is Required ☒ | PCI Revenue Category

Disable External File Sharing ☐

**SUBMITTAL LEAD TIME IN DAYS**

Delivery | Fabrication | Float

Approval | Review

Use Working Days ☒

**SUBMITTAL - AUTOMATIC NOTIFICATIONS**

Send Reminder Email ☐ | Days Prior to Preparation Start

The **Fabrication Date** and **Delivered Date** are now brought back to the Submittal screen:

Submittal

Project: Project created in ADF (ADFPROJ001)

Communication Management

Document Management

Submittals

Collaborator Submittals

Responsibility Log

Procurement Log

Submittal Packages

Documents

Document Packages

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Site Management

Reports

User Defined Logs

File Maintenance

Security

Subcontractor Reviews

BEFORE

Send I/O Email

Check Spelling

Save

Cancel

Submittal Detail

Notes

Related Objects

Attachments

History

Name

Type

Status

Procurement Item

Description

Spec Section

Package No.

Spec Sub-Section

Sort Order

Sender

Prepared By

Contact

Transmitted For

Required Finish

Receiver

Approval By

Contact

CC

Edit

Schedule

Activity

Due Onsite

Send Reminder Email

Days Prior

Ball-in-Court

Arrived Onsite

Current Cycle

	Submitted by Contractor	Internal Review	Sent for Review	External Review	Returned from Review	Final Review	Forwarded to Contractor	Float	Delivered Onsite
Planned Schedule		0		0		0		0	
Actual & Projected Progress									

Reviewer

Submittal

Project: SB Project - created Aug 23, 2018 (SBPROJ001 - SB Project - created Aug 23, 2018)

Communication Management

Document Management

Submittals

Collaborator Submittals

Responsibility Log

Procurement Log

Submittal Packages

Documents

Document Packages

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Site Management

Reports

User Defined Logs

File Maintenance

Security

Subcontractor Reviews

AFTER

Send I/O Email

Check Spelling

Save

Cancel

Submittal Detail

Notes

Related Objects

Attachments

History

SUBM0013

Name

Type

Status

Procurement Item

Description

Spec Section

Package No.

Spec Sub-Section

Sort Order

Sender

Prepared By

Contact

Transmitted For

Required Finish

Receiver

Approval By

Contact

CC

Edit

Schedule

Activity

Due Onsite

Send Reminder Email

Days Prior

Ball-in-Court

Current Cycle

Variance

	Submitted by Contractor	Internal Review	Sent for Review	External Review	Returned from Review	Final Review	Forwarded to Contractor	Float	Fabrication	Lead Time	Delivery	Lead Time	Onsite
Planned Schedule		0		0		0		0		0		0	
Actual & Projected Progress													

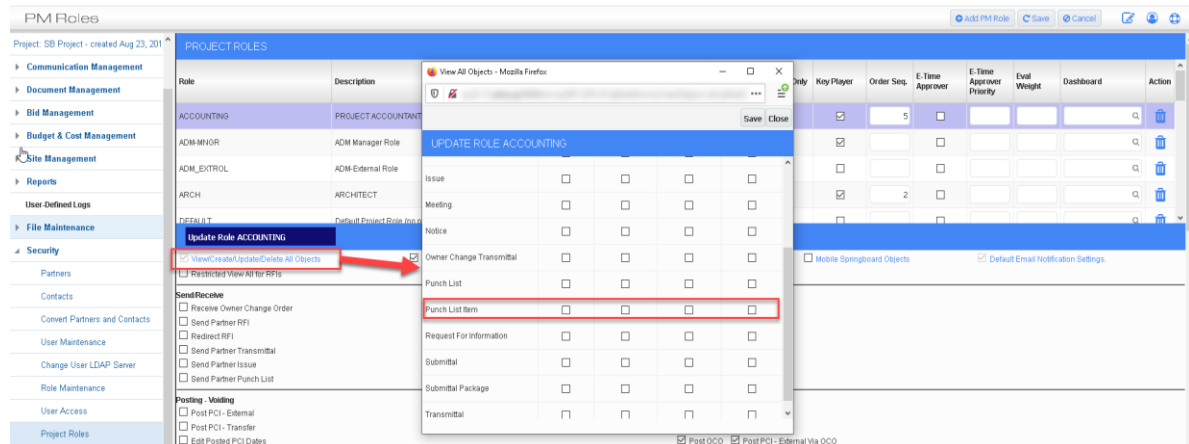
Fabricated

Delivered

Arrived Onsite

These fields are only available for users to enter if they would like to override Fabricated, Delivered or Arrived Onsite date after completion of submittal workflow (i.e. after the Forwarded Action). During the submittal process they will remain non-editable.

## Project Role Privileges for Punch List Item (20.18933, PM-491)



Project Role privileges have been added for the **Punch List Item** object. Now user access to the Punch List Item is governed by the **View/Create/Update/Delete All Object** project role flags:

### ***View All***

When checked (Y) - the user can view all Punch List Items regardless of who created them or who they are assigned to.

When unchecked (N) - the user can only view records that they created and records where their business partner records appear in the Responsible Contractor field.

### ***Create All***

When checked (Y)- the user will see the CREATE button in the Punch List Items Log.

When unchecked (N) the user will not see the CREATE button.

### ***Update All***

When checked (Y), users can select the EDIT button when viewing a Punch List Item.

When unchecked (N), the user will not see the EDIT button.

### ***Delete All***

When checked (Y), users can select the DELETE button from the Punch List Item Log.

When unchecked (N), the user will not see the DELETE button.

## Field Security for Subcontract/GCS Pay Request Fields (19.86283)

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs Subcontract

COLUMN/FIELD SECURITY

Item Name	Security Level
Sender Email Address	Unrestricted
Email Archive Report Button	Unrestricted
Bank Department	Unrestricted
Unit on Add SOV popup screen for Posted SC	Read-Only
Amount on Add SOV popup screen for Posted SC	Read-Only
Accounting Description	Unrestricted
Total SOV Lines	Unrestricted (Read-Only)
Total Including Taxes	Unrestricted (Read-Only)
Special Pricing WM Field	Unrestricted
Review/Approval Tab	Unrestricted
Textura Flag	Read-Only
Allow edit Pay Request Window (Subcontract: Day of Month and Duration)	Unrestricted

Field security has been programmed for the GC Pay Request fields (Day of Month and Duration) that are on the Subcontract Entry screen. The default setting is HIDDEN on the \*ALL\* security role.

Possible settings are: Unrestricted, Read-Only or Hidden.

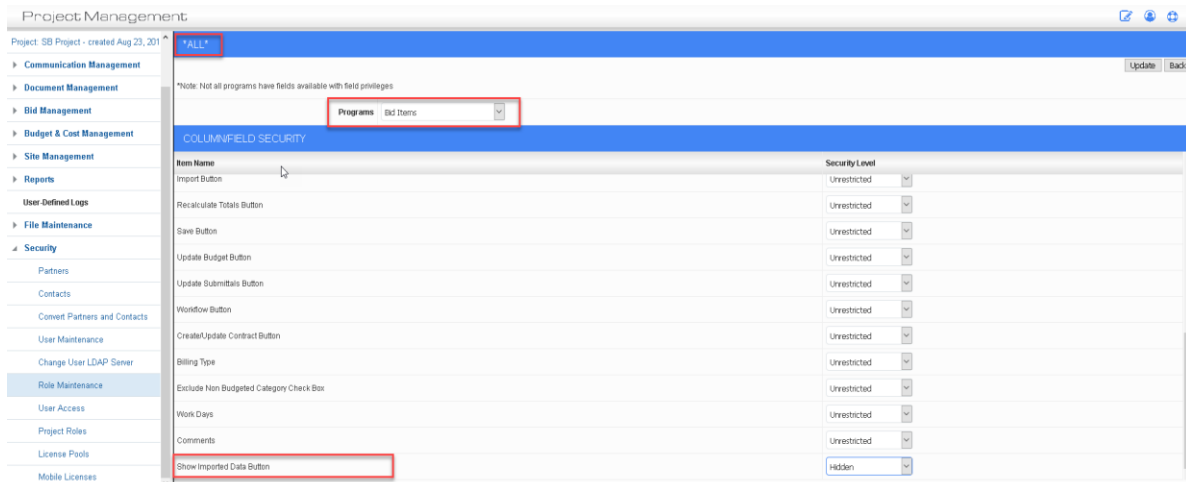
Even with the Unrestricted or Read-Only settings, they will only be displayed if the related licence is installed.

## Bid Items - Field Security for [Show Imported Data] Button (20.25425)

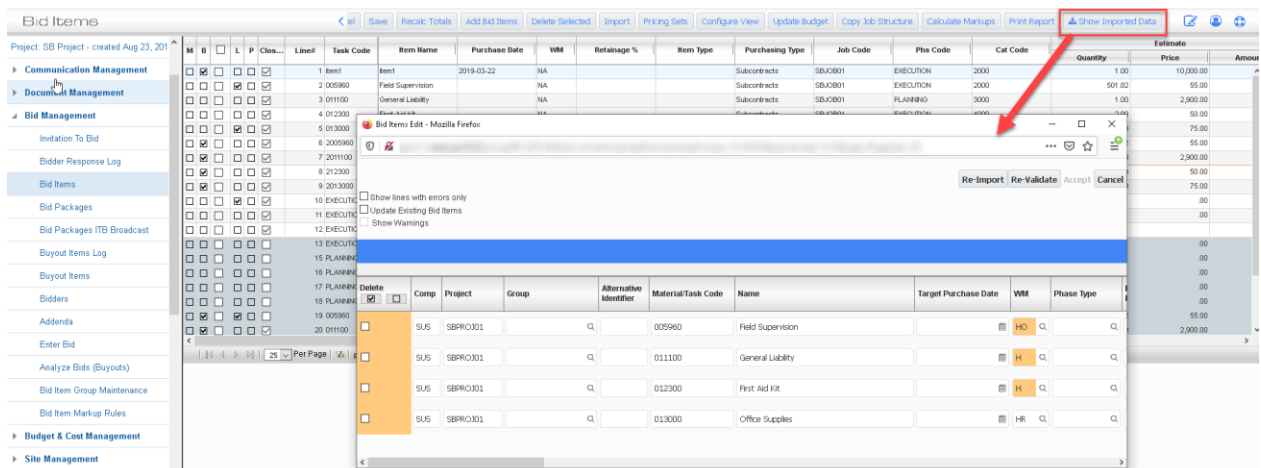
PM JSP/RTI/WKF/ integration

CMiC has created a web service for importing project job estimates. As part of this work, the **[Show Imported Data]** button has been added to the Bid Items screen to allow the user to review and make changes to the bid item import before accepting it into the system.

Field security has also been added to this button. By default, it is set to HIDDEN on the \*ALL\* security role.



It will show any previously imported data set (imported to the Import Validation screen), that was not **Accepted** into the Bid Items grid. Therefore, if the user imported a data set into the validation screen, and then click **[Cancel]**, the same data set will be there when the user goes back and clicks **[Show Imported Data]**.



## Contract Forecast – 3 New Fields with Field Security (20.20785)

The following fields have been brought to the Contract Forecast screen for display:

Uncommitted Cost

Committed Cost

Total Committed Cost

Field security for these three fields in the Contract Forecast screen can be applied if desired.

The possible settings are: Unrestricted (Read-Only) or Hidden.

By default, the field security is set as HIDDEN on the \*ALL\* security role for all three fields.





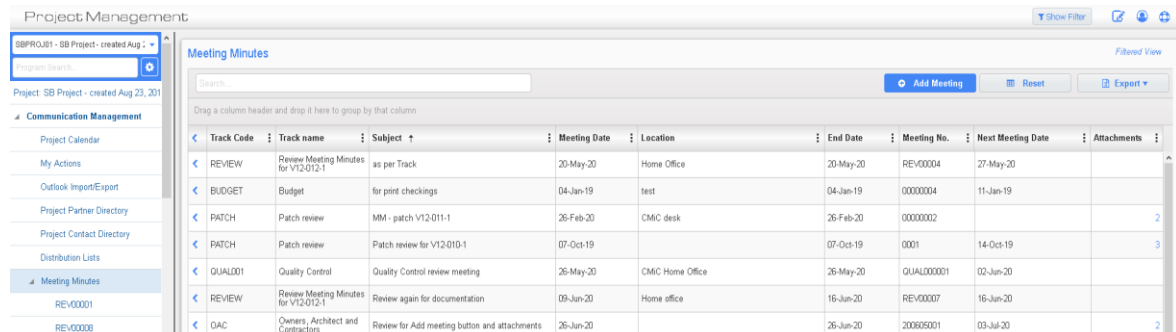
## Meeting Minutes Enhancements (19.70980)

The Meeting Minutes program has undergone extensive enhancements to provide a more desirable user experience.

Below is an outline of the enhancements that have been made.

### Meeting Minutes Log

The Log displays in the standard UI that has been applied to all the JSP Logs.

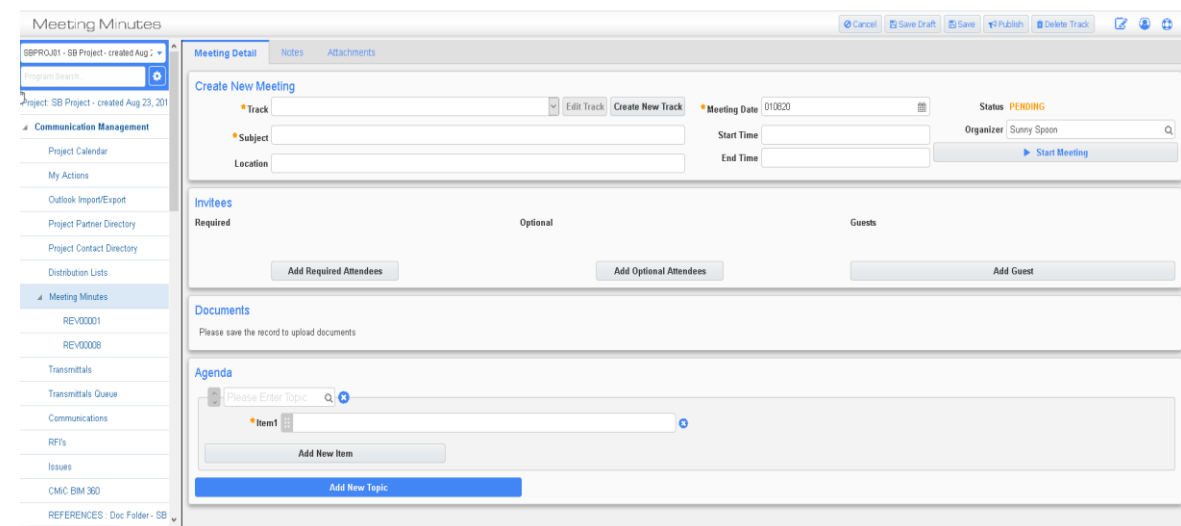


The screenshot shows the 'Meeting Minutes' log interface. It features a sidebar with navigation options like 'Project Calendar', 'My Actions', and 'Meeting Minutes'. The main area displays a table of meeting records with columns for Track Code, Track name, Subject, Meeting Date, Location, End Date, Meeting No., Next Meeting Date, and Attachments. The table contains several rows of data, including reviews, budgets, patches, and quality control meetings.

Track Code	Track name	Subject	Meeting Date	Location	End Date	Meeting No.	Next Meeting Date	Attachments
REVIEW	Review Meeting Minutes for V12-012-1	as per Track	20-May-20	Home Office	20-May-20	REV00004	27-May-20	
BUDGET	Budget	for print checkings	04-Jan-19	test	04-Jan-19	00000004	11-Jan-19	
PATCH	Patch review	MM - patch V12-011-1	26-Feb-20	CMC desk	26-Feb-20	00000002		2
PATCH	Patch review	Patch review for V12-010-1	07-Oct-19		07-Oct-19	0001	14-Oct-19	3
QUAL001	Quality Control	Quality Control review meeting	26-May-20	CMC Home Office	26-May-20	QUAL00001	02-Jun-20	
REVIEW	Review Meeting Minutes for V12-012-1	Review again for documentation	09-Jun-20	Home office	16-Jun-20	REV00007	16-Jun-20	
OAC	Owners, Architect and Contractors	Review for Add meeting button and attachments	26-Jun-20		26-Jun-20	200605001	03-Jul-20	2

### Meeting Minutes Entry screen:

The entry screen now displays in the standard “field set” view that is being adopted for PM objects:



The screenshot shows the 'Meeting Minutes' entry screen. It includes a sidebar with navigation options. The main area is divided into sections: 'Create New Meeting' with fields for Track, Subject, Location, Meeting Date, Start Time, End Time, Status (PENDING), and Organizer (Sunny Spoon); 'Invites' with sections for Required, Optional, and Guests; 'Documents' with a prompt to upload documents; and 'Agenda' with a list of items and an 'Add New Topic' button.

**NOTE:** A number of **buttons are not considered in the new 2.0 UI**, and are being HIDDEN by default, because they are being considered for deprecation. These include:

- User Extensions
- Printable
- Quick Print
- Import
- Export
- Submit (replaced by [Publish])
- Check Spelling

## 1. Create Meeting

Status = Pending

[Publish] button (new) is enabled – enable the showing of the meeting in the Logs of users who have the ability to see meetings that have the SUBMITTED status

### INVITEES SECTION

This section displays contacts who are categorized as follows:

Required

Optional

Guests – are all highlighted (i.e. denoted as a name card)

### ATTENDANCE SECTION

- Topics can be created ‘on the fly’ or selected from the LOV
- Every Topic must have at least one item
- Topics can be reordered by using the up-down arrows shown:

Agenda

Item1 item with no topic

Add New Item

General review for documentation- item 1

Add New Item

Add New Topic

## Copy Agenda Items (Edit mode)

The [Copy Agenda Items] button is secured based on the security privilege to *view* these Meetings and their associated notes. It is not needed in View Mode as it is used when setting up or conducting a meeting, which are both Edit states.

By default, “Copy Existing Minutes” is unchecked for both R12 and classic mode.

Meeting Minutes

SBPROJECT - SB Project - created Aug 23, 201

Project: SB Project - created Aug 23, 201

Communication Management

Project Calendar

My Actions

Outlook Import/Export

Project Partner Directory

Project Contact Directory

Distribution Lists

Meeting Minutes

REV00001

Meeting Detail

Notes

Attachments

REV00004

Track REVIEW-Review Meeting Minutes for V12-012-1

Subject as per Track

Location Home Office

Invitees

Required

Optional

Add Required Attendees

Documents

Copy Agenda Items - Meeting

COPY FROM

Project\*

Track\*

Meeting No.\*

Copy Existing Minutes

Proceed Cancel

Delete Track Publish Cancel Save Draft Save Copy Agenda Items

Status PENDING

Organizer Sunny Spoon

Start Meeting

Guests

Add Guest

## 2. Publish Meeting

The **[Publish]** button is used to Publish a meeting.

When a Meeting is published, Status = Published (changes from Pending) - to enable the showing of the meeting in the Logs of users who on have the ability to see meetings that have the SUBMITTED status.

The first screenshot shows the 'Meeting Minutes' interface for a meeting with ID REV00004. The status is 'PENDING'. A red box highlights the 'Publish' button in the top right corner. The second screenshot shows the same interface after the meeting has been published, with the status now 'PUBLISHED'. The 'Publish' button is no longer visible, and the 'Start Meeting' button is highlighted with a red box.

**NOTE:** Once a meeting is published or active, email notifications will be sent out to the Attendees if their Email Notification settings for Meeting Minutes on the Project Contact record is checked for “CC” or “ALL”. “TO” does not apply since the Meeting is not directed to any particular “To” contact, but Attendees (both Required and Optional) can be regarded as “cc”s. If the contact is not an Attendee on the Meeting no email notification will be sent to the contact in relation to that meeting. This is pre-existing functionality.

## 3. Active Meeting

In active meeting minutes mode users are able to capture meeting minutes, create and assign tasks with an associated due date, add additional topics and items and view past minutes.

Users can set statuses on particular agenda items.

On all new agenda items entered, the status defaults to 'New'. As this item moves to the next meeting, the status will change to 'Open'.

The user can then edit the status to be On Hold, Closed or Deferred. Closed items are not carried forward to the next meeting agenda.

The **[Start Meeting]** button is used to Start a meeting (applicable to Pending or Published meetings).

The screenshot shows the 'Meeting Minutes' interface for a meeting with ID REV00004. The status is 'PUBLISHED'. The 'Start Meeting' button is highlighted with a red box.

When a meeting is Started, Status = Active

**NOTE:** The Update All flag in the View/Create/Update/Delete window in Project Roles for the Meeting Minutes object controls the ability of a user to START a meeting.

If the user's role has this flag **checked**, the **[Start Meeting]** button **is** available in the screen

If the user's role has this flag **unchecked**, the **[Start Meeting]** button **is not** available in the screen.

These are indicators of a meeting that has started:

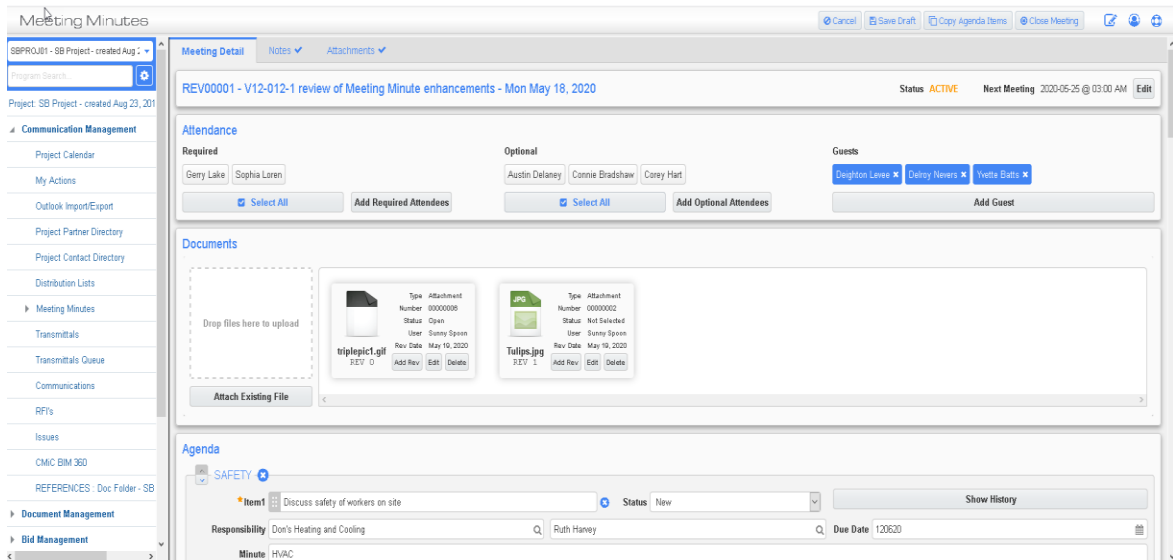
- Meeting Header is locked.

*(Active Meeting – View mode)*

The screenshot displays the 'Meeting Minutes' application interface. At the top, a navigation bar includes buttons for 'Add Meeting', 'Edit', 'Create Next Meeting', 'Close Meeting', 'Delete', 'Search PM Notes', 'Back To Log', and 'Print Report'. The left sidebar shows a tree view with categories like 'Communication Management', 'Meeting Minutes', 'Transmittals', 'Communications', 'RFIs', 'Issues', 'CMC BIM 360', 'REFERENCES', 'Document Management', and 'Bid Management'. The main content area is titled 'Meeting Detail' and shows the meeting title 'REV00001 - V12-012-1 review of Meeting Minute enhancements - Mon May 18, 2020' with a status of 'ACTIVE' and a 'Next Meeting' date of '2020-05-25 @ 03:00 AM'. Below this, the 'Attendance' section is divided into 'Required' (Gerry Lake, Sophia Loren), 'Optional' (Austin Delaney, Connie Bradshaw, Corey Hart), and 'Guests' (Daignton Lavee, Delany News, Yvette Batis). The 'Documents' section shows two attachments: 'triplepic1.gif' (REV 0) and 'Tulips.jpg' (REV 1), each with 'Add Rev', 'Edit', and 'Delete' buttons. The 'Agenda' section has a single item 'Discuss safety of workers on site' with a status of 'New' and a due date of '120620'.

- Meeting is in Edit mode with **[Save Draft]** button – no **[Save]** button.

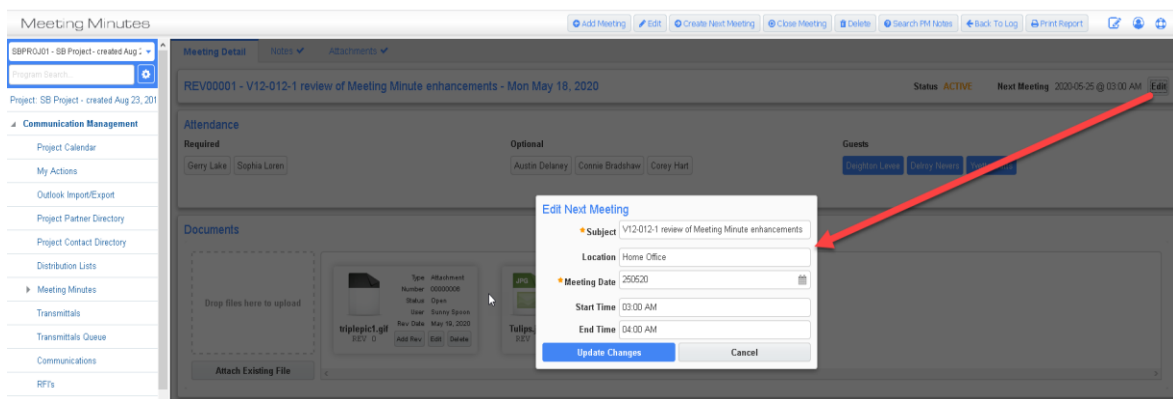
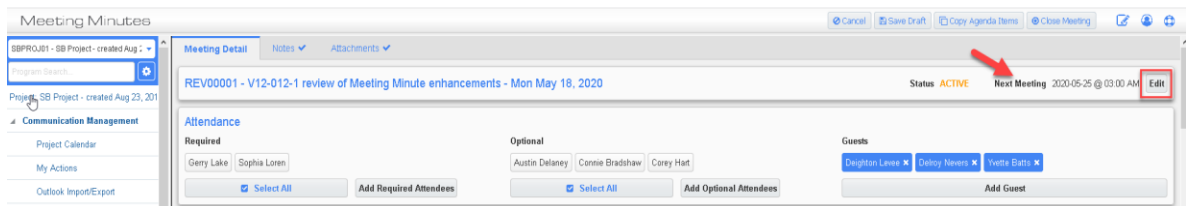
*(Active Meeting – Edit mode):*



- **Next Meeting** data is available for editing.

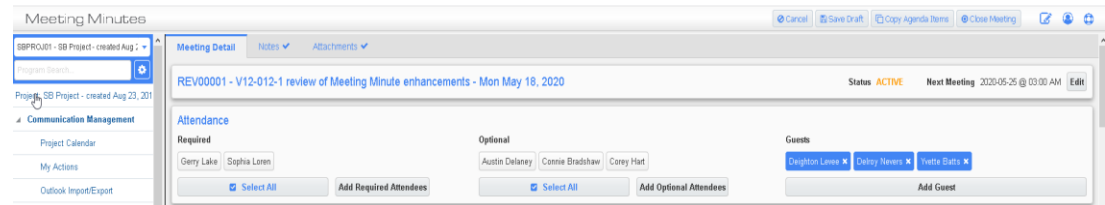
Next Meeting Info is displayed in the top righthand corner in Active Meeting mode. If the user wants to edit the details for the next meeting they can select the **[Edit]** button.

A popup window is displayed where the details can be edited and updated (with **[Update Changes]**).



- **[Create Next Meeting]** is available.
- INVITEES section becomes ATTENDANCE section.
- Attendance section has **[Select All]** buttons for Required and Optional.

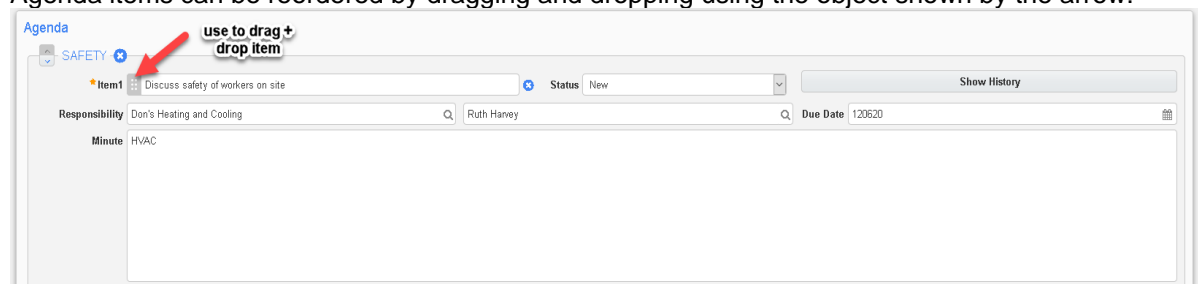
In active meeting minutes mode there is the ability to take attendance by clicking the attendee's name card.  
 If selected as **present** the corresponding card for that person turns blue, otherwise it remains grey.  
 There is also the ability to add additional attendees to a meeting during active meeting mode and the default is present.



## AGENDA ITEMS

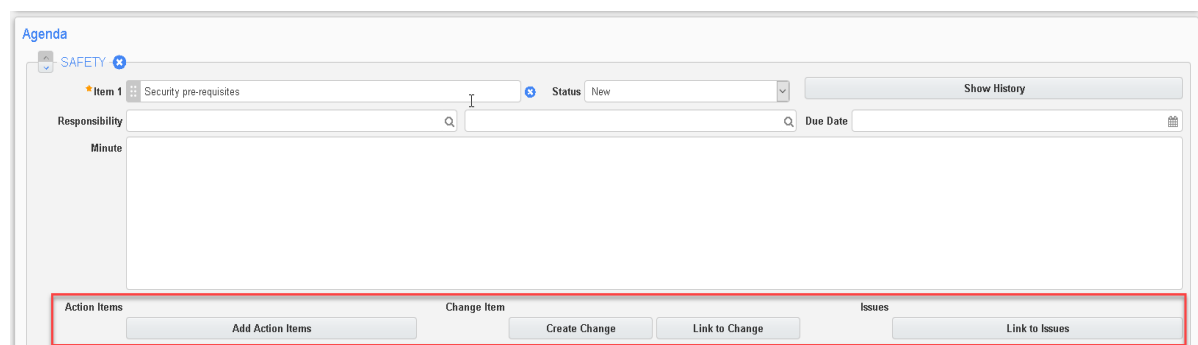
- Additional details available for Agenda Items are, for example:  
 Responsibility, Due Date, Minutes  
 Buttons: Show History, Add Action Items, Create Change, Link to Change, Link to Issues

Agenda items can be reordered by dragging and dropping using the object shown by the arrow:



Agenda items can also be moved from one topic to another.

## Action Items, Change Items, Linked Issues



An **Action Item** can be created using the **[Add Action Items]** button or it will be automatically created for the Responsible Contact on an agenda item, based on PM Control setup and the Responsible Contact is entered and saved.

A link to the Action Item will be displayed where the button was. This action item will be shown in the My Page screen for the contact.

The screenshot shows the 'Meeting Minutes' application interface. On the left is a sidebar with navigation links like 'Project Calendar', 'My Actions', and 'Meeting Minutes'. The main area is titled 'Meeting Detail' and contains an 'Agenda' section. Under 'Agenda', there are two items. The first item, 'Item1: Discuss safety of workers on site', has a 'Status' of 'New' and a 'Show History' button. Below this, there are fields for 'Responsibility' (Don's Heating and Cooling), 'Minute' (HVAC), and 'Action Items' (Meeting REV00001-0000001). A red box highlights the 'Action Items' dropdown menu. Below the first item is a second item, 'Item2: Security pre-requisites', also with a 'Status' of 'New' and a 'Show History' button. At the bottom, there are buttons for 'Change Item', 'Create Change', 'Link to Change', 'Issues', and 'Link to Issues'.

**Change Items** can also be created or linked to an agenda item, so too, **Issues** can be linked to an agenda item.

## Agenda Item - Show/Hide History

The Show History displays only Meeting Minutes from meetings prior to the one being reviewed and does not include the present meeting since the user will already be seeing the current meeting minutes in its own designated text area.

It displays the minutes that have been made for an agenda item during the lifecycle of the meeting.

This button is only available in an Active meeting in Edit mode.

This screenshot shows the 'Agenda' section of the 'Meeting Minutes' application. It displays two agenda items. The first item, 'Item1: Safety precautions to be taken', has a 'Status' of 'Open'. Below it, there are fields for 'Responsibility' (Don's Heating and Cooling), 'Minute' (what will show now - 2nd meeting notes; These notes were used to replace those brought forward from previous meeting), and 'Action Items'. A red arrow points to the 'Hide History' button in the top right corner of the 'Item1' section. Below the 'Item1' section, there are buttons for 'Add Action Items', 'Change Item', 'Create Change', 'Link to Change', 'Issues', and 'Link to Issues'. The 'Issues' section shows a list of meeting minutes with dates and names, such as '2020 05 26 Sunny Spoon' and '2020 05 19 Sunny Spoon'.

## Meeting Minutes Distribution

When the meeting is finished, it can be printed and sent by email to all the attendees (Oracle report sample):

CMiC

**SUS ClearView Corporation**  
**Budget**  
**SBPROJ01 - SB Project - created Aug 23, 2018**  
**Friday, January 4, 2019 12:00 AM**

Meeting ID 00000004      Subject for print checkings  
Location test

**Attendees**

Attendee Name	Company	cc only	Attendee Name	Company	cc only
X Austin Delaney	Grimshaw and Associates		X Kirk Spence	Guest	
X Chyna Collins	Lotus Technologies Associated		Carol Foster	Don's Heating and Cooling	
X Angel Whings	SUS ClearView Corporation		Ruth Harvey	Don's Heating and Cooling	X
X Bidtest Bidtest	SUS ClearView Corporation		River Vance	SUS ClearView Corporation	X
X Connie Bradshaw	SUS ClearView Corporation		Runny Meade	SUS ClearView Corporation	X
X Bill Curry	Guest		Sophia Loren	SUS ClearView Corporation	X

**Meeting Agenda**

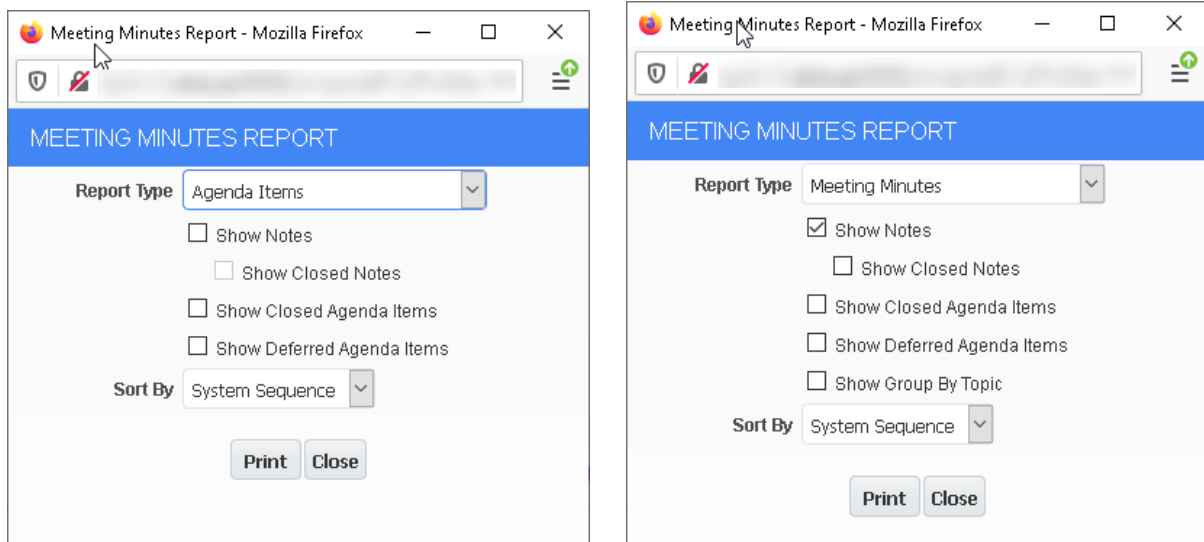
Item ID	Description and Notes	Responsibility	Due Date
<b>SAFETY</b>			
00001 Open	Safety precautions to be taken	Don's Heating and Cooling Carol Foster	
00010 Open	safety agenda 1		
ITM00001 Open	Discuss safety of workers on site		
ITM00002 Open	Security pre-requisites		
ITM00003 Open	recruitment of security officers		
<b>BUDGET</b>			
2 Open	sdsd	SUS ClearView Corporation Angel Whings	06/12/2020

The following changes have been made in the Meeting Minutes Reports print popup window:

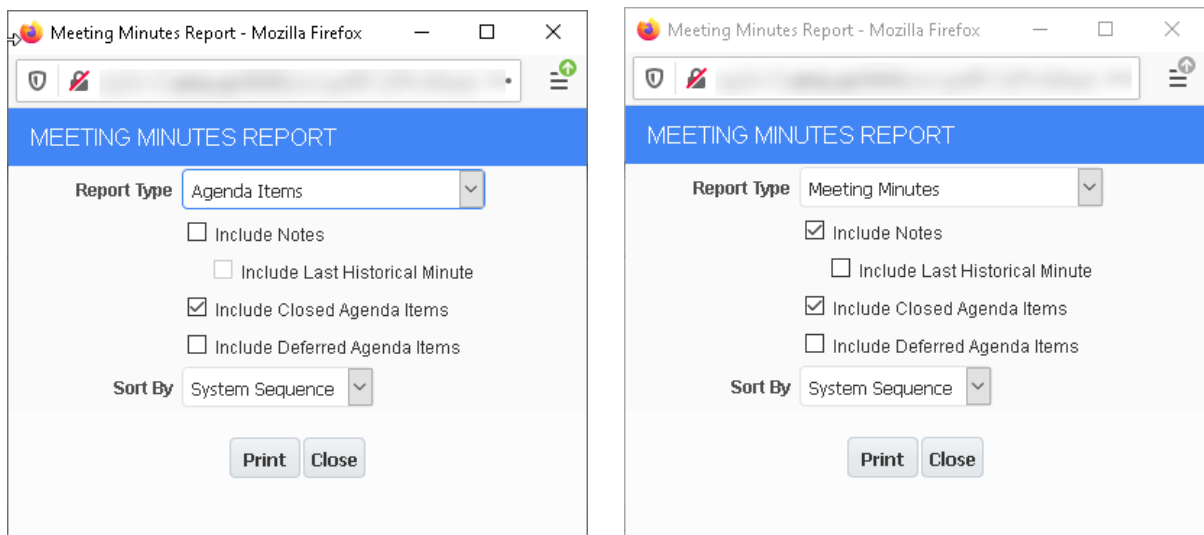
- Changed the word 'Show' to 'Include'.
- Changed "Show Closed Notes" to "Include Last Historical Minute".
- "Include Closed Agenda Items" is checked by default.
- Removal of "Group By Topic" when the Meeting Minutes report type is selected:



## BEFORE



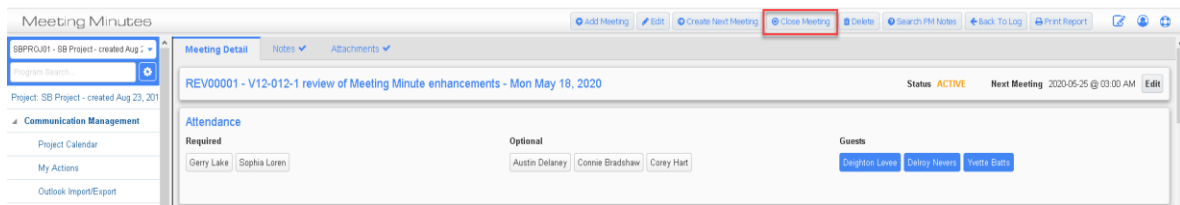
## AFTER



## 4. Closed Meeting

When a Meeting is Closed, Status = Closed

- **[Create Next Meeting]** is available on the latest meeting in the track
- **[Print Report]** is available
- **[Reopen]** button – only available on the **most recent meeting in a track**:



Meeting Minutes

SBPROJECT - SB Project - created Aug 23, 201

Project: SB Project - created Aug 23, 201

Communication Management

Project Calendar

My Actions

Outlook Import/Export

Meeting Detail

Notes

Attachments

REV00001 - V12-012-1 review of Meeting Minute enhancements - Mon May 18, 2020

Status: ACTIVE

Next Meeting: 2020-05-25 @ 03:00 AM

Attendance

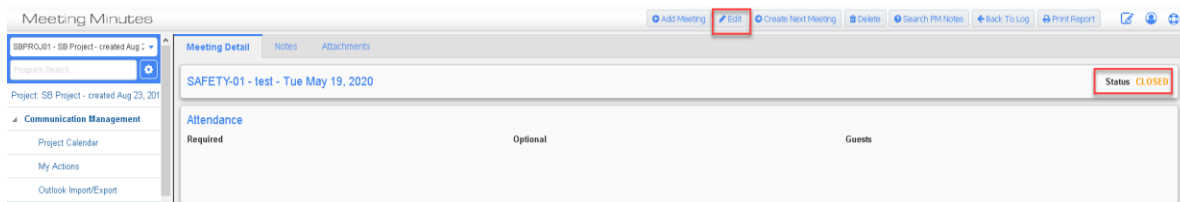
Required: Gerry Lake, Sophia Loren

Optional: Austin Delaney, Connie Bradshaw, Conny Hart

Guests: Daignton Lewis, Dalmy News, Yvette Batts

**NOTE:** There is the ability to edit old meetings to allow users to make adjustments and corrections (i.e. correct attendees, edit minutes ...etc.) to the meeting record for accuracy.

**The [Edit] button on Closed Meetings comes with field security.** Clicking the [Edit] button will launch an Edit mode of the Closed Meeting which will look exactly like the Active Meeting Mode, except that the status will remain closed.



Meeting Minutes

SBPROJECT - SB Project - created Aug 23, 201

Project: SB Project - created Aug 23, 201

Communication Management

Project Calendar

My Actions

Outlook Import/Export

Meeting Detail

Notes

Attachments

SAFETY-01 - test - Tue May 19, 2020

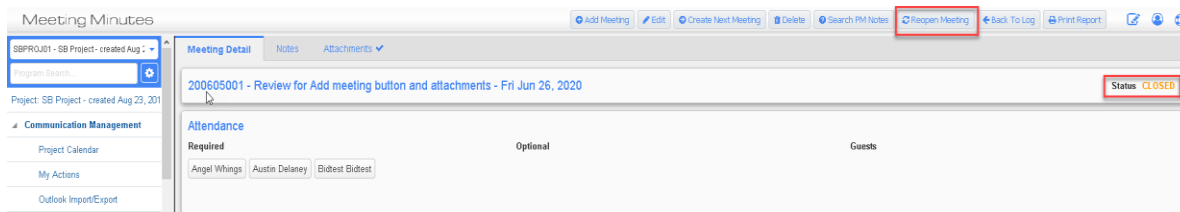
Status: CLOSED

Attendance

Required

Optional

Guests



Meeting Minutes

SBPROJECT - SB Project - created Aug 23, 201

Project: SB Project - created Aug 23, 201

Communication Management

Project Calendar

My Actions

Outlook Import/Export

Meeting Detail

Notes

Attachments

200605001 - Review for Add meeting button and attachments - Fri Jun 26, 2020

Status: CLOSED

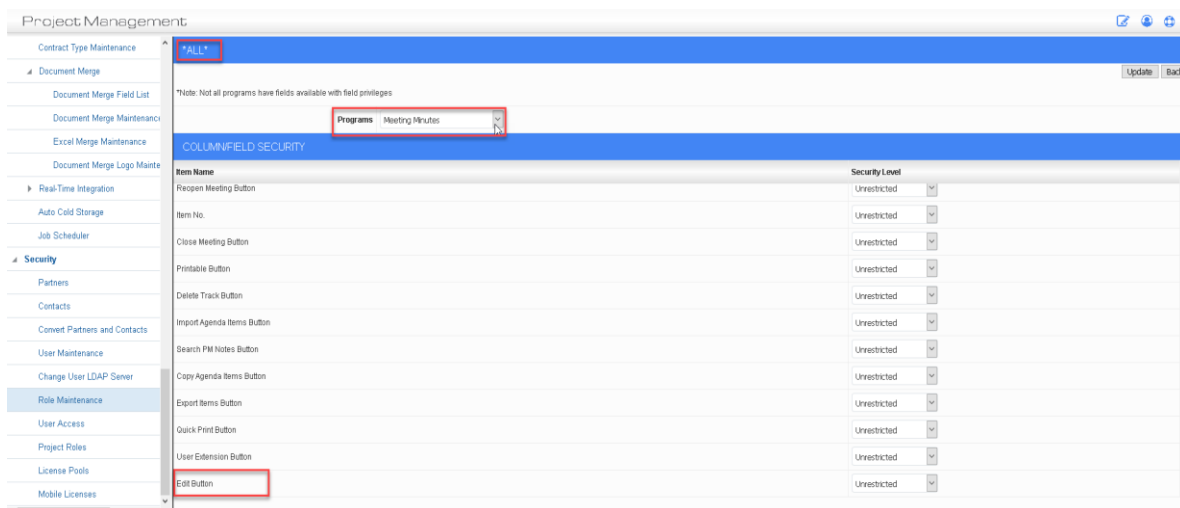
Attendance

Required: Angel Whings, Austin Delaney, Bidtest Bidtest

Optional

Guests

Field security for the EDIT button:



Project Management

Contract Type Maintenance

Document Merge

Document Merge Field List

Document Merge Maintenance

Excel Merge Maintenance

Document Merge Logo Maintenance

Real-Time Integration

Auto Cold Storage

Job Scheduler

Security

Partners

Contacts

Connect Partners and Contacts

User Maintenance

Change User LDAP Server

Role Maintenance

User Access

Project Roles

License Pools

Mobile Licenses

ALL

Note: Not all programs have fields available with field privileges

Programs: Meeting Minutes

COLUMFIELD SECURITY

Item Name	Security Level
Reopen Meeting Button	Unrestricted
Item No.	Unrestricted
Close Meeting Button	Unrestricted
Printable Button	Unrestricted
Delete Track Button	Unrestricted
Import Agenda Items Button	Unrestricted
Search PM Notes Button	Unrestricted
Copy Agenda Items Button	Unrestricted
Export Items Button	Unrestricted
Quick Print Button	Unrestricted
User Extension Button	Unrestricted
Edit Button	Unrestricted

## **Logs – [Show All] button removed** (20.29061)

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Changes were applied to remove the [Show All] button because it was impacting the performance of logs. The records in the log will load 50 records at a time. The next 50 record load will be initiated when users reach the bottom of the previous 50 record set.

## **Email Notifications for Reviewers When Action Items are Created** (20.27074/PM-746)

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For RFIs, an email notification will now be sent to Reviewers whenever an Action Item is created for them, to inform them that the relevant record requires their attention. The email will have a link to the record so that it can be easily accessed then.

### **Mandatory/Non-mandatory Reviewers**

- a) the Project Contact “TO” Email Notification settings should exist with the **Modified** flag checked for the RFI object
- b) the Status does not have to be completed to trigger the alert
- c) Action Date should be null for new reviewer. When any reviewer completes the review by populating the Action Date then the next mandatory reviewer in the sequence will get the notification.
- d) for mandatory reviewers the previous mandatory reviewers must have finished their reviews
- e) All non-mandatory reviewers will get the notification when they are added and their Action Date is null.
- f) All distribution list contacts become responsible as per their turn and all those contacts will see the Complete Review banner on the submittal when they log into the system.

It is the “**Responsibility...has been changed**” alert that will be sent to the Reviewer (s) added:

## Project ADFPROJ1 - Responsibility of RFI SBRFI0025 has been changed.



Test12c Alerts Email <test2v12@cmic.ca>

To: Stephanie Bromfield; Stephanie Bromfield

Cc: da@cmic.ca

If there are problems with how this message is displayed, click here to view it in a web browser.  
Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

### External Email Proceed with Caution

#### Request for Information

Date Sent: Monday August 10 2020 at 02:26 PM

Project: ADF Project 1

RFI ID: SBRFI0025 - Check for Alerts for Collaborator when Action Item is created

To: Dave Creelman [stephanie@cmic.ca], Roderick Wallace [stephanie@cmic.ca]

CC: Andrejs Zuravels [da@cmic.ca]

From: Sharon Neil

To: Roderick Wallace

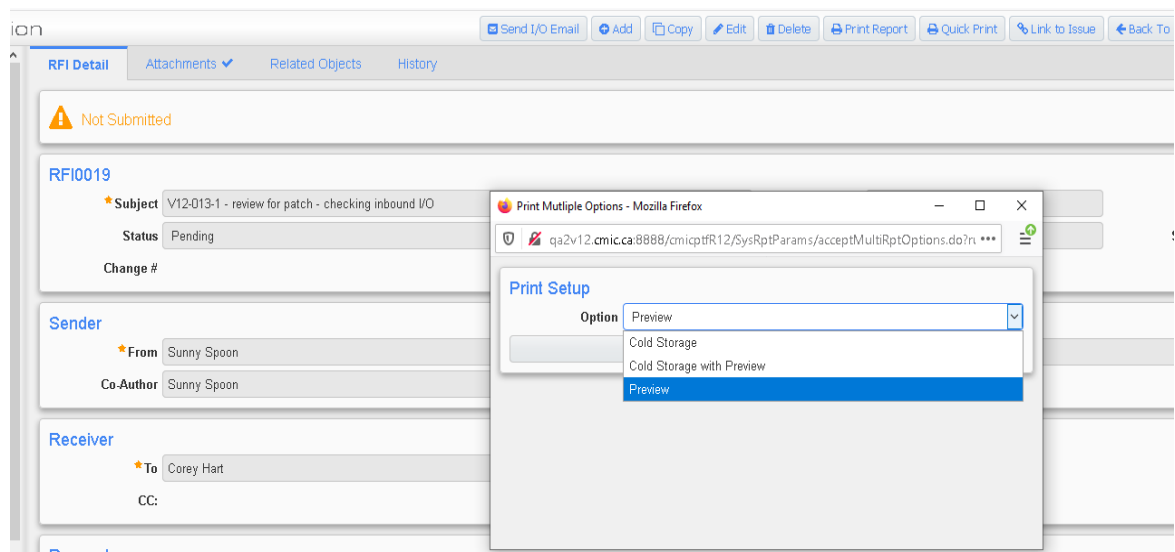
Date Created: Aug 10, 2020

Status: Open

[Click here to log into CMiC Collaboration](#)

## Cold Storage Options added to Print Multiple Reports (19.82610)

Print Multiple Reports - Cold Storage options have been added to the Print Multiple Reports functionality:



The two options: Cold Storage and Cold Storage with Review can be used to print the reports to Cold Storage.

The Preview option is the previous option that was always there in the initial implementation of Print Multiple Reports, and allows the user to either view the merged report or select a location for saving it.

## Project Role Privilege to Delete Revision (20.29898)

Other	
<input type="checkbox"/> Non-Project CCs	<input type="checkbox"/> Validate Punch List Areas
<input type="checkbox"/> Update Submittals from Bid Item screen	<input type="checkbox"/> Allow For Adding Notes And Attachments To Closed Issues
<input type="checkbox"/> Allow For Adding Notes And Attachments To Closed RFIs	<input type="checkbox"/> No RFI Answer Entry
<input type="checkbox"/> Store Forecast	<input type="checkbox"/> Submit Daily Journal
<input type="checkbox"/> Allow for Manual Creation of A New Payment Response	<input type="checkbox"/> Disable Printing on Subcontract
<input type="checkbox"/> Disable Printing on Subcontract Change Order	<input type="checkbox"/> Delete multiple SOVs in SC and SCCO
<input type="checkbox"/> Delete/Remove multiple Submittals in Submittal Package	<input type="checkbox"/> Allow To Open Current Forecast
<input checked="" type="checkbox"/> Delete PCI Detail line when restricted	<input type="checkbox"/> Notify on Forecast Status Change
<input type="checkbox"/> Link Collaboration Users to Full Submittal Program	<input type="checkbox"/> Allow to answer an RFI
<input type="checkbox"/> Allow Collaborators to edit Submittal History	<input type="checkbox"/> Disable Printing on Posted Subcontract
<input type="checkbox"/> Disable Printing on Posted Subcontract Change Order	<input type="checkbox"/> Hide Reviewer Section
<input type="checkbox"/> Allow P-Type collaborators to view all notes	<input type="checkbox"/> Allow P-type collaborators to make a note public.
<input type="checkbox"/> Allow P-type users to select a reviewer template	<input type="checkbox"/> Allow P-type users to save a project level reviewer template
<input type="checkbox"/> Allow P-type users to add reviewers	<input type="checkbox"/> Allow to Delete Document Revision

When checked the user can delete document revision.

CMiC has added a Project Role privilege to allow users to delete a document revision: “Allow to Delete Document Revision”.

## Single MIP Report Printing with Merging of Attachments (18.65363)

Modifications have been made so that the Single MIP printing process now allows for merging of attachments with the MIP report (with Template). Previously the merge options were not available when a MIP template was selected:

**Print Multiple Reports**

Group By Report Type: ☐

Report Name: WORD:Subcontract Cover Letter - STANDARD

Template: mergefields (2).docx

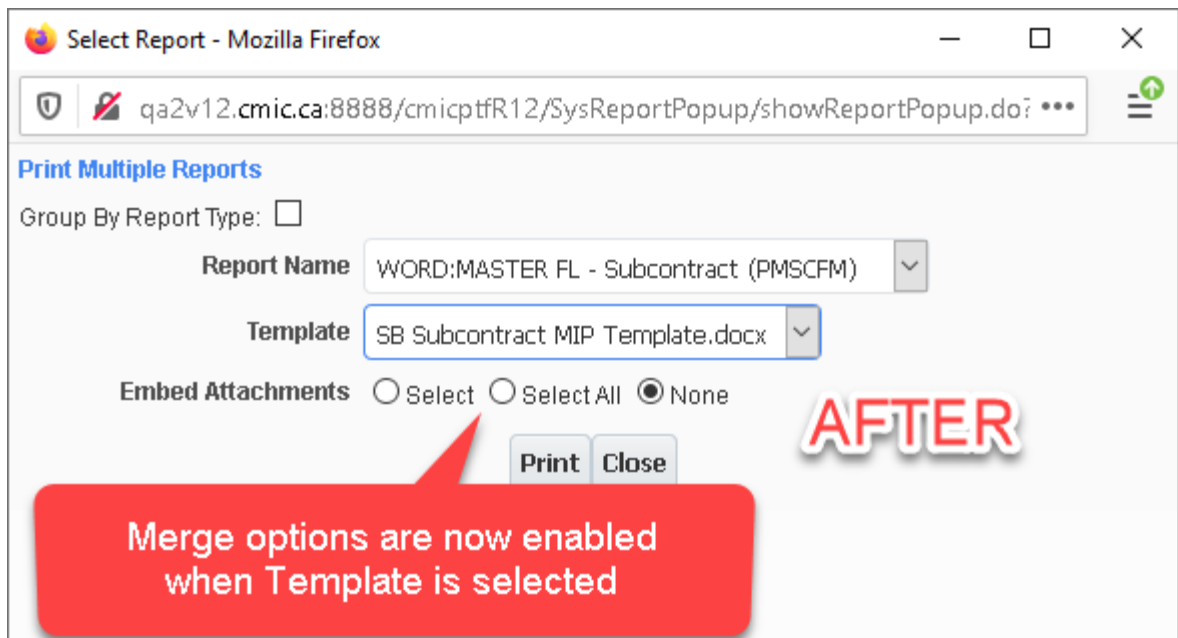
Embed Attachments: ☐ Select ☐ Select All ☐ None

Print Close

**BEFORE**

Merge options disabled when Template is selected

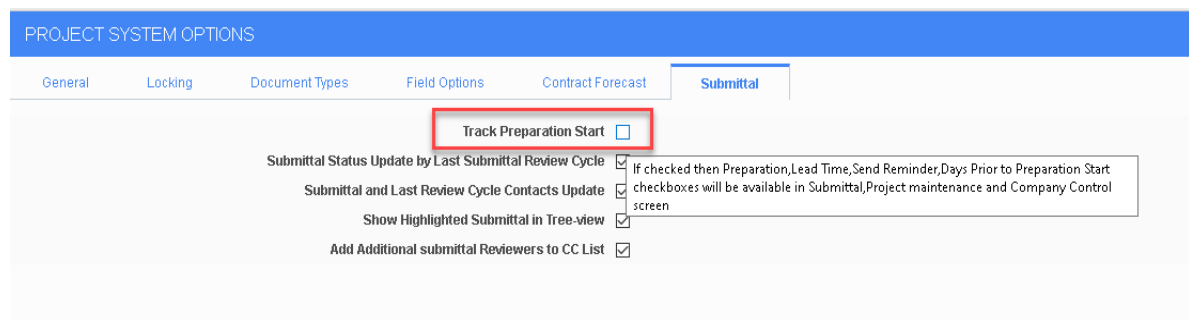
Now, they are:



## PM System Options – Submittal Separated into Its Own Tab

(20.21665/PM-897)

In the PM System Options screen a separate tab has been created to hold all Project Management system level settings related to Submittals.



Also, changes have been made to hide the Send Reminder flag and Days Prior (to Start) field based on if the Preparation Start Date flag (Track Preparation Start) is unchecked in PM System Options. Additionally, If this flag is unchecked then no default values are set on these fields.

If the Track Preparation Start flag is checked, the submittal Preparation, Lead Time, Send Reminder, Days Prior to Preparation Start checkboxes/fields will be available in the Submittal, Project Maintenance and Company Control screens.

**Schedule**

Activity:  Current Cycle: 0 Ball-in-Court: -

\* Due Onsite:  Variance:

Track Preparation Start flag unchecked

Fabricated:  Delivered:  Arrived Onsite:

	Submitted by Contractor	Internal Review	Sent for Review	External Review	Returned from Review	Final Review	Forwarded to Contractor	Float	Fabrication	Lead Time	Delivery	Lead Time	Onsite
Planned Schedule		10		8		0		6		4		2	
Actual & Projected Progress													

**Schedule**

Activity:  Current Cycle: 0 Ball-in-Court: -

\* Due Onsite:  Variance:

Track Preparation Start flag checked

☒ Send Reminder Email  Days Prior

Fabricated:  Delivered:  Arrived Onsite:

	Preparation	Lead Time	Submitted by Contractor	Internal Review	Sent for Review	External Review	Returned from Review	Final Review	Forwarded to Contractor	Float	Fabrication	Lead Time	Delivery	Lead Time	Onsite
Planned Schedule		0		10		8		0		6		4		2	
Actual & Projected Progress															

## Subcontract Log – Remaining to be Paid (2) is Added (19.91381)

Added another column in the Subcontract Log for Remaining to be Paid (2) which is determined in the following formula:

**Posted Subcontract + Posted Subcontract Change Orders - Posted Request For Payments (gross)**

<input type="checkbox"/>	SCMST_REMAIN_TO_BE_PAID_AMT	Remaining To Be Paid
<input type="checkbox"/>	SCMST_REMAIN_TO_BE_PAID_2_AMT	Remaining To Be Paid (2)

The previously existing Remaining to be Paid Amount remains unchanged.

Original (and still existing) Remaining to be Paid is based on the following calculation:

**Posted SC + Posted SCCO's - Posted RFP (gross) - Pending SC RFP (gross)**

**Subcontracts** Filtered View

Search:  Add Subcontract Reset Export

Drag a column header and drop it here to group by that column

	Vendor	Contact	Date	Post Date	Status	Original Amount	Posted SC Changes	Current Contract Amount	Pending SC Changes	Pending CM Changes	Total Pending Changes	Adjusted Contract Amount	Attachments	Remaining To Be Paid	Remaining To Be Paid (2)
review	Mitchell's DesignBuild	Daniel Boone	29-Sep-20	29-Sep-20	In Process	115,957.78	107,921.08	223,878.86	0.00	0.00	0.00	223,878.86		208,513.87	208,513.87
view with various PCI	Mitchell's DesignBuild		29-Sep-20		Pending	32,000.17	0.00	32,000.17		0.00	0.00	32,000.17		0.00	0.00
flow for Subcontract	Mitchell's DesignBuild		25-Aug-20	25-Aug-20	In Process	56,000.00	0.00	56,000.00		0.00	0.00	56,000.00		56,000.00	56,000.00
	Mitchell's DesignBuild	Daniel Boone	24-Aug-20		Pending		0.00	0.00		0.00	0.00	0.00	6	0.00	0.00
FLOW testing	Mitchell's DesignBuild		24-Aug-20	25-Aug-20	In Process	43,000.00	0.00	43,000.00	198,701.37	0.00	198,701.37	239,701.37	6	43,000.00	43,000.00
ting for V12-012-2	Mitchell's DesignBuild		24-Aug-20		Pending	39,535.00	0.00	39,535.00		0.00	0.00	39,535.00		0.00	0.00
ting for V12-012-2	Mitchell's DesignBuild		24-Aug-20		Pending	115,000.00	0.00	115,000.00		0.00	0.00	115,000.00		0.00	0.00
tract Types testing	Mitchell's DesignBuild	Daniel Boone	24-Aug-20	24-Aug-20	In Process	13,000.00	0.00	13,000.00		0.00	0.00	13,000.00	7	13,000.00	13,000.00
y in RFP	Mitchell's DesignBuild	Daniel Boone	12-Aug-20	12-Aug-20	In Process	32,360.00	0.00	32,360.00	27,300.00	0.00	27,300.00	59,660.00	7	32,360.00	32,360.00
Post for V12-012-2, linked	Mitchell's DesignBuild		05-Aug-20	05-Aug-20	In Process	48,766.34	11,000.00	59,766.34	70,464.82	196,583.18	267,048.00	326,814.34	1	56,466.19	56,466.19
ES TESTS with Taxes	Mitchell's DesignBuild	Daniel Boone	31-Jul-20	31-Jul-20	In Process	100,000.00	7,619.18	107,619.18	0.00	0.00	0.00	107,619.18	7	101,679.18	105,319.18
ES with attachments -	Mitchell's DesignBuild	Daniel Boone	30-Jul-20	30-Jul-20	In Process	19,864.92	0.00	19,864.92	0.00	0.00	0.00	19,864.92	7	19,864.92	19,864.92
ES testing - No	Mitchell's DesignBuild	Daniel Boone	30-Jul-20	30-Jul-20	In Process	100,000.00	0.00	100,000.00	0.00	0.00	0.00	100,000.00		97,700.00	100,000.00
2 - record # 1 after patch	Mitchell's DesignBuild	Daniel Boone	29-Jul-20	29-Jul-20	In Process	24,000.00	17,230.00	41,230.00	0.00	0.00	0.00	41,230.00		41,230.00	41,230.00
						3,233,641.11	492,293.47	3,725,934.58	863,563.85	588,235.18	1,451,799.03	5,177,733.61		2,824,230.52	2,842,831.19

1 - 50 of 69 items

## Meeting Minutes - Facilitate Best Practices with Meeting Minute Item Numbering (19.70980/PM-966)

Add the following instructions in the space next to the Meeting Mask ID and Item ID Mask:

\*Tip: To follow industry best practice for Meeting Item numbering we recommend using the following steps when creating your Meeting and Item ID Mask

- 1) Create a Meeting ID Mask beginning with two (2) letters and three Next Available Number characters (\*\*\*). Example: HS\*\*\*
- 2) Create a Item ID Mask that includes the Meeting ID Mask (nnnnn-) followed by three Next Available Number characters (\*\*\*).
- 3) Resulting Item ID Mask nnnnn-\*\*\*

Also added special text at the bottom of track creation screen.

The screenshot shows the 'Create New Meeting' interface. A modal window titled 'Add Track - Mozilla Firefox' is open, displaying a 'Track Information' form. The form includes fields for 'Code\*' (HS), 'Name\*' (Health and Safety department), 'Frequency', and a checkbox for 'Restart Meeting Items Numbering Within New Meeting'. Below these fields, the 'Meeting ID Mask\*' is set to 'HS\*\*\*' and the 'Item ID Mask\*' is set to 'nnnnn-\*\*\*'. A red box highlights a tip and three steps for creating the masks. At the bottom of the modal, two syntax definitions are provided: 'Item ID Mask Syntax: n=Meeting ID, g=Group Item ID, y=Year, m=Month, d=Day, \*=Next Available Number' and 'Meeting ID Mask Syntax: y=Year, m=Month, d=Day, \*=Next Available Number'.

Required fields are indicated with a blue triangle\*

Track Information

Code\* HS

Name\* Health and Safety department

Frequency  ☐ Restart Meeting Items Numbering Within New Meeting

Meeting ID Mask\* HS\*\*\*

Item ID Mask\* nnnnn-\*\*\*

\*Tip: To follow industry best practice for Meeting Item numbering we recommend using the following steps when creating your Meeting and Item ID Mask

- 1) Create a Meeting ID Mask beginning with two (2) letters and three Next Available Number characters (\*\*\*). Example: HS\*\*\*
- 2) Create a Item ID Mask that includes the Meeting ID Mask (nnnnn-) followed by three Next Available Number characters (\*\*\*).
- 3) Resulting Item ID Mask nnnnn-\*\*\*

Item ID Mask Syntax: n=Meeting ID, g=Group Item ID, y=Year, m=Month, d=Day, \*=Next Available Number

Meeting ID Mask Syntax: y=Year, m=Month, d=Day, \*=Next Available Number

Below is the example for Meeting Minutes with Meeting ID Mask and Item ID Mask :





## Meeting Minutes – Enhancements to Agenda Items Notes History (19.70980/PM-975, PM-1073)

The **Show History** section of Agenda Items has been modified to use switches that can be turned ON/OFF for all agenda items Notes - (Show All Histories), or for individual agenda items Notes - (Show History):

In Edit Mode, these Agenda Item Notes History switches are shown as blue when turned ON or grey when turned FF.

Agenda Item Notes have been modified to be called “Starred” if they are Open or “Unstarred” if they are Closed.

**Starred** refers to a yellow star that is filled - , and **Unstarred** refers to a star that is unfilled - . The user can also choose to see only Open Notes by switching to “Starred Only”.

**Agenda**

**SAFETY**

\*00001 Safety precautions to be taken Status: Open

Responsibility: Don's Heating and Cooling Carol Foster Due Date:

Minute: what will show now - 2nd meeting notes; These notes were used to replace those brought forward from previous meeting

Action Items: Add Action Items Change Item: Create Change Link to Change

\*ITM00001 Discuss safety of workers on site Status: Open

Responsibility: Don's Heating and Cooling Ruth Harvey Due Date:

Minute: HVAC

Issues: Link to Issues

History for \*00001:

- ★ 2020.06.02 Sunny Spoon: what will show now - 2nd meeting notes; These notes were used to replace those brought forward from previous meeting
- ☆ 2020.05.26 Sunny Spoon: what will show now - 2nd meeting notes; These notes were used to replace those brought forward from previous meeting
- ★ 2020.05.19 Sunny Spoon: what will show now - 2nd meeting notes; These notes were used to replace those brought forward from previous meeting

Below is an example where the user chose to show the History of a single agenda item, and only the Starred Notes:

**Agenda**

**SAFETY**

\*00001 Safety precautions to be taken Status: Open

Responsibility: Don's Heating and Cooling Carol Foster Due Date:

Minute: what will show now - 2nd meeting notes; These notes were used to replace those brought forward from previous meeting

Action Items: Add Action Items Change Item: Create Change Link to Change

\*ITM00001 Discuss safety of workers on site Status: Open

Responsibility: Don's Heating and Cooling Ruth Harvey Due Date:

Minute: HVAC

Issues: Link to Issues

History for \*00001:

- ★ 2020.06.02 Sunny Spoon: what will show now - 2nd meeting notes; These notes were used to replace those brought forward from previous meeting
- ★ 2020.05.19 Sunny Spoon: first meeting - minutes here

## Displaying Closed Notes (Unstarred) in the Meeting Report

CMiC has added the checkbox “Include Unstarred Notes” to the Meeting Report Print popup box. When this checkbox is checked, Closed notes (Unstarred) will be included in the report.

Meeting Minutes Report - Mozilla Firefox

qa2v12.cmic.ca:8888/cmictfR12/PmMeeti

## MEETING MINUTES REPORT

**Report Type** Meeting Minutes

☒ Include Notes

☐ Include Unstarred Notes

☐ Include Last Historical Minute

☒ Include Closed Agenda Items

☐ Include Deferred Agenda Items

**Sort By** System Sequence

Print Close

## Subcontract Log – Remaining to be Paid including Retainage is added (20.25909)

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Subcontract Logs - Added a new column Remaining to be paid including Retainage Amount which is determined by the formula:

$$\begin{aligned} \text{Remaining to be Paid Including Retainage} &= \text{Total Contract Amount} - \text{Total Amount paid} + (\text{Total Retainage Amount} - \text{Total Release amount}) \\ &= [t\_contr\_amt - t\_paid\_amt + (t\_retain\_amt - t\_released\_amt)] \end{aligned}$$

+	<input checked="" type="checkbox"/>	SCMST_DATE	Date	left	▼
+	<input checked="" type="checkbox"/>	SCMST_REMAIN_INC_RETAINAGE_AMT	Remaining to pay Incl Retainage	right	▼
+	<input checked="" type="checkbox"/>	SCMST_POST_DATE	Post Date	left	▼

Subcontracts

Search

Drag a column header and drop it here to group by that column

	Vendor	Remaining topay Incl Retainage	Original Amount	Contact	Description	Status
<		1,300.00	1,300.00			In Process
<		1,144.00	1,144.00			In Process
<		5,607.00	3,300.00			In Process
<		0.00				Pending
<		0.00				Pending
<		12,700.00	9,070.00			In Process
<		22,200.00	20,000.00			In Process
<		8,190.00	10,000.00			In Process
<		15,200.00	15,000.00			In Process
<		13,436.00	15,000.00			In Process
<		79,777.00	74,814.00			

1 - 10 of 10 items

Below is the example for calculation of this column :

Created a Subcontract and Posted : Amt – 15,0000

Posted RFP = 2,000

Retainage = 200

Subcontract Entry

Subcontractors

Applicants

Self Service

Subcontractor Rating Setup

Prequalifications Control

Workflow Notification

Bid Management

Budget & Cost Management

Subcontract

RE-INSTALL

Subcontract Change Orders

Subcontractor SOV

Potential Change Items

Owner Change Orders

Owner Change Transmittal

Subcontract Detail

Change Orders

Participation

Attachments

Alternates

Special Pricing

Inclusions

Exclusions

Text Codes

Test

Review/Approval

Scope

Scope Of Work

Bid Package Description

Accounting Description

Created a Subcontract

Double-click on the field to edit value

Summary

Original Completion	Days Changes	Current Completion
Original Contract Value		15,000.00
Cost Changes		0.00
Current Contract Value		15,000.00
Total SOV Amount		15,000.00
Total Taxes		\$0.00
<b>Total Including Taxes</b>		<b>\$15,000.00</b>
Total Taxes Included in Voucher		\$0.00

Request for Payment

Subcontractors

Applicants

Self Service

Subcontractor Rating Setup

Prequalifications Control

Workflow Notification

Bid Management

Budget & Cost Management

Subcontract

RE-INSTALL

Subcontract Change Orders

Subcontractor SOV

Potential Change Items

Owner Change Orders

Owner Change Transmittal

Request For Payment

RFP Detail

Status POSTED

Vendor Vendor for DKC Company

Contract RE-INSTALL

Invoice No. RE-INSTALLRFP

Invoice Date 2020-11-04

Due Date 2020-12-04

Post Date 2020-11-03

Description Job created for cost status query

Accounting Description

SCHEDULE OF VALUES

Sort Order	Task Code	Task Name	Contracted Quantity	UOM	Rate	Amt	Previously Certified Quantity	Previously Certified Amount	Remaining Quantity to be Invoiced	Remaining Amount to be Invoiced	Completed Quantity	Current Quantity	Current Amount	Completed Amount	Retainage %	Previous Retainage Amount	Retainage Amount	Total Retainage Amount	Previous Release Amount	Release Amount	Work Completed	Imported Goods
1	ROOFING	roofing and materials	30	NA	500.000	15,000.00	0	0.00	30.00	15,000.00	4	4	2,000.00	2,000.00	10	0.00	200.00	200.00	0.00			

Amounts

Net Amount 1,800.00

Tax Amount 0.00

Invoice Amount 1,800.00

Retainage Amount 200.00

Release Amount 0.00

Gross Amount 2,000.00

Material Only ☐

Previously Certified Amounts

Net Amount 0.00

Tax Amount 0.00

Invoice Amount 0.00

Retainage Amount 0.00

Release Amount 0.00

Work Completed 0.00

Imported Goods ☐

Payment on ADF side – Prepared checks = 1,764 (Amount paid)

test2v12.cmic.ca:8888/cmictest12c/UIReport2/faces/report

1 of 1

Automatic Zoom

DKC Company

100 Main Street

Stambridge, ON

Canada

Vendor for DKC Company

Inv Date

No.	Invoice	Inv Date	Description	Invoice Amount	Deduction	Pay
1	RE-INSTALLRFP	Nov/04/2020	Job created for cost status query	2,000.00	236.00	1,764.00
			Subtotal			1,764.00
			TOTAL:			1,764.00

Amount paid

(ADF side prepared checks)

According to the formula:

[Remain to be Paid Including Retainage] = t\_contr\_amt - t\_paid\_amt + (t\_retain\_amt - t\_released\_amt)

$$= 15,000 - 1,764 + (200 - 0) = 13,436$$

Subcontracts

Search

[Add Subcontract](#) [Reset](#) [Export](#)

Drag a column header and drop it here to group by that column

	Vendor	Remaining topay Incl Retainage	Original Amount	Contact	Description	Status
<		1,300.00	1,300.00			In Process
<		1,144.00	1,144.00			In Process
<		5,607.00	3,300.00			In Process
<		0.00				Pending
<		0.00				Pending
<		12,700.00	9,070.00			In Process
<		22,200.00	20,000.00			In Process
<		8,190.00	10,000.00			In Process
<		15,200.00	15,000.00			In Process
<		13,436.00	15,000.00			In Process
<		79,777.00	74,814.00			

1 - 10 of 10 items

## Print Multiple Options in MIP: Added Page Numbering and Location of Page Number (20.31950)

The MIP Document Printing has been enhanced by adding Page Numbers and other details right before the Report Generation screen. If Cold Storage/ Cold Storage with Preview is selected, a number of fields: Page Numbering, Document Type, Document Name, Report ID, Report Title and Description are listed on the Print Setup Screen.

Communication Log

AT2 - ALRINA PROJECT 2

Program Search

Project: ALRINA PROJECT 2 (AT2)

Communication Management

Project Calendar

My Actions

System Calendar

Project Partner Directory

Project Contact Directory

Distribution Lists

Meeting Minutes

Transmittals

Transmittals Queue

Communications

RFIs

Issues

CMC BIM 360

Document Management

Submittals

Collaborator Submittals

Responsibility Log

Procurement Log

Submittal Packages

Documents

Document Packages

Subcontractor Prequalification

Communication Detail

Attachments

History

00000009

Subject: Details for printing

☒ Submitted 05-Nov-2020 10:18 AM

☐ Closed

Type: E-mail

Change #: Create Change

Link Change

Add To Change

Created Date

Due Date

Sender

From: Whitney Cummings

Comments

Receiver

To: Becky Joseph

CC

Bcc

Documents

Drop files here to upload

Attach Existing File

ADM Weekly Equip.pdf

Type: Attachment

Number: 00000007

Status: Not Selected

User: Whitney Cummings

Rev Date: Nov 05, 2020

Add Rev

Edit

Delete

Print Setup

Option: Preview

Filename: margsresult\_2020\_11\_05\_10\_40\_25

Page Numbering: Top Right

Proceed

Two new Text fields added: File Name and Page Numbering. The Page Numbering has a dropdown list as Top Right, Bottom Right to fit the page number and lastly, NONE option selected results in no numbering in the Page Document.

1 of 3

**Fields for Inserting into a Document Merge Template**

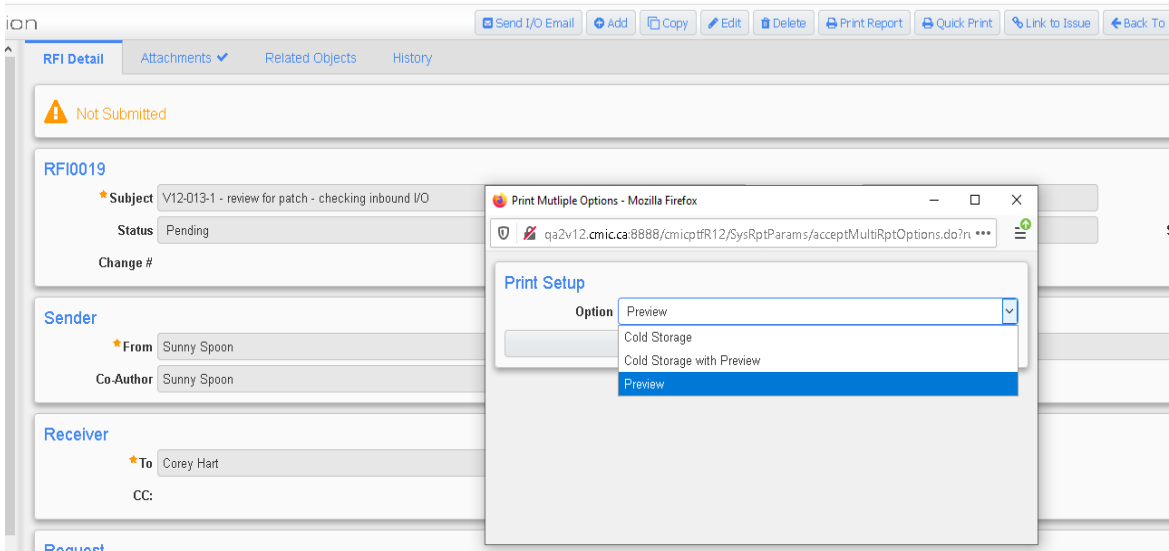
**Conversation Record - Standard**

**Communications**

Field Name	Data Type	Description
	VARCHAR2	(02) Project Add Line1
	VARCHAR2	(02) Project Add Line2
	VARCHAR2	(02) Project Add Line3
Bagel and Co	VARCHAR2	(07, 12) Company Name TO
	VARCHAR2	Civ Value Code1
	VARCHAR2	Civ Value Code2
	VARCHAR2	Civ Value Code3
	VARCHAR2	Civ Value Code4
	VARCHAR2	Civ Value Code5
	VARCHAR2	Civ Value Code6
	VARCHAR2	Cm Code
	CLOB	Long Comment field to be used for the Merge to a Word Document
2020-11-05 10:18:49.0	DATE	Communication CC List
00000009	NUMBER	Comm Id
17249712	NUMBER	Comm Oransq
O	VARCHAR2	Comm Status
EMAIL	VARCHAR2	Comm Type
BOSS	VARCHAR2	Comp Code
	VARCHAR2	Company Fax Number
	VARCHAR2	Company Phone Number
	VARCHAR2	(02) Project Country
	DATE	Create Date
	DATE	Create User
November 05, 2020	DATE	
	DATE	
WC	DATE	Entered By Contact Code
BOSS	DATE	Entered By Partn Code
C	DATE	Entered By Partn T Code
2020-11-05 10:18:13.0	DATE	Entered Date
	DATE	Followup By Contact Code
	DATE	Followup By Partn Code
	DATE	Followup By Pt Code
	DATE	Followup Date
	DATE	Followup Due Date
	DATE	Followup Notes
N	DATE	Followup Required Flag
WC	DATE	From Contact Code
BOSS	DATE	From Partn Code
C	DATE	From Partn Type Code
	DATE	Last Modify Date
	DATE	Last Modify User

Cold Storage Options added to Print Multiple Reports (19.82610)

Print Multiple Reports - Cold Storage options have been added to the Print Multiple Reports functionality:



The two options: Cold Storage and Cold Storage with Review can be used to print the reports to Cold Storage.

The Preview option is the previous option that was always there in the initial implementation of Print Multiple Reports, and allows the user to either view the merged report or select a location for saving it.

## Multiple Reports to Email (restored) (20.34676)

CMiC has added back the Emailing feature for Multiple Reports Printing.

Print Setup

Option: Preview

Filename: Email

Page Numbering: Cold Storage

Page Numbering: Cold Storage with Preview

Page Numbering: Preview

Print Setup

Option: Email

Filename: mergeresult\_2020\_12\_31\_\_10\_59\_42

Page Numbering: None

From: stephanie@cmic.ca

To: "Dave Creelman" <stephanie@cmic.ca>

Cc:

Bcc:

Subject: ADFPROJ1-ADF Project 1

Message:

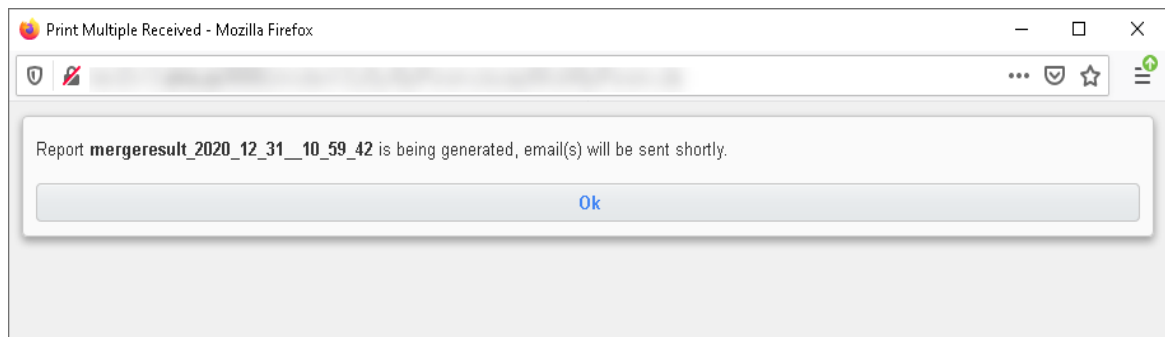
Attachments:

- ☐ broadmoor - broadmoor.bmp
- ☐ Communications - calendar - Communications - calendar.jpg
- ☐ faxtestcopy - faxtestcopy.pdf
- ☐ Jellyfish - Jellyfish.jpg
- ☐ Lighthouse - Lighthouse.jpg

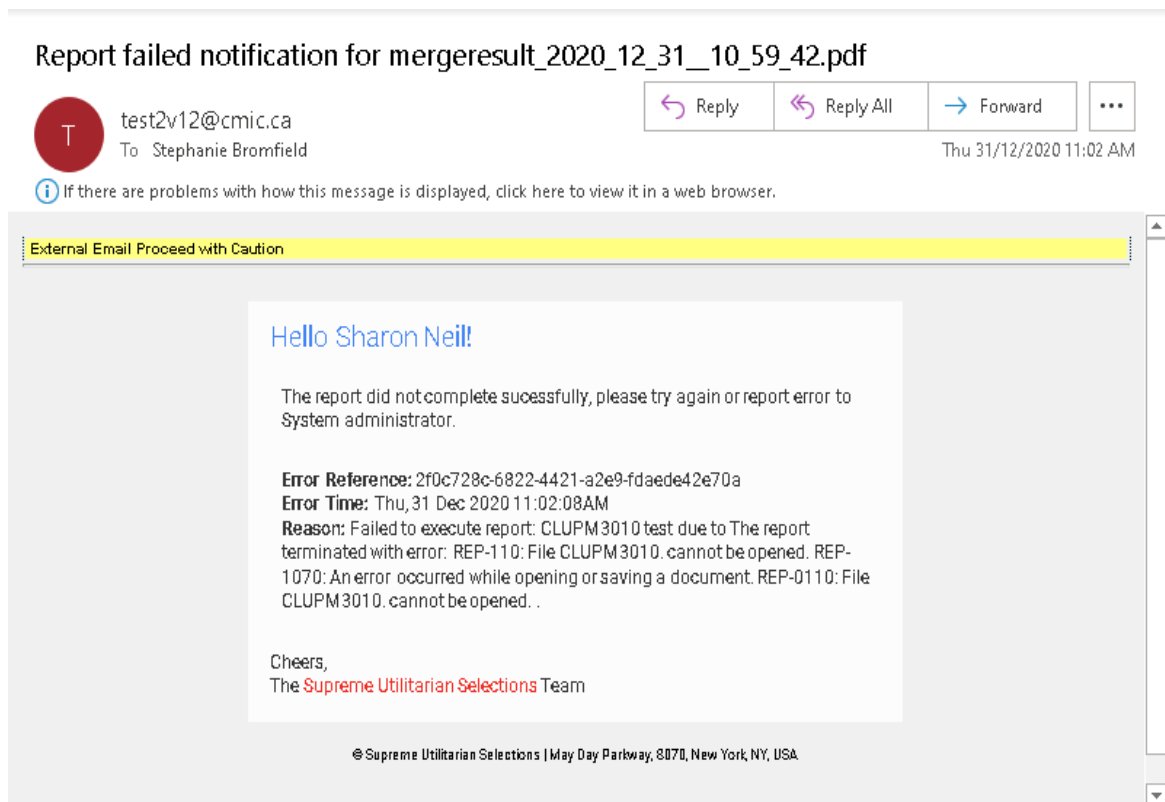
Proceed



After filling in the relevant fields and clicking [Proceed], the following screen is displayed:



Also, upon failure it will send a notification to the contact who submitted the report.



Additionally, Report Action Status records are being created for this (even though they do not include the reports and attachments which are being merged).

REPORTS ACTION STATUS									
<div> <div>EMAIL FAX</div> <div>Email</div> <div> <div>View</div> <div>Freeze</div> <div>Detach</div> <div>Search</div> <div>Delete</div> <div>Workflows</div> <div>Report Options</div> <div>ECM Documents</div> <div>User Extensions</div> </div> </div>									
Report	Name	Action	User	Status	Description	Request Date	Finish Date	Email From	Email To
MULTIREPORT		EMAIL	SHAMROCK	ERROR	Failed to execute report: CLUPM	31-12-2020	31-12-2020	stephanie@cmic.ca	"Dave Creelman" <st
MULTIREPORT		EMAIL	SHAMROCK	SENT	SENT	30-12-2020	30-12-2020	stephanie@cmic.ca	"Dave Creelman" <st
MULTIREPORT		EMAIL	SHAMROCK	SENT	SENT	30-12-2020	30-12-2020	stephanie@cmic.ca	"Dave Creelman" <st
MULTIREPORT		EMAIL	SHAMROCK	PROCESSING		22-12-2020		stephanie@cmic.ca	andrew.hung@cmic.c
NONE		EMAIL	SHAMROCK	PROCESSING		22-12-2020		stephanie@cmic.ca	andrew.hung@cmic.c

## Contract Forecast - Comments field added to Labor Forecasting Pop-up (20.18550)

### Overview

Added 'Comments' field to labor forecasting pop-up. Field is available for 'P' and 'U' method lines.

### Modifications

Comment field included in Contract Forecasting – 'P' and 'U' method productivity pop-up.

- Field security is hidden by default, field must be unrestricted by the user to make it visible
- Length up to '3968' characters, includes alpha-numeric and special characters
- 6 rows will be visible in the comment section and user can use scroll bar
- Comment saved are visible through next year and period unless updated

PRODUCTIVITY/UNITS						
Save Cancel						
Phase 01-100 - Temporary Structures						
Category 2000 - Subcontract						
	Output		Input			
		WM		\$	Units	WM
Budgeted	0.00	NA		100,000.00	0.00	LS
Complete	0.00	NA		0.00	0.00	LS
Projected	0.00	NA		100,000.00	5,000.00	LS
Remaining	0.00	NA		100,000.00	5,000.00	LS
	Budgeted	Current	Go Forward Override			
Input Rate	0.00	0.00				\$ / LS
Output Rate	0.00	0.00				\$ / NA
Productivity						NA / LS
Yield						LS / NA
Estimate To Complete	100,000.00	100,000.00		100,000.00		
Projected Cost	100,000.00	100,000.00		100,000.00		
Comments						

PMJSP > Budget & Cost Management > Contract Forecasting – 'P' & 'U' method productivity pop-up

### Implementation

The comments column is hidden by default to 'ALL' roles.

User must make it 'Unrestricted' in order to make the field available in Productivity pop-up.

CMIC FIELD

169M - 169M - Major Airport Expansion in Chicago

Project: 169M - Major Airport Expansion in Chicago

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Site Management

Reports

User-Defined Logs

File Maintenance

Security

Partners

Contacts

Convert Partners and Contacts

User Maintenance

Change User LDAP Server

Role Maintenance

User Access

Project Roles

License Pools

Mobile Licenses

Subcontractor Reviews

\*Note: Not all programs have fields available with field privileges

Programs Contract Forecast 1

COLUMN/FIELD SECURITY

Item Name

Retrieve Overrides Button

Calculate Burdens Button

Total Cost to Complete Amount

PCI Code

Status History Button

Assign Status Button

Best Worst Case Analysis Button

Cost Variance (New)

Output Complete Quantity

Output Complete Quantity in the Productivity Pop-up

Unbilled Revenue Amount

Uncommitted Cost

Committed Cost

Total Committed Amount

Comments on Productivity Pop-up

Security Level

Unrestricted

Unrestricted

Unrestricted (Read-Only)

Unrestricted

Unrestricted

Unrestricted

Unrestricted (Read-Only)

Unrestricted

Unrestricted (Read-Only)

Unrestricted (Read-Only)

Unrestricted (Read-Only)

Unrestricted (Read-Only)

Unrestricted

Unrestricted

Read-Only

Hidden

PMJSP > Security > Role Maintenance > Column/Field Security

In 'Contract Forecasting', click on 'P' or 'U' line productivity pop-up.

CONTRACT																
Contract	BEJOB	Year	2020	Current Status	In Process	Filter	<input checked="" type="radio"/> Cost/Revenue	Show	<input type="checkbox"/> Zero Cost Lines	<input type="checkbox"/> Zero Cost and Revenue Lines	Hide	<input type="checkbox"/> Zero Projected Cost Lines	Rows	<input type="radio"/> Recoverable	<input type="radio"/> Non-Recoverable	Go
Job		Period	11	Status			<input type="radio"/> Projected Cost		<input type="checkbox"/> Current Activity Only	<input type="checkbox"/> Overrides Only				<input checked="" type="radio"/> Both		
BILL CODES (FILTERED)																
Not Act	Freeze	Job	Contract Code	Bill Code	Phase	Category	Type	Method	ite	Cost to Complete	Projected Cost Forecast	Proj Cost Forec... (Incl. Pending C...	Cost Variance	Cost Variance (Incl Pending CO)	Cost Variance (New)	Original Budget
<input type="checkbox"/>	<input type="checkbox"/>	BEJOB	BEJOB	BEJOB 01-100 1000	01-100	1000	COST	A	5.92	86,000.00	100,000.00	100,000.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	BEJOB	BEJOB	BEJOB 01-100 2000	01-100	2000	COST	P	0.00	80,000.00	100,000.00	100,000.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	BEJOB	BEJOB	BEJOB 01-100 3000	01-100	3000	COST	U	100.00	0.00	11,000.00	11,000.00	39,000.00	39,000.00	39,000.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	BEJOB	BEJOB	BEJOB 01-100 4000	01-100	4000	COST	A	3.00	97,000.00	100,000.00	100,000.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	BEJOB	BEJOB	BEJOB 01-103 1000	01-103	1000	COST	A	0.01	199,980.00	200,000.00	200,000.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	BEJOB	BEJOB	BEJOB 01-103 4000	01-103	4000	COST	A	0.00	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	BEJOB	BEJOB	BEJOB 01-105 3000	01-105	3000	COST	A	100.00	0.00	10,000.00	10,000.00	-10,000.00	-10,000.00	-10,000.00	0.00
<input type="checkbox"/>	<input type="checkbox"/>	BEJOB	BEJOB	BEJOB 02 3000	02	3000	COST	A	100.00	0.00	5,000.00	5,000.00	-5,000.00	-5,000.00	-5,000.00	0.00
Phase Total:										0.00	0.00	0.00	0.00	0.00	0.00	0.00
Division Total:										0.00	0.00	0.00	0.00	0.00	0.00	0.00
Job Total:										0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total:										466,000.00	526,000.00	526,000.00	24,000.00	24,000.00	24,000.00	0.00

PMJSP > Budget & Cost Management > Contract Forecasting – 'P' & 'U' method productivity pop-up

Open the productivity pop-up and enter the comments. Six lines are visible, user can scroll through the comment section. Period is 2020-11.

**CONTRACT**

Contract: BEJOB Year: 2020 Current Status: In Process  
 Job: Period: 11 Filter: Cost/Revenue Show: ☐ Zero Cost Lines ☐ Zero Cost and Revenue Lines  
☐ Current Activity Only ☐ Overrides Only Hide: ☐ Zero Projected Cost Rows: ☐ Recoverable ☐ Non-Recoverable ☒ Both Go

**BILL CODES**

Productivity/Units - Mozilla Firefox

test2v12.cmic.ca:8888/cmctest12c/jcContractForecast1/showProductivityPopUp.do?forecastOraseq=31047259&periodIsUpdateable=Y&comp=DH

**PRODUCTIVITY/UNITS**

Phase 01-100 - Temporary Structures

Category 2000 - Subcontract

Output Input

	Budgeted	Complete	Projected	Remaining	WM	\$	Units	WM
Budgeted	0.00	0.00	0.00	0.00	NA	100,000.00	0.00	LS
Complete	0.00	0.00	0.00	0.00	NA	20,000.00	0.00	LS
Projected	0.00	0.00	0.00	0.00	NA	100,000.00	0.00	LS
Remaining	0.00	0.00	0.00	0.00	NA	80,000.00	0.00	LS

Go Forward Override

	Budgeted	Current	Go Forward Override	\$ / LS
Input Rate	0.00	0.00		\$ / LS
Output Rate	0.00	0.00		\$ / NA
Productivity				NA / LS
Yield				LS / NA

Estimate To Complete: 80,000.00 Projected Cost: 100,000.00

Comments

the phase during which the project finance is drawn down and the construction contractor and subcontractors engaged by the private partner begin construction, testing, and commissioning of the different components of the project according to an implementation schedule. The major responsibility related to the implementation tasks in this phase lies with the private partner. However, a management process by the government needs to be in place from the outset to ensure timely completion and satisfactory operation. PPP contracts are complex and detailed. Depending on the asset needing to be constructed, such as transportation sector infrastructure (roads, rails, ports), health sector infrastructure (hospitals), and commercial buildings (office accommodations, schools), contract management must be appropriate for the specified construction or implied construction method. It is therefore important that the government has some understanding of the technicalities involved when a private partner designs and constructs the specific asset. Even although the government does not have control over this particular phase, it is important that it

PMJSP > Budget & Cost Management > Contract Forecasting – 'P' & 'U' method productivity pop-up – period 2020-11

Comments are visible for 2021-5 period.

**CONTRACT**

Contract: BEJOB Year: 2021 Current Status: In Process  
 Job: Period: 5 Filter: Cost/Revenue Show: ☐ Zero Cost Lines ☐ Zero Cost and Revenue Lines  
☐ Current Activity Only ☐ Overrides Only Hide: ☐ Zero Projected Cost Rows: ☐ Recoverable ☐ Non-Recoverable ☒ Both Go

**BILL CODES (FILTERED)**

Productivity/Units - Mozilla Firefox

test2v12.cmic.ca:8888/cmctest12c/jcContractForecast1/showProductivityPopUp.do?forecastOraseq=31047685&periodIsUpdateable=Y&comp=DH

**PRODUCTIVITY/UNITS**

Phase 01-100 - Temporary Structures

Category 2000 - Subcontract

Output Input

	Budgeted	Complete	Projected	Remaining	WM	\$	Units	WM
Budgeted	0.00	0.00	0.00	0.00	NA	100,000.00	0.00	LS
Complete	0.00	0.00	0.00	0.00	NA	20,000.00	0.00	LS
Projected	0.00	0.00	0.00	0.00	NA	100,000.00	0.00	LS
Remaining	0.00	0.00	0.00	0.00	NA	80,000.00	0.00	LS

Go Forward Override

	Budgeted	Current	Go Forward Override	\$ / LS
Input Rate	0.00	0.00		\$ / LS
Output Rate	0.00	0.00		\$ / NA
Productivity				NA / LS
Yield				LS / NA

Estimate To Complete: 80,000.00 Projected Cost: 100,000.00

Comments

the phase during which the project finance is drawn down and the construction contractor and subcontractors engaged by the private partner begin construction, testing, and commissioning of the different components of the project according to an implementation schedule. The major responsibility related to the implementation tasks in this phase lies with the private partner. However, a management process by the government needs to be in place from the outset to ensure timely completion and satisfactory operation. PPP contracts are complex and detailed. Depending on the asset needing to be constructed, such as transportation sector infrastructure (roads, rails, ports), health sector infrastructure (hospitals), and commercial buildings (office accommodations, schools), contract management must be appropriate for the specified construction or implied construction method. It is therefore important that the government has some understanding of the technicalities involved when a private partner designs and constructs the specific asset. Even although the government does not have control over this particular phase, it is important that it

PMJSP > Budget & Cost Management > Contract Forecasting – 'P' & 'U' method productivity pop-up – period 2021-5

**NOTE:** This is also programmed for a client specific custom Productivity/Units pop-up

## Project Role Privilege to Delete Revision (20.29898)

Other	
<input type="checkbox"/> Non-Project CCs	<input type="checkbox"/> Validate Punch List Areas
<input type="checkbox"/> Update Submittals from Bid Item screen	<input type="checkbox"/> Allow For Adding Notes And Attachments To Closed Issues
<input type="checkbox"/> Allow For Adding Notes And Attachments To Closed RFIs	<input type="checkbox"/> No RFI Answer Entry
<input type="checkbox"/> Store Forecast	<input type="checkbox"/> Submit Daily Journal
<input type="checkbox"/> Allow for Manual Creation of A New Payment Response	<input type="checkbox"/> Disable Printing on Subcontract
<input type="checkbox"/> Disable Printing on Subcontract Change Order	<input type="checkbox"/> Delete multiple SOVs in SC and SCCO
<input type="checkbox"/> Delete/Remove multiple Submittals in Submittal Package	<input type="checkbox"/> Allow To Open Current Forecast
<input checked="" type="checkbox"/> Delete PCI Detail line when restricted	<input type="checkbox"/> Notify on Forecast Status Change
<input type="checkbox"/> Link Collaboration Users to Full Submittal Program	<input type="checkbox"/> Allow to answer an RFI
<input type="checkbox"/> Allow Collaborators to edit Submittal History	<input type="checkbox"/> Disable Printing on Posted Subcontract
<input type="checkbox"/> Disable Printing on Posted Subcontract Change Order	<input type="checkbox"/> Hide Reviewer Section
<input type="checkbox"/> Allow P-Type collaborators to view all notes	<input type="checkbox"/> Allow P-type collaborators to make a note public.
<input type="checkbox"/> Allow P-type users to select a reviewer template	<input type="checkbox"/> Allow P-type users to save a project level reviewer template
<input type="checkbox"/> Allow P-type users to add reviewers	<input type="checkbox"/> Allow to Delete Document Revision
	When checked the user can delete document revision.

CMiC has added a Project Role privilege to allow users to delete a document revision: “Allow to Delete Document Revision”.

## Single MIP Report Printing with Merging of Attachments (18.65363)

Modifications have been made so that the Single MIP printing process now allows for merging of attachments with the MIP report (with Template). Previously the merge options were not available when a MIP template was selected:

Select Report - Mozilla Firefox

qa2v12.cmic.ca:8888/cmiproductR12/SysReportPopup/showReportPopup.d

**Print Multiple Reports**

Group By Report Type: ☐

Report Name: WORD:Subcontract Cover Letter - STANDARD

Template: mergefields (2).docx

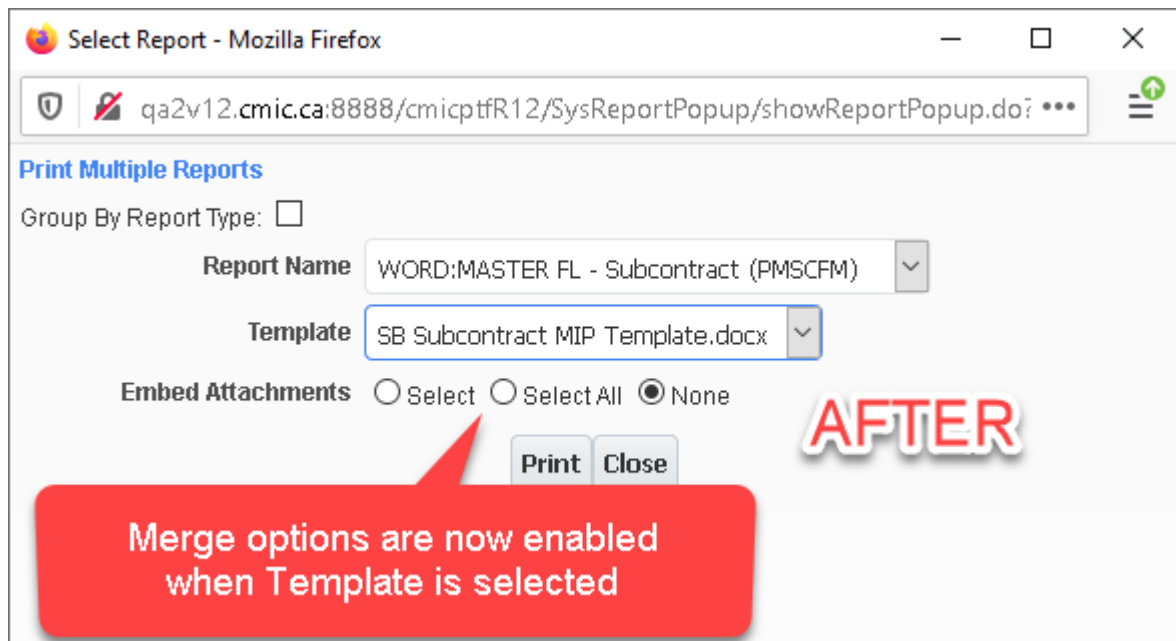
Embed Attachments: ☐ Select ☐ Select All ☐ None

Print Close

BEFORE

Merge options disabled when Template is selected

Now, they are:



## PM System Options – Submittal Separated into Its Own Tab (20.21665/PM-897)

In the PM System Options screen a separate tab has been created to hold all Project Management system level settings related to Submittals.

Also, changes have been made to hide the Send Reminder flag and Days Prior (to Start) field based on if the Preparation Start Date flag (Track Preparation Start) is unchecked in PM System Options. Additionally, If this flag is unchecked then no default values are set on these fields.

If the Track Preparation Start flag is checked, the submittal Preparation, Lead Time, Send Reminder, Days Prior to Preparation Start checkboxes/fields will be available in the Submittal, Project Maintenance and Company Control screens.

**Schedule**

Activity

Current Cycle 0 **Track Preparation Start flag unchecked**

Due Onsite   Variance

Ball-in-Court -

Fabricated

Delivered

Arrived Onsite

	Submitted by Contractor	Internal Review	Sent for Review	External Review	Returned from Review	Final Review	Forwarded to Contractor	Float	Fabrication	Lead Time	Delivery	Lead Time	Onsite
Planned Schedule		10		8		0		6		4		2	
Actual & Projected Progress													

**Schedule**

Activity

Current Cycle 0 **Track Preparation Start flag checked**

Due Onsite   Variance

Ball-in-Court -

Fabricated

Delivered

Arrived Onsite

☒ Send Reminder Email 0 Days Prior

	Preparation	Lead Time	Submitted by Contractor	Internal Review	Sent for Review	External Review	Returned from Review	Final Review	Forwarded to Contractor	Float	Fabrication	Lead Time	Delivery	Lead Time	Onsite
Planned Schedule		0		10		8		0		6		4		2	
Actual & Projected Progress															

## Subcontract Log – Remaining to be Paid (2) is Added (19.91381)

Added another column in the Subcontract Log for Remaining to be Paid (2) which is determined in the following formula:

**Posted Subcontract + Posted Subcontract Change Orders - Posted Request For Payments (gross)**

<input type="checkbox"/>	SCMST_REMAIN_TO_BE_PAID_AMT	Remaining To Be Paid
<input type="checkbox"/>	SCMST_REMAIN_TO_BE_PAID_2_AMT	Remaining To Be Paid (2)

The previously existing Remaining to be Paid Amount remains unchanged.

Original (and still existing) Remaining to be Paid is based on the following calculation:

**Posted SC + Posted SCCO's - Posted RFP (gross) - Pending SC RFP (gross)**

Subcontracts

Filtered View

Search

Add Subcontract

Reset

Export

Drag a column header and drop it here to group by that column

	Vendor	Contact	Date ↓	Post Date	Status	Original Amount	Posted SC Changes	Current Contract Amount	Pending SC Changes	Pending CM Changes	Total Pending Changes	Adjusted Contract Amount	Attachments	Remaining To Be Paid	Remaining To Be Paid (2)
review	Mitchell's DesignBuild	Daniel Boone	29-Sep-20	29-Sep-20	In Process	115,957.78	107,821.08	223,878.86	0.00	0.00	0.00	223,878.86		208,513.67	208,513.67
review with various PCI ion	Mitchell's DesignBuild		29-Sep-20		Pending	32,000.17	0.00	32,000.17		0.00	0.00	32,000.17		0.00	0.00
Flow for Subcontract	Mitchell's DesignBuild		25-Aug-20	25-Aug-20	In Process	56,000.00	0.00	56,000.00		0.00	0.00	56,000.00		56,000.00	56,000.00
	Mitchell's DesignBuild	Daniel Boone	24-Aug-20		Pending		0.00	0.00		0.00	0.00	0.00	6	0.00	0.00
FLOW testing	Mitchell's DesignBuild		24-Aug-20	25-Aug-20	In Process	43,000.00	0.00	43,000.00	196,701.37		196,701.37	239,701.37	6	43,000.00	43,000.00
ting for V12-012-2	Mitchell's DesignBuild		24-Aug-20		Pending	39,535.00	0.00	39,535.00		0.00	0.00	39,535.00		0.00	0.00
ting for V12-012-2	Mitchell's DesignBuild		24-Aug-20		Pending	115,000.00	0.00	115,000.00		0.00	0.00	115,000.00		0.00	0.00
tract Types testing	Mitchell's DesignBuild	Daniel Boone	24-Aug-20	24-Aug-20	In Process	13,000.00	0.00	13,000.00		0.00	0.00	13,000.00	7	13,000.00	13,000.00
y in RFP	Mitchell's DesignBuild	Daniel Boone	12-Aug-20	12-Aug-20	In Process	32,360.00	0.00	32,360.00	27,300.00	0.00	27,300.00	59,660.00		32,360.00	32,360.00
Post for V12-012-2, linked in SC	Mitchell's DesignBuild		05-Aug-20	05-Aug-20	In Process	48,766.34	11,000.00	59,766.34	70,464.82	196,593.18	267,048.00	326,814.34	1	56,466.19	56,466.19
ES TESTS with Taxes 12-2	Mitchell's DesignBuild	Daniel Boone	31-Jul-20	31-Jul-20	In Process	100,000.00	7,619.18	107,619.18	0.00	0.00	0.00	107,619.18	7	101,679.18	105,319.18
ES with attachments -	Mitchell's DesignBuild	Daniel Boone	30-Jul-20	30-Jul-20	In Process	19,864.92	0.00	19,864.92	0.00	0.00	0.00	19,864.92	7	19,864.92	19,864.92
ES testing - No	Mitchell's DesignBuild	Daniel Boone	30-Jul-20	30-Jul-20	In Process	100,000.00	0.00	100,000.00	0.00	0.00	0.00	100,000.00		97,700.00	100,000.00
2 - record # 1 after patch	Mitchell's DesignBuild	Daniel Boone	29-Jul-20	29-Jul-20	In Process	24,000.00	17,230.00	41,230.00	0.00	0.00	0.00	41,230.00		41,230.00	41,230.00
						3,233,641.11	492,293.47	3,725,934.58	863,563.85	588,235.18	1,451,799.03	5,177,733.61		2,824,230.52	2,842,831.19

1 - 50 of 69 items

## Meeting Minutes - Facilitate Best Practices with Meeting Minute Item Numbering (19.70980/PM-966)

Add the following instructions in the space next to the Meeting Mask ID and Item ID Mask:

\*Tip: To follow industry best practice for Meeting Item numbering we recommend using the following steps when creating your Meeting and Item ID Mask

- 1) Create a Meeting ID Mask beginning with two (2) letters and three Next Available Number characters (\*\*\*). Example: HS\*\*\*
- 2) Create a Item ID Mask that includes the Meeting ID Mask (nnnnn-) followed by three Next Available Number characters (\*\*\*).
- 3) Resulting Item ID Mask nnnnn-\*\*\*

Also added special text at the bottom of track creation screen.

Meeting Detail

Notes

Attachments

Cancel

Save Draft

Save

Publish

Delete Track

Create New Meeting

Track

Edit Track

Create New Track

Meeting Date 211020

Status PENDING

Subject

Location

Invites

Required

Add Required Attendees

Documents

Please save the record to upload documents

Agenda

Please Enter Topic

Add New Item

Add New Topic

Add Track - Mozilla Firefox

90%

...

Required fields are indicated with a blue triangle\*

Track Information

Code\* HS

Name\* Health and Safety department

Frequency

Restart Meeting Items Numbering Within New Meeting

Meeting ID Mask\* HS\*\*\*

Item ID Mask\* nnnnn-\*\*\*

Minutes Footnote

Item ID Mask Syntax: n=Meeting ID, g=Group ID, y=Year, m=Month, d=Day, ~Next Available Number

Meeting ID Mask Syntax: y=Year, m=Month, d=Day, ~Next Available Number

\*Tip: To follow industry best practice for Meeting Item numbering we recommend using the following steps when creating your Meeting and Item ID Mask

1) Create a Meeting ID Mask beginning with two (2) letters and three Next Available Number characters (\*\*\*). Example: HS\*\*\*

2) Create a Item ID Mask that includes the Meeting ID Mask (nnnnn-) followed by three Next Available Number characters (\*\*\*).

3) Resulting Item ID Mask nnnnn-\*\*\*

Below is the example for Meeting Minutes with Meeting ID Mask and Item ID Mask :





## Meeting Minutes – Enhancements to Agenda Items Notes History (19.70980/PM-975, PM-1073)

The **Show History** section of Agenda Items has been modified to use switches that can be turned ON/OFF for all agenda items Notes - (Show All Histories), or for individual agenda items Notes - (Show History):

In Edit Mode, these Agenda Item Notes History switches are shown as blue when turned ON or grey when turned OFF.

Agenda Item Notes have been modified to be called “Starred” if they are Open or “Unstarred” if they are Closed.

**Starred** refers to a yellow star that is filled - , and **Unstarred** refers to a star that is unfilled - . The user can also choose to see only Open Notes by switching to “Starred Only”.

Clicking on the Star can switch it between Open and Closed and vice-versa. There is a tooltip that is displayed when the cursor hovers over the star.

**Agenda**

**\*00001** Safety precautions to be taken Status: Open

**Responsibility:** Don's Heating and Cooling **Carol Foster** **Due Date:**

**Minute:** what will show now - 2nd meeting notes; These notes were used to replace those brought forward from previous meeting

**Action Items:** Add Action Items **Change Item:** Create Change Link to Change **Issues:** Link to Issues

**\*ITM00001** Discuss safety of workers on site Status: Open

**Responsibility:** Don's Heating and Cooling **Ruth Harvey** **Due Date:**

**Minute:** HVAC

**Show History:** 2020.06.02 Sunny Spoon, 2020.05.26 Sunny Spoon, 2020.05.19 Sunny Spoon

Below is an example where the user chose to show the History of a single agenda item, and only the Starred Notes:

**Agenda**

**\*00001** Safety precautions to be taken Status: Open

**Responsibility:** Don's Heating and Cooling **Carol Foster** **Due Date:**

**Minute:** what will show now - 2nd meeting notes; These notes were used to replace those brought forward from previous meeting

**Action Items:** Add Action Items **Change Item:** Create Change Link to Change **Issues:** Link to Issues

**\*ITM00001** Discuss safety of workers on site Status: Open

**Responsibility:** Don's Heating and Cooling **Ruth Harvey** **Due Date:**

**Minute:** HVAC

**Show History:** 2020.06.02 Sunny Spoon, 2020.05.19 Sunny Spoon

## Displaying Closed Notes (Unstarred) in the Meeting Report

CMiC has added the checkbox “Include Unstarred Notes” to the Meeting Report Print popup box.

When this checkbox is checked, Closed notes (Unstarred) will be included in the report.

Meeting Minutes Report - Mozilla Firefox

MEETING MINUTES REPORT

Report Type: Meeting Minutes

☒ Include Notes

☐ Include Unstarred Notes

☐ Include Last Historical Minute

☒ Include Closed Agenda Items

☐ Include Deferred Agenda Items

Sort By: System Sequence

Print Close

## Subcontract Log – Remaining to be Paid including Retainage is added (20.25909)

Subcontract Logs - Added a new column Remaining to be paid including Retainage Amount which is determined by the formula:

Remaining to be Paid Including Retainage = Total Contract Amount – Total Amount paid + (Total Retainage Amount – Total Release amount)

$$= [t\_contr\_amt - t\_paid\_amt + (t\_retain\_amt - t\_released\_amt)]$$

<input checked="" type="checkbox"/>	SCMST_DATE	Date	left	▼
<input checked="" type="checkbox"/>	SCMST_REMAIN_INC_RETAINAGE_AMT	Remaining to pay Incl Retainage	right	▼
<input checked="" type="checkbox"/>	SCMST_POST_DATE	Post Date	left	▼

Subcontracts

Search

Add Subcontract Reset Export

Drag a column header and drop it here to group by that column

	Vendor	Remaining to pay Incl Retainage	Original Amount	Contact	Description	Status
<		1,300.00	1,300.00			In Process
<		1,144.00	1,144.00			In Process
<		5,607.00	3,300.00			In Process
<		0.00				Pending
<		0.00				Pending
<		12,700.00	9,070.00			In Process
<		22,200.00	20,000.00			In Process
<		8,190.00	10,000.00			In Process
<		15,200.00	15,000.00			In Process
<		13,436.00	15,000.00			In Process
<		79,777.00	74,814.00			

1 - 10 of 10 items

Below is the example for calculation of this column:

Created a Subcontract and Posted : Amt – 15,0000

Posted RFP = 2,000

Retainage = 200

Subcontract Entry

User Extensions Add Edit Print Compliance Void Back To Log Add SOV Bluebeam Review

Subcontract Detail Change Orders Participation Attachments Alternates Special Pricing Inclusions Exclusions Text Codes Test Review/Approval

Subcontractors Applicants Self Service Subcontractor Rating Setup Prequalifications Control Workflow Notification

Bid Management Budget & Cost Management Subcontract RE-INSTALL Subcontract Change Orders Subcontractor SOV Potential Change Items Owner Change Orders Owner Change Transmittal

Scope

Scope Of Work

Bid Package Description

Accounting Description

Created a Subcontract

Double-click on the field to edit value

Summary

Original Completion	Days Changes	Current Completion
Original Contract Value		15,000.00
Cost Changes		0.00
Current Contract Value		15,000.00
Total SOV Amount		15,000.00
Total Taxes		\$0.00
<b>Total Including Taxes</b>		<b>\$15,000.00</b>
Total Taxes Included in Voucher		\$0.00

Request for Payment

Subcontractors

Applicants

Self Service

Subcontractor Rating Setup

Prequalifications Control

Workflow Notification

Bid Management

Budget & Cost Management

Subcontract

RE-INSTALL

Subcontract Change Orders

Subcontractor SOV

Potential Change Items

Owner Change Orders

Owner Change Transmittal

Request For Payment

RFP Detail

Status POSTED

Vendor Vendor for DKC Company

Contract RE-INSTALL

Invoice No. RE-INSTALLRFP

Invoice Date 2020-11-04

Due Date 2020-12-04

Post Date 2020-11-03

Description Job created for cost status query

Accounting Description

SCHEDULE OF VALUES

Sort Order	Task Code	Task Name	Contracted Quantity	UOM	Rate	Amt	Previously Certified Quantity	Previously Certified Amount	Remaining Quantity to be Invoiced	Remaining Amount to be Invoiced	Completed Quantity	Current Quantity	Current Amount	Completed Amount	Retainage %	Previous Retainage Amount	Retainage Amount	Total Retainage Amount	Previous Release Amount	Previous Amount
1	ROOFING	roofing and materials	30	NA	500.000	15,000.00	0	0.00	30.00	15,000.00	4	4	2,000.00	2,000.00	10	0.00	200.00	200.00	0.00	0.00

Amounts

Net Amount 1,800.00

Tax Amount 0.00

Invoice Amount 1,800.00

Retainage Amount 200.00

Release Amount 0.00

Gross Amount 2,000.00

Material Only ☐

Previously Certified Amounts

Net Amount 0.00

Tax Amount 0.00

Invoice Amount 0.00

Retainage Amount 0.00

Release Amount 0.00

Work Completed 0.00

Imported Goods ☐

Payment on ADF side – Prepared checks = 1,764 (Amount paid)

DKC Company

222 Main Street

Spring, MA 01901

Phone: 508-451-1111

Vendor for DKC Company

Inv Date 2020-11-04

No.	Invoice	Inv Date	Description	Invoice Amount	Deduction	Pay
1	RE-INSTALLRFP	Nov/04/2020	Job created for cost status query	2,000.00	236.00	1,764.00
			Subtotal			1,764.00
			TOTAL:			1,764.00

Amount paid

(ADF side prepared checks)

According to the formula:

$$[\text{Remain to be Paid Including Retainage}] = t\_contr\_amt - t\_paid\_amt + (t\_retain\_amt - t\_released\_amt)$$

$$= 15,000 - 1,764 + (200 - 0) = 13,436$$

Search								Add Subcontract	Reset	Export
Drag a column header and drop it here to group by that column										
	Vendor	Remaining to pay Incl Retainage	Original Amount	Contact	Description	Status				
<		1,300.00	1,300.00			In Process				
<		1,144.00	1,144.00			In Process				
<		5,607.00	3,300.00			In Process				
<		0.00				Pending				
<		0.00				Pending				
<		12,700.00	9,070.00			In Process				
<		22,200.00	20,000.00			In Process				
<		8,190.00	10,000.00			In Process				
<		15,200.00	15,000.00			In Process				
<		13,436.00	15,000.00			In Process				
<		79,777.00	74,814.00							

## Print Multiple Options in MIP: Added Page Numbering and Location of Page number (20.31950)

The MIP Document Printing has been enhanced by adding Page Numbers and other details right before the Report Generation screen. If Cold Storage/ Cold Storage with Preview is selected, a number of fields: Page Numbering, Document Type, Document Name, Report ID, Report Title and Description are listed on the Print Setup Screen.

The screenshot shows the MIP interface with a communication log on the left and a print setup dialog on the right. The print setup dialog has the following fields:

- Option:** Preview
- Filename:** mergersult\_2020\_11\_05\_10\_40\_25
- Page Numbering:** Top Right

The print setup dialog also has a "Process" button at the bottom.

Two new Text fields added: File Name and Page Numbering. The Page Numbering has a dropdown list as Top Right, Bottom Right and lastly, NONE option selected results in no numbering in the Page Document.

1 of 3

**Fields for Inserting into a Document Merge Template**

**Conversation Record - Standard**

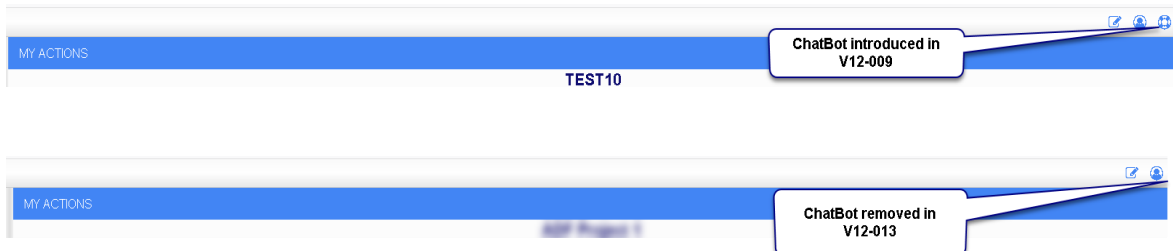
**Communications**

Field Name	Data Type	Description
	VARCHAR2	(02) Project Add Line1
	VARCHAR2	(02) Project Add Line2
	VARCHAR2	(02) Project Add Line3
Bagel and Co	VARCHAR2	(07, 12) Company Name TO
	VARCHAR2	Civ Value Code1
	VARCHAR2	Civ Value Code2
	VARCHAR2	Civ Value Code3
	VARCHAR2	Civ Value Code4
	VARCHAR2	Civ Value Code5
	VARCHAR2	Civ Value Code6
	VARCHAR2	Civ Code
	CLOB	Long Comment field to be used for the Merge to a Word Document
	VARCHAR2	Communication CC List
2020-11-05 10:18:49.0	DATE	(05, 10, 13) Conversation Date
00000009	VARCHAR2	Comm Id
17249712	NUMBER	Comm Ctrnsq
O	VARCHAR2	Comm Status
EMAIL	VARCHAR2	Comm Type
BOSS	VARCHAR2	Comp Code
	VARCHAR2	Company Fax Number
	VARCHAR2	Company Phone Number
	VARCHAR2	(02) Project Country
	DATE	Create Date
	VARCHAR2	Create User
November 05, 2020	DATE	
	VARCHAR2	
WC	VARCHAR2	Entered By Contact Code
BOSS	VARCHAR2	Entered By Partn Code
C	VARCHAR2	Entered By Partn T Code
2020-11-05 10:18:13.0	DATE	Entered Date
	VARCHAR2	Followup By Contact Code
	VARCHAR2	Followup By Partn Code
	VARCHAR2	Followup By Pt Code
	DATE	Followup Date
	DATE	Followup Due Date
	VARCHAR2	Followup Notes
N	VARCHAR2	Followup Required Flag
WC	VARCHAR2	From Contact Code
BOSS	VARCHAR2	From Partn Code
C	VARCHAR2	From Partn Type Code
	DATE	Last Modify Date
	VARCHAR2	Last Modify User

## JSP ChatBot Removed (20.35173)

CMiC has removed the old Freshdesk Chat Bot.

The ChatBot which was added to JSPs in V12-009 has been now been removed.



## Subcontract Entry – Vendor and Contract ID Switched (20.34936/PM-1065)

In Subcontract Entry, the Contract Number field has been placed *after* the Vendor field to resolve the issue faced by users where, when a mask is set with the Override setting, if the user entered a subcontract number, it was later overwritten by the subcontract number created from the mask after the vendor was selected, without the user realizing until the subcontract was saved.

With the Vendor field first, the subcontract number from the mask is created after the vendor is selected, but it can still be overridden by the user before proceeding to the remaining fields and saving the subcontract record.

BEFORE:

Subcontract Entry

Save Draft Save Cancel

Subcontract Detail Change Orders Participation Attachments Alternates Special Pricing Inclusions Exclusions Text Codes Free Form Review/Approval

ENTER SUBCONTRACT ID

Vendor

Description

Contract Type

Status Pending

Contact

Contact Email

Sender Email

Date 12/12/2020

AFTER:

Subcontract Entry

Save Draft Save Cancel

Subcontract Detail Change Orders Participation Attachments Alternates Special Pricing Inclusions Exclusions Text Codes Free Form Review/Approval

ENTER SUBCONTRACT ID

Vendor

Contract No.

Description

Contract Type

Status Pending

Contact

Contact Email

Sender Email

Date 12-12-2020

## Punch List Item - Added History Tab (20.34666/PM-1098, PM-1184)

A History tab has been added to the Punch List Item object. It will show an audit of the following actions for the Punch List Item record:

- Changing Punchlist item Status
- Changing Responsibility
- Adding additional reviewer
- Changing reviewer status
- Adding new document
- Adding new notes

Punch List

Save Draft Save Cancel

Punch List Item History

Date	Author	Recipient	Action	Description	Status
12-12-2020 12:16 PM	Sharon Neil		Added Document	26909619 - Jellyfish	
12-12-2020 12:16 PM	Sharon Neil		Added Document	26909620 - Lighthouse	
12-12-2020 12:16 PM	Sharon Neil		Added Document	26909617 - broadmoor	
12-12-2020 12:15 PM	Sharon Neil		Record updated	Reviewer Brenda Miller status changed from CONTESTED (Contested) to COMPLETED (Completed)	
12-12-2020 12:13 PM	Sharon Neil		Record updated	Reviewer changed from Dave Creelman to Boris Karloff	
12-12-2020 12:12 PM	Sharon Neil		Record inserted	New reviewer Daisy Powell added.	
12-12-2020 12:12 PM	Sharon Neil		Record updated	Status changed from REVIEW (Review) to CONT (Contested)	
12-12-2020 12:10 PM	Sharon Neil		Record updated	Status changed from CONT (Contested) to REVIEW (Review)	
12-12-2020 12:10 PM	Sharon Neil		Record updated	Status changed from REVIEW (Review) to CONT (Contested)	
12-12-2020 12:09 PM	Sharon Neil		Record updated	Status changed from OPEN (Open) to REVIEW (Review)	
12-12-2020 12:07 PM	Sharon Neil		Added Note No. 1	Please make sure to review the attachment before proceeding.	
12-12-2020 12:07 PM	Sharon Neil		Added Document	26909616 - Impiepic1	
12-12-2020 12:06 PM	Sharon Neil		Record inserted	New reviewer Dave Creelman added.	
12-12-2020 12:05 PM	Sharon Neil		Record inserted	New reviewer Brenda Miller added.	

It also monitors Current Responsible Contact and the guidelines for that are:

a) the TO field of a Record



b) the Reviewer in the Reviewers Table closest to Step 1 who is both Required and Does Not yet have a Status and Action Date populated

**Punch List Item** History

**SBPLTM014**

\*Description: Check for HISTORY TAB update

\*Status: Contested

List: History

Location Code: 1 description

Trade/Type: Industry Standard

Cost Impact: 10000000

Current Responsibility: Boris Karloff Due Date: 16-12-2020

Responsible Contractor: Daisy Powell Designer Ltd

Change Item

**Reviewer**

Step	Reviewer	Required	Due Date	Status	Action Date
1	Daisy Powell Designer Ltd	<input checked="" type="checkbox"/>	16-12-2020	Contested	16-12-2020
1	Brenda Miller Neimann Builders Incorporated (SB)	<input type="checkbox"/>	16-12-2020	Completed	14-12-2020
2	Boris Karloff Neimann Builders Incorporated (SB)	<input checked="" type="checkbox"/>	16-12-2020		

Add Reviewer Select Template Create Template

Punch List Item History				
Date	Author	Recipient	Action	Description
16-12-2020 11:10 AM	Sharon Neil		Record updated	Current Responsibility changed from <empty> to Boris Karloff

## Cost/Budget Status Queries (Category) – Category Name Added (20.32174)

CMiC has added new column pmojsq\_cat\_name ( for Category Name) to the Cost Status Query (Category) and Budget Status Query (Category) Logs.

Cost Status Query (Category):

**Log Builder**

Project Maintenance

Activities

User-Defined Log Types

User-Defined Logs

Log Builder

Cost Status Query (Category)

Field	Label	Direction
<input checked="" type="checkbox"/> PMOJSQ_CALCULATED_REV_AMT	Calculated Revenue	right
<input checked="" type="checkbox"/> PMOJSQ_BILLED_COMMITTED_AMT	Billed/Committed	right
<input checked="" type="checkbox"/> PMOJSQ_JOB_NAME	Job Name	left
<input checked="" type="checkbox"/> PMOJSQ_IDEAL_REV_AMT	Job To Date	right
<input checked="" type="checkbox"/> PMOJSQ_CAT_NAME	Category Name	left

Budget Status Query (Category):

Log Item	Checkbox	Label	Direction
PMOJSQ_PENDING_CO_REV_AMT	<input checked="" type="checkbox"/>	Pending CO	right
PMOJSQ_PREPENDING_CO_REV_AMT	<input checked="" type="checkbox"/>	Prepending CO	right
PMOJSQ_PROJ_REV_AMT	<input checked="" type="checkbox"/>	Projected Revenue Budget	right
PMOJSQ_ETC_PROJ_REV_AMT	<input checked="" type="checkbox"/>	Projected ETC Revenue E	right
PMOJSQ_BILL_AMT	<input checked="" type="checkbox"/>	Posted Billed To Date	right
PMOJSQ_CAT_NAME	<input checked="" type="checkbox"/>	Category Name	left

## Daily Journal - “New” Flag added in Email Notification (20.32010/PM-349)

An Email Notification checkbox/drop-down option for “New” records has been added for the Daily Journal object, under the “All” section.

Any project contact user with this option set will receive a notification for all new Daily Journals that are Submitted on projects that that User is assigned to.

*Checkbox option:*

Object Description	To	Co	All
Communication	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Daily Report	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Field Work Directives	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Issue	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Meeting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

*Drop-down option:*

Object Description	To	Co	All
Communication	New	None	None
Daily Report	Modified	None	New
Field Work Directives	Both	None	None
Issue	Both	None	None
Meeting	None	Both	None
Notice	Both	None	None

## Email Notification for Replies to Notes (20.31941/PM-1029)

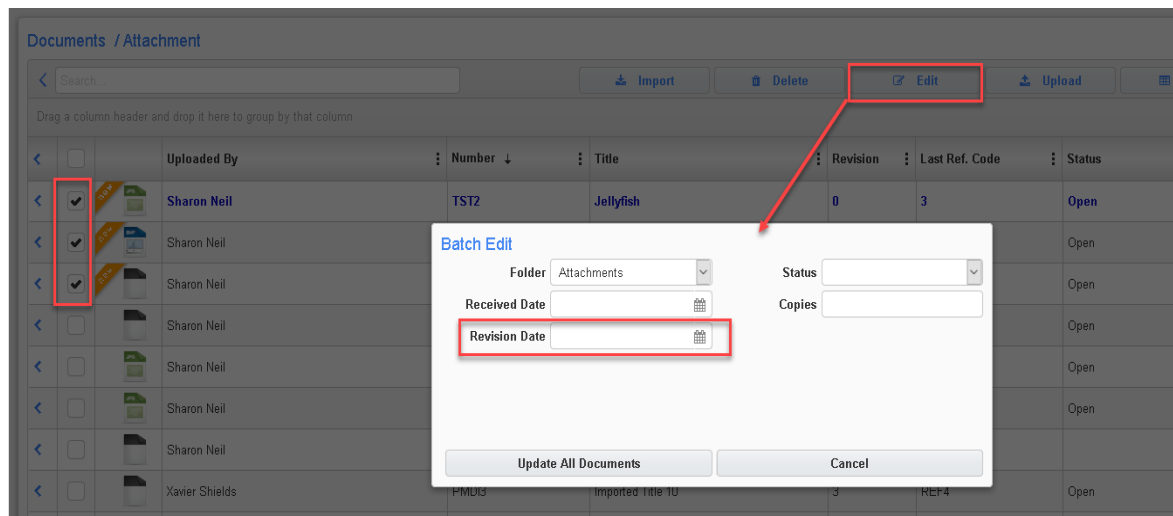
Modifications have been made to send an Email Notification (based on project contact Email Notifications settings) when a reply to a Note is made directly in the PM object (such as RFIs, Issues, Submittals etc.).

## Documents Bulk Edit - Prompt Value added for Revision Date (20.33050/PM-1017)

The following enhancements have been made to the Batch (Bulk) Edit popup screen for Documents:

- The former “Date” label has been changed to “Received Date”

b) Revision Date has been added:



## PCI Markup Rules - Sorting Ability Added to the Details Section (20.33269)

CMiC has added sorting ability to the details section of the PCI Markup Rules screen.

Sorting can now be performed on the Job, Phase and Category columns in both the “Calculate On” and “Allocate To” sections of the screen.

## Subcontracts Entry - Summary Block Rework (20.30964)

The Summary block of the Subcontract Entry screen has undergone some rework.

- Added space to separate Original Completion, Days Changes, Current Completion from the table.
- Not-null values for the above 3 fields are shown in grey font color
- Null or blank values are now shown as ‘N/A’ and “Not Defined”

### Summary

**BEFORE****Original Completion** 31-JUL-20**Days Changes****Current Completion** 31-JUL-20

Original Contract Value	100,000.00
Cost Changes	7,619.18
Current Contract Value	107,619.18
Total SOV Amount	107,619.18
Total Taxes	\$6,500.00
<b>Total Including Taxes</b>	<b>\$114,119.18</b>
Total Taxes Included in Voucher	\$0.00

### Summary

**AFTER****Original Completion** 23-11-2020**Days Changes** N/A**Current Completion** 23-11-2020

Original Contract Value	53,975.57
Cost Changes	52,935.68
Current Contract Value	106,911.25
Total SOV Amount	120,911.25
Total Taxes	\$7,859.23
<b>Total Including Taxes</b>	<b>\$128,770.48</b>
Total Taxes Included in Voucher	\$0.00

<b>Summary</b>		
Original Completion	Not Defined	Days Changes N/A
		Current Completion Not Defined
<b>AFTER</b>		
Original Contract Value		54,235.23
Cost Changes		0.00
Current Contract Value		54,235.23
Total SOV Amount		54,235.23
Total Taxes		\$3,525.29
<b>Total Including Taxes</b>		<b>\$57,760.52</b>
Total Taxes Included in Voucher		\$0.00

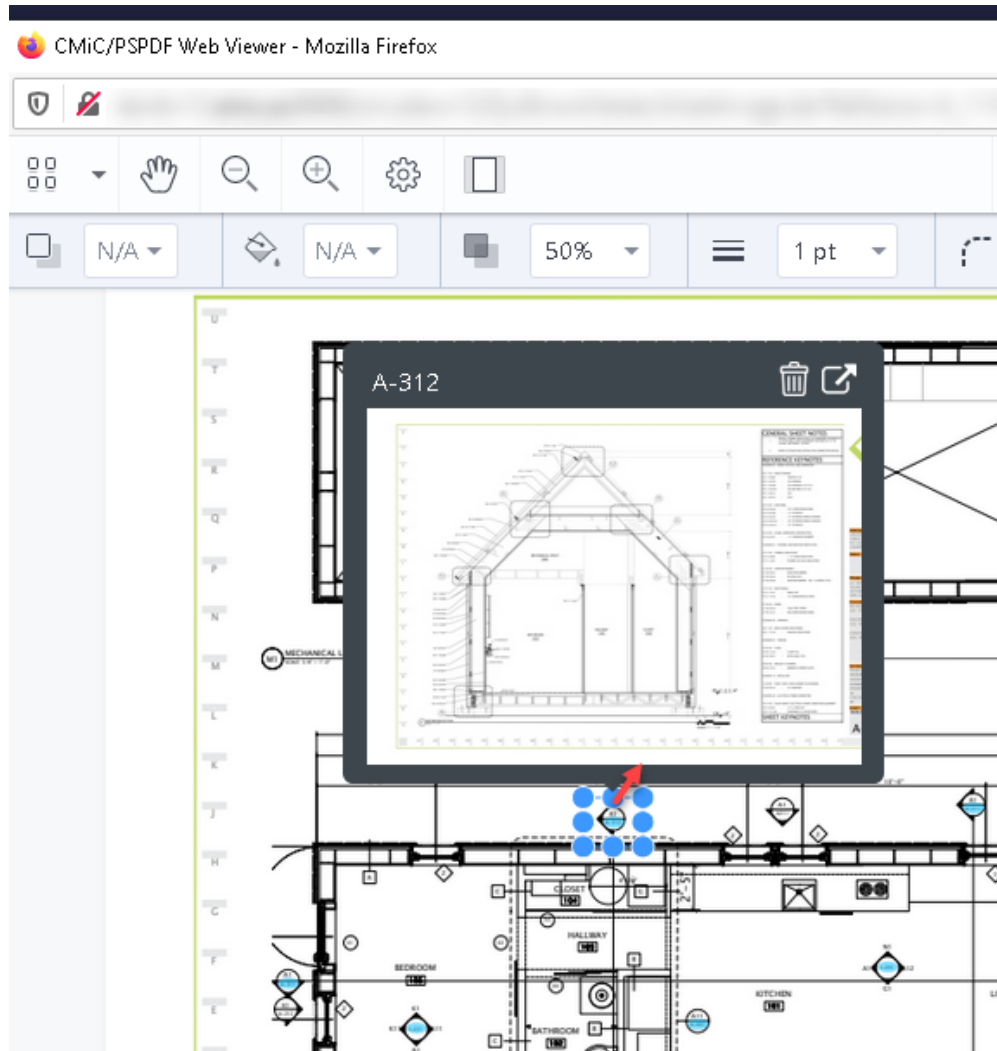
## PSPDF Viewer Enhancements and Fixes (18.50703 - 86 – 104)

### Enhancements

- 1) Saving Y coordinate of annotation using bottom value from XFDF in Pmannnotations table.
- 2) Hiding the Create Revision option on old revisions of documents.
- 3) Opening up the Linked Documents (From PSPDF) revision in new window, so already loaded Drawing does not go away.
- 4) Modified the PSPDF Viewer program to display all annotation type except which has type 'location'. Some other team are creating TEXT, LINK, etc. so these types should be displayed in viewer.
- 5) Added logic to Hide/Delete annotation
- 6) Display type of object on tooltip after linking with annotation.
- 7) Replacing \t with blank string from data which is used for building tree view.
- 8) Allow user to remove (i.e. delete) annotation if it is not saved into database.
- 9) Added privilege to allow user Edit/Delete the LINK type annotation on PSPDF Viewer for Drawing Management; Added new tooltip design for LINK type annotations for Drawing Management.

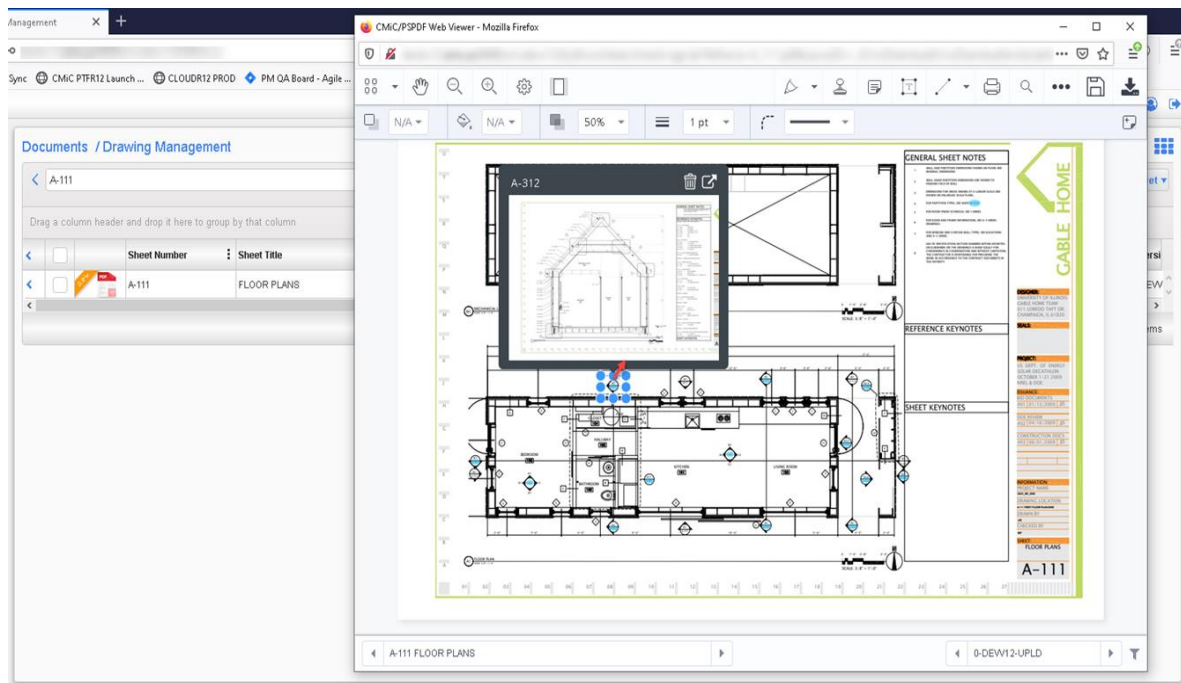
### DETAILS


There is a new annotation type “LINK” created by a server-side process which updates the Pmannnotations table and is being displayed on PSPDF Viewer. These are the elevation hyperlinks that are created during the Drawings Extraction job, representing the relationships (links) between drawings (documents).



- In this new implementation, we have created a new tooltip for LINK type annotations such that when the LINK annotation is clicked there are no options like 'LINK', 'PUBLISH' or 'DELETE' as with other annotation, instead it shows a thumbnail of the document which is linked with that annotation.
- There is an option to delete the linked document using the trash icon on it, and this trash icon is controlled by the Project Role privilege "**Administrate Detail/Elevation Hyperlinks**" under Drawing Management for a Project Role.

<b>Drawing Management</b>	
<input checked="" type="checkbox"/> Publish Annotation	<input checked="" type="checkbox"/> View All Annotations (Public and Private)
<input checked="" type="checkbox"/> Hide Annotation	<input checked="" type="checkbox"/> Edit Annotation
<input checked="" type="checkbox"/> <b>Administrate Detail/Elevation Hyperlinks</b>	



- c. There is an option to open the linked document in the same or a separate window. If the **thumbnail** is clicked the linked document will be opened in the same window and when the **arrow icon**  is clicked, the linked document will be opened in a new window.
- d. If the user has the "**Administrative Detail/Elevation Hyperlinks**" privilege then the user can move the LINK type annotation around but when this privilege is off then the LINK type annotation is locked and the user will not be able to edit/move this annotation. It means the annotation toolbar will be inactive for any change.
- e. Once the LINK type annotation becomes deselected by any action, the PSPDF Viewer toolbar will become active for normal operations.

## Defects resolved

- Fixed issue where, if annotation is hidden on a revision, it should not be displayed on next revisions.
- Fixed document disappear issue from Document Strip, incorporated check of document oraseq when checking if there is associated document is present for an object.
- Fixed error while creating annotation and setting color of text before clicking on page itself. (Removed console.logs)
- Fixed Publish annotation after linking with object.
- Fixed Publish button still being enabled after publishing annotation.
- Fixed annotation linking issue (Incorrect annotation oraseq being passed to backend routine).
- Fixed Filtering slowness issue for DRAWMGMT type documents with multiple pages. (Although PDF with multiple pages are not allowed for DRAWMGMT type)
- Fixed "Delete" key press issue - When an annotation is selected user cannot press Delete key and delete annotation from Drawing. We have a different mechanism to delete the annotation via [Delete] button displayed on tooltip.
- Fixed Backspace key issue when an annotation is selected.

## User Maintenance – Search Feature (21.36771)

CMiC has implemented the Search feature for the User Maintenance screen in JSP.

The search term entered can be in mixed, upper or lowercase, and can include the wildcard '%':

User ID	First Name	Last Name	Contact Code	Enterprise User	LDAP Name	Collab User	Action
DKEXT4	medlan	Stark	MS		Default	N	
DKEXT8	alex	faith	AF		Default	Y	
DKEXT7	Megan	FOX	MF		Default	N	
DKEXT8	Klara	Adi	KA		Default	Y	
DKEXT9	Sunny	Lesone	SL		Default	Y	
DKUSER1	Monica	Geller	MO	DKUSER1	Default	N	
DKUSER12	Devanshi	Kulkarni	DKUSER12	DKUSER12	Default	N	
DKUSER4	Moushil	Grace	AF		Default	N	

## Meeting Minutes - Edit Capability for Historical Notes (20.35121,PM-1180)

When reviewing the History section in Edit Mode of an Active or Closed Meeting, the Historical Notes can be edited by clicking the Pencil icon near the Date. Also, the dialogue box is made bigger dynamically.

Meeting Detail | Notes | Attachments

PCH000003 - MM - patch V12-011-1 - Wed Mar 04, 2020

Status: **CLOSED** Next Meeting: 2020-03-11 @ 12:00 AM

**Attendance**

**Required**

Gerry Lake Ruth Harvey

☒ Select All

**Optional**

Carol Foster Connie Bradshaw Good Kness Maisie Brown Phoenix Daves

River Vance Sophia Loren

☒ Select All

**Guests**

**Documents**

Drop files here to upload

**Agenda**

☒ Show All Histories ☐ Starred Only

☒ Show History ☐ Starred Only

00010 safety agenda 1 Status: Open

Responsibility: Grimshaw and Associates Macey Gray Due Date: 190121

★ 2020-02-26 Sunny Spoon



The screenshot shows the 'Meeting Detail' interface for a meeting titled 'PCH000003 - MM - patch V12-011-1 - Wed Mar 04, 2020'. The status is 'CLOSED' and the next meeting is scheduled for '2020-03-11 @ 12:00 AM'. The interface is divided into three main sections: Attendance, Documents, and Agenda.

**Attendance:** This section is divided into three columns: Required, Optional, and Guests. Under 'Required', there are buttons for 'Select All' and 'Add Required Attendees'. Under 'Optional', there are buttons for 'Select All' and 'Add Optional Attendees'. The 'Guests' column has an 'Add Guest' button.

**Documents:** This section features a large dashed box for uploading files with the text 'Drop files here to upload' and a button labeled 'Attach Existing File'.

**Agenda:** This section includes a search bar with 'SAFETY' and '00010 safety agenda 1'. It also has filters for 'Status' (Open) and 'Show History' (checked). A red arrow points to a date '2020-02-26' in the agenda list.

The security privilege "Edit Own Notes" determines if the Pencil icon is available or not.

The screenshot shows the 'Project Management' interface, specifically the 'Role Maintenance' section. A sidebar on the left lists various roles, with 'Role Maintenance' highlighted. The main area is titled 'ADD/REMOVE PRIVILEGES FROM THE EVERYTHING ROLE' and contains a table of privileges.

Privilege	Granted
Menu Maintenance - Set System Default	<input checked="" type="checkbox"/>
Messages - Update text messages for different users	<input checked="" type="checkbox"/>
Notes - Create Notes	<input checked="" type="checkbox"/>
Notes - Delete Own Notes	<input checked="" type="checkbox"/>
Notes - Edit Own Notes	<input checked="" type="checkbox"/>
Notice - Create	<input checked="" type="checkbox"/>
Owner Change Order - Create	<input checked="" type="checkbox"/>
PCIs - Create from and Link to other objects	<input checked="" type="checkbox"/>
Patch testing - Create	<input type="checkbox"/>
Patch testing - Delete	<input type="checkbox"/>
Print Notes - Edit	<input type="checkbox"/>

The 'Notes - Edit Own Notes' row is highlighted with a red rectangle.

## Meeting Minutes – Create Next Meeting Link (19.70980, PM-1243)

CMiC has applied changes to hide the [Create Next Meeting] button and create a link to Next Meeting (in the now Closed Meeting resulting from the action) after creating the Next Meeting.

This is to ensure that when the user is creating a follow-up meeting, only a single version of that follow-up meeting is created, not multiple branches of a meeting.

This also ensures that Item Numbering is consistent.

## Meeting Minutes - Added [Next Meeting Info] link to CLOSED Meetings (19.70980, PM-1183, PM 1243)

For Closed Meetings, CMiC has added a link to the Next Meeting via the Next Meeting information so that users are able to view the Next Meeting Information and Edit it (with privileges), such as reschedule it if necessary.

The screenshot shows the 'Meeting Detail' tab for a meeting titled 'HI002 - V12-013-2 - MM History Tracking and testing - Sat Jan 30, 2021'. The status is 'CLOSED'. A red box highlights the 'Next Meeting' link, which displays '2021-02-13 @ 01:00 PM'. Below the meeting title, there is an 'Attendance' section with three columns: 'Required', 'Optional', and 'Guests'. The 'Required' column lists five names: Boris Karloff, Brenda Miller, Catherine Baxter, Charlotte Yale, and Cynthia Brown. The 'Optional' column lists five names: Daisy Powell, Dave Creelman, George Allen, Joseph Carter, and Moses Mann. The 'Guests' column lists one name: Sigm Pickens. There are buttons for 'Add Required Attendees', 'Add Optional Attendees', and 'Add Guest'.

Clicking on the link will display the latest scheduled meeting:

The screenshot shows the 'Meeting Detail' tab for a meeting titled 'HI003 - V12-013-2 - MM History Tracking and testing - Sat Feb 13, 2021'. The status is 'ACTIVE'. The 'Next Meeting' link displays '2021-02-27 @ 01:00 PM' and has an 'Edit' button next to it. Below the meeting title, there is an 'Attendance' section with three columns: 'Required', 'Optional', and 'Guests'. The 'Required' column lists five names: Boris Karloff, Brenda Miller, Catherine Baxter, Charlotte Yale, and Cynthia Brown. The 'Optional' column lists five names: Daisy Powell, Dave Creelman, George Allen, Joseph Carter, and Moses Mann. The 'Guests' column lists three names: Michael Knight, Morris Cargill, and Trish Backwood. There are buttons for 'Add Required Attendees', 'Add Optional Attendees', and 'Add Guest'.

## Meeting Minutes Reports Enhancements (19.70980, PM-1109, PM-1181, PM-1222)

A new report option has been added to the Meeting Minutes Report printing box.

The new option is "Meeting Minutes Report" (report code = PMMEET1000) and has a different set of parameters that go with it. The word "Note(s)" has been changed to "Minute(s)" as well.

Meeting Minutes Report - Mozilla Firefox

qa2v12.cmic.ca:8888/cmictfR12/PmMeeti

### MEETING MINUTES REPORT

**Report Type** Meeting Minutes Report

☒ Include Minutes

☐ Include Unstarred Minutes

☐ Include Last Historical Minute

☒ Include Closed Agenda Items

☐ Include Deferred Agenda Items

**Sort By** System Sequence

**Print** **Close**

The “Include Last Historical Minute” flag is now independent of the “Include Minutes” checkbox, for the Meeting Minutes Report (PMMEET1000).

The flag “Include Last Historical Minute” which was previously available for the Meeting Minutes (PM1000) report has been removed.

## Sample report (PMMEET1000):



### Supreme Utilitarian Selections

#### ADFPROJ1 - ADF Project 1

#### REVIEW of Meeting Minutes changes: testing meeting minutes

Thursday, May 28, 2020 12:00 AM

Attendees		
Attendee Name	Company	Attendance
Boris Karloff	Neimann Builders Incorporated (SB)	Present
Catherine Baxter	Stellar Utilitarian Systems	Present
Charlotte Yale	Garmin Insurance Company (SB OATS BP1)	Absent
Kanute Cole	Marksman Security Ltd.	Present
Brenda Miller	Neimann Builders Incorporated (SB)	Absent
Laurence Olivier	Sentinel Logistics Company	Absent
Gideon Mason	Supreme Utilitarian Selections	Absent
Molly Parker	Supreme Utilitarian Selections	Absent

#### Agenda:

#### 00001: item1 entered by Sharon Neil

Status: Open

Attached schedule was reviewed in detail. Edits include: 16. well will be complete 6/28 17. Storm tank should be set 6/29 19. Xcel work scheduled for week of 7/9 39. Fermenters now scheduled to arrive 7/5 or 7/6. Still the week of 7/9. 42. Painting will start week of 7/2. 49. Elevator install start 7/5 62. Toilet wall and rough in extend to 6/29.

#### HISTORICAL MINUTES:

2020-05-14 entered by Sharon Neil

test

2020-01-27 entered by Sharon Neil

add meeting item -1

how do you get the 2nd

#### Review for Meeting Minutes

#### Next Meeting Information

Meeting Date	Thursday, June 4, 2020	Start Time:	05:11 PM
Subject	testing meeting minutes	End Time:	10:22 AM
Location			

## Meeting Minutes - Save State of the Show/Hide History and Starred Only (19.70980, PM-1106, PM-1219)

When the user is using the Historical section of the Meeting, CMiC will be maintaining the toggle states of the switches according to the user's changes during the navigation between view/edit modes.

☒ Show History
 ☒ Starred Only

★ 2021-01-18 Sunny Spoon

In active meeting minutes mode users are able to capture meeting minutes, create and assign tasks with an associated due date, add additional topics and items and view past minutes.

Users can set statuses on particular agenda items.

On all new agenda items entered, the status defaults to 'New'. As this item moves to the next meeting, the status will change to 'Open'.

The user can then edit the status to be On Hold, Closed or Deferred. Closed items are not carried forward to the next meeting agenda.

The [Start Meeting] button is used to Start a meeting (applicable to Pending or Published meetings)

Issues

sample user setting

☒ Show History
 ☐ Starred Only

☆ 2021-01-18 Sunny Spoon

- Additional details available for Agenda Items are, for example:  
 Responsibility, Due Date, Minutes  
 Buttons: Show History, Add Action Items, Create Change, Link to Change, Link to Issues

Agenda items can be reordered by dragging and dropping using the object shown by the arrow:

Once the user leaves the record and returns to the meeting, it will open again with the default view – that is, Show All Histories and Show History as depicted below:

☒ Show All Histories
 ☐ Starred Only

☒ Show History
 ☐ Starred Only

## Web Based Drawing Extraction and Upload Tool (20.28379, 20.34253, 20.24744, 20.33968, 20.30177)

### A: Quartz scheduler DrawingMgmt for Drawing Sets – 20.34253

- a) CMiC is no longer using the LowPriority scheduler for [Download Drawing Set] tasks, but now includes the latter under the new quartz scheduler "DrawingMgmt" for Drawing sets;
- b) The Drawing set upload, link and cleanup processes are all run using the DrawingMgmt quartz scheduler.

Job Scheduler

DRWUPL1 - Drawings Upload Project

Program Search

VIEW ALL SCHEDULERS

Project: Drawings Upload Project (DRWUPL1)

Communication Management

Document Management

Documents

Document Packages

Drawing Upload

Job Scheduler

Name	# of running instances	# of jobs scheduled	# of jobs executing	Local Scheduler		
				Started/Running	Standby	Shutdown
CMiCOrderScheduler		1	2	0 Y	N	N
LowPriority	2	0	0	0 Y	N	N
DrawingMgmt	1	0	0	0 N	Y	N

### B: The Web-based Drawing Set Upload

CMiC has introduced a new menu item “Drawing Upload” in the PM JSP tree-view which can now be used to upload drawing sets and extract them into their individual sheets with embedded links intact.

#### 1. Security Setup

Security setup for access to the new menu item is required and any custom tree-view will need to be modified if access is desired.

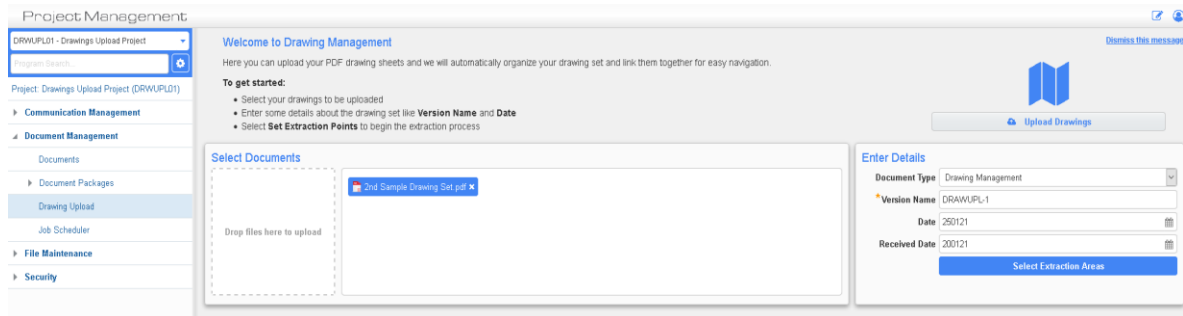
From the PM JSP tree-view, the path to take is: *Security > Role Maintenance > Assign Menu Items*

The screenshot shows a dialog titled 'ADD/REMOVE MENU ITEMS FROM THE EVERYTHING ROLE'. It contains a table with two columns: 'Menu Item' and 'Granted'. The 'Drawing Upload' menu item is highlighted with a red box and is currently not granted (checkbox is empty). Other menu items like 'Document Management', 'Submittals', 'Collaborator Submittals', 'Responsibility Log', 'Procurement Log', 'Submittal Packages', 'Documents', and 'Document Packages' are all granted (checkboxes are checked).

Menu Item	Granted
Document Management	<input checked="" type="checkbox"/>
Submittals	<input checked="" type="checkbox"/>
Collaborator Submittals	<input checked="" type="checkbox"/>
Responsibility Log	<input checked="" type="checkbox"/>
Procurement Log	<input checked="" type="checkbox"/>
Submittal Packages	<input checked="" type="checkbox"/>
Documents	<input type="checkbox"/>
Document Packages	<input checked="" type="checkbox"/>
Drawing Upload	<input type="checkbox"/>

#### 2. Drawing Upload Process

Click the Drawing Upload menu item on the PM JSP tree-view after security setup, to display the upload screen:



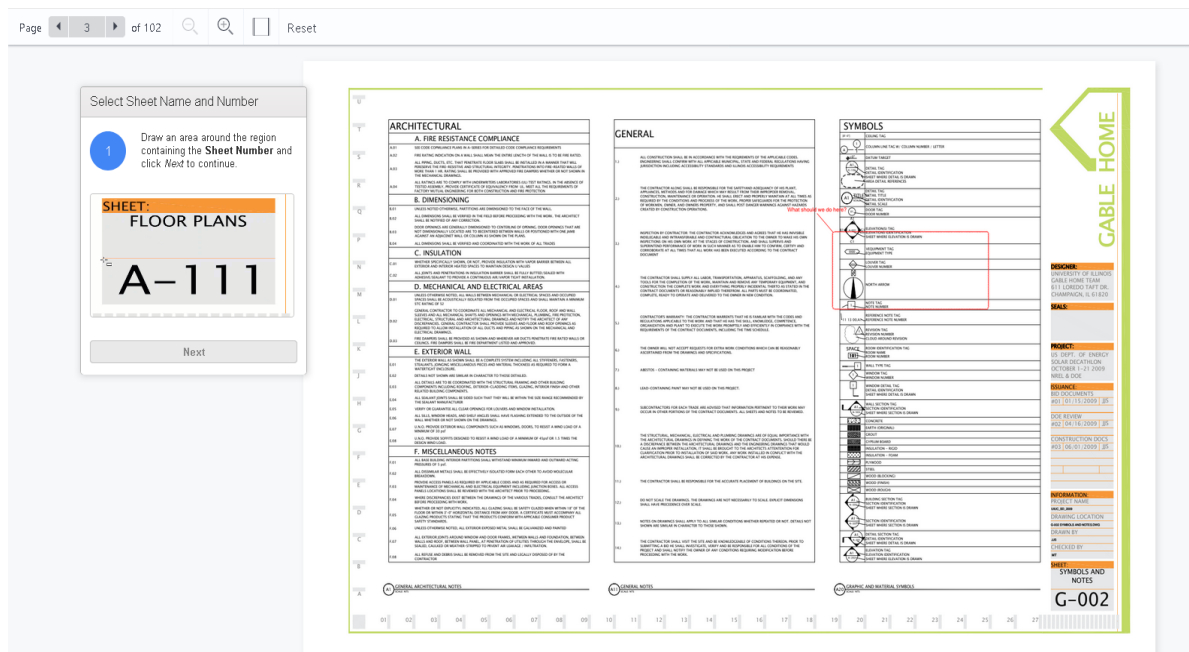
The screen displays an informational message that tells what can be done. The message can be dismissed to give more space to work with but will be re-displayed in new browser sessions.

The user uploads drawings (using either **[Upload Drawings]** button or drag + drop/clicking on the “Drop files here to upload”), enters Version Name, Revision Date, Received Date.

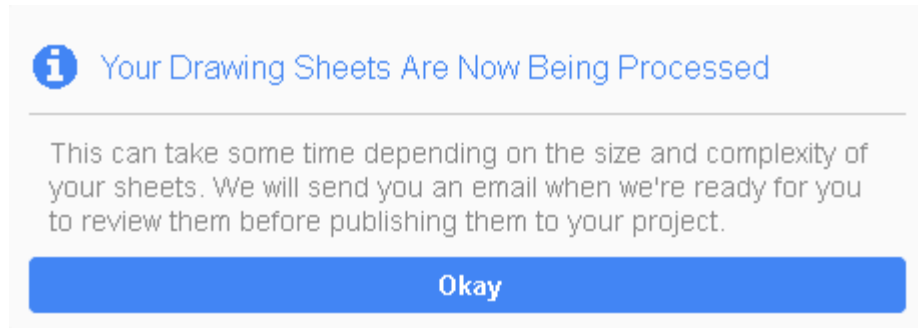
One or more drawing sets can be uploaded at the same time as long as the total upload size is within the upload size limit permissible for the user/server.

Next, the user clicks the **[Select Extraction Areas]** button.

The Drawings are scanned and the user must then select the Sheet Number and Sheet Name regions, and click **[Process]** – displayed after the Sheet Name region is selected.



A message is displayed that the user will be notified after the sheets are extracted:



Click **[Okay]** – the user is returned to the Drawing Upload screen where the previously entered data has been wiped out to make way for additional uploads.

At this point, the user can use the Job Scheduler menu item (assuming security access) to monitor the progress/status of the extraction job (scheduler = DrawingMgmt – Job History tab when the job is completed):

**Job Scheduler - Job History**

**VIEW HISTORY FOR DRAWINGMGT**

Description	Status	By User	History Date	Details
Drawing Upload 3403649a-b9f2-4cf4-9673-647c6f0be1f6 for project 18764669 with revision DRAWUPL-1	COMPLETED	SHAMROCK	25-Jan-21 10:12:32 AM	Show Details
Archiving DRAWINGMGT document set for ALL revisions	COMPLETED	SHAMROCK	22-Jan-21 02:41:50 PM	Show Details
Archiving DRAWINGMGT document set for ALL revisions with annotations	COMPLETED	SHAMROCK	22-Jan-21 02:41:41 PM	Show Details
Archiving DRAWINGMGT document set for LATEST revisions	COMPLETED	SHAMROCK	22-Jan-21 02:41:24 PM	Show Details
Archiving DRAWINGMGT document set for LATEST revisions with annotations	COMPLETED	SHAMROCK	22-Jan-21 02:41:15 PM	Show Details
Drawing links for project 4526223	COMPLETED	SHAMROCK	22-Jan-21 02:33:23 PM	Show Details
Drawing upload cleanup after publishing for project 4526223	COMPLETED	SHAMROCK	22-Jan-21 02:33:05 PM	Show Details
Drawing Upload 2591fecb-8a02-40bc-a30c-0800d85dcb10 for project 4526223 with revision	COMPLETED	SHAMROCK	22-Jan-21 02:29:58 PM	Show Details
Drawing Upload f2640959-ec22-4969-a9fc-7cf2caba8d0a for project 11441353 with revision	COMPLETED	WHITNEY	21-Jan-21 09:08:45 AM	Show Details

**HISTORY DETAILS**

revDate: 2021-01-25  
 sheetNumberRegion: 2154,1394,173,60  
 uploadDir: D:\cmi\Attachments\pfr12\  
 sheetNameRegion: 2150,1342,178,54  
 receivedDate: 2021-01-20

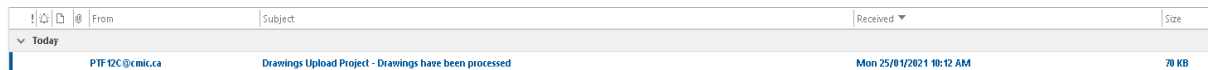
Completed processing extracted 102 drawing sheets  
 Email notification sent to (Sunny Spoon) stephanie@cmic.ca  
 Job completed successfully

When the job is completed successfully, an email notification is sent to the user's email address. If no email is received, the user should check the History tab of Job Scheduler job DrawingMgmt (as shown in the screenshot directly above).

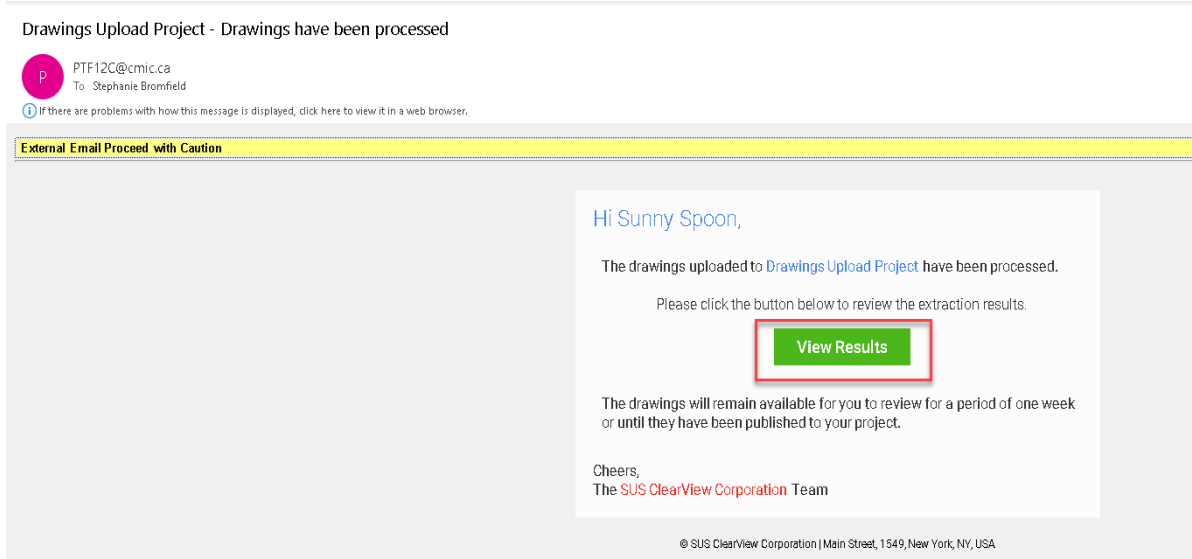
If the Status is FAILED, the **[Show Details]** popup window will give details of the failure.

Email received from successful job:





From the email received, the user clicks the [View Results] button to review the results of the extraction (logging into the CMiC system may be necessary if no CMiC system browser sessions are active on the user's screen).



The drawings are accessible from this email via the [View Results] button for one week or until they are published to the project.

### 3. Extraction Verification

The user accesses the extraction results grid:

Example 1

Verify Your Extracted Data

Here is what we were able to extract from your drawings.

- Verify that we've extracted the expected values
- Edit values on one or multiple rows
- Select a new extraction region on one or multiple rows

Dismiss this message

Extracted Data Verification

Search: [ ] [Delete] [Edit] [Select Regions] [Save] [Publish Drawings]

Drag a column header and drop it here to group by that column

	Number Region	Title Region	Sheet Number	Sheet Title	Trade	Revision	Revision Date	Revision Name	
<input type="checkbox"/>						0	01/05/2021	DRAWUPL-1	
<input type="checkbox"/>	A-101	SITE PLAN	A-101	SITE PLAN	Architectural	0	01/05/2021	DRAWUPL-1	
<input type="checkbox"/>	A-111	FLOOR PLANS	A-111	FLOOR PLANS	Architectural	0	01/05/2021	DRAWUPL-1	
<input type="checkbox"/>	A-113	ROOF CAP PLAN	A-113	ROOF CAP PLAN	Architectural	0	01/05/2021	DRAWUPL-1	
<input type="checkbox"/>	A-114	REFLECTED CEILING	A-114	REFLECTED CEILING	Architectural	0	01/05/2021	DRAWUPL-1	
<input type="checkbox"/>	A-115	PHOTOVOLTAIC ROOF PLAN	A-115	PHOTOVOLTAIC ROOF PLAN	Architectural	0	01/05/2021	DRAWUPL-1	
<input type="checkbox"/>	A-116	CONDITIONED SPACE AREA	A-116	CONDITIONED SPACE AREA	Architectural	0	01/05/2021	DRAWUPL-1	

1 - 30 of 102 items

## Example 2

**Verify Your Extracted Data**

Here is what we were able to extract from your drawings.

- Verify that we've extracted the expected values
- Edit values on one or multiple rows
- Select a new extraction region on one or multiple rows

**Extracted Data Verification**

Search:

Drag a column header and drop it here to group by that column

<input type="checkbox"/>	Number Region	Title Region	Sheet Number	Sheet Title	Trade	Revision	Revision Date	Revision Name	
<input type="checkbox"/>	A-111	FLOOR PLANS	A-111	FLOOR PLANS	Architectural	1	01/25/2021	JSPPROJ01-MIXTURE	
<input type="checkbox"/>	A-111	FLOOR PLANS	A-111	FLOOR PLANS	Architectural	1	01/25/2021	JSPPROJ01-MIXTURE	
<input type="checkbox"/>	M-101	HVAC EQUIPMENT	M-101	HVAC EQUIPMENT	Material	1	01/25/2021	JSPPROJ01-MIXTURE	

1 - 3 of 3 items

- on the Extracted Data Verification grid, the user can select a new Extraction Region for a selected sheet if needed other cleanup activities can be carried out:

**Edit** – select the checkbox to the left for mass Editing (**Batch Edit**) or make changes directly to individual records:

**Extracted Data Verification**

Search:

Drag a column header and drop it here to group by that column

<input type="checkbox"/>	Number Region	Title Region	Sheet Number	Sheet Title	Trade	Revision	Revision Date	Revision Name	
<input checked="" type="checkbox"/>	A-101	SITE PLAN	A-101				01/25/2021	DRAWUPL-1	
<input checked="" type="checkbox"/>	A-111	FLOOR PLANS	A-111				01/25/2021	DRAWUPL-1	
<input checked="" type="checkbox"/>	A-113	ROOF CAP PLAN	A-113				01/25/2021	DRAWUPL-1	
<input checked="" type="checkbox"/>	A-114	REFLECTED CEILING	A-114				01/25/2021	DRAWUPL-1	

**Batch Edit**

Sheet Number:  Revision:

Sheet Title:  Revision Date:

Trade:  Revision Name:

**Find & Replace**

Find String:  Replace With:

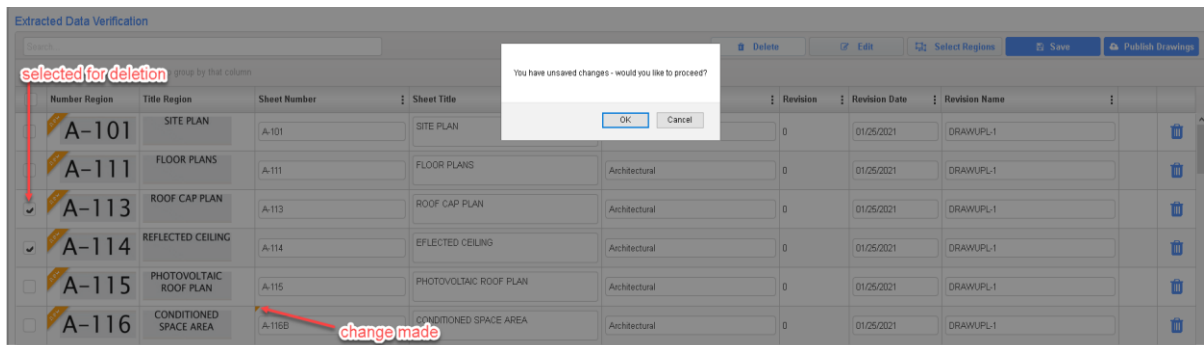
Unsaved individual Edits are evidenced by a small yellow triangle in the upper left corner of the field:

<input type="checkbox"/>	A-115	PHOTOVOLTAIC ROOF PLAN	A-115	PHOTOVOLTAIC ROOF PLAN - A	Architectural
<input type="checkbox"/>	A-116	CONDITIONED SPACE AREA	A-116	CONDITIONED SPACE AREA - B	Architectural
<input type="checkbox"/>	A-117	SOLAR FOOTPRINT AREA	A-117	SOLAR FOOTPRINT AREA - N	Architectural

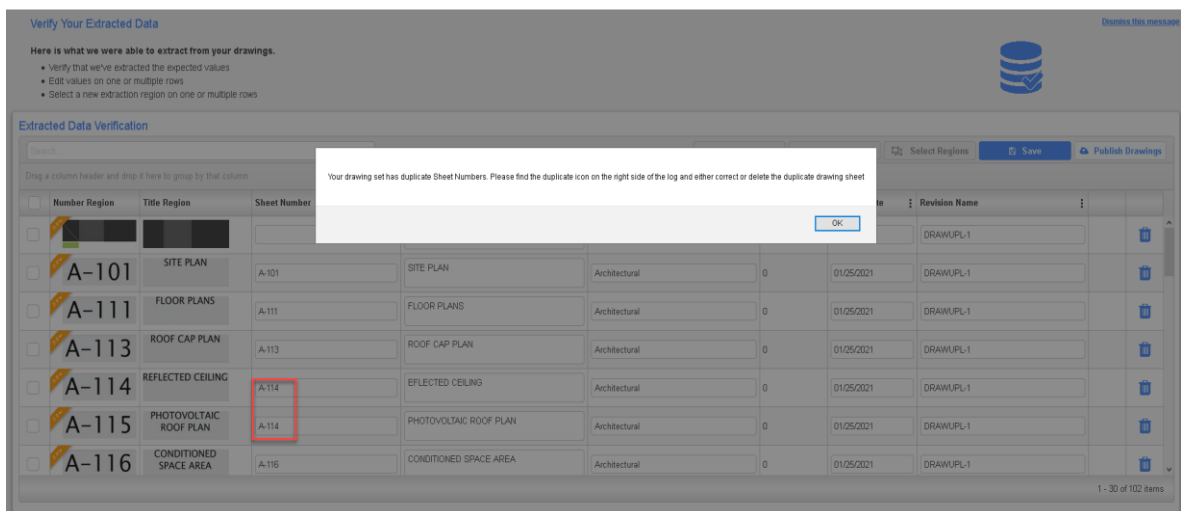
Batch Edit also offers “**Find and Replace**” for/by a given string.

**Delete** - (by first selecting the sheet (s) using the checkbox to the left (for mass deletion) or using the trash bin icon for individual deletions.

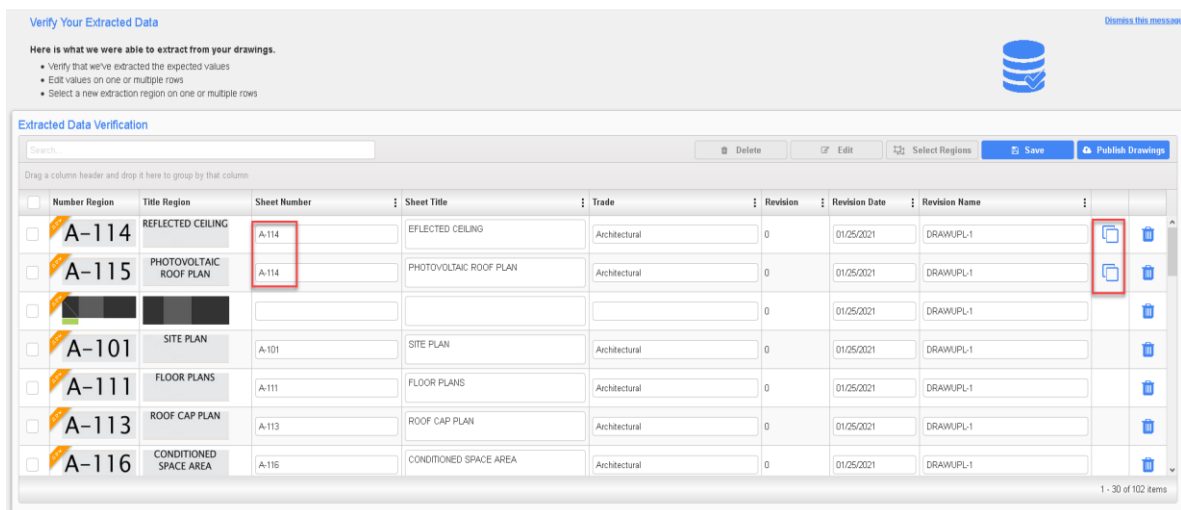
If the user attempts to delete records but also has some unsaved changes, an alert will be displayed:



- Duplicated Sheet Numbers are not allowed. If the user attempts to publish with duplicate Sheet Numbers, a message will be displayed:



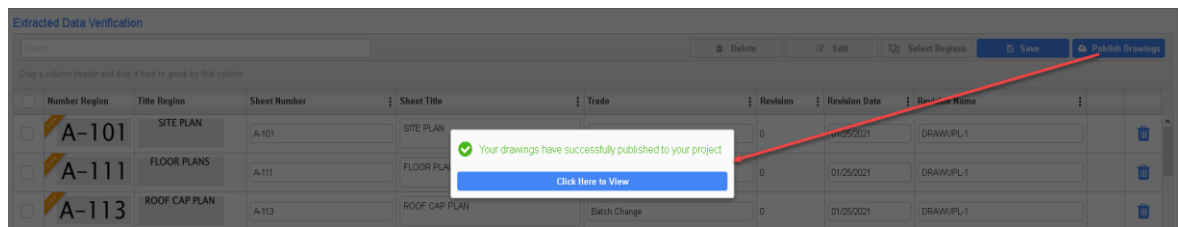
On refreshing the screen, the duplicates will be highlighted by the  icon:



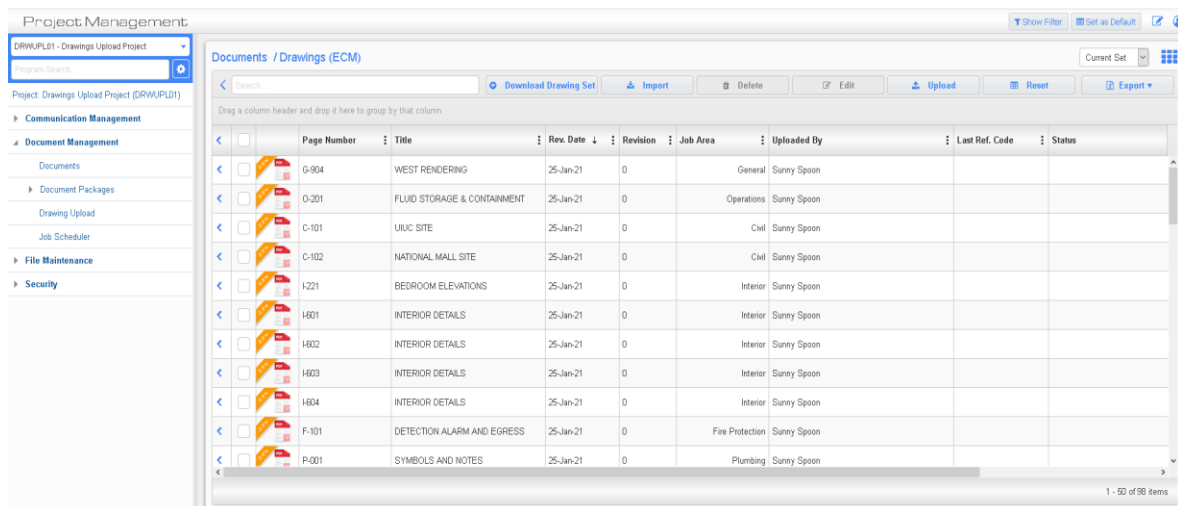
- The user can also sort, group by
- Changes are saved using the **[Save]** button.
- Use the **[Publish Drawings]** button when all changes are committed and ready to be Published to the Project.

#### 4. Publish Drawings

When the [Publish Drawings] button is clicked an initial message is displayed saying that the drawings are being published. Once completed, a second message is displayed:



- Published records are in the Drawing Management documents folder.
- Thumbnails of PDFs can be viewed.



#### 5. Email Notification of Sheets Processed and Links Generated for Drawing Set

Another email is also sent to the current user's email address, after publishing. If no email is received, check the History tab of Job Scheduler job DrawingMgmt:

## Drawings Upload Project - Drawings have been processed



PTF12C@cmic.ca  
To: Stephanie Bromfield

If there are problems with how this message is displayed, click here to view it in a web browser.

### External Email Proceed with Caution

Hi Sunny Spoon,

The drawing links have been generated for [Drawings Upload Project](#).

Please click the button below to review drawing set.

[View Drawing set](#)

36 sheets were processed and generated 227 links.

Cheers,  
The [SUS ClearView Corporation Team](#)

© SUS ClearView Corporation | Main Street, 1549, New York, NY, USA

Job Schedule

Job History

VIEW HISTORY FOR DRAWINGSGMT

Description	Status	By User	History Date	Details
Drawing links for project 18764669	COMPLETED	SHAMROCK	25-Jan-21 11:16:08 AM	Show Details
Drawing upload cleanup after publishing for project 18764669	COMPLETED	SHAMROCK	25-Jan-21 11:15:14 AM	Show Details
Drawing Upload 3403649a-b9d2-4c74-9673-647c6f3be1f6 for project 18764669 with revision DRAWUPL-1	COMPLETED	SHAMROCK	25-Jan-21 10:12:32 AM	Show Details
Archiving DRAWINGSGMT document set for ALL revisions	COMPLETED	SHAMROCK	22-Jan-21 02:41:50 PM	Show Details
Archiving DRAWINGSGMT document set for ALL revisions with annotations	COMPLETED	SHAMROCK	22-Jan-21 02:41:59 PM	Show Details
Archiving DRAWINGSGMT document set for LATEST revisions	COMPLETED	SHAMROCK	22-Jan-21 02:41:41 PM	Show Details
Archiving DRAWINGSGMT document set for LATEST revisions with annotations	COMPLETED	SHAMROCK	22-Jan-21 02:41:24 PM	Show Details
Drawing links for project 4526223	COMPLETED	SHAMROCK	22-Jan-21 02:41:15 PM	Show Details
Drawing upload cleanup after publishing for project 4526223	COMPLETED	SHAMROCK	22-Jan-21 02:33:23 PM	Show Details
Drawing Upload 2591fecb-8a02-40bc-a30c-0800d85dcb10 for project 4526223 with revision	COMPLETED	SHAMROCK	22-Jan-21 02:33:05 PM	Show Details
Drawing Upload f2640959-ec2-4969-a9fc-7cf2caba8d0a for project 11441353 with revision	COMPLETED	SHAMROCK	22-Jan-21 02:29:58 PM	Show Details
Drawing Upload 6a897e63-7cf8-47ef-bd07-c5882d091711 for project 6723852 with revision	COMPLETED	WHITNEY	21-Jan-21 09:08:45 AM	Show Details
Drawing Upload 6a897e63-7cf8-47ef-bd07-c5882d091711 for project 6723852 with revision	COMPLETED	SHAMROCK	21-Jan-21 07:34:41 AM	Show Details

History Details - Mozilla Firefox

[qa2v12cmic.ca888/cmcpR12/CmicJobScheduler/ShowHistoryDetails?oHistoryC...](#)

HISTORY DETAILS

contactInfo: SUS%&C%&GSP

binandUser: SHAMROCK

projOraseq: 18764669

Details

Publish links for 36 updated drawing sheets

There were a total of 227 links created and 0 links updated and 0 links hidden

Email notification sent to (Sunny Spoon) stephanie@cmic.ca

Job completed successfully

Close

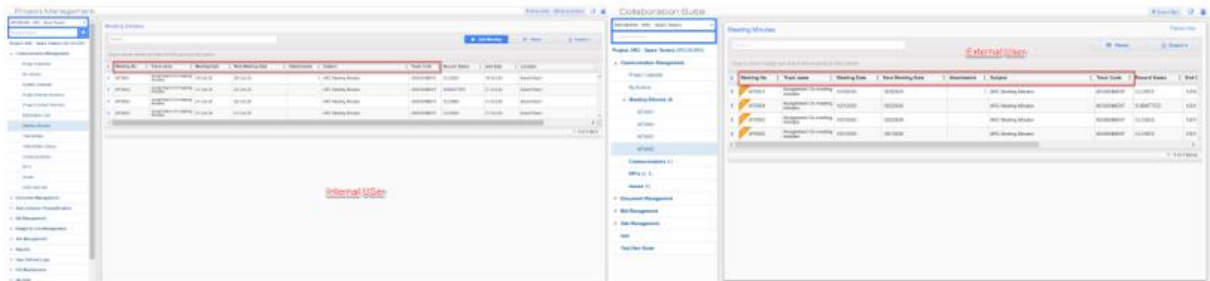
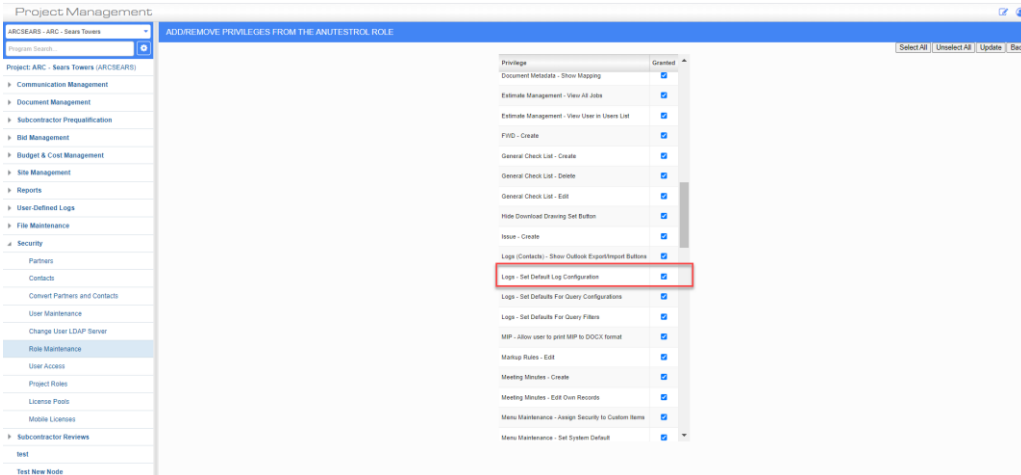
## Project Maintenance - Addition of 'Sync Data' Button (21.37090)

The [Sync Data] button has been added to the Data Exchange and Pay Request tabs of the Project Maintenance screen. This button will do the initial push of system level data and setup information needed to be able to run Data Exchange or Pay Request applications. The button will not be visible until projects are published. Once a Sync is effected with the [Sync Data] button it becomes disabled after the data push is complete.

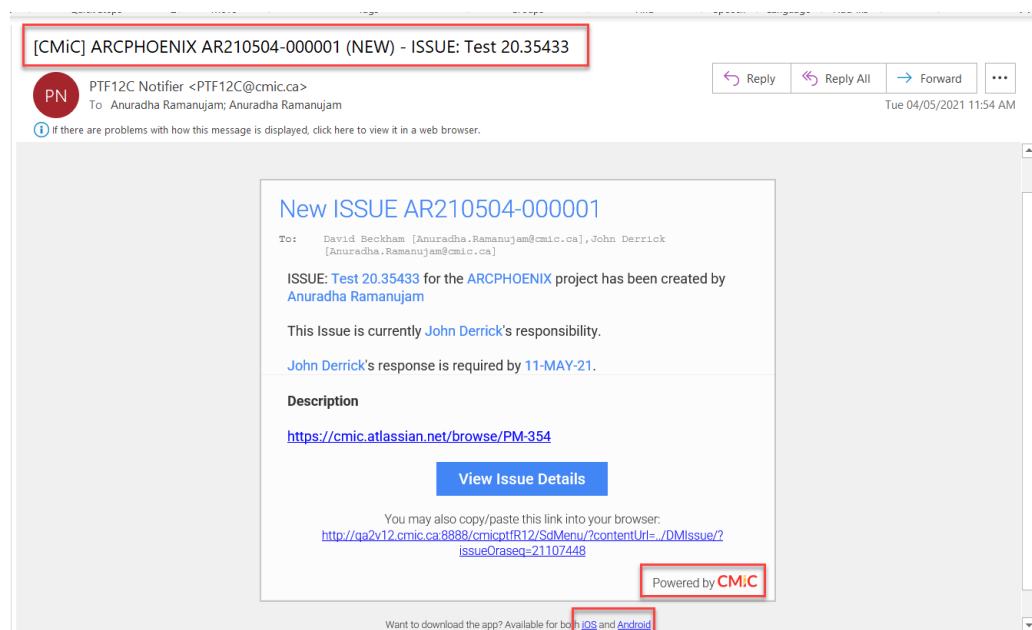
## Reviewers - Default Flag for Required Reviewer (21.37752)

Reviewers - On the 'Add New Reviewer' window, the 'Required' flag is checked by default. This change is made to resolve the issue with non-Required reviewers holding up the review process.





## New PM Notifications - Email Template Enhanced (20.35433)



- PM Notifications for all collaboration objects like RFI, Issues, Communications are now in the **Template form** (New and Modified notifications).
- IOS and Android Links added.

- "Powered by CMiC" mark – has been added.

## **Drawing Upload - Revision and Received Dates** (20.28379 - PM-1459)

Drawing Upload – newly added features

- Revision and Received Dates are now mandatory.
- Added Received Date to Batch update screen.
- When Date field is clicked, it will show a date format as a watermark (placeholder); populating PMDOCTRADESHEETNUM table with lookup data for all tenants.

The screenshot displays the 'Project Management' web application interface. On the left is a navigation sidebar with options like 'Communication Management', 'Document Management', 'Submittals', 'Collaborator Submittals', 'Responsibility Log', 'Procurement Log', 'Submittal Packages', 'Documents', 'Document Packages', 'Drawing Upload', and 'Subcontractor Prequalification'. The 'Drawing Upload' option is highlighted. The main content area is titled 'Welcome to Drawing Management' and includes instructions on how to upload PDF drawing sheets. It features a 'Select Documents' section with a 'Drop files here to upload' area and an 'Enter Details' section with fields for 'Document Type' (set to 'Drawing Management'), 'Version Name', 'Revision Date' (with a date picker showing 'DD-MMM-YY'), and 'Received Date' (with a date picker). A 'Select Extraction Areas' button is located at the bottom of the 'Enter Details' section. An 'Upload Drawings' button is also visible above the 'Enter Details' section.

## **Notifications for Action Items** (21.37638)

- Added a new flag "Send PM Notifications for Action Items" to the PM System Options.
- New Notification email in template form- the user receives an email notification in Template form with a URL link of the record.



**PROJECT SYSTEM OPTIONS**

General    Locking    Document Types    Field Options    Contract Forecast    Submittal

Start Page URL:

Auto Copy Quoted PCI Amt ☐

Bid Contacts By Company ☒

Hide Legal Entity Type In BP LOV ☒

Apply User Profile Changes To All Projects ☒

Use Daily Journal Date for Autonumbering ☒

Show Remaining Budget Amount In Phase LOV Of SC And SC CO ☐

Recycle PCI Number Upon Modify Type ☒

Multiple Report Printing ☒

Use Note/Attachment flags in Email Notification Setup ☒

Add From Email ID to CC Field ☒

**Send PM Notifications for Action Items ☒**

Use new Enhanced Cost Detail popup in JeContractForecast ☒

Exclude Closed Subcontracts from Single and Aggregate Project Limits Amount ☒

Auto Fill Description on Subcontract Change ☒

Allow for Changing To Same PCI Type ☒

Keep Same PCI Number Upon Modify Type ☒

SC Pre-qualification Limits on Controlling BP ☒

Project Contact Default PM Role:

DocuSign Environment:

Allow Multiple Bid Contacts per Partner ☒

Show Subcontract UDF on Subcontract Change Order ☒

OCO Original Amount Job Roll-In ☒

Allow Multiple Bid Responses ☒

[CMIC] TBT University - New Action Item: Journal

TA Test12c Alerts Email <test2v12@cmic.ca>  
To: Anuradha Ramanujam

Reply Reply All Forward ...

Wed 14/04/2021 2:10 PM

[If there are problems with how this message is displayed, click here to view it in a web browser.](#)

**External Email Proceed with Caution**

**New Action Item: Journal**

A new Action Item has been created for you for the **TBT University** project.

Your Action is required by **14-APR-21**.

**Description**

21.37638

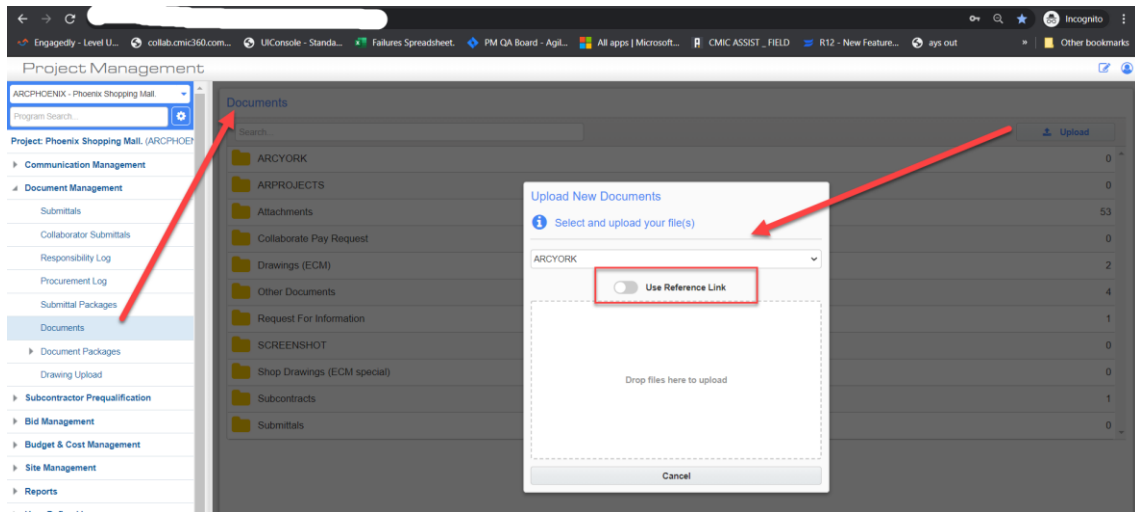
[View Action Item Details](#)

You may also copy/paste this link into your browser:  
<http://test2v12.cmic.ca:8888/cmictest12c/SdMenu?contentUrl=>

Powered by **CMiC**

## Documents - URL Referenced File 'Upload' (21.36933)

- File uploads to the Document now has reference URL that references an actual document outside of CMiC So we Can maintain the location of the file while still referencing it on other records and providing a place to access these files from within CMiC.
- URL checkbox is changed to a toggle and the corresponding Reference Link field is added to the Document upload tool to allow for sharing of a URL for shared documents.



**Upload New Documents**

**i** Enter required value(s)

ARCYORK

☒ Use Reference Link

\* Title RL

\* URL <https://en.wikipedia.org/wiki/Peafowl>

**Submit** **Cancel**

Revision	Revision Date	Received Date	Description	Notes	Status	User	E Signings	E Sign Status	Designer Ref.	Filename	URL	New Attachment	Action
1	04-May-21		Original Version			Anuradha Ramangam				https://en.wikipedia.org/wiki/Purdue		No file chosen	Update Packages

## Documents - Add Document Revision Received Date to Document Log (21.37326, PM-1251)

- In left Tree Menu, select “File Maintenance” -> “Log Builder”, In right Content Pane, in “System Log”, select “Document: Attachment”, “PMD\_RECVD\_DATE” should appear under “column”.
- In left Tree Menu, select “Document Management” -> “Documents”, in right Content Pane, in “Document”, select “Attachments”, scroll to right, there is a column “Last Recvd. Date”.

Vis	Column	Header	Alignment	Wrap/Link	Link Description	Sort Order	Src
<input checked="" type="checkbox"/>	PMD_TITLE	Title	left	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	PMD_ID	Number	left	<input checked="" type="checkbox"/>	Document	View Document	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	PMD_REV_NUM	Revision	left	<input checked="" type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMD_REF_CODE	Last Ref. Code	left	<input checked="" type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMD_STATUS_NAME	Status	left	<input checked="" type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMD_REV_CONTACT_NAME	Uploaded By	left	<input checked="" type="checkbox"/>			<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMD_REL_OBJECTS	Related Object	right	<input type="checkbox"/>	Document Related Objects	Click to see related objects	<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMD_RECVD_DATE	Received Date	left	<input type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>	PMD_TYPE_CODE	Type	left	<input checked="" type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>	PMD_STATUS_CODE	Status Code	left	<input checked="" type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>	PMD_REV_DATE	Change Date	left	<input type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>	PMD_COPIES	Copies	right	<input type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>	PMD_COMMENT	Version Name	left	<input checked="" type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>	PMD_DESC1	Area Company	left	<input checked="" type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>	PMD_DESC2	Project type	left	<input checked="" type="checkbox"/>			<input type="checkbox"/>

	Title	Number	Revision	Last Ref. Code	Status	Uploaded By	Related Object	Received Date
	Report merge	MERGE	2			Anuradha Ramanujan		
	UNIVERSALsamplefile	ATT-00007	0	02		Anuradha Ramanujan		
	logo1	00000009	0	1		Anuradha Ramanujan		
	Picture3	00000012	0			Anuradha Ramanujan		
	Picture1	00000011	0			Anuradha Ramanujan		
	download	ATT-00001	0	1		Anuradha Ramanujan		
	UNIVERSALsamplefile	ATT-00013	0	03		Anuradha Ramanujan		
	download#15	ATT-00012	0	03		Anuradha Ramanujan		
	Creating Document Type	ATT-00011	0	03		Anuradha Ramanujan		
	c7ca7d5d31d53a5e3c2e545999819	ATT-00010	0	03		Anuradha Ramanujan		
	AsounRucad4814	00000003	0			Anuradha Ramanujan		

## Project System Options: Move Spec Section Settings to Submittal Tab (21.40756 – PM-1047)

The Spec Section LOV Options and Spec Sub-Section LOV Options in General tab of Project System Options is moved to the Submittal tab as these settings are related to the Submittal program.

**PROJECT SYSTEM OPTIONS**

General    Locking    Document Types    Field Options    Contract Forecast    **Submittal**

Track Preparation Start ☐

Submittal Status Update by Last Submittal Review Cycle ☒

Submittal and Last Review Cycle Contacts Update ☒

Show Highlighted Submittal in Tree-view ☒

Add Additional submittal Reviewers to CC List ☒

Spec Section LOV Options: Allow Only Free Form

Spec Sub-Section LOV Options: Allow Both CSI Code & Free Form (Default by Free Form)

## Field Security for Project Start and Bid Won Lost Date (PM-1117)

Field Security for Project Start Date and Bid Won Lost Date has been added.

CMIC FIELD

ARCJOB001 - TBT University

Program Search

Project: TBT University (ARCJOB001)

- Communication Management
- Document Management
- Subcontractor Prequalification
- Bid Management
- Budget & Cost Management
- Site Management
- Reports
- User Defined Logs
- File Maintenance
- Security
  - Partners
  - Contacts
  - Convert Partners and Contacts
  - User Maintenance
  - Change User LDAP Server
  - Role Maintenance
  - User Access
  - Project Roles
  - License Pools
  - Mobile Licenses
- Subcontractor Reviews

ARCJOB ROLE

Note: Not all programs have fields available with field privileges

Programs Project Maintenance

COLUMNFIELD SECURITY

Item Name	Security Level
Number of days between reminders	Unrestricted
Number of days before request expires	Unrestricted
Number of days to warn signers before expiration	Unrestricted
Document Type for New Documents	Unrestricted
Allow recipients to change signing responsibility for default	Unrestricted
Allow recipients to edit the document for default	Unrestricted
Send automatic reminders for default	Unrestricted
Number of days before sending first reminder for default	Unrestricted
Number of days between reminders for default	Unrestricted
Number of days before request expires for default	Unrestricted
Number of days to warn signers before expiration for default	Unrestricted
Document Type for New Documents for default	Unrestricted
Project Code	Unrestricted
Project Name	Unrestricted
Start Date	Unrestricted
Bid Won Last Date	Unrestricted

## Submittals Log – Batch Edit (20.33391)

The following enhancements have been made to the Submittal Log:

- Checkbox added to group header rows, so the records could be selected in groups.
- **[Batch Edit]** button added. When select all check box or Group checkbox is checked the Batch edit button becomes live.
- Batch Edit functionality helps in group edit with update, clear form and start new session. Success or Failure message displayed.

CMIC FIELD

ARCJOB001 - TBT University

Program Search

Project: TBT University (ARCJOB001)

- Communication Management
- Document Management
  - Submittals
  - Collaborator Submittals
  - Responsibility Log
  - Procurement Log
  - Submittal Packages
  - Documents
  - Document Packages
  - PARASTRANSBMT
  - SCMASTAPPR
  - Drawing Upload
- Subcontractor Prequalification
- Bid Management
- Budget & Cost Management
- Site Management
- Reports
- User Defined Logs
- File Maintenance
- Security
- Subcontractor Reviews

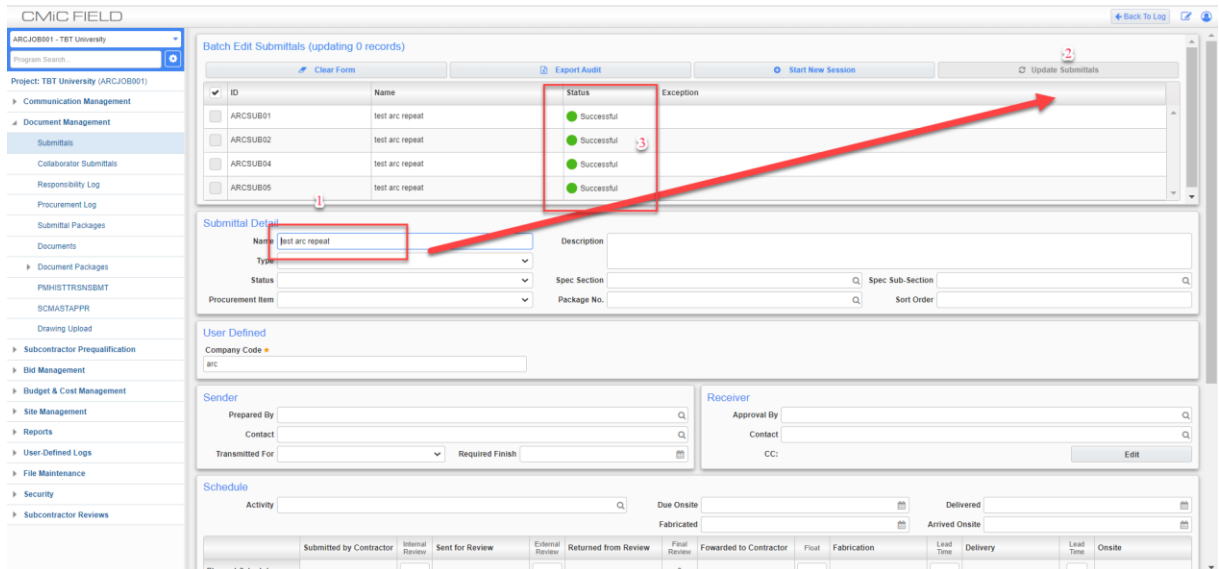
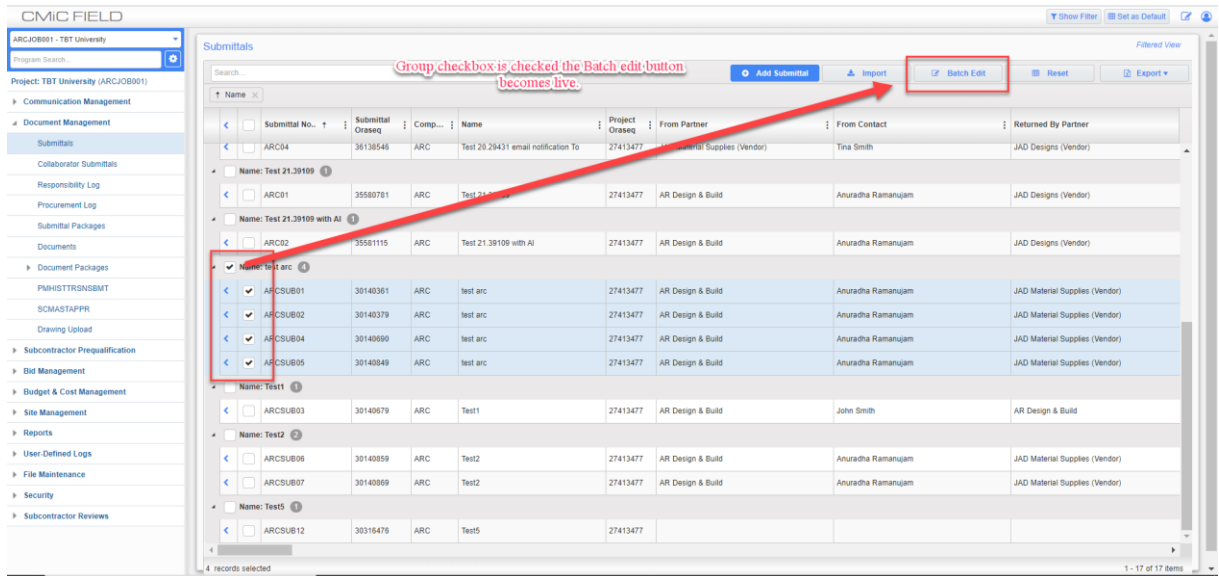
Submittals

Search

Checkbox added to group header rows

Add Submittal Import Batch Edit Reset Export

Name	Submittal No.	Submittal Oraseq	Comp...	Name	Project Oraseq	From Partner	From Contact	Returned By Partner
Name: Test 21.39109	ARC04	36138548	ARC	Test 26.29431 email notification To	27413477	JAD Material Supplies (Vendor)	Tina Smith	JAD Designs (Vendor)
Name: Test 21.39109	ARC01	35580781	ARC	Test 21.39109	27413477	AR Design & Build	Anuradha Ramanujam	JAD Designs (Vendor)
Name: Test 21.39109 with AI	ARC02	35581115	ARC	Test 21.39109 with AI	27413477	AR Design & Build	Anuradha Ramanujam	JAD Designs (Vendor)
Name: test arc	ARCSUB01	30140361	ARC	test arc	27413477	AR Design & Build	Anuradha Ramanujam	JAD Material Supplies (Vendor)
	ARCSUB02	30140379	ARC	test arc	27413477	AR Design & Build	Anuradha Ramanujam	JAD Material Supplies (Vendor)
	ARCSUB04	30140960	ARC	test arc	27413477	AR Design & Build	Anuradha Ramanujam	JAD Material Supplies (Vendor)
	ARCSUB05	30140849	ARC	test arc	27413477	AR Design & Build	Anuradha Ramanujam	JAD Material Supplies (Vendor)
Name: Test1	ARCSUB03	30140679	ARC	Test1	27413477	AR Design & Build	John Smith	AR Design & Build
Name: Test2	ARCSUB06	30140859	ARC	Test2	27413477	AR Design & Build	Anuradha Ramanujam	JAD Material Supplies (Vendor)
	ARCSUB07	30140969	ARC	Test2	27413477	AR Design & Build	Anuradha Ramanujam	JAD Material Supplies (Vendor)
Name: Test5	ARCSUB12	30316476	ARC	Test5	27413477			



## Submittal Response: Set Default Status in Submittal Status Maintenance (21.39109- PM-1294)

Two new columns have been added to the Submittal Status Maintenance screen.

- Class (Before it was shown only when adding a new status but now class is added as a column in the log)
  - This will display the class associated with each status.
  - Statuses should be grouped by class to better facilitate.
- I/O Response Default - The I/O Response Default column will allow users to set what the default status should be for a user responding to a Submittal I/O at the stage they are responding.

- a) Only one status should be selected per Class.
- b) Only these four special classes (Received, Sent, Reviewed and Forwarded) have this option.
- c) The Statuses are grouped alpha-numerically within their classes.
- d) Classes are arranged as follows (which follows the order of the review process):
  - i. Received
  - ii. Sent
  - iii. Reviewed
  - iv. Forwarded

Submittal Status Maintenance

ARCPhoenix - Phoenix Shopping Mall

Program Search...

Project: Phoenix Shopping Mall (ARCPhoenix)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Site Management

Reports

User-Defined Logs

File Maintenance

Local Tables

BIM 360 Maintenance

Menu Maintenance

Enterprise PM

Project System Options

Project Control

Project Maintenance

Submittal Status Maintenance

Alpha-numeric arrangement

2 new columns

Status Code	Name	Class	IO Response Default	Delete
1	ARC received	Received	<input checked="" type="radio"/>	
RECEIVED	Received	Received	<input type="radio"/>	
2	ARC Sent	Sent	<input checked="" type="radio"/>	
SENT	Sent	Sent	<input type="radio"/>	
SENT1	SENT TEST	Sent	<input type="radio"/>	
3	ARC Reviewed	Reviewed	<input checked="" type="radio"/>	
REVIEW	Reviewed	Reviewed	<input type="radio"/>	
4	ARC Forward	Forwarded	<input checked="" type="radio"/>	
FORWARD	Forward	Forwarded	<input type="radio"/>	
CLOS	CLOSED1	Closed	Not Available	
CLOSED	Closed	Closed	Not Available	
OPEN	Open	Open	Not Available	
RETURNED	Returned	Closed	Not Available	
TEST1	test	Open	Not Available	
TEST	TEST	Closed	Not Available	

CMIC R12 Launch Page | CMIC Project Management | CMIC Project Management | [PM-1294] Submittal Response |

Not secure | qa2v12.cmic.ca:8888/cmictfR12/SdMenu/

Apps | Engagedly - Level U... | collab.cmic360.com... | UIConsole - Standa... | Failures Spreadsheet | PM QA Board - Agil... | All apps | Microsoft... | CMIC ASSIST \_ FIELD | R12 - New Feature... | Other bookmarks

Submittal

ARCPhoenix - Phoenix Shopping Mall

Project: Phoenix Shopping Mall (ARCPhoenix)

Communication Management

Document Management

Submittals

ARARC-00003

ARARC-00006

Collaborator Submittals

Responsibility Log

Procurement Log

Submittal Packages

Documents

Document Packages

Drawing Upload

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Site Management

Reports

User-Defined Logs

File Maintenance

Security

Subcontractor Review

Submittal Detail

Planned Schedule

Actual & Projected Progress

Start

Late

0 Days

0 Days

0 Days

0 Days

0 Days

17-May-21

21-Jun-21

05-Jul-21

Reviewer

Step	Reviewer	Role	Required	Due Date	Status	Action Date
1	Anuradha Ramanujam	AR Design & Build	Submitter	16-Mar-21	ARC received	06-May-21
2	Anuradha Ramanujam	AR Design & Build	Manager	10-May-21	ARC Sent	06-May-21
3	David Beckham	J&D Plumbing(Vendor)	Approver	13-May-21	ARC Reviewed	06-May-21
4	Anuradha Ramanujam	AR Design & Build	Manager	06-May-21	ARC Forward	06-May-21

Add Reviewer

Select Template

Create Template

Reviewer Details

Reviewer: [Search]

Due Date: 07-May-21

Status: Select Review Response...

Action Date: [Select]

Save Reviewer Details

Cancel

Documents

Drop files here to upload

Attach Existing File

Notes

New Note

Expand All

Collapse All

Obect to Newest

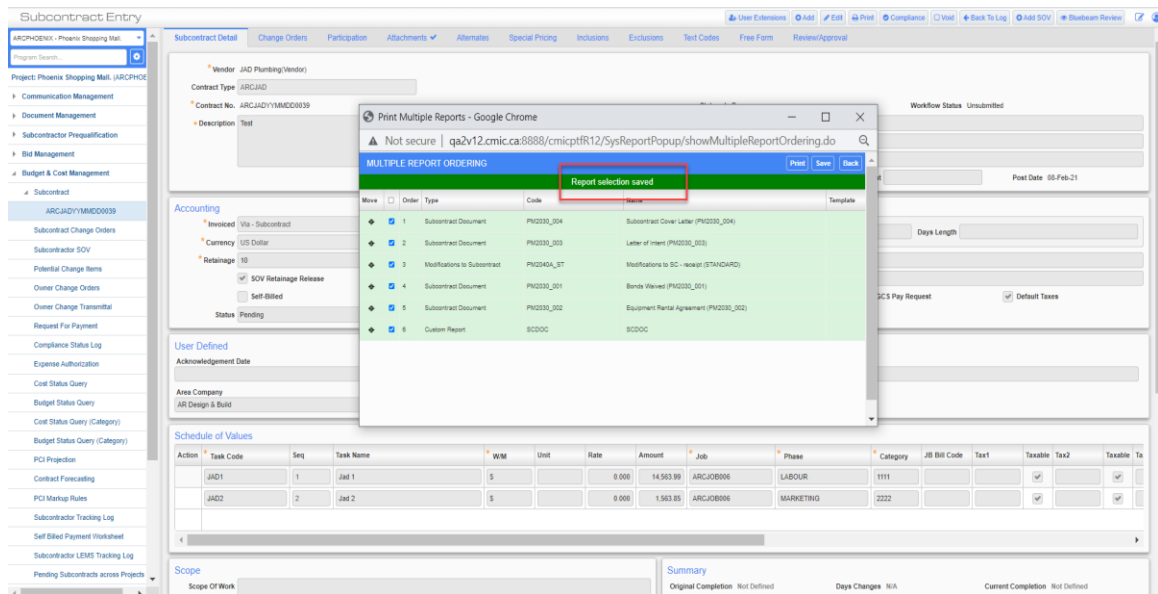
Type here to search

Links

1:20 PM

06/05/2021

## Print Multiple Reports – Save Selection (20.33391)



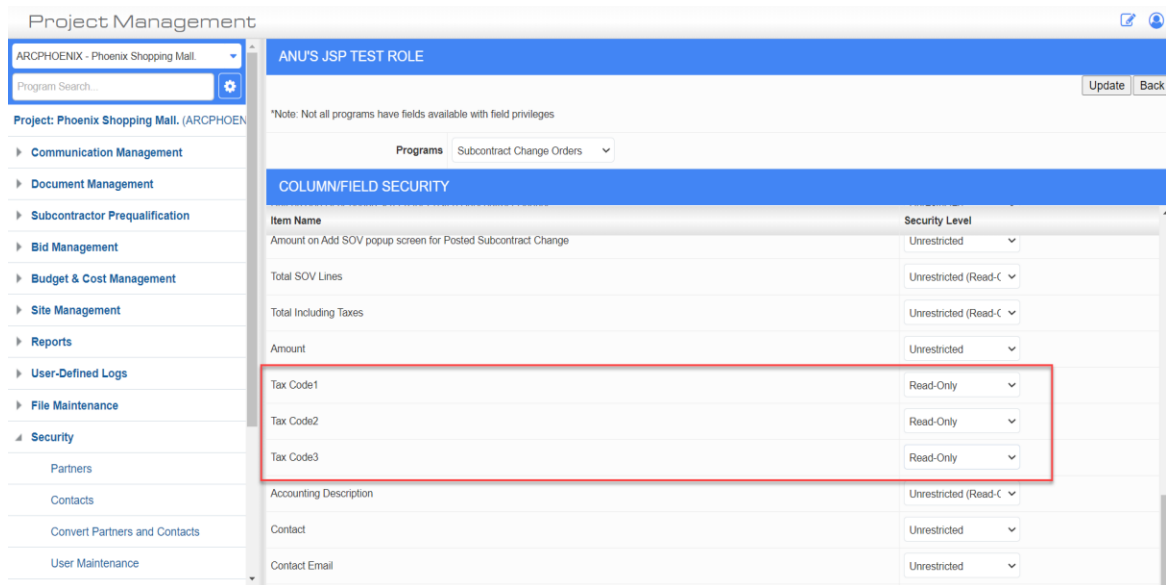
The previous selection in Print Multiple Reports is now successfully saved for future printing.

## Subcontract Change Order – Tax Field Read-only (20.33996)

Field security for the Tax fields in the SOV of Subcontract Change Order is added.

The default field security level for these fields is UNRESTRICTED on the \*ALL\* role.

### Example





Subcontract Entry

ARCPhoenix - Phoenix Shopping Mall (ARCPHOE)

Program Search

Project: Phoenix Shopping Mall (ARCPHOE)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Subcontract

ARCJADYYMDD0039

Subcontract Change Orders

Subcontractor SOV

Potential Change Items

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query

Cost Status Query (Category)

Budget Status Query (Category)

PCI Projection

Contract Forecasting

Subcontract Detail

Change Orders

Participation

Attachments

Alternates

Special Pricing

Inclusions

Exclusions

Text Codes

Free Form

Review/Approval

CMC Project Management - Google Chrome

Not secure | qa2v12.mic.ca:8888/cmcp/r12/SysLaunchPopup/ShowLaunchPopup.do

Subcontract Change Orders

Save

Cancel

Subcontract Change Orders

Review/Approval

Attachments

Text Codes

Free Form

Scope or work

Contract Type

ARCJAD

Pay When Paid

Created

05-May-21

Posted

Workflow Status

Unsubmitted

Accounting Description

Self-Billed

Status

Pending

Do Not Exceed

Override Do Not Exceed Amount

User Defined

Acknowledgement Date

Area Company

AR Design & Build

Date Opened

Project type

Project type

12

Applicant Type

TEST

Schedule of Values

Phase\*

Category\*

JB Bill Code

W/M\*

Days Impact

Tax1

Taxable

Tax2

Taxable

Tax3

Taxable

Expense Code

Fully Purch.

Add PCs

When Field Security for SCCO Tax codes are Read-only - LOV is absent

## Project Control - Populate Billing Amt from RFQ Tab (20.35351)

- Added the flag "Populate Billing Amt from RFQ Tab" to Change Management tab of Company Control. When checked, this flag will Auto-populate Billing Amount from the RFQ.
- Also added field security for the flag.

Company Control

ARCPhoenix - Phoenix Shopping Mall (ARCPHOE)

Program Search

Project: Phoenix Shopping Mall (ARCPHOE)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Site Management

Reports

User Defined Logs

File Maintenance

Local Tables

BIM 360 Maintenance

Menu Maintenance

Enterprise PM

Project System Options

Project Control

Project Maintenance

Activities

User Defined Log Types

User Defined Logs

Log Builder

Auto Cold Storage Log

COMPANY CONTROL

Company

AR Design & Build

Code Marks

Defaults

Change Management

Project Calendar

Bid Management

Markup Rounding Rule

No Rounding

Rounding Method

Standard

Default RFQ Review Period

5

Use PCI Detail Status

Show PCI Detail Description As The First Column

PCI Details Order

Entry of Record

Default PCI Change Code With TBD

Default PCI Task Code With Value From PCI Code

Project End Date Updateable

Auto Calculate Markups

Use Original Contract Amount Override On OCO

Calculate OCO Date On Working Days

Launch Posting Report popup on POST

Allow Only PCs Associated with JB Contract on OCO

Default TBD on subcontract PCI details

Default SCO Amount from PCI Quoted Amount

Allow PCs On An Owner Change Order

External

Internal

Transfer

Original Budget

PCI Revenue Category

Self Performed Work

SPW

Company ZZ

Populate PCI Name on SCCO

Change Item Entry Mode

Amounts

Allow Unposted PCs To Be Assigned To Subcontract CO

Post OCOs when Posting Linked PCs

Post Vendor Contract With The Change Item

Lump Sum PCI Phase

Lump Sum PCI Category

Category Code For Entry Of Phase Budget Changes

Populate Billing Amount from RFQ Tab

Category Name For Entry Of Phase Budget Changes

PM Object

CM Type

Status

Proceeding

Included In Forecast

Communication

Document Package

Potential Change Item

ARCPHOENIX - Phoenix Shopping Mall

Program Search

Project: Phoenix Shopping Mall (ARCPHOENIX)

- Communication Management
- Document Management
- Subcontractor Prequalification
- Bid Management
- Budget & Cost Management
  - Subcontract
  - Subcontract Change Orders
  - Subcontractor SOV
  - Potential Change Items
    - PCIS
    - Owner Change Orders
    - Owner Change Transmittal
    - Request For Payment
    - Compliance Status Log
    - Expense Authorization
    - Cost Status Query
    - Budget Status Query
    - Cost Status Query (Category)
    - Budget Status Query (Category)
    - PCI Projection
    - Contract Forecasting

PCI Detail RFQ Review/Approval Notes Related Objects Attachments History

PCIS - test 20.35351

RFQ

Action	Print	Vendor	Contact	Quoted Quantity	Quoted Rate	Quoted Amount	Date Sent	Date Due	Date Received	Comment	Seq	Description	Subcontractor Pricing Status Code	Status	Action
		JAD005	DB			1,000.00	04-May-21	10-May-21	10-May-21		1	Labour Forecast			

Potential Change Item

ARCPHOENIX - Phoenix Shopping Mall

Program Search

Project: Phoenix Shopping Mall (ARCPHOENIX)

- Communication Management
- Document Management
- Subcontractor Prequalification
- Bid Management
- Budget & Cost Management
  - Subcontract
  - Subcontract Change Orders
  - Subcontractor SOV
  - Potential Change Items
    - PCIS
    - Owner Change Orders
    - Owner Change Transmittal
    - Request For Payment
    - Compliance Status Log
    - Expense Authorization
    - Cost Status Query
    - Budget Status Query
    - Cost Status Query (Category)
    - Budget Status Query (Category)
    - PCI Projection

PCI Detail RFQ Review/Approval Notes Related Objects Attachments History

PCIS

Type External

Status Approved

Post Date 10-May-21

Total Budgeted Amount 1,000.00

Total Billing Amount 0.00

Description test 20.35351

Scope

OCO no.

Source Type

Reason

Days Impact

Source

Update Projected During Posting

Projected Amount

Add Change Budget Amount

User Defined

Test Multiselect

Key Dates

Start Date

End Date

Due To Owner

Proposal Issued

Proposal Signed

Change Issued

Change Signed

Privilege unchecked - Billing amount not auto populated from Quoted amount in RFQ tab

PCI Details

Show Rates

Auto Calculate Markups

Activity	Phase Qty	Quantity	WMP	Estimated Rate	Estimated Amount	Quoted Rate	Quoted Amount	Phase Unit Rate	Final Rate	Final Amount	Billing Quantity	Billing Rate	Billing Amount	Subcontract
	NA	NA	NA	0	0	0	1,000.00	0	0	0			0.00	TBD

Potential Change Item

ARCPHOENIX - Phoenix Shopping Mall

Project: Phoenix Shopping Mall (ARCPHOENIX)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Subcontract

Subcontract Change Orders

Subcontractor SOV

Potential Change Items

PCIS

PCIS

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query

Cost Status Query (Category)

Budget Status Query (Category)

PCIS Projection

PCI Detail

RFQ

Review/Approval

Notes

Related Objects

Attachments

History

PCI5

Type: External

Status: Approved

Proceed

Forecast

Date: 10-May-21

Post Date

Total Budgeted Amount: 1,000.00

Total Billing Amount: 1,000.00

Description: test 20 35351

Scope

OCO no.

Source Type

Reason

Days Impact

Source

Update Projected During Posting

Projected Amount Calc Method: Add Change Budget Amount

User Defined

Test Multiselect

Key Dates

Start Date

End Date

Due To Owner

Proposal Issued

Proposal Signed

Change Issued

Change Signed

PCI Details

Show Rates

Auto Calculate Markups

Inventory	WBP	Estimated Rate	Estimated Amount	Quoted Rate	Quoted Amount	Phase Unit Rate	Final Rate	Final Amount	Billing Quantity	Billing Rate	Billing Amount	Subcontract Change	Task ID
	NA	0		0	1,000.00	0	0				1,000.00	TBD	PCIS

Import

## Punch List item Email Notification (21.38329)

- Addition of Punch List Items Notification Row to System Contact, Project Contact, Role Default Email Notification Screens

Contact Maintenance

ARCPHOENIX - Phoenix Shopping Mall

System Contact Info

E-mail Notifications

User Defaults

External Software Logins

Object Description

	To					Cc					All					
	New	Mod	Note	Att		New	Mod	Note	Att	New	Mod	Note	Att			
Communication	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Daily Report		<input checked="" type="checkbox"/>												<input type="checkbox"/>		
Field Work Directives	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Issue	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Meeting	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Notice	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Punch List	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Punch List Item	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Request For Information	<input checked="" type="checkbox"/>	<input type="checkbox"/> Ans	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/> Ans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Ans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Submittal	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transmittal	<input checked="" type="checkbox"/>					<input type="checkbox"/>				<input type="checkbox"/>						

Save Close

Contact Maintenance

ARCPHOENIX - Phoenix Shopping Mall

Project Search

Project: Phoenix Shopping Mall, (ARCPHOENIX)

Communication Management

- Project Calendar
- My Actions
- System Calendar
- Project Partner Directory
- Project Contact Directory
  - John Derrick
  - Distribution Lists
  - Meeting Minutes
  - Transmittals
  - Transmittals Queue
  - Communications (1)
  - RFIs
  - Issues
  - CMC BIM 360
- Document Management
- Subcontractor Prequalification
- Bid Management
- Budget & Cost Management

Project Contact Detail

Email Notifications

Object Description	To					Cc					All				
	New	Answered	Modified	Note	Attachment	New	Answered	Modified	Note	Attachment	New	Answered	Modified	Note	Attachment
Communication	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
Daily Report			<input type="checkbox"/>								<input type="checkbox"/>				
Field Work Directives	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Issue			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
Meeting	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Notice	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Punch List			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
Punch List Item	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Request For Information	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
Submittal	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
Transmittal	<input type="checkbox"/>					<input type="checkbox"/>					<input type="checkbox"/>				

PM Roles

ARCPHOENIX - Phoenix Shopping Mall

Project Search

Project: Phoenix Shopping Mall, (ARCPHOENIX)

Communication Management

- Document Management
- Subcontractor Prequalification
- Bid Management
- Budget & Cost Management
- Site Management
- Reports
- User-Defined Logs
- File Maintenance
- Security
  - Partners
  - Contacts
  - Convert Partners and Contacts
  - User Maintenance
  - Change User LDAP Server
  - Role Maintenance
  - User Access
  - Project Roles
  - License Pools
  - Mobile Licenses
- Subcontractor Reviews

PROJECT ROLES

Role	Description	Admin Req.	Internal Only	Key Player	Order Seq.	E-Time Approver	E-Time Approver Priority	Eval Weight	Dashboard	Action
ADM_EXTROL	ADM-External Role	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>				
ANUPRROLE	Anu's JSP Project Role	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>				
ARCOLLAB										
ARCOLLAB2										
ARCH										

E-mail Notifications - Google Chrome

Not secure | qa2v12.cmic.ca:8888/cmcp1R12/PmProjRoleMaint/showNotifications.do?pRoleCode=ANUPRROLE

Update Role ANUPRROLE

☒ View/Change User

☐ Restricted View

Send/Receive

☒ Receive Owner

☒ Send Partner RFI

☒ Redirect RFI

☒ Send Partner Transmittal

☒ Send Partner Issue

☒ Send Partner Punch List

Posting - Voiding

☒ Post PCI - External

☒ Post PCI - Transmittal

☒ Edit Posted PCI

☒ Allow for adding

☒ Post Subcontractor

☒ Void Subcontractor

☒ Add SOV On Project

Workflow

☐ Workflow Button

☐ Workflow Button

☐ Allow Override

☐ Workflow Button

☐ Workflow Button

☐ Workflow Button

☐ Workflow Button

Object Description	To				Cc				All			
	New	Mod	Note	Att	New	Mod	Note	Att	New	Mod	Note	Att
Communication	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Daily Report			<input checked="" type="checkbox"/>						<input type="checkbox"/>			
Field Work Directives	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Issue	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Meeting	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Notice	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Punch List	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Punch List Item	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Request For Information	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Submittal	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Default Email Notification Settings

## Daily Journal – Labor -Trade LOV Added (20.33984)

- Addition of Trade LOV in Labor Tab of Daily Journal.
- Addition of Field Security for Trade in Labor Tab of Daily Journal

Project Management

ARCHPHOENIX - Phoenix Shopping Mall

Program Search

Project: Phoenix Shopping Mall, (ARCHPHOENIX)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Site Management

Reports

User Defined Logs

File Maintenance

Security

Partners

Contacts

Convert Partners and Contacts

User Maintenance

Change LDAP Server

Role Maintenance

User Access

Project Roles

License Pools

ANUS JSP TEST ROLE

\*Note: Not all programs have fields available with field privileges

Programs Daily Journal

COLUMFIELD SECURITY

Item Name	Security Level
Classifier 3	Read-Only
Classifier 4	Hidden
Classifier 5	Hidden
Classifier 6	Hidden
Employee Name	Unrestricted
Labor - Trade	Unrestricted
Tasks - Overtime Hours	Unrestricted
Tasks - Double Overtime Hours	Unrestricted
Labor - Expense	Unrestricted
Labor - Quantity	Unrestricted
Labor - Rate	Unrestricted
Labor - Amount	Unrestricted
Units Complete - Delete Phases	Unrestricted
Units Complete - Status	Unrestricted

Daily Journal

ARCHPHOENIX - Phoenix Shopping Mall

Program Search

Project: Phoenix Shopping Mall, (ARCHPHOENIX)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Site Management

Daily Journal

Punch List Maintenance

Field Work Directives

Notices

Weekly Check List

Units Complete

Punch Lists

Checklists

QC Inspection and Testing Plan

System QC Classifiers

Reports

User Defined Logs

File Maintenance

Local Tables

BIM 360 Maintenance

Daily Journal Detail

Tasks Labor

Field Force

Own Equipment

Trade Equipment

Materials

Quality Control

Visitors

Safety

Billing Units Complete

Units Complete

Daily Work

Not Submitted

ARDJ-00002

Date 2021-05-10 11:43:49.0

Prepared By Anuradha Ramanujam

Submitted By

Labor

Validate Select All Unselect All

Action	Select	Comp	Emp#	Employee Name	Trade	Job	Phase	Cat	Normal Hours	OT Hours	DOT Hours	Other Hours	Type	Expense	Expense Description
+	✓	ARC	Q	Q	Q	Q	Q	Q							

Trade Code

Trade Description

EL01 Electrician Apprentice 01

ELEC Electrician

ESTM Estimator

EXEC Executive

HADEER1234-01/HADE Head Office

HO Head Office

## Field Security Screen Adjusted to Show Max Number of Records Possible (21.39123)

CMIC FIELD

ARC00001 - TEST University

Project: TEST University (ARC00001)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Site Management

Reports

User-Defined Logs

File Maintenance

Security

Partners

Contacts

Convert Partners and Contacts

User Maintenance

Change User LDAP Server

Role Maintenance

User Access

Project Roles

License Pools

Mobile Licenses

Subcontractor Reviews

ALL

Note: Not all programs have fields available with field privileges

Shows max number of rows dynamically based on the view port height.

Programs Project Maintenance

COLUMFIELD SECURITY

Item Name	Security Level
Job Info Tab	Unrestricted
Security Tab	Unrestricted
Include Partner Abbreviation in External RFI ID	Unrestricted
Include Partner Abbreviation in External Transmittal ID	Unrestricted
Play Words	Unrestricted
Calculate OCO Date On Working Days	Unrestricted
Calculate RFI resp. Date On Working Days	Unrestricted
Calculate Submittal Sched. Dates On Working Days	Unrestricted
Calculate New Due Date On Working Days	Unrestricted
Calculate Notice Due Date On Working Days	Unrestricted
Calculate Punctual Sched. Compl. Date On Working Days	Unrestricted
Hard Bid Project Flag	Unrestricted
Use Original Contract Amount Override On OCO Flag	Read-Only
Broadcast Sender Email	Unrestricted
Project End Date Updateable Flag	Unrestricted
Copy Project Button	Unrestricted
Add/Remove Roles	Unrestricted
Days To Final Completion Date	Hidden

The user interface on the field security screen now shows the maximum number of records possible dynamically based on the view port height.

## Subcontract – Contract Type field Placement Changes (21.40790)

The Contract Type field is moved under Vendor and above Contract No. This ensures the Subcontract number is created after selecting the vendor but it still can be overridden by the user before proceeding to the remaining fields and saving the record.

Subcontract Entry

ARC00001 - ARC - Sears Towers (ARC00001)

Project: ARC - Sears Towers (ARC00001)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Subcontract

Subcontract Change Orders

Subcontractor SOV

Potential Change Items

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Engine Authorization

Cost Status Query

Budget Status Query

Cost Status Query (Category)

Budget Status Query (Category)

Subcontract Detail

Change Orders

Participation

Attachments

Alternates

Special Pricing

Inclusions

Exclusions

Text Codes

Free Form

Review/Approval

Save Draft

Save

Cancel

Contract Type

Contract No.

Description

Status: Pending

Contact

Contact Email

Sender Email

Date: 10-May-21

Bid Amount

Accounting

Invoiced Via: Subcontract

Currency: Default

Retainage %

SOV Level Retainage Release

Self-Billed

Status: Pending

Bank Account

Bank Department

Term Code

Reference Number

Do Not Exceed

Override Do Not Exceed Amount

GCS Payment Request Window

Day of Month

Days Length

Address

Corresp. Address

Single Job/CO Only

GCS Pay Request

Default Taxes

Text

Text

Text

User Defined

Acknowledgment Date

Date Opened

Applicant Type

Area Company

Project type

AR Design & Build

12

Contract type moved under Vendor over Contract No.

## Project Maintenance – Field Security for Start Date and Bid Won/Lost Date (21.38098)

CMiC FIELD

ARCJOB001 - TBT University

Program Search

Project: TBT University (ARCJOB001)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Site Management

Reports

User Defined Logs

File Maintenance

Security

Partners

Contacts

Convert Partners and Contacts

User Maintenance

Change User LDAP Server

Rule Maintenance

User Access

Project Roles

License Pools

Mobile Licenses

Subcontractor Reviews

ARCJOB001

Note: Not all programs have fields available with field privileges

Programs Project Maintenance

COLUMFIELD SECURITY

Item Name	Security Level
Number of days between reminders	Unrestricted
Number of days before request expires	Unrestricted
Number of days to warn signers before expiration	Unrestricted
Document Type for New Documents	Unrestricted
Allow recipients to change signing responsibility for default	Unrestricted
Allow recipients to edit the document for default	Unrestricted
Send automatic reminders for default	Unrestricted
Number of days before sending first reminder for default	Unrestricted
Number of days between reminders for default	Unrestricted
Number of days before request expires for default	Unrestricted
Number of days to warn signers before expiration for default	Unrestricted
Document Type for New Documents for default	Unrestricted
Project Code	Unrestricted
Project Name	Unrestricted
Start Date	Unrestricted
Bid Won/Lost Date	Unrestricted

Project Maintenance - field security added for Start Date and Bid Won/Lost Date has been added.

## Save Reminder (Mutation Observer) for RFI Changes (21.38442, PM-320)

CMiC has created the Save Reminder (aka Mutation Observer) utility to monitor changes on a JSP page

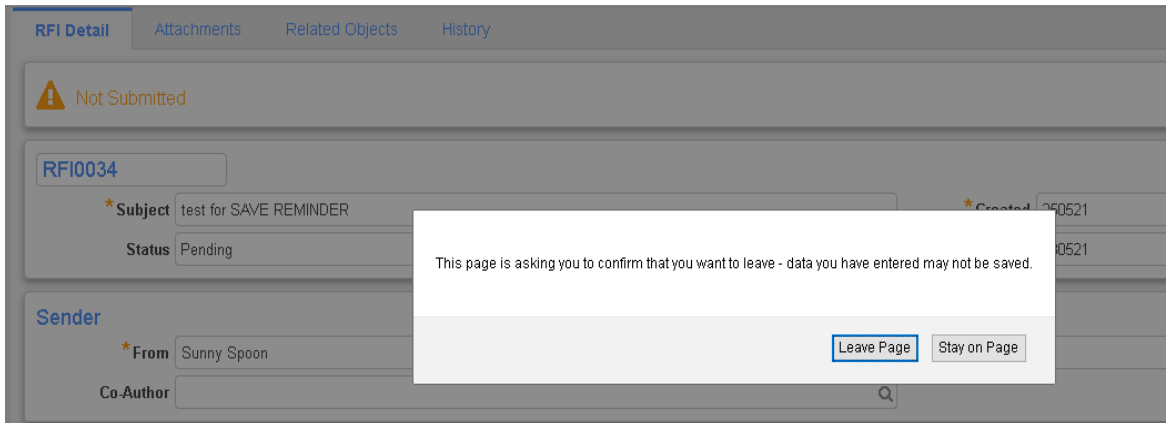
that the user can be notified in case he leaves the page without saving the changes.

This utility can be turned on by the PM System Options flag: 'Save Record Reminder':

Save Record Reminder ☒

☐ RFI's ONLY: When checked, user will receive a notification for any unsaved changes when navigating away from the page

This is applicable for RFIs. The message that will show if changes are made and the user tries to leave without saving is:



## Self Service Prequalification Message Key for Federal Tax ID (21.39115)

Subcontractor Prequalification - Self Service - Addition of message key to make the prompt for [Enter Federal Tax ID] changeable.

MESSAGE MAINTENANCE									
Required fields are indicated with a blue triangle (*)									
Message Key*	Reference Key*	Message* %Federal Tax ID%	User*	Project*	Program* Select Program	Locale* en	Add	Cancel	Query Mode
Message Key	Reference Key	Message	User	Project	Program	Locale	Action		
Field_Sec PMSSPREQUAL Federal_Tax_id		Federal Tax ID:				en			
MSG-337		Federal Tax ID already exists. Please request a password reset in order to access the record.				en			
pmsspreq Federal_Tax_id.prompt		Federal Tax ID				en			
pmsspreq Federal_Tax_id.prompt		Federal Tax ID:				en			

BEFORE

MESSAGE MAINTENANCE									
Required fields are indicated with a blue triangle (*)									
Message Key*	Reference Key*	Message* %Federal Tax ID%	User*	Project*	Program* Select Program	Locale* en	Add	Cancel	Query Mode
Message Key	Reference Key	Message	User	Project	Program	Locale	Action		
Field_Sec PMSSPREQUAL Federal_Tax_id		Federal Tax ID:				en			
MSG-337		Federal Tax ID already exists. Please request a password reset in order to access the record.				en			
pmsspreq Federal_Tax_id.prompt		Federal Tax ID				en			
pmsspreq Federal_Tax_id.prompt		Federal Tax ID:				en			
pmsspreq Federal_Tax_id.provide prompt		Please Enter Your Federal Tax ID				en			

AFTER



**Subcontractor Prequalification Questionnaire from header control screen**  
All questions contained in this questionnaire are strictly confidential.

**Company Headquarters Information**

Federal Tax Id: \*  
Company Name: \*  
Also Known As:  
Legal Name:  
Parent Corp:  
Address: \*  
Suite:  
City: \*  
State: \*  
Zip: \*  
Country:

Year Company Founded: \*

Contact: \*  
Phone: \*  
Toll Free:  
Fax: \*  
Email: \*

**Branch Offices:** (Enter all your branch office(s) and bid contract names)

Please Enter Your Federal Tax ID

**Indicate what region your company does work in: \***

☐ Select All Regions

☐ Central Canada  
☐ Eastern Canada  
☐ Western Canada

☐ US North Eastern  
☐ US North Western  
☐ US South Eastern  
☐ US South Western

[Add Row](#)

[View Saved Logins](#)

[This connection is not secure. Logins entered here could be compromised. Learn More](#)

Page 1 of 7 | [Next](#)

## Contract Forecast (Kendo Version) as Menu Item (19.83741)

Contract Forecast - Added the ability to run new version of Contract Forecast by adding new menu item using Menu Maintenance: add

URL as ../JcContractForecast1/?showKendoFcast=Y

Target = Content Frame

**PROJECT MANAGEMENT MENU**

Save As Default | Reset Default Menu | Copy from Project | Save | Reset | Close

Default Menu: [Custom](#)

Current Project Menu (Custom)

Item Properties

Type: ☒ URL ☐ Form ☐ Log ☐ Discoverer ☐ Jasper Report ☐ Document Folder ☐ UI Runtime Program

Value: [../JcContractForecast1/?showKendoFcast=Y](#)

Icon Type: ☐ Folder ☒ Document

Target: ☒ Content Frame ☐ New Window

[Contract Forecast - kendo](#)

## Added WBS Fields to Request for Payment Screen (21.41719)

- Added WBS Fields as Read-Only in Request for Payment screen.
- Added Field Security for WBS Fields with two options : Unrestricted and Read-Only
- The values in WBS fields are passed from Subcontract screen to RFP screen.

Request for Payment

Program Search: [Search]

Project: Project 2 for DKC company (DKCPR)

- Communication Management
- Document Management
- Subcontractor Prequalification
- Bid Management
- Budget & Cost Management
  - Subcontract
  - Subcontract Change Orders
  - Subcontractor SOV
  - Potential Change Items
  - Owner Change Orders
  - Owner Change Transmittal
  - Request For Payment
  - TEST-WBSRFP
  - Compliance Status Log
  - Expense Authorization
  - Cost Status Query
  - Budget Status Query
  - Cost Status Query (Category)

Not Submitted

Amounts										Previously Certified Amounts									
Net Amount										Net Amount									
Net Amount										Net Amount									
Tax Amount										Tax Amount									
Invoice Amount										Invoice Amount									
Retainage Amount										Retainage Amount									
Release Amount										Release Amount									
Gross Amount										Work Completed									
Material Only										Imported Goods									
Current Material Stored Amt										Previous Material Stored Amt									
Current Deposit Amount										Previous Deposit Amount									

ing	Remaining Amount to be Invoiced	Completed Quantity	Current Quantity	Current Amount	Deposit %	Deposit Amount	Previous Deposit Amount	Net Payable Amount	Percent Complete	Completed Amount	Previous Material Stored Amt	Retainage %	Previous Retainage Amount	Retainage Amount	Previous Release Amount	Outstanding Release Amount	Release Amount	WBS1 Name	WBS1 Name	WBS2 Name	WBS2 Name	WBS3 Name	WBS3 Name	WBS4 Name	WBS4 Name
33	550.00	10	3.3333	100.00	0	0.00	0.00	90.00	40.00	300.00	0.00	10	20.00	10.00	30.00	0.00	20.00	0.00	EXT-13	000030	Land	000010	Cost Block Importation Taxes	000020	Cost Block Importation Taxes
00	500.00	0	0	0.00	0	0.00	0.00	0.00	0.00	0.00	0.00	10	0.00	0.00	0.00	0.00	0.00	EXT-03	test	pctest	000020	Cost Block Importation Taxes	000020	Cost Block Importation Taxes	

Project Management

Programs: Payment Requisition

COLUMFIELD SECURITY

Item Name	Security Level
Remaining Quantity to be Invoiced	Unrestricted (Read-Only)
Remaining Amount to be Invoiced	Unrestricted (Read-Only)
Completed Quantity	Unrestricted
Completed Amount	Unrestricted
Accounting Description	Hidden
Print Requirement For Payment Button	Unrestricted
Print Waiver Button	Unrestricted
Percent Complete	Unrestricted
Current Material Stored Amt	Hidden
WBS 1	Unrestricted (Read-Only)
WBS 2	Unrestricted (Read-Only)
WBS 3	Hidden
WBS 4	Unrestricted (Read-Only)
Amortization %	Hidden

## Contract Forecasting - New column Profit Budget Amount (21.41947)

New Column JCCF\_CURR\_PROFIT\_BUDG\_AMT - Profit Budget Amount - is added to JSP Contract Forecasting screen.

Formula for the column is:

JCCF\_CURR\_PROFIT\_BUDG\_AMT = JCCF\_CURR\_BILL\_BUDG\_AMT – JCCF\_CURR\_COST\_BUDG\_AMT (Profit Budget Amount = Current Bill Budget - Current Cost Budget)

CMC R12 Launch Page

CMC Project Management

← → ↺ ↻

AppsGCS LoginSecret ServerSecret Server Web...

Profit Budget Amount = Current Bill Budget - Current Cost Budget

☆🔍📖Reading List

Contract Forecast with PCI Projections

[Calculate Burdens](#)[Forecast Comments](#)[Clear Overrides](#)[Store Forecast](#)[Refresh](#)[Contract Summary](#)[Notes](#)[Attachments](#)[Send To Spreadsheet](#)[Archive Forecast](#)

Communication Management

Document Management

Subcontracter Prequalification

Bid Management

Budget & Cost Management

CONTRACT

ContractADFI001

Year2021

Current StatusIn Process

FilterCost/Revenue

Show☐ Zero Cost Lines☒ Zero Cost and Revenue Lines

Hide☐ Zero Projected Cost Lines

Rows☐ Recoverable☐ Non-Recoverable☒ Both

BILL CODES (FILTERED)

Freeze	Job	Phase	Category	Name	Invoice Period	WP Projected cost	Complete %	Uncommitted Cost	Committed Cost	Total Committed Amount	Notes	Alt	Current Cost Budget	Profit Budget Amount	Current Bill Budget
Update	ADFI001	1000	EQUIPMENT	Site	0.00	415,962.31	0.51	0.00	2,120.44	415,962.31			41,600.33	164,400.33	208,000.66
<input type="checkbox"/>	ADFI001	1000	LABOR	Site	0.00	145,791.20	0.97	2,917.38	0.00	142,873.82			37,180.00	199,427.34	238,587.34
<input type="checkbox"/>	ADFI001	1000	MATERIALS	Site	0.00	271,059.39	2.91	0.00	11,944.89	269,114.50			43,190.00	863,894.38	906,794.38
<input type="checkbox"/>	ADFI001	1000	SUBCONTRACTS	Site	0.00	414,224.60	9.12	0.00	42,132.13	414,224.60			74,175.60	220,800.00	294,975.60
<input type="checkbox"/>	ADFI001	17129	3000	Cleaning and Waste Mgmt.	13,000	60,316.52	0.00	0.00	0.00	60,316.52			13,000.00	13,000.00	26,000.00
<input type="checkbox"/>	ADFI001	2000	EQUIPMENT	General Conditions	0.00	217,833.18	2.21	0.00	7,000.00	217,833.18			31,100.00	31,400.00	62,500.00
<input type="checkbox"/>	ADFI001	2000	LABOR	General Conditions	0.00	276,767.56	2.65	7,389.00	0.00	271,378.56			14,900.00	161,300.00	116,200.00
<input type="checkbox"/>	ADFI001	2000	MATERIALS	General Conditions	0.00	2,689,899.37	1.43	0.00	43,942.17	2,689,899.37			253,174.96	862,297.60	1,115,472.56
<input type="checkbox"/>	ADFI001	2000	SUBCONTRACTS	General Conditions	0.00	1,691,732.92	5.12	0.00	165,223.26	1,660,332.76			42,318.10	1,218,213.00	1,260,540.10
<input type="checkbox"/>	ADFI001	3000	EQUIPMENT	Bidding	0.00	60,304.92	4.78	0.00	5,524.92	55,780.00			30,524.00	30,524.00	60,912.00
<input type="checkbox"/>	ADFI001	3000	LABOR	Bidding	0.00	75,239.74	12.54	4,461.10	5,000.00	70,888.64			26,888.94	23,888.44	51,977.38
<input type="checkbox"/>	ADFI001	3000	MATERIALS	Bidding	0.00	667,950.81	0.41	0.00	2,900.00	667,950.81			16,887.90	125,952.60	141,920.75
<input type="checkbox"/>	ADFI001	3000	SUBCONTRACTS	Bidding	0.00	637,729.58	9.98	0.00	79,150.36	637,729.58			52,800.16	382,819.23	448,819.42
<input type="checkbox"/>	ADFI001	4000	EQUIPMENT	Admin	0.00	82,412.75	11.97	0.00	19,468.38	82,412.75			79,180.00	79,180.00	158,120.00
<input type="checkbox"/>	ADFI001	4000	LABOR	Admin	0.00	13,891.75	51.96	7,216.00	0.00	6,675.75			2,000.00	2,000.00	4,000.00
<input type="checkbox"/>	ADFI001	4000	MATERIALS	Admin	0.00	345,879.13	2.63	0.00	7,300.55	345,879.13			18,200.00	49,900.00	68,100.00
<input type="checkbox"/>	ADFI001	4000	SUBCONTRACTS	Admin	0.00	526,116.78	3.58	0.00	18,615.00	526,116.78			12,150.00	271,233.62	283,383.62
<input type="checkbox"/>	ADFI001	5000	EQUIPMENT	IT & Infrastructure	0.00	79,562.23	0.00	0.00	79,562.23	0.00			53,000.00	-19,000.00	34,000.00
<input type="checkbox"/>	ADFI001	5000	LABOR	IT & Infrastructure	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
<input type="checkbox"/>	ADFI001	5000	MATERIALS	IT & Infrastructure	0.00	91,339.74	0.00	0.00	91,339.74	0.00			0.00	0.00	0.00
<input type="checkbox"/>	ADFI001	5000	SUBCONTRACTS	IT & Infrastructure	0.00	467,379.22	17.77	0.00	82,960.99	427,379.22			0.00	0.00	0.00
<input type="checkbox"/>	ADFI001	61843	MATERIALS	Field Supervision	0.00	27,460.00	0.00	0.00	0.00	0.00			27,600.00	0.00	27,600.00
<input type="checkbox"/>	ADFI001	61843	GEN	General Liability	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
<input type="checkbox"/>	ADFI001	61843	SUBCONTRACTS	General Liability	0.00	131,050.00	0.76	0.00	1,900.00	131,050.00			2,900.00	0.00	2,900.00

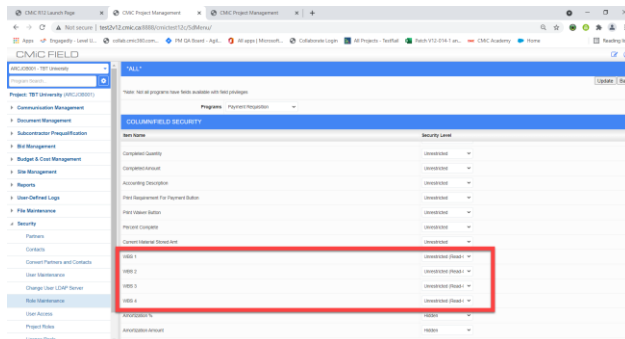
There are 32 records in database for this period. Page 1 - 32 displayed. Pages 32 records total.

Self Billed Payment Worksheet

Modifications have been made to allow users to enter Notes and View/Edit the meeting history (i.e.star or unstar any historical minutes) before starting a meeting.

## Request for Payment - Added WBS Name columns to SOV (21.41399)

WBS Name columns have been added to detail lines and the field security is set to Read-only on the \*ALL\* role.



The screenshot shows the 'Request for Payment' screen with the 'Schedule of Values' table. The table has columns for WBS Name, Description, Unit, Rate, and Amount. The 'WBS Name' column is highlighted with a red box.

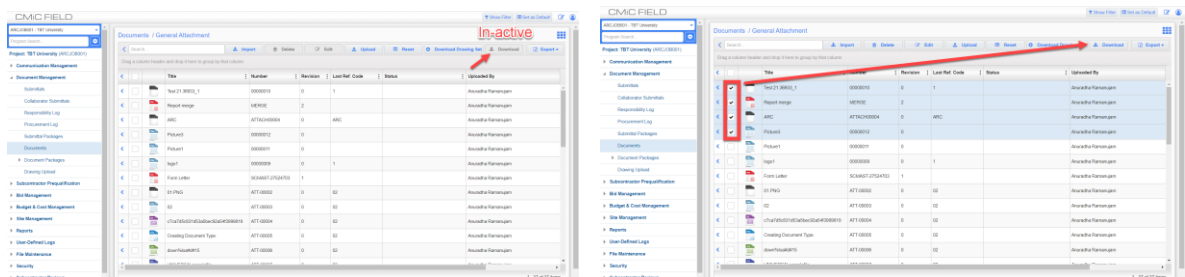
WBS Name	Description	Unit	Rate	Amount
WBS 1	...	...	...	...
WBS 2	...	...	...	...
WBS 3	...	...	...	...
WBS 4	...	...	...	...
WBS 5	...	...	...	...
WBS 6	...	...	...	...
WBS 7	...	...	...	...
WBS 8	...	...	...	...
WBS 9	...	...	...	...
WBS 10	...	...	...	...
WBS 11	...	...	...	...
WBS 12	...	...	...	...
WBS 13	...	...	...	...
WBS 14	...	...	...	...
WBS 15	...	...	...	...
WBS 16	...	...	...	...
WBS 17	...	...	...	...
WBS 18	...	...	...	...
WBS 19	...	...	...	...
WBS 20	...	...	...	...
WBS 21	...	...	...	...
WBS 22	...	...	...	...
WBS 23	...	...	...	...
WBS 24	...	...	...	...
WBS 25	...	...	...	...
WBS 26	...	...	...	...
WBS 27	...	...	...	...
WBS 28	...	...	...	...
WBS 29	...	...	...	...
WBS 30	...	...	...	...
WBS 31	...	...	...	...
WBS 32	...	...	...	...
WBS 33	...	...	...	...
WBS 34	...	...	...	...
WBS 35	...	...	...	...
WBS 36	...	...	...	...
WBS 37	...	...	...	...
WBS 38	...	...	...	...
WBS 39	...	...	...	...
WBS 40	...	...	...	...
WBS 41	...	...	...	...
WBS 42	...	...	...	...
WBS 43	...	...	...	...
WBS 44	...	...	...	...
WBS 45	...	...	...	...
WBS 46	...	...	...	...
WBS 47	...	...	...	...
WBS 48	...	...	...	...
WBS 49	...	...	...	...
WBS 50	...	...	...	...
WBS 51	...	...	...	...
WBS 52	...	...	...	...
WBS 53	...	...	...	...
WBS 54	...	...	...	...
WBS 55	...	...	...	...
WBS 56	...	...	...	...
WBS 57	...	...	...	...
WBS 58	...	...	...	...
WBS 59	...	...	...	...
WBS 60	...	...	...	...
WBS 61	...	...	...	...
WBS 62	...	...	...	...
WBS 63	...	...	...	...
WBS 64	...	...	...	...
WBS 65	...	...	...	...
WBS 66	...	...	...	...
WBS 67	...	...	...	...
WBS 68	...	...	...	...
WBS 69	...	...	...	...
WBS 70	...	...	...	...
WBS 71	...	...	...	...
WBS 72	...	...	...	...
WBS 73	...	...	...	...
WBS 74	...	...	...	...
WBS 75	...	...	...	...
WBS 76	...	...	...	...
WBS 77	...	...	...	...
WBS 78	...	...	...	...
WBS 79	...	...	...	...
WBS 80	...	...	...	...
WBS 81	...	...	...	...
WBS 82	...	...	...	...
WBS 83	...	...	...	...
WBS 84	...	...	...	...
WBS 85	...	...	...	...
WBS 86	...	...	...	...
WBS 87	...	...	...	...
WBS 88	...	...	...	...
WBS 89	...	...	...	...
WBS 90	...	...	...	...
WBS 91	...	...	...	...
WBS 92	...	...	...	...
WBS 93	...	...	...	...
WBS 94	...	...	...	...
WBS 95	...	...	...	...
WBS 96	...	...	...	...
WBS 97	...	...	...	...
WBS 98	...	...	...	...
WBS 99	...	...	...	...
WBS 100	...	...	...	...

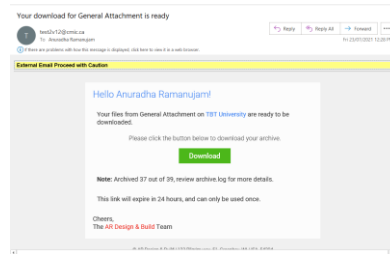
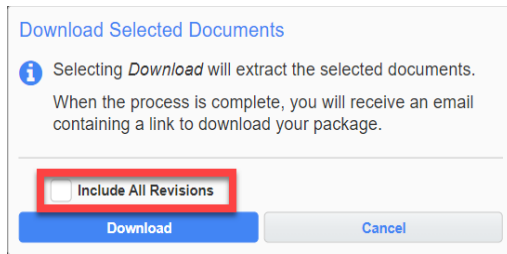
## Download Multiple Documents At the Same Time (21.41087,PM-745)

In the Document log, the user can now use the multi-select checkboxes to select one or more documents that they wish to download. Once the records are selected the [Download] button becomes enabled.

There is also a choice to Include All Revisions.

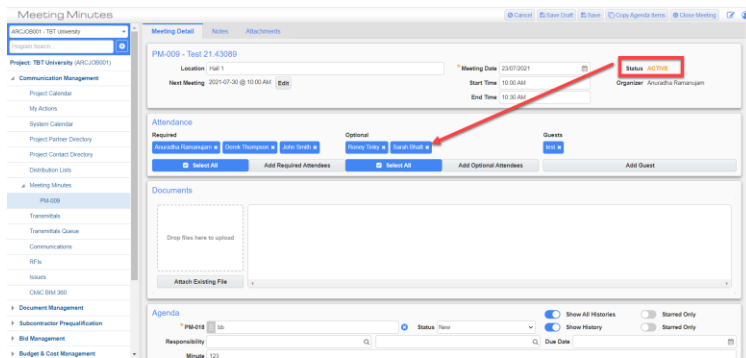
On Download the user gets a notification email and can download the documents for storage to a desired location.





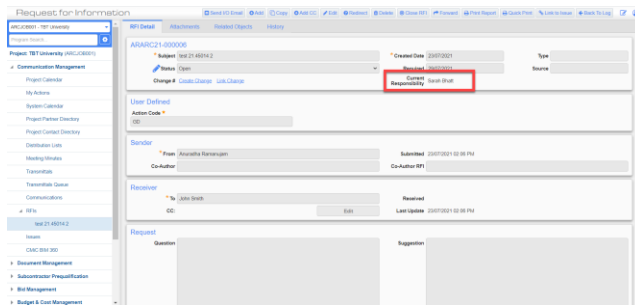
## Allow Removal of Attendees from an Active Meeting (21.42265, PM-1540)

When a Meeting is in Active status, Meeting Attendees from the list of Required and Optional attendees can be removed so required and optional attendees can be more accurately reflected after the meeting has commenced.

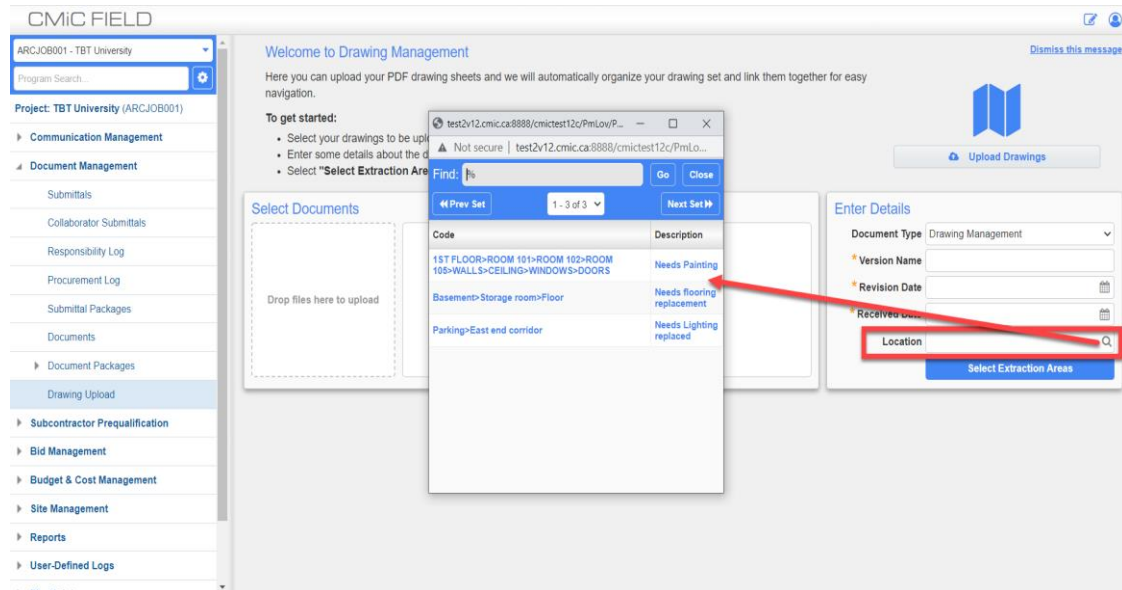


## RFI - Current Responsible Partner Name and Contact Name Added (21.45014, PM-375)

The Current Responsibility field now appears on the RFI screen. The Current Responsibility Partner Name and Contact Name columns have been added to the RFI Log.



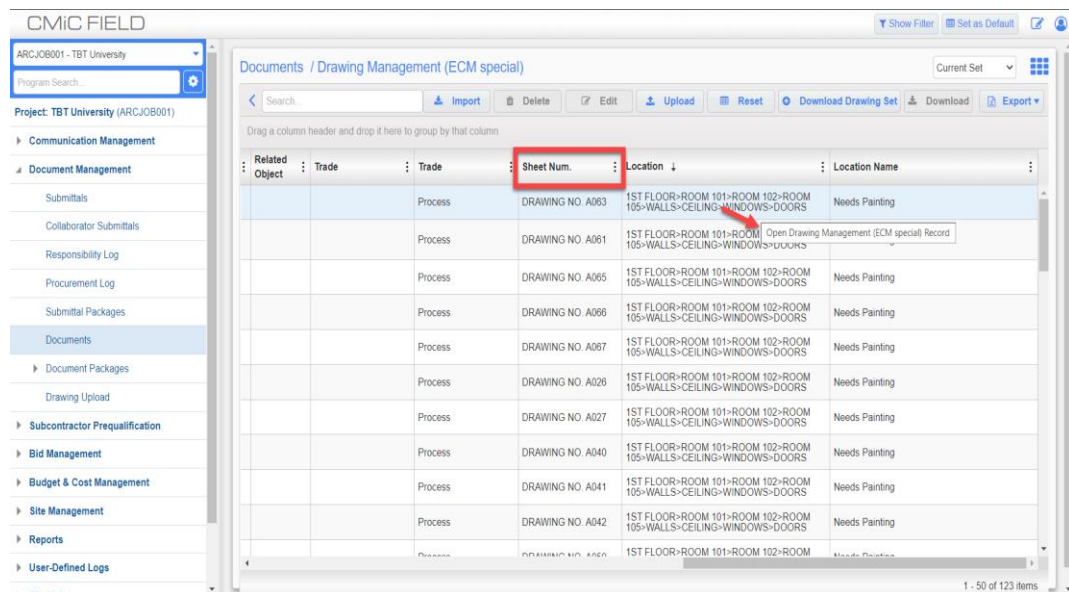
## Drawings Upload - Implemented Location Code (20.28379, PM-794)

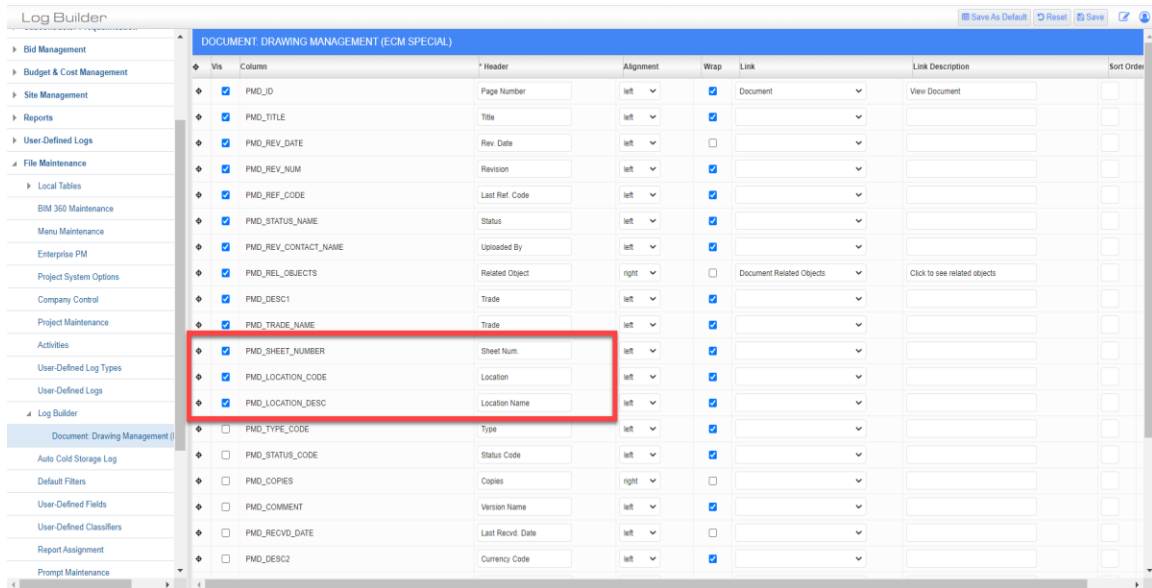


CMiC has added a Location field (uses LOV) to the Drawing Sets Upload screen.

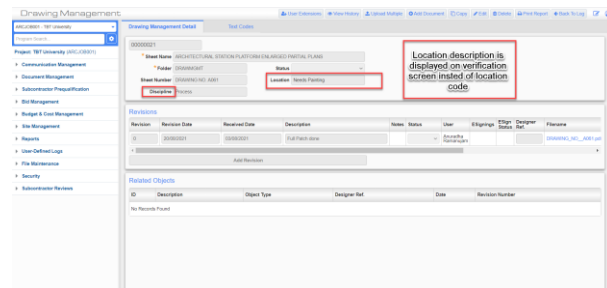
Also:

- added a tooltip to Location column (displays location description).
- default size for file upload is set to 100MB if not provided at system/user level.
- Sheet Number added to the DRAWMGMT log

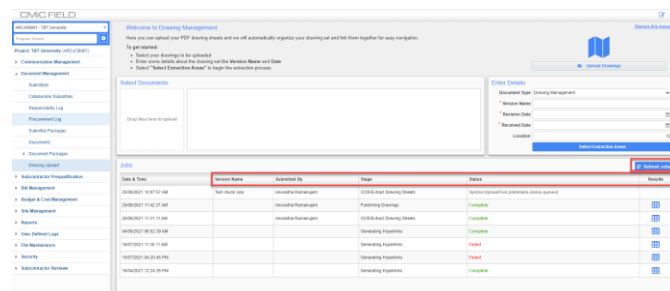




- Location description is displayed on verification screen instead of Location Code
- Changed prompt description from Trade to Discipline on verification screen

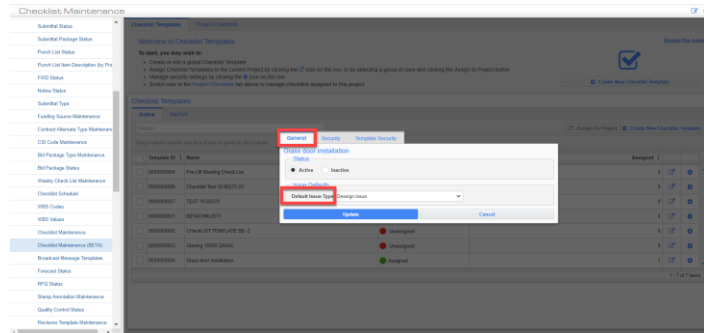


- Location code is read-only in Edit mode now. Added Location LOV in ADD mode. Introduced validation for location code.
- Location code now are accepted in upper case only (including import functionality).
- Sort order number column has been removed.
- Added a Job Detail section to show the progress/ status of the Drawing Sets Upload job:



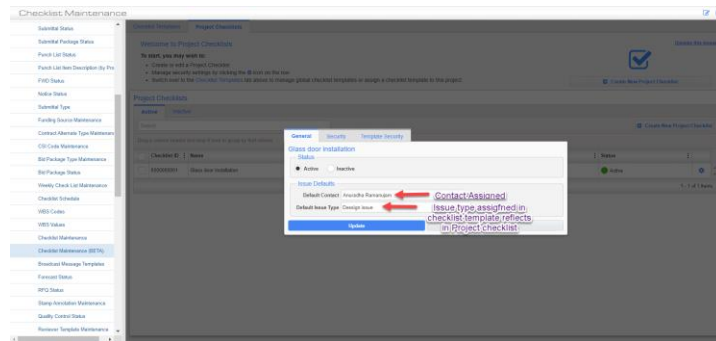
## Checklist Enhancements continued (18.60270/PM-618/PM-1091/PM-1633)

Added the General tab with necessary fields. (PM-1486, PM-1487, PM-1494)

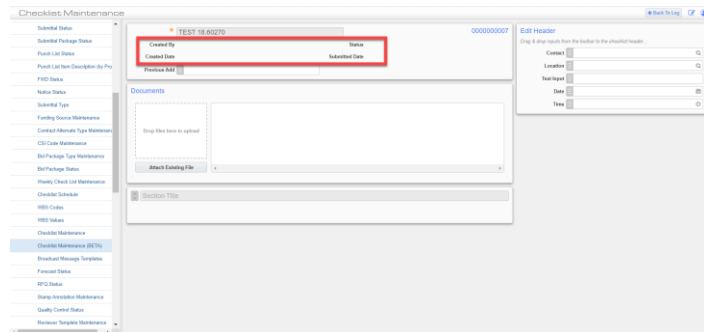


When assigning the checklist to a project, corresponding default issue type will be copied.

Default contact is also added at project checklist, which can be accessed via general tab.

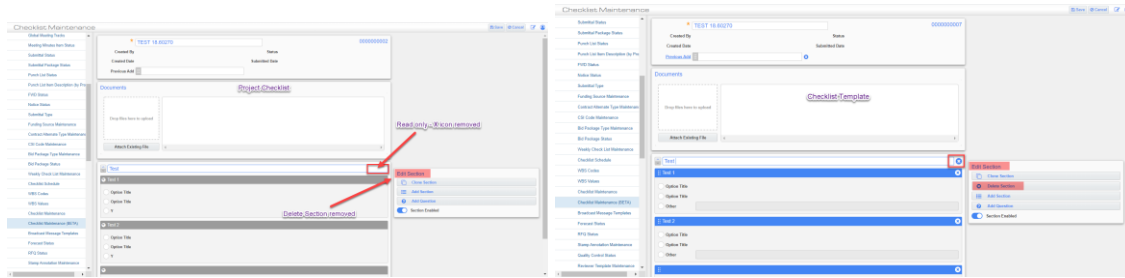


CMiC added new static fields such as Created by, Created Date, Status and Submitted Date to both checklist template and project checklist.

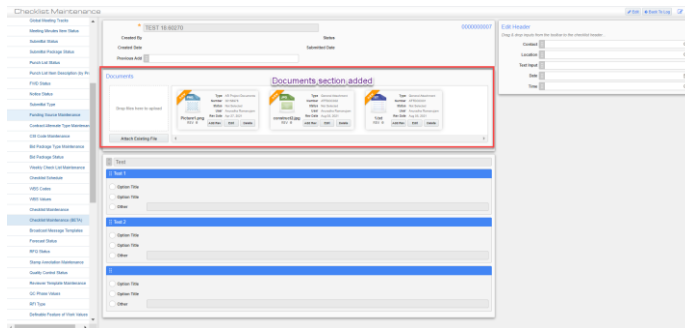


In the project checklist, sections that are inherited from the checklist template are modified to Read-only (non-editable) and the Delete icon removed.

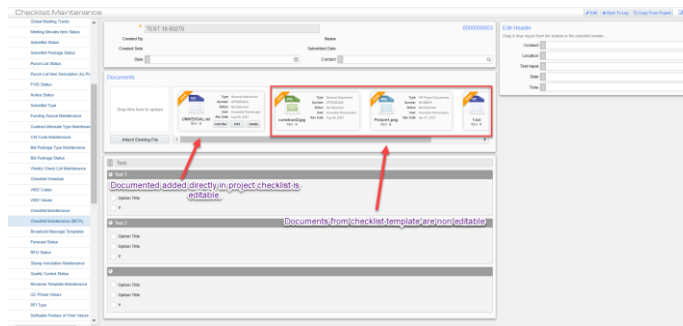




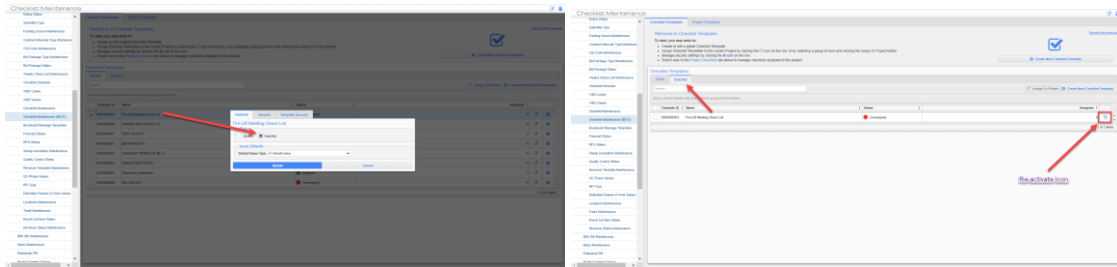
The Documents section has been added to checklist template and project checklist:



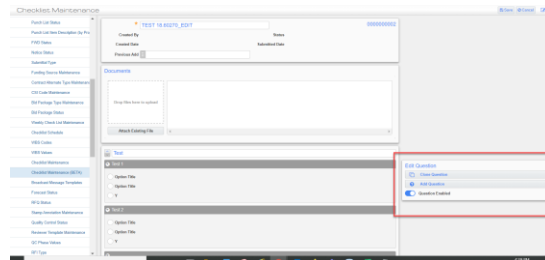
- Documents of checklist template will be automatically copied to project checklist when it is assigned from checklist template.
- Documents from checklist template inherited by project checklist cannot be edited or deleted (its buttons are hidden) whereas documents that are saved directly in project checklist will be as usual.



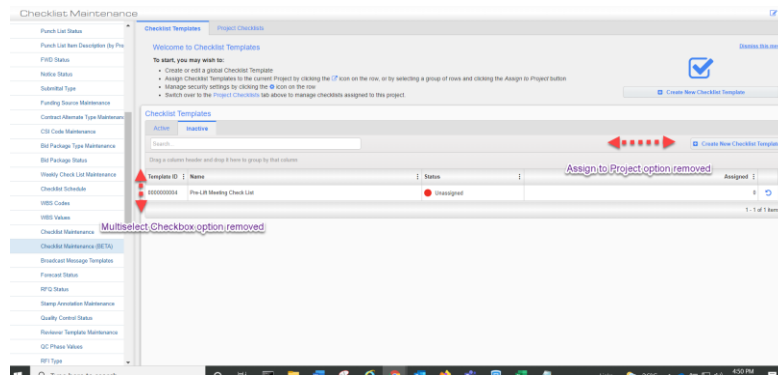
- Checklist Maintenance enhancements - Active, Inactive tab included. Made changes in their log and view option; Reactivate icon is added to the menu in both Checklist Template as well in Project Checklist.



- for Project Checklist, Delete Question option is hidden for questions which are copied from Checklist Template.



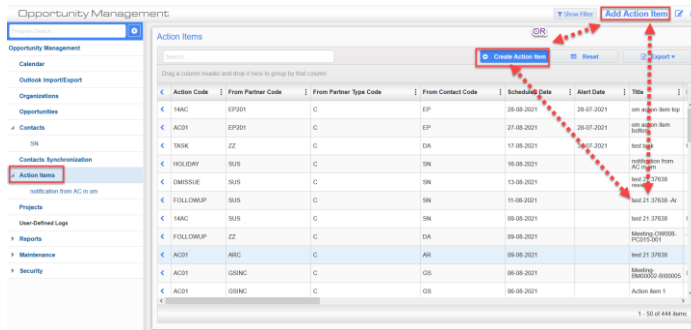
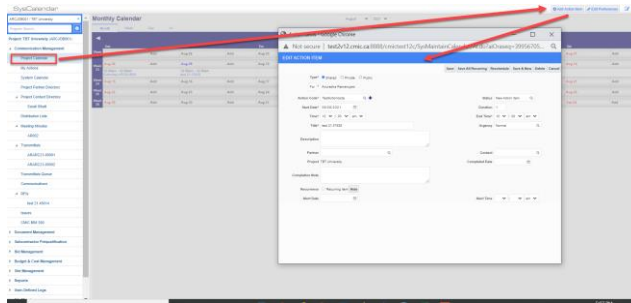
- Removed multi-select option and Assign button in inactive log screen.



## Action Item Notifications Continued (21.37638//PM-907)

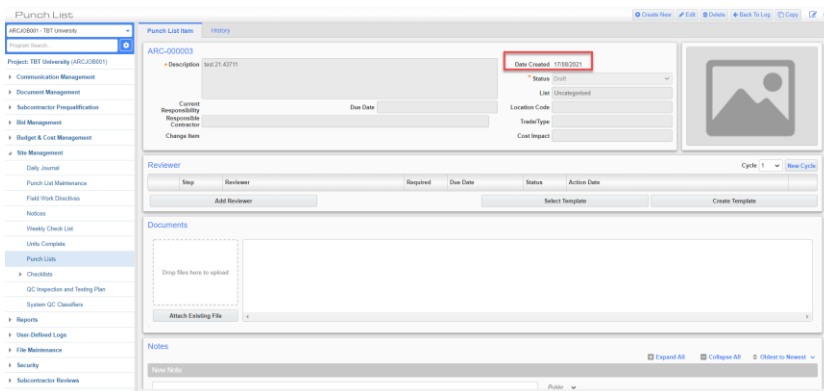
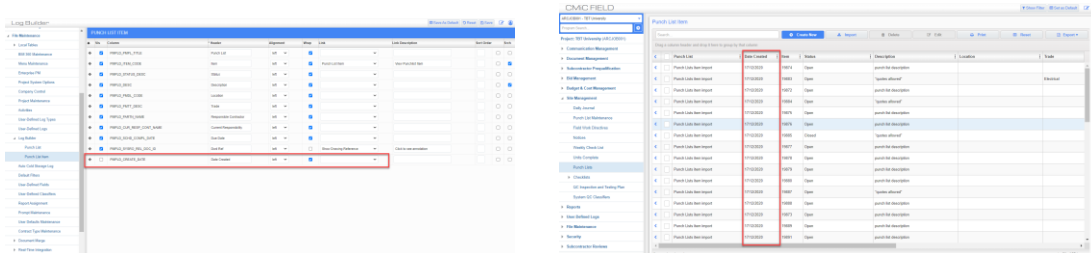
All Action Items created from **Project Calendar** will trigger an Action Item Notification. There is no control to turn On or Off these Notifications.

All Action Items created from **OM Action Items** will trigger the Action Item Notification. There is no control to turn On or Off these Notifications.



## Punch List Item - Added Create Date (21.43711/PM-1392/PM-1740)

CMiC has added the Create Date to the Punch List Item entry screen and log.



## PCI Markups - Selective Markups for PCIs (21.40801 (PC-376)

A new column 'Markup' has been added and the flag in the column is enabled by default.

When the Markup flag is enabled, only the selected lines will have a markup applied IF the job, cost code, and category satisfy the markup rules.

Users can enable/disable the Markup flag before and after markups have been generated for the PCI.

CMC FIELD

ARCJOB001 - TEST University

Project: TEST University (ARCJOB001)

Programs: Potential Change Item

Columnfield SECURITY

Item Name: Security Level

Default Billing Code: Unrestricted

Related Objects Tab: Unrestricted

Status for Projected PCI (when unrestricted, status choice is locked to 'Approved' Pending Type): Unrestricted

Update Projected Amount During Posting: Unrestricted

Review/Approval Tab: Unrestricted

Modify PCI Button: Unrestricted

Revision Prio Ref. Date: Unrestricted

Revision Prio Ref. Code: Unrestricted

Revision Prio Number: Unrestricted

Print PCI Button: Unrestricted

Vendor Name: Unrestricted (Basic)

Markup: ALL

VBS1: Unrestricted

VBS2: Unrestricted

VBS3: Unrestricted

VBS4: Unrestricted

Potential Change Item

ARCJOB001 - TEST University

Project: TEST University (ARCJOB001)

Programs: Potential Change Item

Item Name: AEXT0026

Type: External

Status: Pending

Date: 10/26/2021

Scope: test 21 42031 test

Key Dates

Start Date: Due to Owner

Proposed Invoiced: Change Invoiced

Change Signed: Change Signed

Markup: ☒

Table:

Vendor Name	Contract	ADP	Cost Code	Category	Billing Code	Days Impact	Spent/Committed	Phase Qty	WSP	Estimated A
ARCJOB001	11	ARCJOB001	17319	3000	001-17319-0000	0.00	0.00	0.00	0.00	0.00

MAINTAIN PCI MARKUP RULES

Selection Criteria

Company: 10 CMC Construction Inc.

Job: 1997 Winery

Copy From Job

Rules

View: Freeze Detach Search Insert Insert Multiple Delete Work

Order	Description	Rounding Rule	Rounding Method	Level
1	Markup	Round to nearest dollar	Up	1
2	Markup	Round to nearest dollar	Up	2

Details

View: Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Exten

Calculate On Job	* Cost Code	* Cat	Allocate To Job	* Cost Code	* Cat	* Budget %	* Billing %
1997	ALL	ALL	1997	FEE	F	10	0

Calculate On Job: Winery

Calculate On Cost Code: Winery

Calculate On Cat: Winery

Allocate To Job: Winery

Allocate To Cost Code: FEE

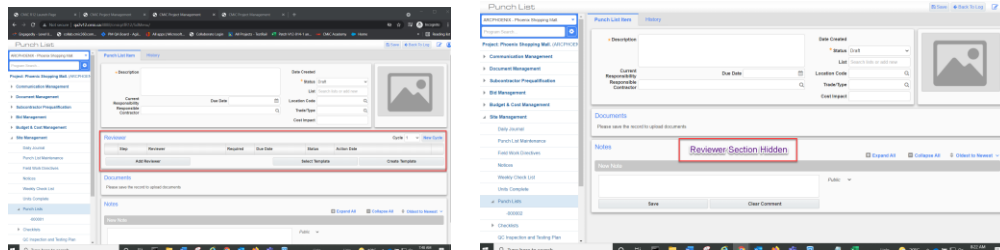
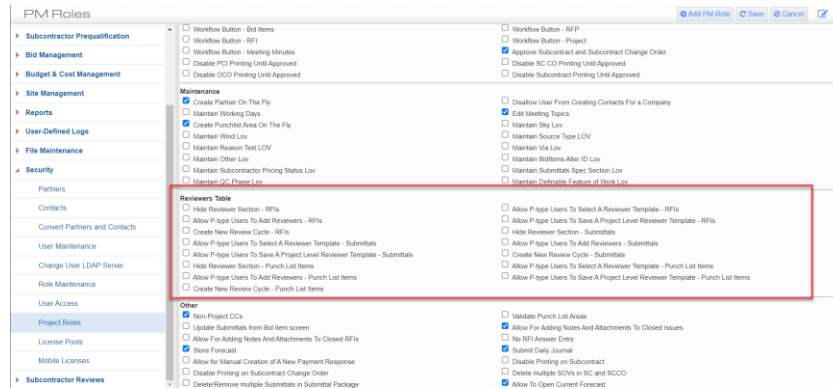
Allocate To Cat: Fee

The markup rule details is set to calculate on ALL cost codes and ALL categories. If the PCI Detail line does not have Markup flag enabled, the markup will not be applied even though the cost code and category satisfy the markup rule

## Punch List Item/Submittal/RFI – Hide Reviewers Section (21.45884)

A “Hide Reviewer Section” flag has been introduced in Project Roles – for each of the PM objects – RFI, Submittals, Punch List Item.

When checked, the Reviewers section of the particular PM object will be hidden for the PM role that has the flag checked.



## Cost Code Template - Bid Item Entry and Add Phase ‘on the fly’ (20.21125)

The following screens were modified to accommodate changes made to facilitate the use of Cost Code Templates in “Bid Item Entry” and “Add Phase/Category on the fly” screens:

### PM System Options

Added new flag option 'Apply Job template to cost codes in Bid item' under General tab. When this flag is checked the Cost Code Template feature for each screen takes effect and are described further below.

### Add Phase/Category ‘on the fly’

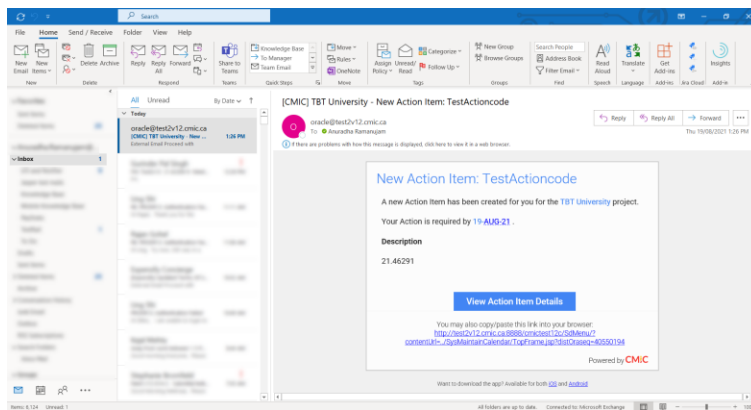
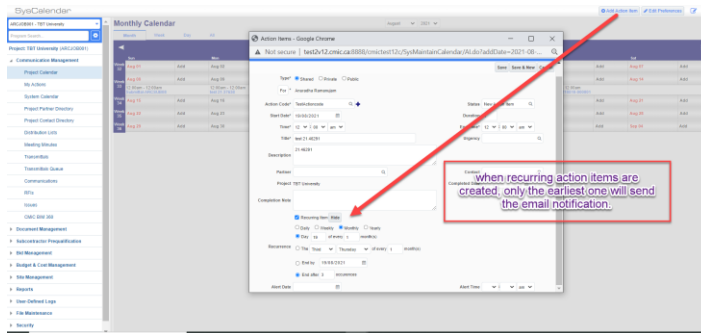
Modifications were made to add a new Phase template field to filter Phase LOV based on template assigned against the job in the Job Entry – General tab in ADF. If no template is there then it brings all phases including master phase.

### Bid Items

Modifications were made in the Bid Items entry screen to filter phase LOV based on template flag from PM System Options. Also included validation for the template for the Bid Item Import.

## Action item Adjustments (21.46291/PM-1685)

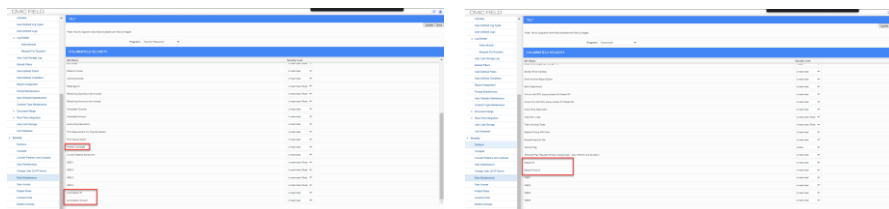
When a Recurring Action Item is created, only the earliest one or the 1<sup>st</sup> action item will send the email notification, thereby avoiding receiving a large number of Action Item notifications all at once.



## Subcontract/RFP - Down Payment and Amortization (20.31609)

New columns Deposit Amount, Deposit %, Amortization amount and Amortization % are added.

Down Payment and Amortization - Added field security options for columns contract deposit amount, percentage for SC entry screen and current deposit amount, percentage for RFP screen



**Example with 1 SOV on Subcontract:**

1. Posted Subcontract with one SOV and 10% retainage. a. Total Contract Amount: \$70,000

- b. Total Deposit Amount is \$3,600
  - c. Total Retainage is \$7,000 (10% of Total Contract Amount)
2. vendor submits RFP #1 for 25% of Original Contract Amount for SOV (\$17,500). The following calculations are performed:
- Deposit Amount (Amount posted in Accounts Payable as a Deposit against the Subcontract): Read only value displays \$3,600
  - Amortization Amount (Amount of the Deposit not yet allocated to Invoices): 3,600 – Sum of all Amortization Amounts on posted RFPs
  - Amortization Amount (Amount of Deposit to be applied to the current Request for Payment):  $.25 * 3,600 = \$900$
  - Net Payable Amount (Amount Payable on this Request for Payment after Retention (\$1,750) and Deposit have been applied):  $17,500 - 1,750 - 900 = \$14,850$
3. Post the RFP. Standard posting routines apply. In our example, the net payment amount is \$14,850 • Deposit Amount: Read only value displays \$3,600
- Amortization Amount:  $\$2,700 = 3,600 - 900$  (Deposit Amount - sum of all Amortization Amounts on posted RFPs)
  - Amortization Amount:  $\$360 = .1 * 3,600$  (Percent Complete value \* Deposit Amount)
  - Net Payable Amount:  $\$5,940 = 7,000 - 360$  (Current Amount – Applied Deposit Amount – Current Retainage Amount)
1. Vendor enters a second RFP for 10% or \$7,000.

Calculations:

**Example with Multiple SOV on Subcontract:**

1. Posted Subcontract with 3 SOV and 10% Retainage: a. Total Contract Amount: \$1,539,656.13
  - i. SOV 1: \$534,187.5
  - ii. SOV 2: \$335,156.13
  - iii. SOV 3: \$670,312.5
- b. Total Deposit Amount: \$461,896.84
  - i. SOV 1: \$160,256.25
  - ii. SOV 2: \$100,546.84
  - iii. SOV 3: \$201,093.75
- 2. Vendor enters RFP using Percent Complete in each SOV.
  - a. Current Amount
    - i. SOV 1: 15% = \$80,128.13
    - ii. SOV 2: 12% = \$40,218.74
    - iii. SOV 3: 20% = \$134,062.5
    - iv. 10% Retainage: \$25,440.94
  - b. Deposit Amount Applied for each line:
    - i. SOV 1: 15% = \$24,038.44
    - ii. SOV 2: 12% = \$12,065.62
    - iii. SOV 3: 20% = \$40,218.75
  - c. The Net Pay is Deposit Amount – Retainage – Amortization Amount
    - i. SOV 1 =  $80,128.13 - 8,012.81 - 24,038.44 = \$48,076.88$
    - ii. SOV 2 =  $40,218.74 - 4,021.87 - 12,065.62 = \$24,153.12$
    - iii. SOV 3 =  $134,062.5 - 13,406.25 - 40,218.75 = \$80,437.50$
    - iv. Net Pay for entire payment: \$152,645.62

[illegible]

## Menu Item Security/Privilege for New Checklist (Beta) Program

## Meeting Minutes - Date, Time, Location Editable in Active Meeting

Location, Date and Time are editable while a meeting is Active.

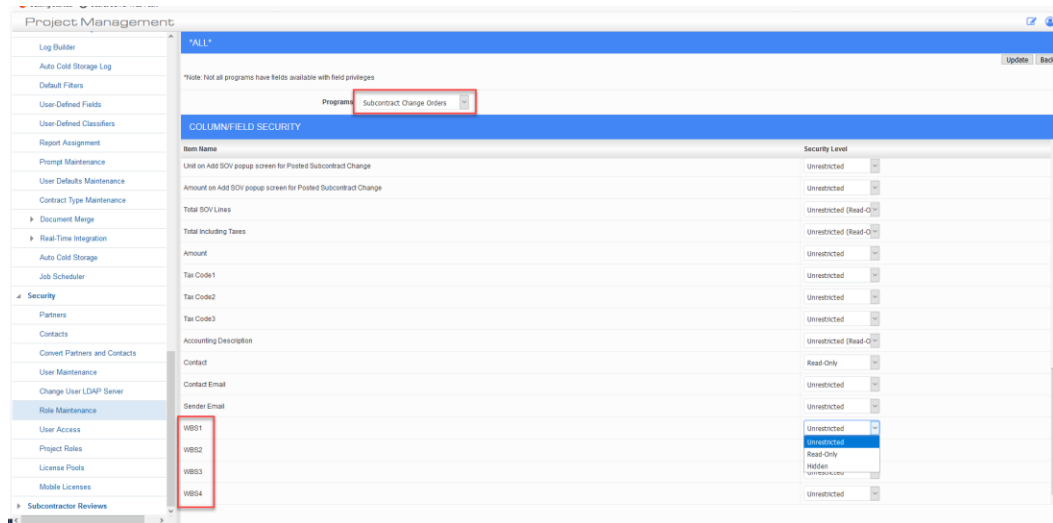
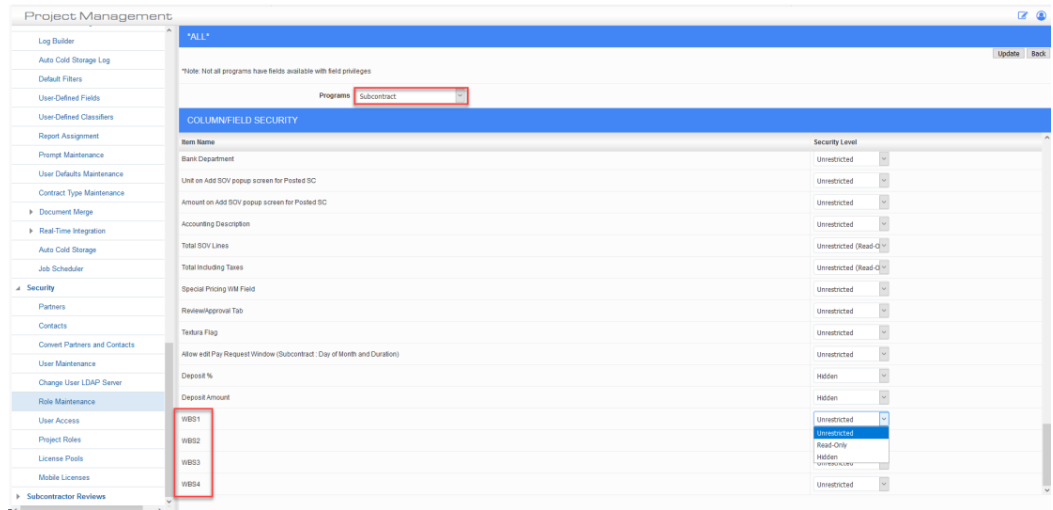


Next meeting date should not change without approval.

## Added Field Security for WBS fields for PCI, SC and SCCO (21.42451)

- Added Field Security for WBS Fields for PCI, SC and SCCO screens with three options: Unrestricted, Hidden and Read-Only.

Item Name	Security Level
Blank Department	Unrestricted
Unit on Add SOV popup screen for Posted SC	Unrestricted
Amount on Add SOV popup screen for Posted SC	Unrestricted
Accounting Description	Unrestricted
Total SOV Lines	Unrestricted (Read-Only)
Total Including Taxes	Unrestricted (Read-Only)
Special Pricing WM Field	Unrestricted
Review/Approval Tab	Unrestricted
TaxRate Flag	Unrestricted
Allow edit Pay Request Window (Subcontract: Day of Month and Duration)	Unrestricted
Deposit %	Hidden
Deposit Amount	Hidden
WBS1	Unrestricted
WBS2	Read-Only
WBS3	Hidden
WBS4	Unrestricted



## Subcontract ID Generated on Saving (21.44825)

In the Subcontract Entry screen when adding a subcontract, the logic has been changed to generate Subcontract ID **ON SAVING** a subcontract, when auto-numbering is in use, instead of after entering the Vendor (previously), to avoid the system trying to assign the same Subcontract ID to multiple users who might be in the Add Subcontract screen at the same time.

## Punch List Item Log Enhancements as Standard Log (21.39438/PM-1395)

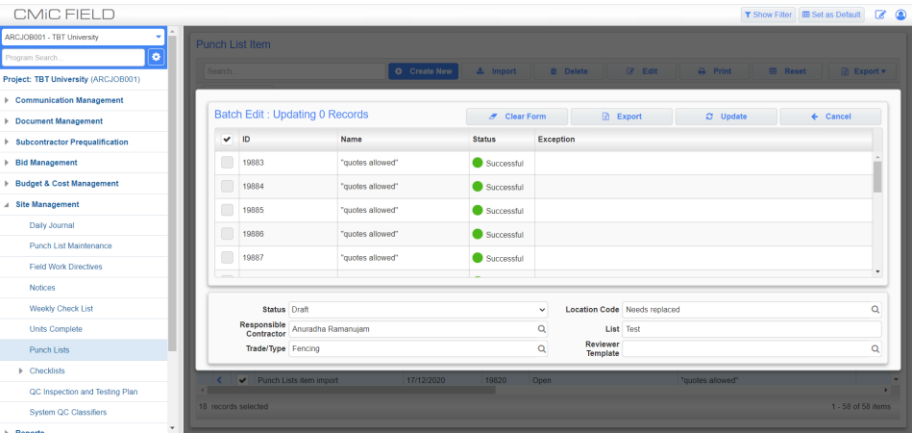
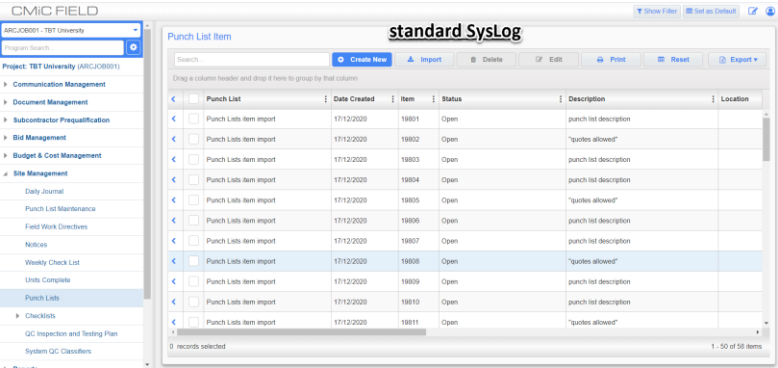
The following modifications have been made to the Punch List Items Log:

- List of items removed:

Welcome Message

- Default Grouped by Punch List
- Color coding for Punch List Item Status
- Drawing Location Icon
- Share Feature

- Batch Edit is completely modified by introducing a grid to trace updated records with/without errors, export chosen records.
- Validations are added for batch edit fields (error messages)
- Back To Log will direct to standard Punch List Item log



- Added security privilege to Punch List Item log Edit and Delete buttons.
- Edit button will only be enabled if User has Update All privilege for Punch List Items:

UPDATE ROLE ANUPURROLE					Save	Close
Description	View All <input checked="" type="checkbox"/>	Create All <input checked="" type="checkbox"/>	Update All <input type="checkbox"/>	Delete All <input type="checkbox"/>		
Change Item	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Communication	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Daily Report	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Field Work Directives	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Issue	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Meeting	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Notice	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Owner Change Transmittal	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Punch List	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Punch List Item	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Request For Information	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Submittal	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Submittal Package	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Transmittal	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Project Management

ARCSEARS - ARC - Sears Towers

Program Search

Project: ARC - Sears Towers (ARCSEARS)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Site Management

Daily Journal

Punch List Maintenance

Field Work Directives

Notices

Weekly Check List

Units Complete

Punch Lists

Checklists

Daily Safety Checklist

SYSTEM CHECKLIST

Test Inspection

Test Checklist

General Check List

Reports

User Defined Logs

File Maintenance

Security

Punch List Item

Create New

Import

Print

Reset

Export

Search

Drag a column header and drop it here to group by that column

Punch List	Item	Status	Description	Location	Trade	Respi
Uncategorised	-000006	Draft	Test completion dates			
Uncategorised	-000005	Draft	TEST eKTA			
T4673_JSP_Punch List - Check for Action Items for CCs on a new Punch List	-000004	Issued				JAD P
T4693 20 19527 - PM JSP_Punch List - CC does not get email notification when set up	-000003	Open				ZZ-Ac
Uncategorised	-000007	Open	T7692	7>9>10>12>14>15	Concrete	JAD P
Uncategorised	-000002	Open	JSP_Punch List - Check for Action Items for CCs on a new Punch List			ZZ-Ac
Punch List 1	19973	Open	punch list description			
Punch List 1	19972	Open	punch list description			
Punch List 1	19974	Open	punch list description			

1 - 9 of 9 items

Security unchecked -Edit/Delete buttons hidden

Project Management

ARCSEARS - ARC - Sears Towers

Program Search

Project: ARC - Sears Towers (ARCSEARS)

- Communication Management
- Document Management
- Subcontractor Prequalification
- Bid Management
- Budget & Cost Management
- Site Management
  - Daily Journal
  - Punch List Maintenance
  - Field Work Directives
  - Notices
  - Weekly Check List
  - Units Complete
  - Punch Lists
- Checklists
  - Daily Safety Checklist
  - SYSTEM CHECKLIST
  - Test Inspection
  - Test Checklist
  - General Check List
- Reports
- User Defined Logs
- File Maintenance
- Security

Punch List Item

Search...

Create New Import Delete Edit Print Reset Export

Drag a column header and drop it here to group by that column

Punch List	Item	Status	Description	Location	Trade
<input checked="" type="checkbox"/>	Uncategorised	-000005	Draft	Test completion dates	
<input checked="" type="checkbox"/>	Uncategorised	-000005	Draft	TEST eKTA	
<input checked="" type="checkbox"/>	T4673 JSP Punch List - Check for Action Items for CCs on a new Punch List	-000004	Issued		
<input checked="" type="checkbox"/>	T4093 28 19927 - PM JSP Punch List - CC does not get email notification when set up	-000003	Open		
<input checked="" type="checkbox"/>	Uncategorised	-000007	Open	T7692	7>9>10>12>14>15 Concrete
<input checked="" type="checkbox"/>	Uncategorised	-000002	Open	JSP Punch List - Check for Action Items for CCs on a new Punch List	
<input checked="" type="checkbox"/>	Punch List 1	19973	Open	punch list description	
<input checked="" type="checkbox"/>	Punch List 1	19972	Open	punch list description	
<input checked="" type="checkbox"/>	Punch List 1	19974	Open	punch list description	

9 records selected

1 - 9 of 9 items

Security Checked - On selecting the records Edit/Delete buttons become active.

## Contract Forecast – Cost Budget/Revenue Budget Posted PCI (21.45017)

- Added columns JCCF\_PCI\_COST\_BUDGET and JCCF\_PCI\_REVENUE\_BUDGET.
- Added field securities for new columns JCCF\_PCI\_COST\_BUDGET and JCCF\_PCI\_REVENUE\_BUDGET in forecast.

CMIC FIELD

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Site Management

Reports

User Defined Logs

File Maintenance

Security

Partners

Contacts

Convert Partners and Contacts

User Maintenance

Change User LDAP Server

Role Maintenance

User Access

Project Roles

License Pools

Mobile Licenses

Subcontractor Reviews

ALL

Note: Not all programs have fields available with field privileges

Programs Contract Forecast 1

Update Back

COLUMN/FIELD SECURITY

Item Name	Security Level
Assign Status Button	Unrestricted
Best Worst Case Analysis Button	Unrestricted
Cost Variance (New)	Unrestricted (Read-Only)
Output Complete Quantity	Unrestricted
Output Complete Quantity in the Productivity Popup	Unrestricted
Unbilled Revenue Amount	Unrestricted (Read-Only)
Uncommitted Cost	Unrestricted (Read-Only)
Committed Cost	Unrestricted (Read-Only)
Total Committed Amount	Unrestricted (Read-Only)
Comments on Productivity Popup	Hidden
Cost Budget(Posted PCI)	Unrestricted
Revenue Budget(Posted PCI)	Unrestricted

**Subcontracts – Invoiced Amount Remaining Including Retainage**  
(21.42169)

Added new Column - SCMST\_REMAIN\_INV\_INCL\_RET\_AMT to the Subcontract Log, which is the Invoiced Amount Remaining Including Retainage.

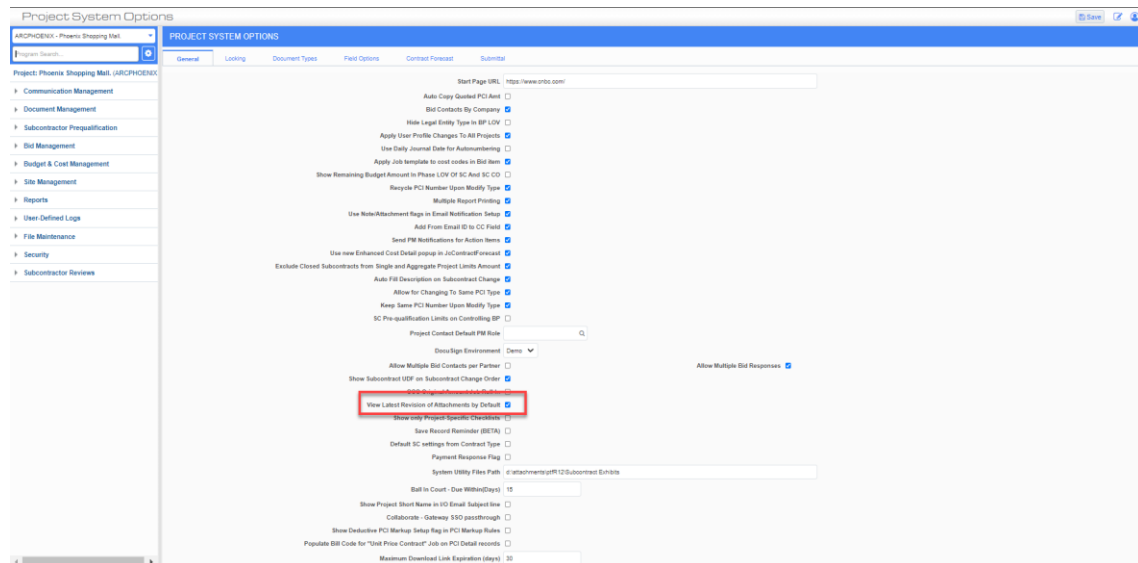
Remaining to be Invoiced Including Retainage = (Contract amount – (RFP Gross Amount- Retainage Amount)).

**NOTE:** This new column only considers Posted Invoices, unposted invoices are not included.

CMiC has exposed the PM System Options flag “View Latest Revision of Attachments by Default” by displaying it on the user interface screen. In the database it is the field

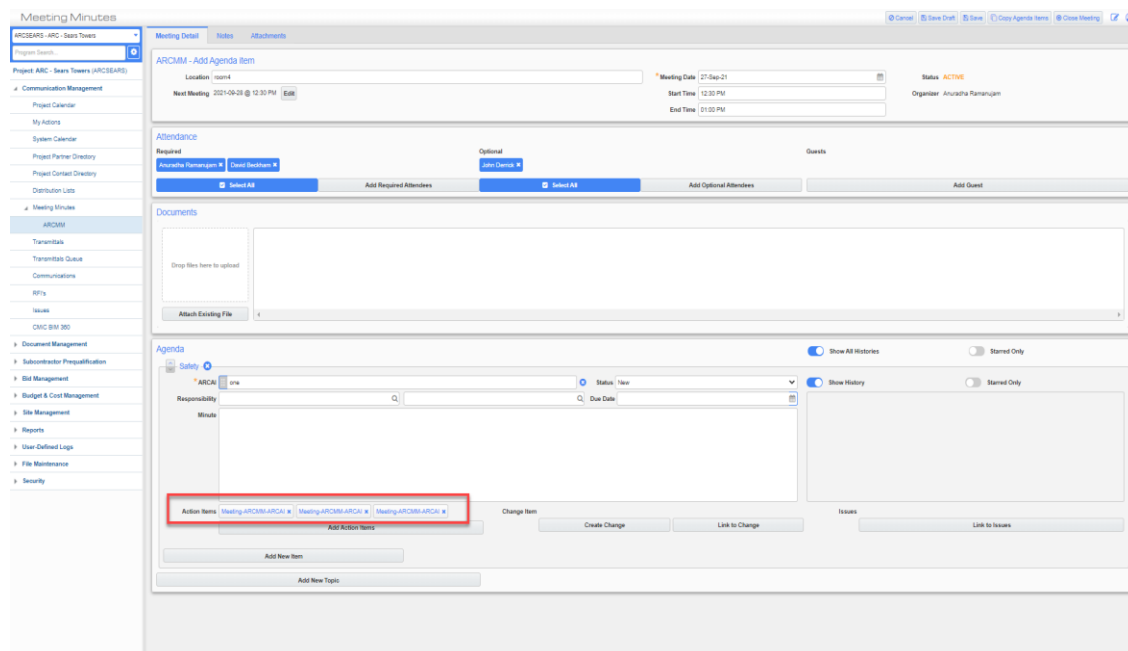
da.PMSYS\_UPDATE\_WITH\_LATEST\_REV, and controls whether all revisions or only the latest revision of an attachment is shown in the Attachments tab of PM objects.

**NOTE:** This setting (ON/OFF) only takes effect with new records that are created after it is changed (requiring a new browser session as well).



## Meeting Minutes - Allow Creation of Multiple Action Items (21.40919/PM-1296, PM-1297)

Changes have been made to enable the creation of multiple Action Items for a single agenda item.



Also, changes include the carrying forward of Meeting Minute Action Items as well as the Responsibility, as long as the Agenda Item or Action item is still open.

Action items created in the current meeting show as a blue link and the action item carried forward is shown with a green link (screenshots shown below).

Meeting Minutes

Meeting Detail | Notes | Attachments

AR003 - null error

Location: null

Meeting Date: 27-Sep-21

Status: CLOSED

Start Time: 12:30 PM

End Time: 01:00 PM

Organizer: Anuradha Ramnathan

Next Meeting: 2021-09-28 @ 12:30 PM

Attendance

Documents

Drop files here to upload

Attach Existing File

Agenda

AR001-001 xyz

Responsibility

Minute

Action Items: [Meeting-AR003-AR001-001](#) | [Meeting-AR003-AR001-001](#) | [Meeting-AR003-AR001-001](#)

Change Item

Issues

• Action items created in the current meeting shows as a blue link)

Meeting Minutes

Meeting Detail | Notes | Attachments

AR004

Track: AR003 Test null error

Budget: null error

Location: null

Meeting Date: 28-Sep-21

Status: PENDING

Start Time: 12:30 PM

End Time: 01:00 PM

Organizer: Anuradha Ramnathan

Start Meeting

Invites

Documents

Drop files here to upload

Attach Existing File

Agenda

AR001-001 xyz

Responsibility

Minute

Action Items: [Meeting-AR003-AR001-001](#) | [Meeting-AR003-AR001-001](#) | [Meeting-AR003-AR001-001](#)

Change Item

Issues

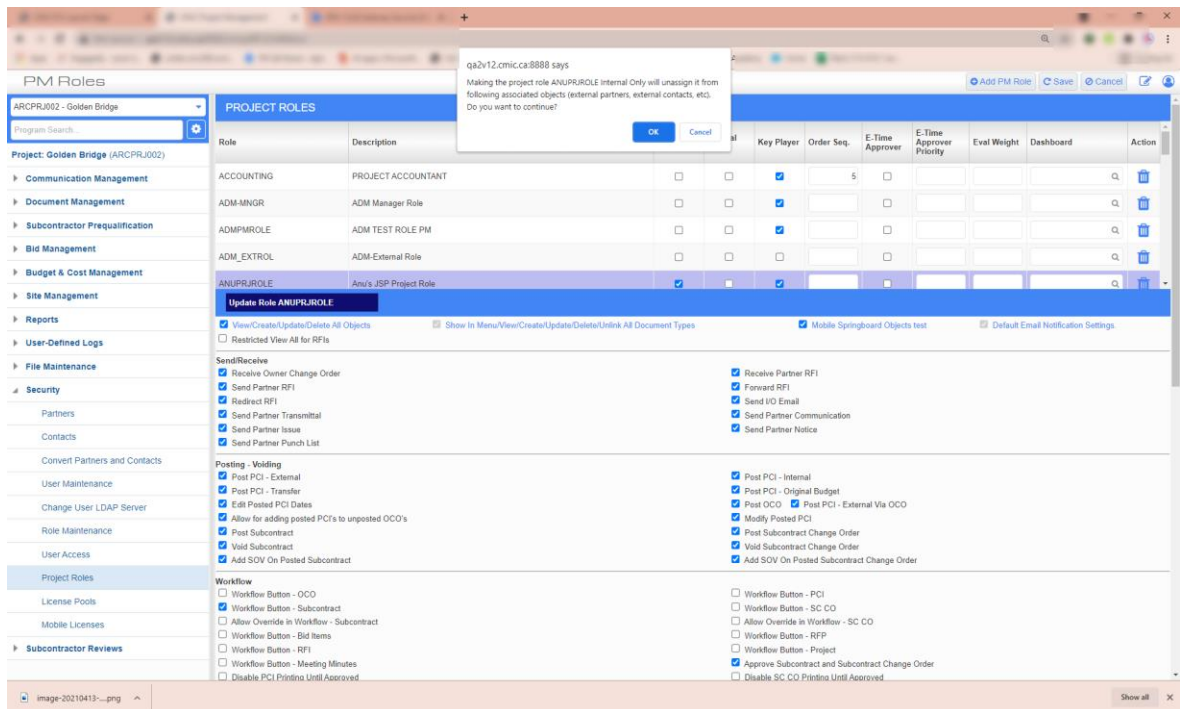
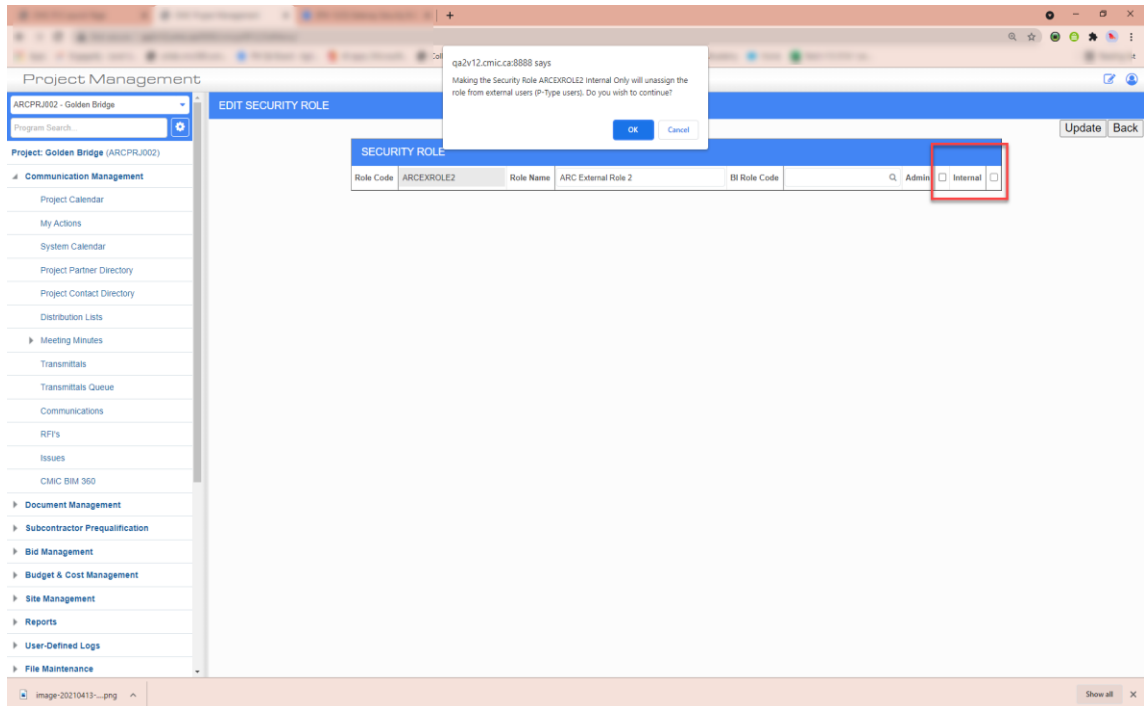
Action item carried forward is shown in Green link)

## Security Role Flags to Limit Roles Selected in Gateway (21.41705)

The following changes were made for this enhancement:



- Addition of an **Internal Only** Flag to the Role Maintenance screen to limit Roles selected in Gateway
- P type user will only see external roles in role assignment.
- Project Maintenance - Modified Gateway project and security roles not to show 'Internal Only' roles.



## Reviewers Component Enhancements (21.44326)

The screenshot shows a 'Reviewer' component interface. At the top right, there is a 'Cycle' dropdown menu set to '1' and a 'New Cycle' button. Below this is a table with the following columns: Step, Reviewer, Required, Due Date, Status, and Action Date. The table contains one row with the following data: Step 1, Reviewer Daniel Boone (with a sub-label Mitchell's Design/Build), Required checked, Due Date 28-Aug-21, Status empty, and Action Date empty. To the left of the first row is a blue icon of a pencil. To the right of the last row is a blue trash can icon. Below the table are three buttons: 'Add Reviewer', 'Select Template', and 'Create Template'.

Step	Reviewer	Required	Due Date	Status	Action Date
1	Daniel Boone Mitchell's Design/Build	<input checked="" type="checkbox"/>	28-Aug-21		

Buttons: Add Reviewer, Select Template, Create Template

The following enhancements have been made to the Reviewers component in PM JSP (Punch List Item and RFI).

- Cycle Number field and [New Cycle] button added.
- Reviewers sequence validation – there must at least one other required reviewer between subsequent same reviewer.
- A new cycle is created with the same reviewers set but new due dates
- Ability to navigate between cycles
- Previous cycles are not editable.
- The same reviewers must have a different mandatory reviewer in between

## Self Service and Subcontractor Prequalification – Enhancements (21.38593)

Enhancements have been made in both Subcontractor and Self Service Prequalification screen. Some items have been added/removed.

Self Service Prequalification enhancements:

Field Security has been added for the “Select All Regions” checkbox in the region section on Page 1. It can be made ‘Hidden’ or ‘Unrestricted’ in the Security > Role Maintenance screen (for the Prequal Self Service program).

The screenshot shows a form titled 'Indicate what region your company does work in: \*'. It contains three checkboxes: 'Select All Regions', 'Australia', and 'Central Region'. A red box highlights the 'Select All Regions' checkbox. A red text overlay says: 'When FS is Unrestricted, "Select All Regions" checkbox appears on the screen'. At the bottom right, there is a page number 'Page 1 of 7' and a 'Next' button.

Indicate what region your company does work in: \*

☐ Select All Regions

☐ Australia

☐ Central Region

When FS is Unrestricted, "Select All Regions" checkbox appears on the screen

Page 1 of 7 | Next

Prequalification Management

Project: ADF project for TESTV12. (TESTV12ADF)

Subcontractors

Applicants

Self Service

Subcontractor Rating Setup

Subcontractor Rating Questionnaire Setup

Prequalifications Control

Workflow Notification

Document Management

Maintenance

Security

User Maintenance

Role Maintenance

User Access

\*ALL\*

Note: Not all programs have fields available with field privileges

Programs: Prequal Self Service

COLUMN/FIELD SECURITY

Item Name	Security Level
Company Regions: Select All Regions	Hidden
Authority	Unrestricted
Class	Unrestricted
License Number	Unrestricted
Date Expire	Unrestricted
Is your firm signatory to any unions?	Unrestricted
Minority Business Enterprise Status	Unrestricted
Trade Information	Unrestricted (Read-Only)

Field Security is selected as 'HIDDEN'.

Subcontractor Prequalification Questionnaire from the header control screen

All questions contained in this questionnaire are strictly confidential.

Company Headquarters Information

Federal Tax ID Is: 5498

Year Company Founded: 2016

Company Name: Test New Company

Also Known As:

Parent Corp:

Address: 65, new street

City: Brampton

State: Ontario

Zip: G2H6B7

Country: Canada

Contact: Franklin

Phone: 6549872487

Toll Free:

Fax: 6668884444

E-mail: jamar.sohal@cmic.ca

Branch Offices: (Enter all your branch office(s) and bid contact names)

Indicate what region your company does work in: \*

☐ Australia ☒ Eastern Region ☐ Western Region

Select All Regions checkbox appears hidden

- In 'Financial Information' section (page no. 4), changes have been made to default Fiscal Date to Dec 31 vs Jan 31.

Subcontractor Prequalification Questionnaire from the header control screen

All questions contained in this questionnaire are strictly confidential.

Surety Information

Is your Company Bondable? ☐ Yes ☐ No

Broker Name:

Phone:

Single Project Bonding Capacity:

Aggregate Project Bonding Capacity:

Current amount under bond today:

Bonding Rates Per \$1,000

\$ 0 - \$ 100 K	0.00%
\$ 100 K - \$ 500 K	0.00%
\$ 500 K - \$ 1 M	0.00%
\$ 1 M - \$ 2 M	0.00%
\$ 2 M - \$ 5 M	0.00%

Financial Information

Financial Year Ending: 2020

Legal Entity Type:

Year Company Founded: 2016

Fiscal Year End Date: Dec 31

Subsidiary Names:

Parent Organization:

Accountant:

Has Your Firm Ever Filed Bankruptcy? ☐ Yes ☐ No

If Yes, explain:

Previous Company Names:

1:

2:

3:

4:

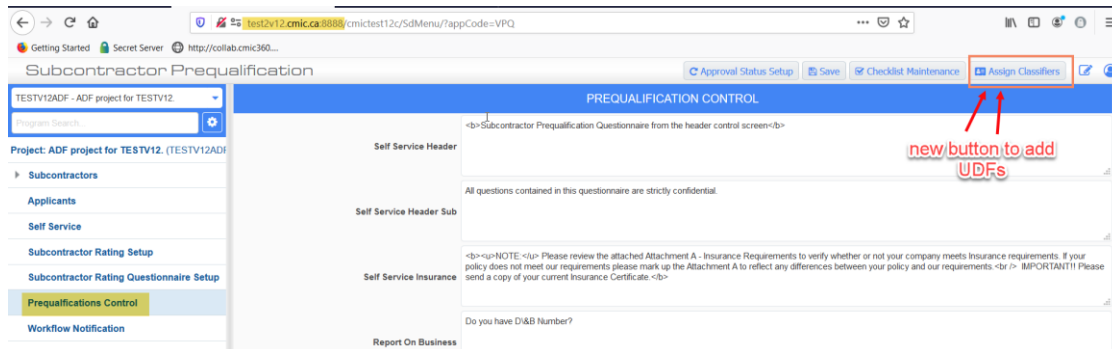
5:

Subcontractor is required to send a financial statement. This document be held in strict confidence for the purpose of this Subcontractor Prequalification only.

NOTE: Audited financial statements and a reference letter from your bonding company will not be required for subcontractors that will be performing work under the value of \$50,000.

Fiscal Year End Date is now defaulting to 12/31 vs 1/31.

- A new button **[Assign Classifiers]** has been added to the Prequalifications Control screen next to **[Checklist Maintenance]** button. This button has been secured by Field Security (Hidden/Unrestricted).



\*ALL\*

Update

Back

\*Note: Not all programs have fields available with field privileges

Programs

Prequalification Control

COLUMN/FIELD SECURITY

Item Name	Security Level
Approval Status Setup Button	Unrestricted
Alternate Reset Password URL	Unrestricted
Alternate Renew Application URL	Unrestricted
Checklist Maintenance	Unrestricted
Assign Classifiers Button	Unrestricted
	Unrestricted
	Hidden

Clicking on the button displays 'Assign Classifiers' pop-up, in which six classifier columns have been added for 'References' section on Page 5.

**NOTE:** CMiC Classifiers functionality does not support Drop-Down type and it can only be an LOV.





Radio options have been added for 'Self Service – Financial Attachments' which allow the user to select:

1. List Only
2. Required (Display by Default)

The Attachments section on Page 6 will display the default values (Rows can be added or removed as per requirement). Default value will be either the Attachment Type defined as Financial Attachments, if Financial Attachment checkbox is checked or **[Other Attachments]** default Type.

Added row for each Display by Default Document Type.

Added validation of required and display by default document types and to show warning messages or prevent form submission

test2v12.cmic.ca:8888/cmictest12c/PmSsPrequal/SaveSSPrequalP6.do?navPage=6&saveDraft=Y

Getting Started Secret Server http://collab.cmic360...

### Subcontractor Prequalification Questionnaire from the header control screen

All questions contained in this questionnaire are strictly confidential.

**User-Defined Fields(test)**

Action Code: AC132 Active: S S Construction company

Agregcode: newclaaTest

The following attachments are requested to be submitted at the same time as the prequalification. At least one of them must exist before you will be able to submit the form to us.

Signed W9 form  
Sample Insurance Certificate including the endorsements  
OSHA 300 A forms for last 3 years (note - these are different than the 300 forms)  
Reference letter from bonding agent if your firm is bondable  
Third party prepared financial statements if wishing to do scopes of work greater than \$1,000,000

Should you need to send any of these at a separate time, they can be e-mailed or faxed to us. For more information, see the Prequalification page.

Please click Add Row, add a description such as "insurance cert" and then the browse button to attach documents to your application.

**Attachments**

Description	File	Remove Row
Description *	Browse... No file selected	Remove Row
Description *	Browse... No file selected	Remove Row
Description *	Browse... No file selected	Remove Row

Add Row

Financial Attachment  
Prequal Financials  
Self Service Prequal Attachment

Save Draft Previous Page 6 of 7 Next

- Classifiers (Added in Assign Classifiers pop-up) have been added to SC Prequalification screen – References tab.

test2v12.cmic.ca:8888/cmictest12c/SdMenu/7appCode=VPQ

Getting Started Secret Server http://collab.cmic360...

### Subcontractor Prequalification

★ DnB Rating Reset Self-Service Password Print Report Save

TESTV12ADF - ADF project for TESTV12

Program Search...

Project: ADF project for TESTV12. (TESTV12ADF)

**Subcontractors**

PREREQN

SSVEND02

**Applicants**

Self Service

Subcontractor Rating Setup

Subcontractor Rating Questionnaire Setup

Prequalifications Control

Workflow Notification

Document Management

Maintenance

**Security**

User Maintenance

Role Maintenance

User Access

Subcontractor Reviews

#### SUBCONTRACTOR PREQUALIFICATION

Code\* SSVEND02 Tax ID\* 1403

Prequalification Status Update Prequal Insurance Rating

Insurance Category Approval Status

Aggregate Project Limit: 300,000.00 Single Project Limit: 60,000.00

CAP Required CAP Approved

Host Region Urgent

Last Approval Date Renewal Date

Workflow Prequal

**References**

Company Name: Street City State Zip Phone

Contact Name: E-mail

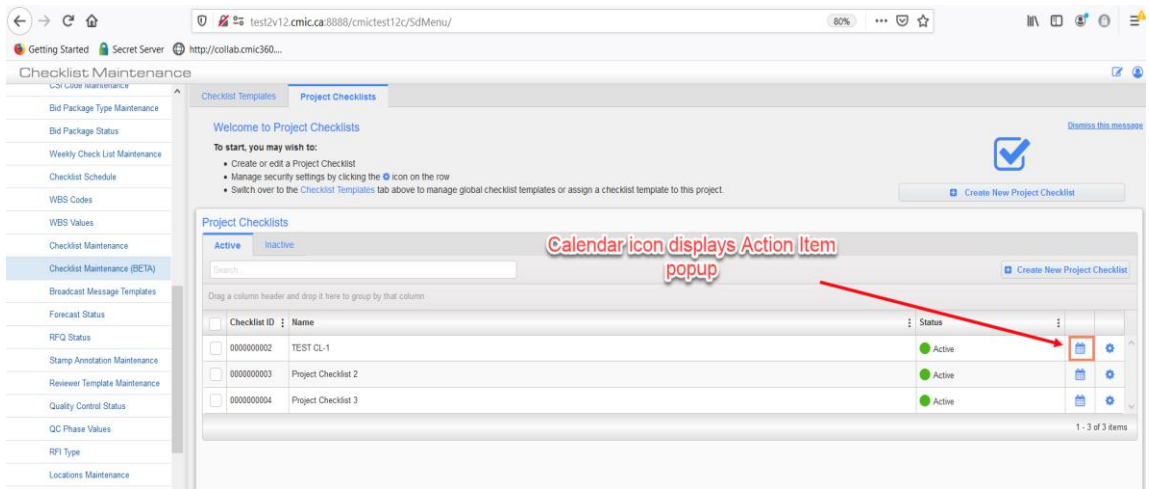
Acknowledgement Date Action Code\*

Applicant Number

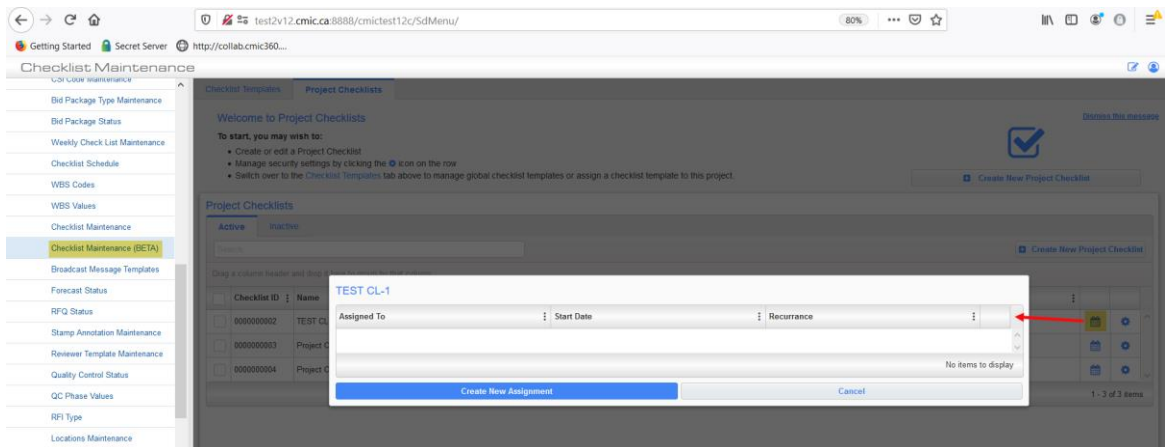
## Checklist Maintenance (Beta) – More Enhancements (18.60270)

Action Item are now included in Checklist Maintenance (Beta) screen as shown below.



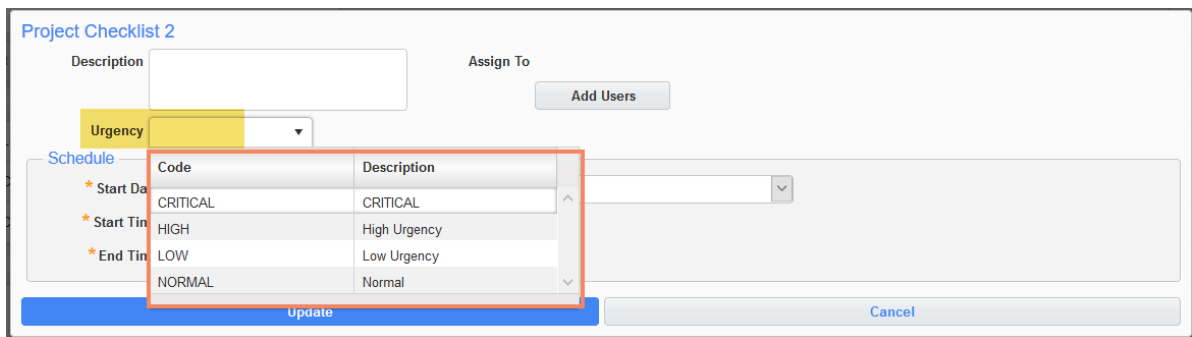


Clicking on the 'Calendar' icon displays the Action Item pop-up, where the user can create new action items or can edit or delete the existing action items.



Clicking on 'Create New Assignment' gives the screen to add new Action Item.

A new feature 'Kendo multicolumn combo box' has been added for Urgency dropdown.



A particular Action Item can be assigned to multiple contacts.

**Project Checklist 2**

Description: Test action item

Urgency: [Dropdown]

Schedule:

- \* Start Date: [Calendar Icon]
- \* Start Time: [Time Input]
- \* End Time: [Time Input]
- \* Recurrence: [Dropdown]

Assign To: ALSON RAYMOD, ANDY S, JANIE BONFIRE

Add Users

Update Cancel

User can create action items with or without recurrence and can Update them.

**TEST CL-1**

Description: Test Assignment - 1

Assign To: Alson Raymod

Urgency: Normal

Schedule:

- \* Start Date: 031121
- \* Start Time: 12:30 PM
- \* End Time: 03:00 PM
- \* Recurrence: None

Update Cancel

Action Item without recurrence

**TEST CL-1**

Description: Test Assignment - 2

Assign To: Alza Rome

Urgency: High Urgency

Schedule:

- \* Start Date: 171121
- \* Start Time: 01:00 PM
- \* End Time: 02:00 PM
- \* Recurrence: Daily
- Repeat Until: 301121
- End After: 1 Meetings

Update Cancel

Action Item with recurrence

After updating, the Calendar icon pop-up displays the list of all recurring and non-recurring Action Items.

User has the ability to Edit it by selecting it and to Delete it by clicking on Delete icon.

**TEST CL-1**

Assigned To: Alson Raymod, Gursimar Sohal, Alza Rome

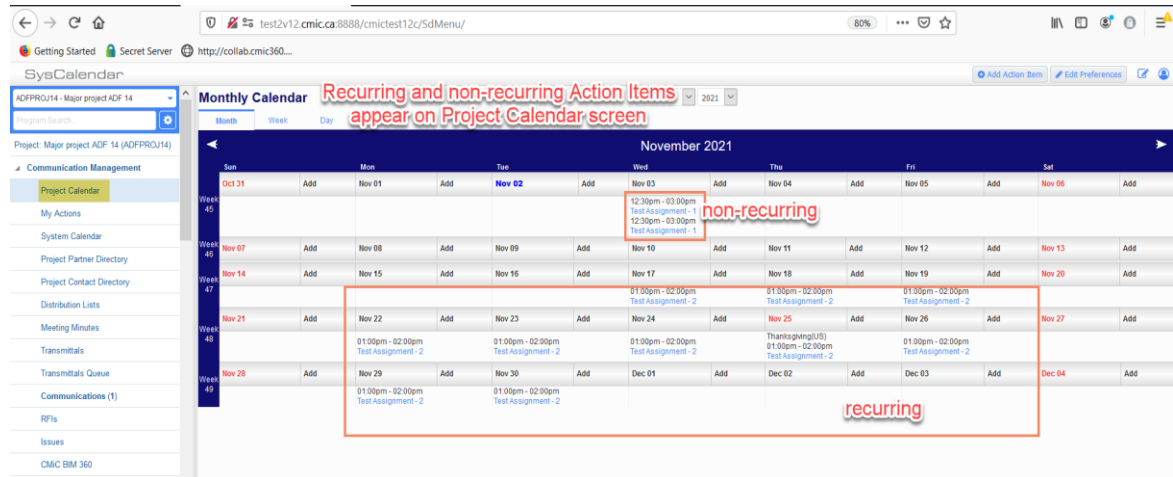
Start Date: 2021-11-03, 2021-11-03, 2021-11-17

Recurrence: [Empty], [Empty], Daily

Create New Assignment Cancel

Appearance on Checklist screen

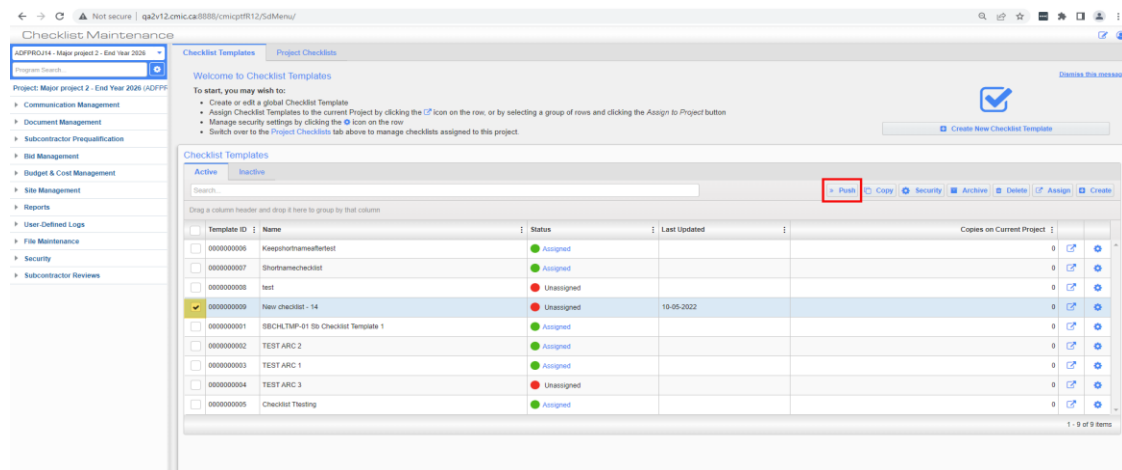
The Action items (recurring / non-recurring) added in the Checklist maintenance screen appears on the Project Calendar screen.

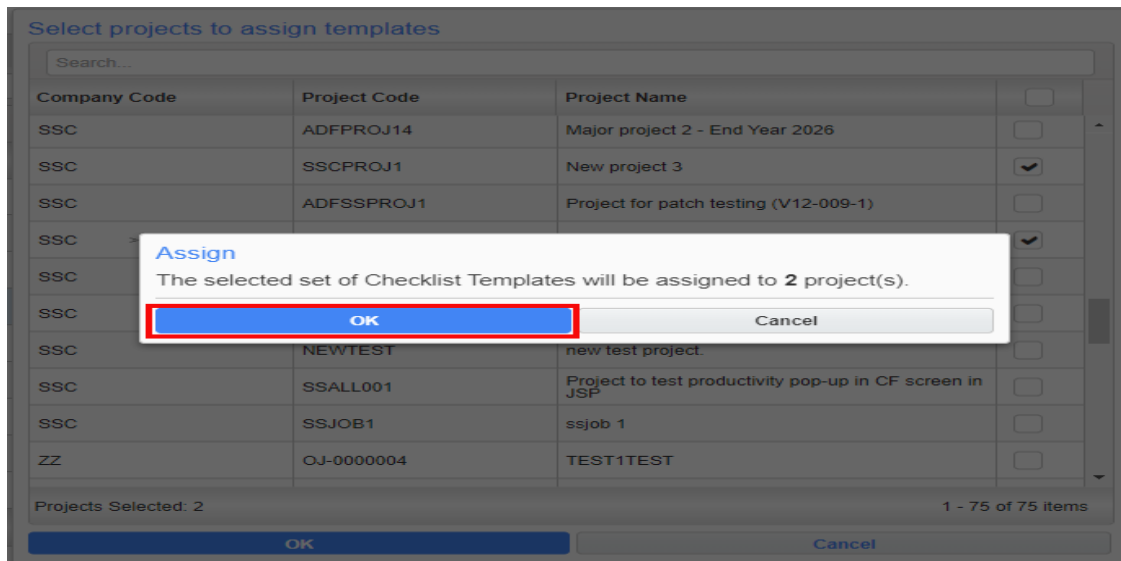
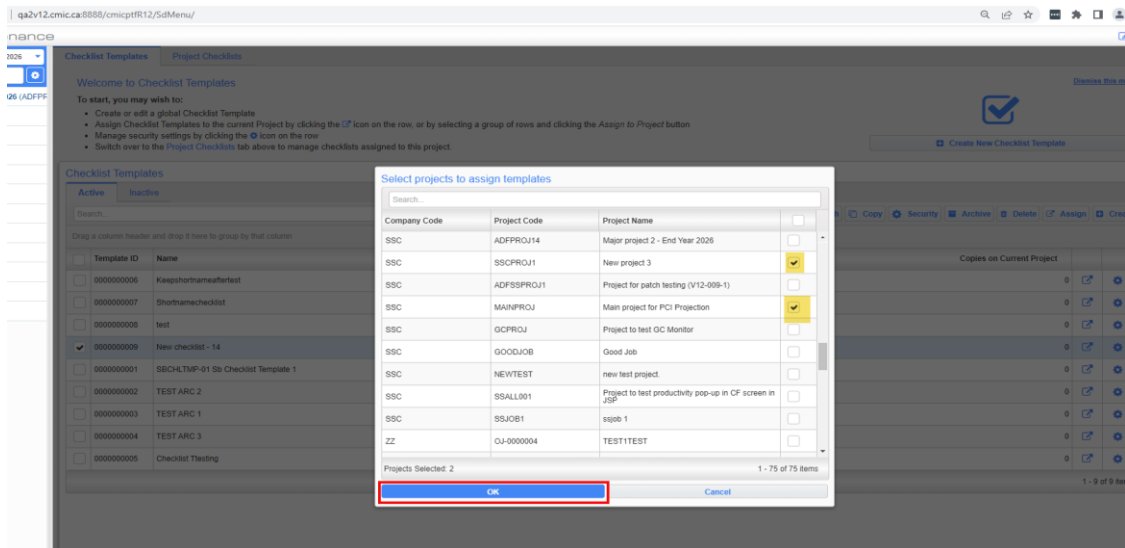


## Checklist Maintenance (Beta) – Ongoing Enhancements (18.60270)

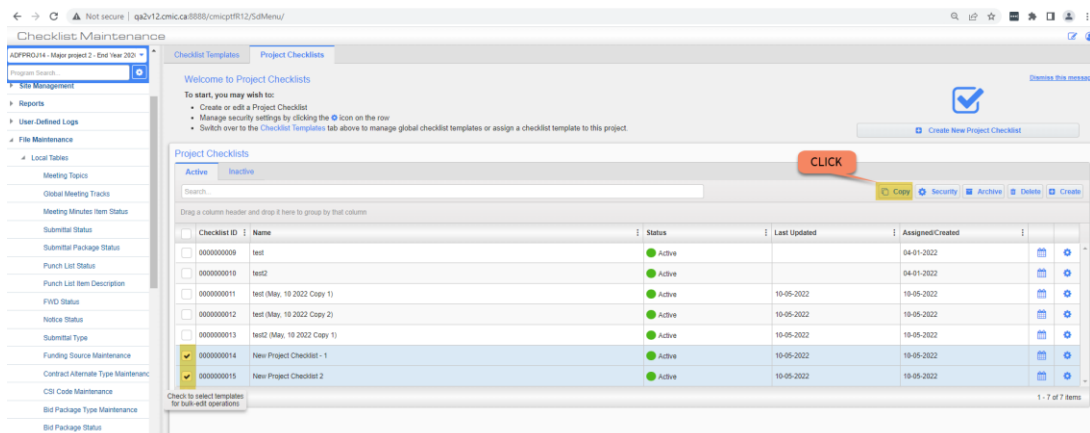
Following enhancements have been made in Checklist Maintenance (Beta) screen:

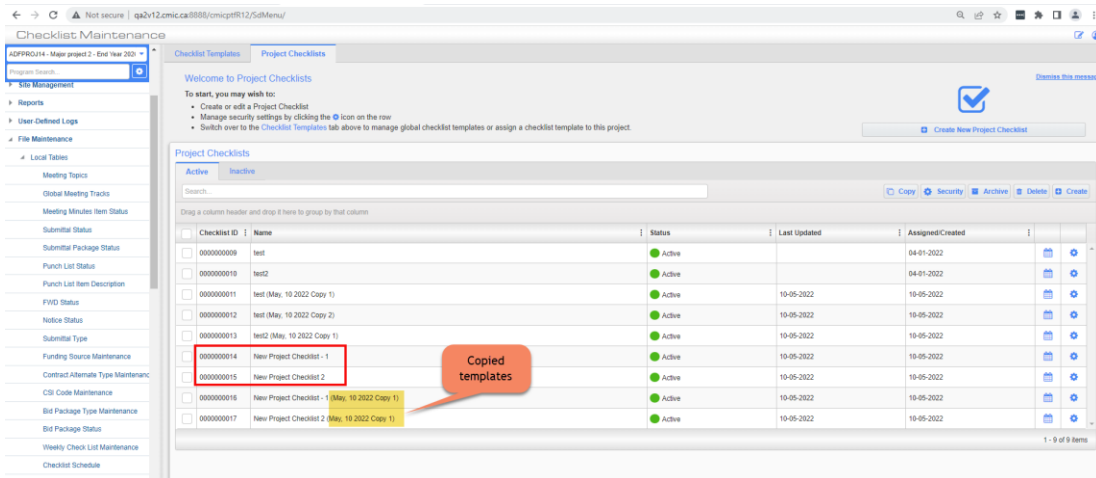
- A new PUSH functionality has been added for Global templates. It allows the user to assign the selected global templates to multiple projects.





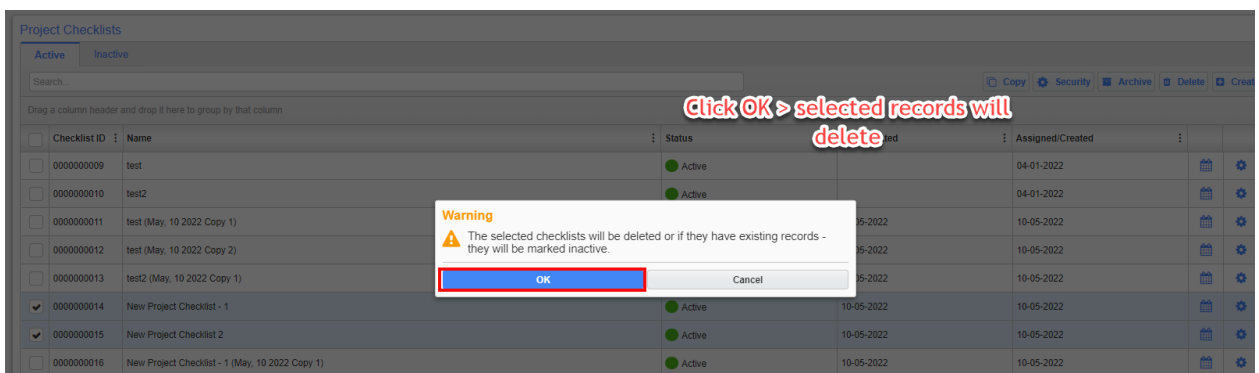
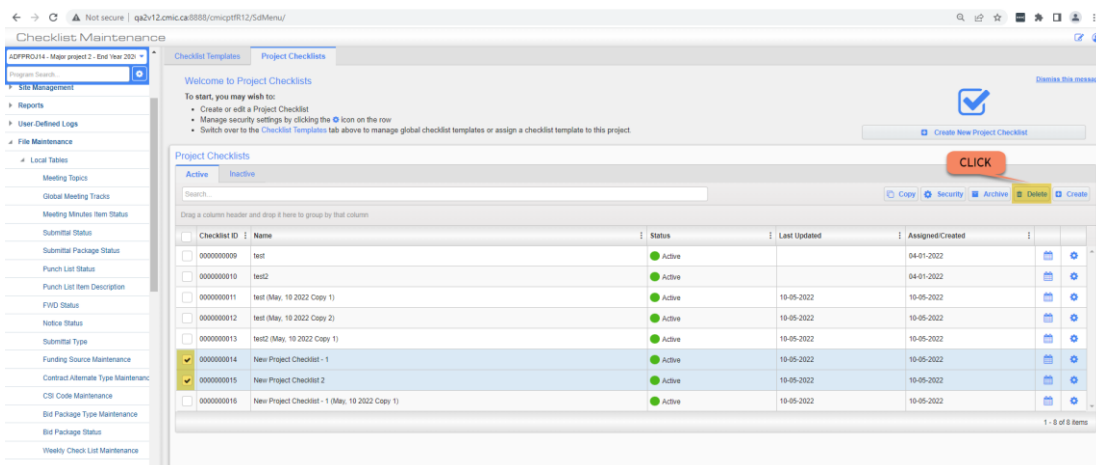
- COPY functionality has been added for both Global and Local Templates. User can copy one or multiple templates (Global or Local).





- DELETE functionality has been added for both Global and Local templates. User can delete one or multiple checklists (Global and Local).

**NOTE:** The checklist templates that do not have any child records get deleted by clicking on Delete. And the templates with child records become Inactive when user click on **[Delete]** button. These Inactive templates then appear in the “Inactive” tab for that project checklist.



- Mass Archive functionality has been added for both Global and Local checklist templates. The archived records become inactive, and they appear in the 'Inactive' tab of the Checklist Template.

Checklist Maintenance

ADPFR014 - Major project ADP 14

Program Search:

Punch List Status

Punch List Item Description (by Proj)

FWD Status

Notice Status

Submittal Type

Funding Source Maintenance

Contract Alternate Type Maintenance

CSI Code Maintenance

Bid Package Type Maintenance

Bid Package Status

Weekly Check List Maintenance

Checklist Schedule

WBS Codes

WBS Values

Checklist Maintenance

Checklist Maintenance (BETA)

Broadcast Message Templates

Forecast Status

RFG Status

Stamp Annotation Maintenance

Reviewer Template Maintenance

Quality Control Status

QC Phase Values

RFI Type

Locations Maintenance

Definable Feature of Work Values

Checklist Templates

Project Checklists

Welcome to Checklist Templates

To start, you may wish to:

- Create or edit a global Checklist Template
- Assign Checklist Templates to the current Project by clicking the icon on the row, or by selecting a group of rows and clicking the Assign to Project button
- Manage security settings by clicking the icon on the row
- Switch over to the Project Checklists tab above to manage checklists assigned to this project.

Create New Checklist Template

Click

Checklist Templates

Active Inactive

Search:

Push Copy Security Archive Delete Assign Create

Drag a column header and drop it here to group by that column

Template ID	Name	Status	Last Updated	Copies on Current Project
0000000004	Pre-Lift Meeting Check List	Assigned	030522	0
0000000056	Another check List1 (May, 03 2022 Copy 1)	Unassigned	030522	0
0000000050	ARC CL 2	Assigned	290422	0
0000000051	ARC CL 3	Assigned	290422	0
0000000052	ARC CL 4	Assigned	290422	0
0000000053	SUSCHKLSTTMP-01	Unassigned	290422	0
0000000058	Another check List Temp1 (May, 03 2022 Copy 3)	Unassigned	030522	0
0000000059	test (May, 03 2022 Copy 1)	Assigned	030522	0
0000000060	Another check List Temp1 (May, 03 2022 Copy 4)	Unassigned	030522	0
0000000061	temp1	Unassigned	030522	0
0000000063	SS Test 1	Unassigned	100522	0
0000000064	SS Test 2	Unassigned	100522	0
0000000062	Pre-Lift Meeting Check List (May, 10 2022 Copy 1)	Unassigned	100522	0

1 - 13 of 13 Items

Checklist Templates

Active Inactive

Search:

Push Copy Security Archive Delete Assign Create

Drag a column header and drop it here to group by that column

Template ID	Name	Status	Last Updated	Copies on Current Project
0000000004	Pre-Lift Meeting Check List	Assigned	030522	0
0000000056	Another check List1 (May, 03 2022 Copy 1)	Unassigned	030522	0
0000000050	ARC CL 2	Assigned	290422	0
0000000051	ARC CL 3	Assigned	290422	0
0000000052	ARC CL 4	Assigned	290422	0
0000000053	SUSCHKLSTTMP-01	Unassigned	290422	0
0000000058	Another check List Temp1 (May, 03 2022 Copy 3)	Unassigned	030522	0
0000000059	test (May, 03 2022 Copy 1)	Assigned	030522	0
0000000060	Another check List Temp1 (May, 03 2022 Copy 4)	Unassigned	030522	0
0000000061	temp1	Unassigned	030522	0
0000000063	SS Test 1	Unassigned	100522	0
0000000064	SS Test 2	Unassigned	100522	0

All selected records will be marked as "inactive". Press OK to proceed.

OK Cancel

Checklist Maintenance

ADPFR014 - Major project ADP 14

Program Search:

Punch List Status

Punch List Item Description (by Proj)

FWD Status

Notice Status

Submittal Type

Funding Source Maintenance

Contract Alternate Type Maintenance

CSI Code Maintenance

Bid Package Type Maintenance

Bid Package Status

Weekly Check List Maintenance

Checklist Schedule

WBS Codes

WBS Values

Checklist Maintenance

Checklist Maintenance (BETA)

Broadcast Message Templates

Forecast Status

Checklist Templates

Project Checklists

Welcome to Checklist Templates

To start, you may wish to:

- Create or edit a global Checklist Template
- Assign Checklist Templates to the current Project by clicking the icon on the row, or by selecting a group of rows and clicking the Assign to Project button
- Manage security settings by clicking the icon on the row
- Switch over to the Project Checklists tab above to manage checklists assigned to this project.

Create New Checklist Template

Archived records becomes inactive and appear under 'Inactive' tab

Checklist Templates

Active Inactive

Search:

Push Copy Security Archive Delete Assign Create

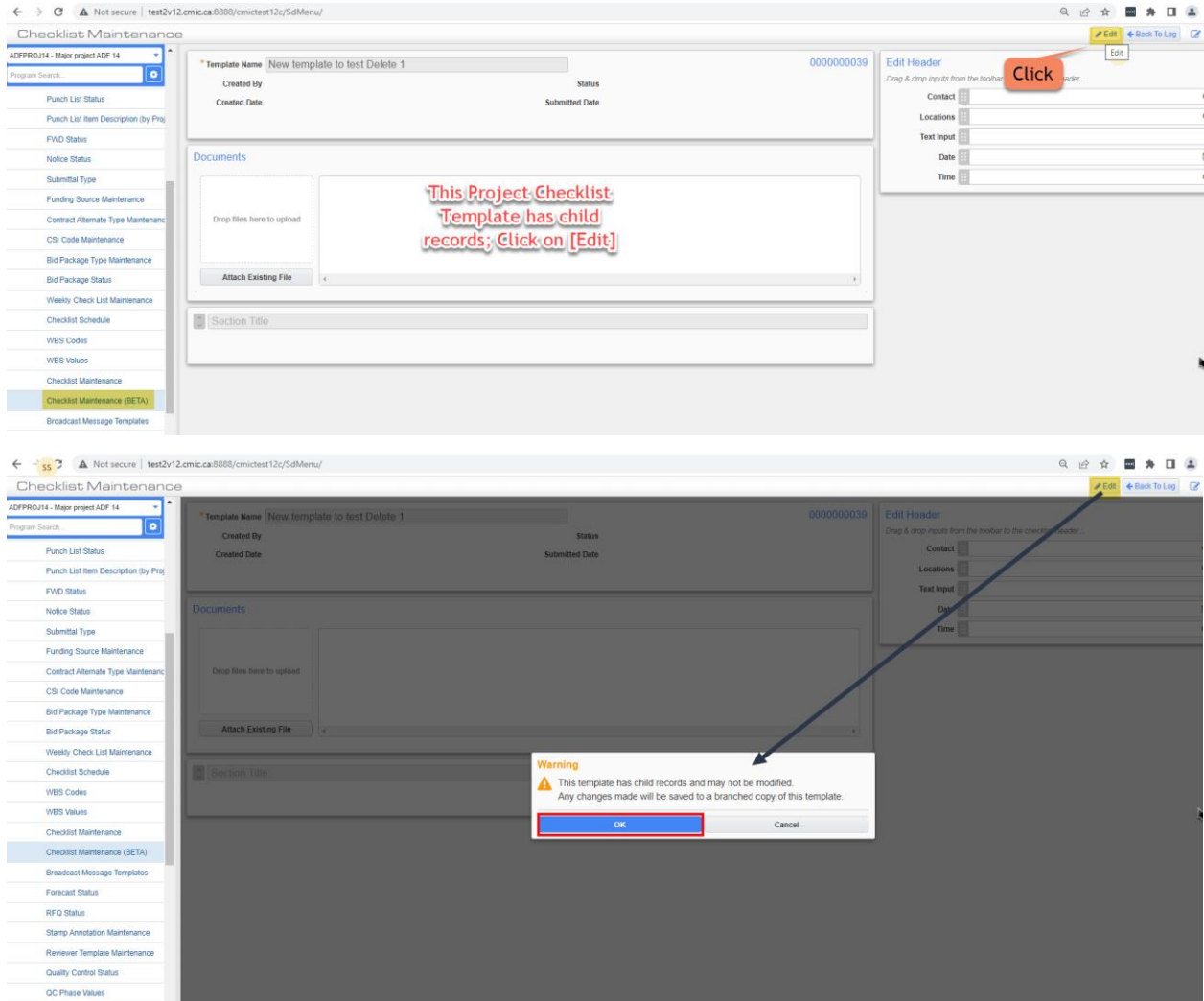
Drag a column header and drop it here to group by that column

Template ID	Name	Status	Last Updated	Copies on Current Project
0000000033	SS Test checklist	Assigned	190422	0
0000000005	Glass door installation	Assigned	290422	0
0000000063	SS Test 1	Unassigned	100522	0
0000000064	SS Test 2	Unassigned	100522	0

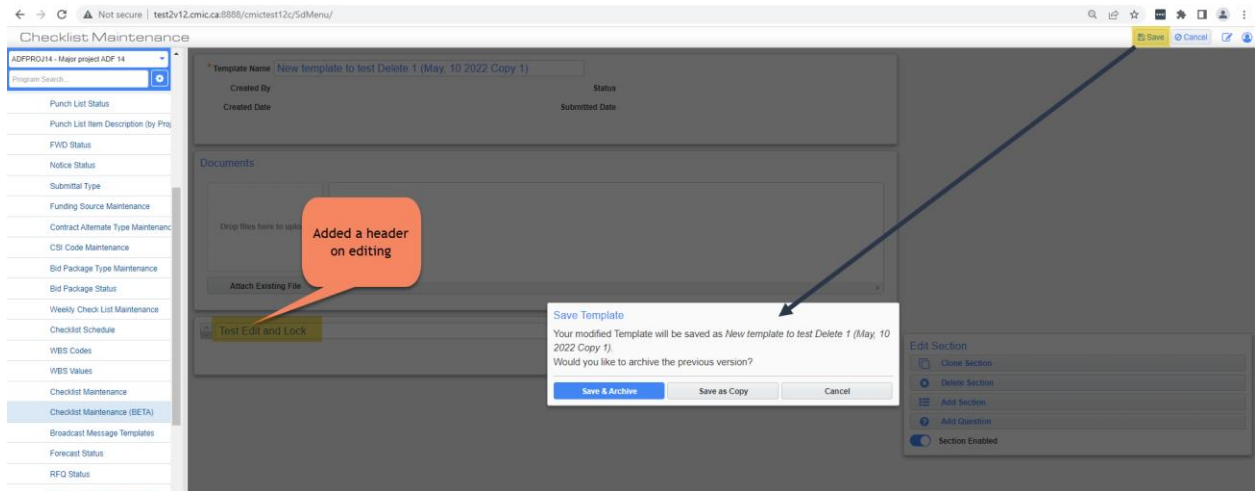
1 - 4 of 4 Items

- Lock feature has been added to Project Checklist, after the Checklist record is Completed or Submitted.

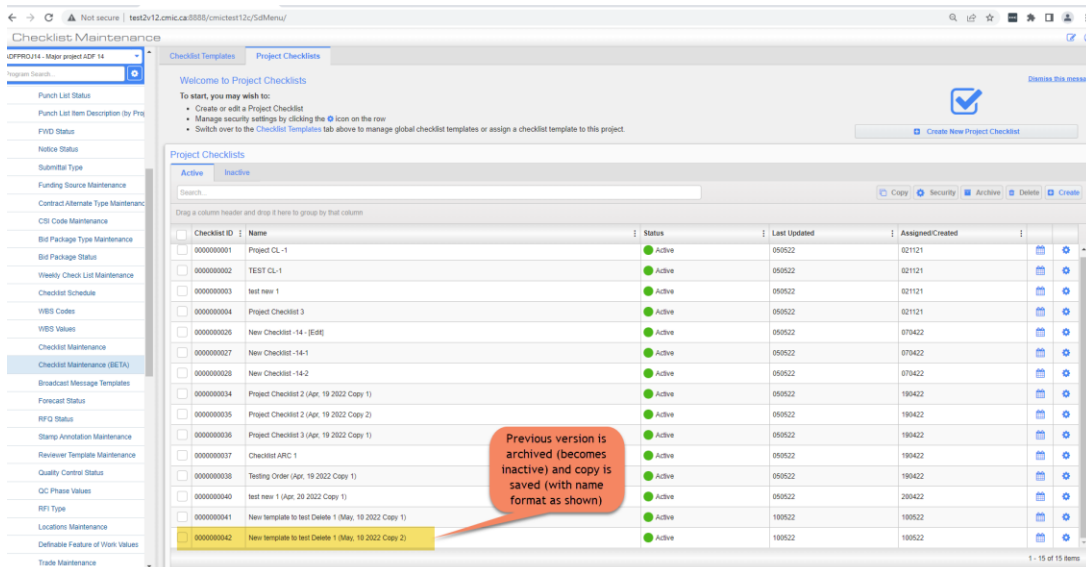
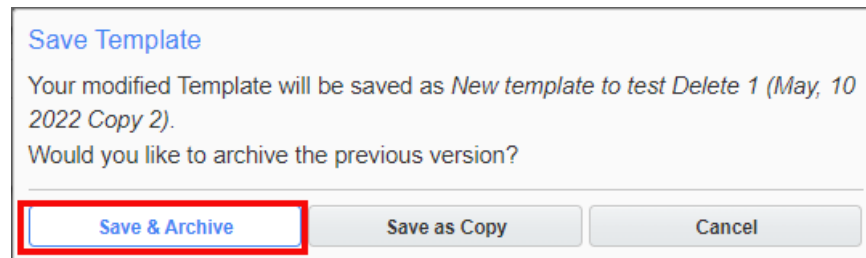
- This feature is added to protect the data integrity of Submitted checklist records by restricting the users from editing project checklist templates once at least one record of the type has been saved/submitted (child record).
- Once child records have been created for a given Project Checklist Template – then clicking on 'Edit' button in such a template will display a modal dialogue (as shown in the screenshot):



- Click on [OK] in the dialogue box. User will be able to Edit the Project Checklist Template. Then click on [Save] and user will be presented with another modal dialogue:



- When user click on **[Save & Archive]** in the popup:
- ✚ Then the original template becomes inactive.
- ✚ Modified version of template will be saved as a Copy.
- ✚ The Copy should inherit – Modified template configuration, Security settings, default issue contact and type, and all active assignments.



- When user click on **[Save as Copy]** in the popup:



- Then the original template will remain as-is.
- The modified version will be saved as a copy.
- Copy process should be same as above, except that the active assignments will not get copied (to avoid duplication – since the original template will still be active).

### Save Template

Your modified Template will be saved as *New template to test Delete 1 (May, 10 2022 Copy 3)*.

Would you like to archive the previous version?

Save & Archive
Save as Copy
Cancel

Checklist ID	Name	Status	Last Updated	Assigned/Created
000000026	New Checklist -14 - [Edit]	Active	050522	070422
000000027	New Checklist -14-1	Active	050522	070422
000000028	New Checklist -14-2	Active	050522	070422
000000034	Project Checklist 2 (Apr. 19 2022 Copy 1)	Active	050522	190422
000000035	Project Checklist 2 (Apr. 19 2022 Copy 2)	Active	050522	190422
000000036	Project Checklist 3 (Apr. 19 2022 Copy 1)	Active	050522	190422
000000037	Checklist ARC 1	Active	050522	190422
000000038	Testing Order (Apr. 19 2022 Copy 1)	Active	050522	190422
000000039	New template to test Delete 1	Active	100522	200422
000000040	test new 1 (Apr. 20 2022 Copy 1)	Active	050522	200422
000000041	New template to test Delete 1 (May, 10 2022 Copy 1)	Active	100522	100522
000000042	New template to test Delete 1 (May, 10 2022 Copy 2)	Active	100522	100522
000000043	New template to test Delete 1 (May, 10 2022 Copy 3)	Active	100522	100522

- New cloned section can now be deleted from Delete section menu in floating panel.

### Template Name

Created By: 000000044

Created Date: Submitted Date:

### Documents

Drop files here to upload

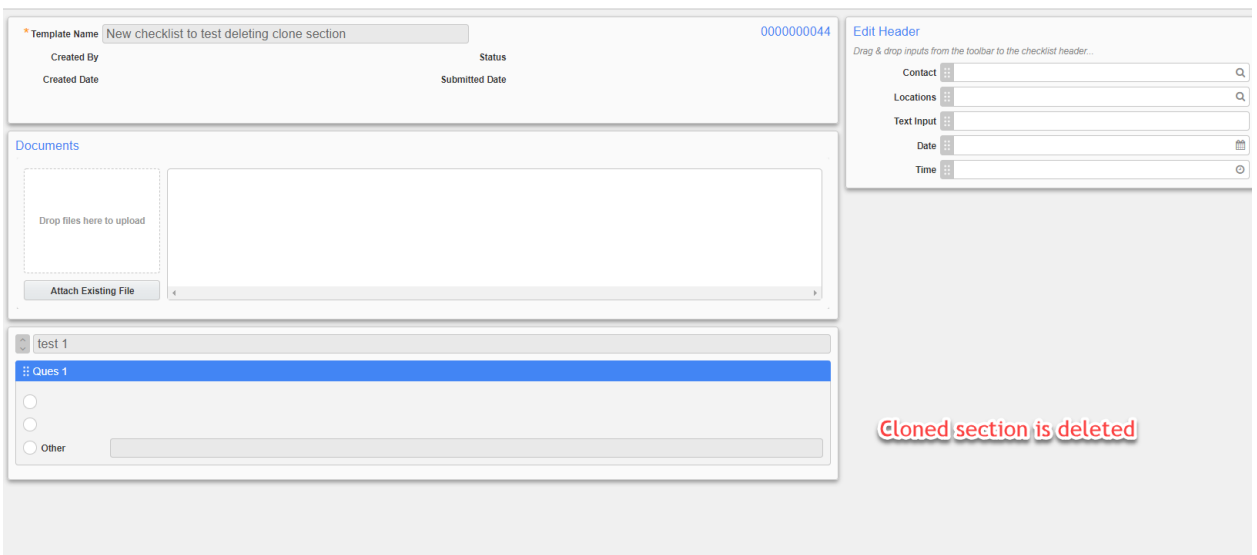
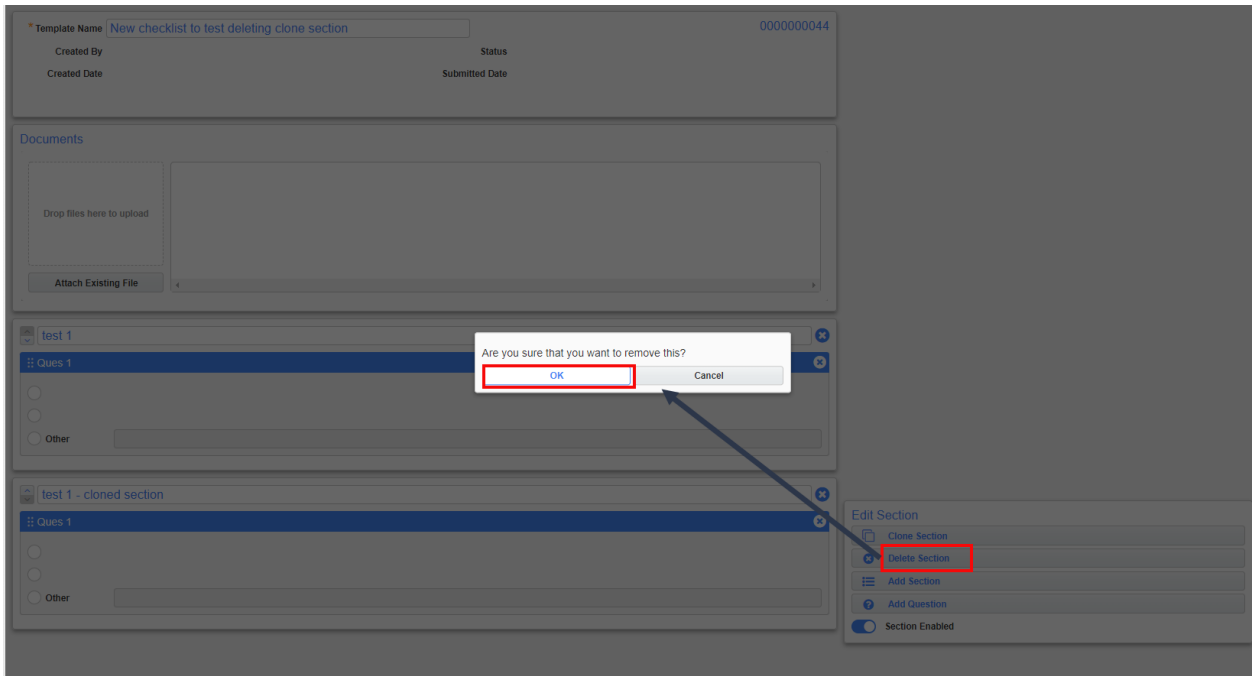
Attach Existing File

### Sections

- test 1
  - Questions 1
  - Other
- test 1 cloned section
  - Questions 1
  - Other

### Edit Section

☒ Section Enabled



## Notes - Project Checklists

Current Delete Checklist Button in field security applies to the old functionality but will be modified to include the new Delete function currently under development.

## Reviewer Email Notifications (19.71811)

Reviewer email notifications have been updated for Submittals and RFIs. The user contact must have 'CC' checked for Submittal and RFI in Project Contact Directory screen 'Email Notifications' tab.

The following enhancement have been made:

- Non-mandatory reviewers receive email notification when they are added as reviewers.

- If a reviewer is mandatory (required) they receive notification when the previous mandatory reviewer has completed his action and they are the next responsible reviewer.

test2v12.cmic.ca:8888/cmictest12c/SdMenu/ 70% ☆

Getting Started Secret Server http://collab.cmic360... Other Bookmarks

Contact Maintenance

ADP/PROJ14 - Major project ADP 14 (ADP/PROJ14)

Project Contact Detail Email Notifications

Project: Major project ADP 14 (ADP/PROJ14)

Communication Management

Project Calendar

My Actions

System Calendar

Project Partner Directory

Project Contact Directory

Simar Sohail

Distribution Lists

Meeting Minutes

Transmittals

Transmittals Queue

Communications

RfIs

Issues

CNIC B81 360

Document Management

Email Notifications

Object Description	CC					All									
	New	Answered	Modified	Note	Attachment	New	Answered	Modified	Note	Attachment	New	Answered	Modified	Note	Attachment
Communication	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Daily Report			<input type="checkbox"/>							<input type="checkbox"/>	<input type="checkbox"/>				
Field Work Directives	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Issue	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Meeting	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Notice	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Punch List	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Punch List Item	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Request For Information	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Submittal	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transmittal	<input checked="" type="checkbox"/>					<input type="checkbox"/>					<input checked="" type="checkbox"/>				

Schedule

Activity: Due Onsite: 201121 Variance: 4 days float Current Cycle: 1 Ball-in-Court: - Fabricated: Delivered: Arrived Onsite:

Send Reminder Email Days Prior to Preparation Start

Planned Schedule	Preparation Start	Lead Time	Submitted by Contractor	Internal Review	Sent for Review	External Review	Returned from Review	Final Review	Forwarded to Contractor	Float	Fabrication	Lead Time	Delivery	Lead Time	Onsite
201121	201121	0	201121	0	201121	0	141121	0	201121	0	201121	0	201121	0	201121

Actual & Projected Progress

Start On Time 2 Days On Time 1 Day On Time 2 Days On Time Projected On Time Projected On Time Projected On Time

111121 131121 141121 161121 201121 201121 201121

Reviewer

Step	Reviewer	Role	Required	Due Date	Status	Action Date
1	Mathew Chi	Submitter	<input checked="" type="checkbox"/>	201121	AA received	111121
2	Simar Sohail	Manager	<input checked="" type="checkbox"/>	201121	18. Sent for Review	131121
3	Thomas Hung	Approver	<input type="checkbox"/>	201121	12. Returned	141121
4	Simar Sohail	Manager	<input type="checkbox"/>	201121	Forwarded	161121

Add Reviewer Select Template Create Template

[CMiC] ADFPROJ14 (Update) - Submittal: New submittal to test email notifications.



oracle@test2v12.cmic.ca

To: Simar Sohal

Cc: Simar Sohal; riley1206@gmail.com

Reply

Reply All

Forward



Wed 10/11/2021 2:05 PM

If there are problems with how this message is displayed, click here to view it in a web browser.

External Email Proceed with Caution

## Change of Responsibility ADSUB-20

To: new internaluser [simar.sohal@cmic.ca]

Cc: Thomas Hung [simar.sohal@cmic.ca], Database Administrator  
[riley1206@gmail.com]

The Responsibility for Submittal: [New submittal to test email notifications.](#)  
(ADSUB-20) has been changed to **Simar Sohal**

[View Submittal Details](#)

You may also copy/paste this link into your browser:

<http://test2v12.cmic.ca:8888/cmictest12c/SdMenu/?contentUrl=../PmSubmittal/?subOraseq=44401694>

Powered by CMiC

[CMiC] ADFPROJ14 (Update) - Submittal: New submittal to test email notifications.



oracle@test2v12.cmic.ca

To: Simar Sohal

Cc: Simar Sohal; riley1206@gmail.com

Reply

Reply All

Forward



Wed 10/11/2021 2:07 PM

If there are problems with how this message is displayed, click here to view it in a web browser.

External Email Proceed with Caution

## Change of Responsibility ADSUB-20

To: Thomas Hung [simar.sohal@cmic.ca]

Cc: new internaluser [simar.sohal@cmic.ca], Database Administrator  
[riley1206@gmail.com]

The Responsibility for Submittal: [New submittal to test email notifications.](#)  
(ADSUB-20) has been changed to **Thomas Hung**

[View Submittal Details](#)

You may also copy/paste this link into your browser:

<http://test2v12.cmic.ca:8888/cmictest12c/SdMenu/?contentUrl=../PmSubmittal/?subOraseq=44401694>

Powered by CMiC

## SCCO: Modification of Item Code on SCCO When Linked to Posted PCI (21.41307)

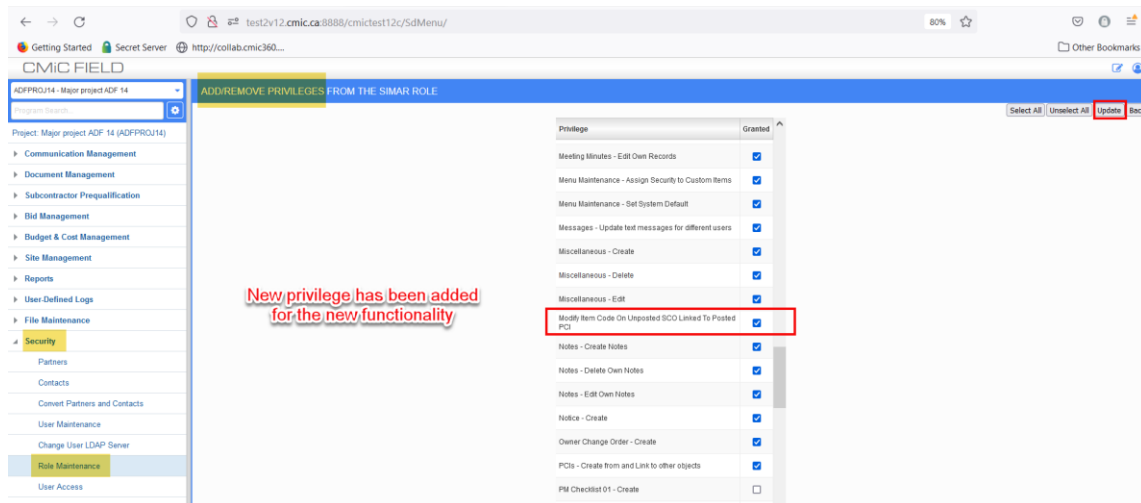
New functionality has been added which allows the user to modify Item Code on Subcontract Change Order. The item code is created on a posted PCI's detail line and carries forward when that PCI is linked to an unposted SCO.

Points to keep in mind while testing:

The modified item code on the SCO will not update the Task code on the PCI.

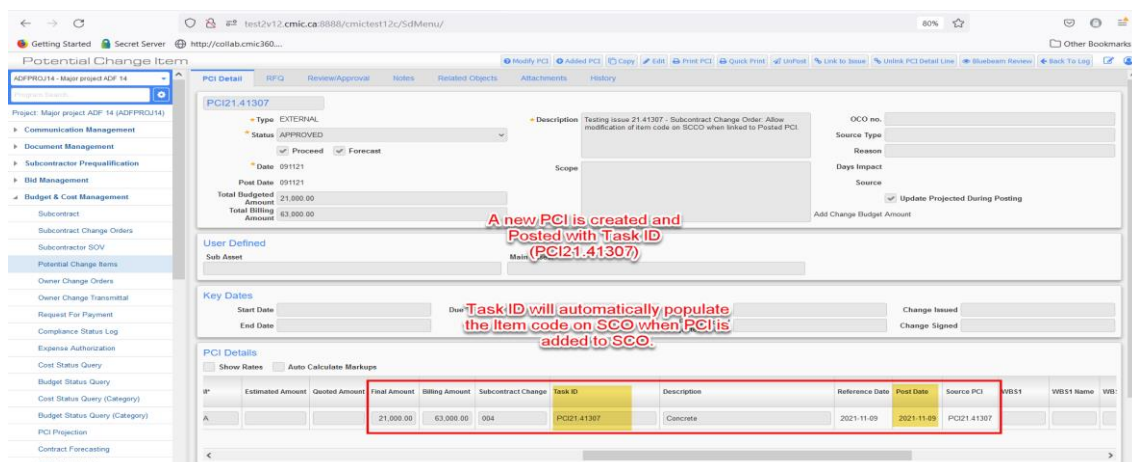
Users cannot modify Item Code on posted SCO

A new security privilege has been added that controls whether a user can modify the item code on an unposted SCO, IN Security > Role Maintenance > Select role and assign privileges screen.



Example:

1. Create a PCI with task code 'PCI21.41307' and post it.



2. The posted PCI is added to an unposted subcontract change order (associated with the same SC used in the above PCI) using the [Add PCIs] button on the SCO screen. The item code is automatically populated with 'PCI21.41307' (carried forward from the PCI).

**NOTE:** Users can modify all fields (Item code, Unit, Rate, Amount, Long Description, Main Asset, Sub Asset, Cost Type, Document) of the SOV except for JOB/PHASE/CATEGORY/WM. The modified fields do not update the PCI. Users will be allowed to insert new lines in the SOV additionally to the ones transferred from the PCI.

Subcontract Change Orders

Project: Major project ADF 14 (ADFPJ14)

Subcontract Change Orders

Vendor Windsor construction Ltd

Contract No. SUBCONTRACT-05

Contract Type

Description Testing issue 21.41307 - Subcontract Change Order: Allow modification of item code on SCCO when linked to

Pay Request

Pay When Paid

Created 091121

Posted

Workflow Status Unsubmitted

Status Pending

Do Not Exceed

Using the [Add PCIs] button, PCI# 'PCI21.41307' is added to already created SCO. The item code automatically populates from the added PCI.

User Defined

Area Company

Comments

Schedule of Values

Item Code*	Task Name*	Unit	Rate	Amount	Job*	Phase*	Category*	JB Bill Code	WM*
PCI21.41307	Testing issue 21.41307 - Subcontract Change Ord			21,000.00	SSCSC2801	03	1000		NA

Summary

Original Completion Date

Prior Changes Days

Current Change Days

Revised Completion Date

Prequalification

Prequal Status

Update Prequal

Approval Status

Subs Are Approved

Single Project Limit

100,000.00

- In SCO screen, in edit mode – changed the item code from 'PCI21.41307' to 'PCI-SCO-TEST-1'.

**NOTE:** Only users with security privilege can modify the item code.

Subcontract Change Orders

Project: Major project ADF 14 (ADFPJ14)

Subcontract Change Orders

Vendor Windsor construction Ltd

Contract No. SUBCONTRACT-05

Contract Type

Description Testing issue 21.41307 - Subcontract Change Order: Allow modification of item code on SCCO when linked to

Pay Request

Pay When Paid

Created 091121

Posted

Workflow Status Unsubmitted

Status Pending

Do Not Exceed

Override Do Not Exceed Amount

User Defined

Area Company

Project type

Schedule of Values

Action	Delete	Sort Order	Item Code*	Task Name*	Unit	Rate	Amount	Job*	Phase*	Cate
			PCI-SCO-TEST-1	Testing issue 21.41307 - Subcontract Change Ord			21,000.00	SSCSC2801	03	1000

Summary

Original Completion Date

Prior Changes Days

Current Change Days

Revised Completion Date

Prequalification

Prequal Status

Update Prequal

Approval Status

Subs Are Approved

Single Project Limit

100,000.00

In edit mode, users with security privilege can modify the item code. Changed the item code from 'PCI21.41307' to 'PCI-SCO-TEST-1'.

Subcontract Change Orders

ADFPROJ14 - Major project ADF 14

Project: Major project ADF 14 (ADFPROJ14)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Subcontract

Subcontract Change Orders

SUBCONTRACT-05 - 004

Subcontractor SOV

Potential Change Items

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query

Cost Status Query (Category)

SUBCONTRACT-05 - 004

Vendor Windsor construction Ltd

Contract No. SUBCONTRACT-05

Contract Type

Description Testing issue 21.41307 - Subcontract Change Order. Allow modification of item code on SCO when linked to

Pay Request

Pay When Paid

Created 091121

Posted

Accounting Description

Workflow Status Unsubmitted

Status Pending

Do Not Exceed

Override Do Not Exceed Amount

User Defined

Area Company

Project type

Schedule of Values

Action	Delete	Sort Order	Item Code*	Task Name*	Unit	Rate	Amount	Job*	Phase*	Cate
			PCI-SCO-TEST-1	Testing issue 21.41307 - Subcontract Change Ord	2	12,000.00	24,000.00	SSCSC2801	03	100

- The modified item code in SCO screen does not update the PCI Detail line Task ID.

Potential Change Item

ADFPROJ14 - Major project ADF 14

Project: Major project ADF 14 (ADFPROJ14)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Subcontract

Subcontract Change Orders

SUBCONTRACT-05 - 004

Subcontractor SOV

Potential Change Items

PCI 41307

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

PCI Detail

RFQ

Review/Approval

Notes

Related Objects

Attachments

History

Post Date 091121

Total Budgeted Amount 21,000.00

Total Billing Amount 63,000.00

Source

Update Projected During Posting

Add Change Budget Amount

User Defined

Sub Asset

Main Asset

Key Dates

Start Date

Due To Owner

Proposal Issued

Change Issued

End Date

Change Signed

PCI Details

Show Rates

Auto Calculate Markups

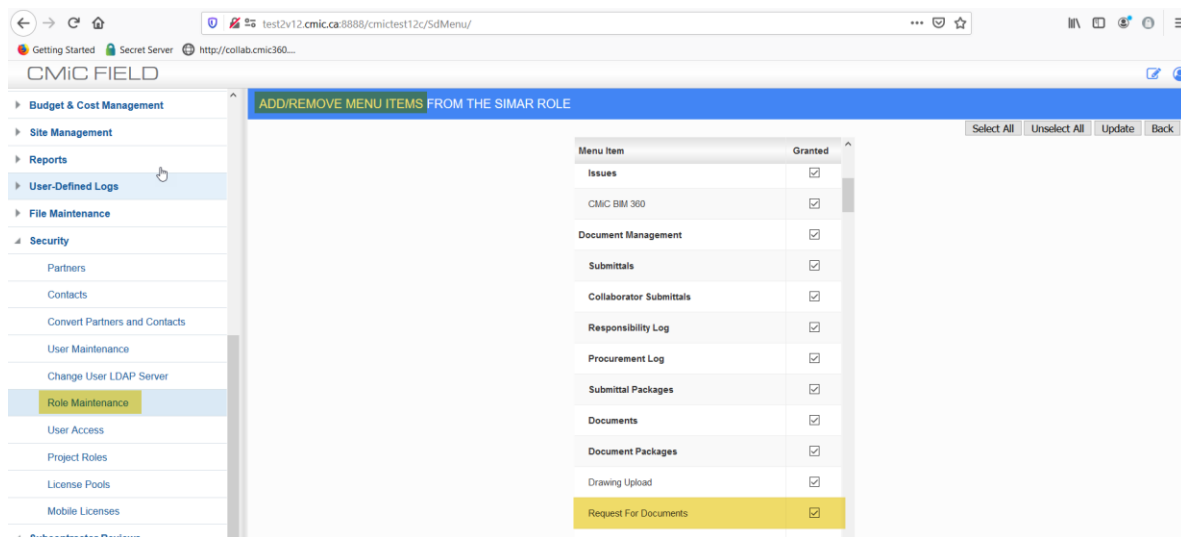
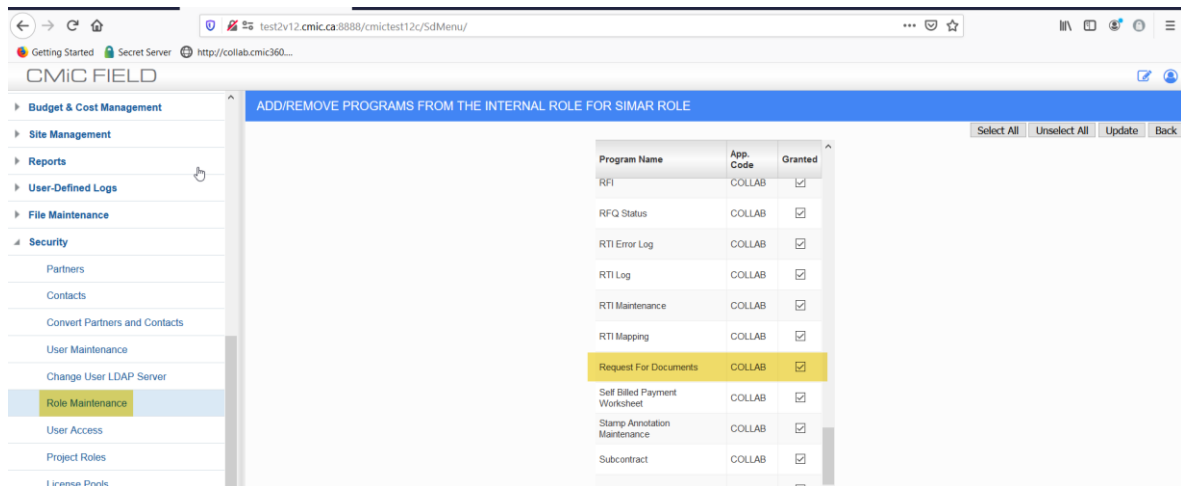
IntCommitted	Phase Qty	WIP*	Estimated Amount	Quoted Amount	Final Amount	Billing Amount	Subcontract Change	Task ID	Description	Reference Date	Post Date	Source PCI
0.00	NA	NA			21,000.00	63,000.00	004	PCI21.41307	Concrete	2021-11-09	2021-11-09	PCI21.4130

## Request for Documents (20.32911)

The Request for Documents program has been developed to extract project documents as part of Project Closeout procedures.

The program has been added under Document Management node in the tree-view.

Access to it based on the user's role and Assign Programs and Assign Menu Items privileges.



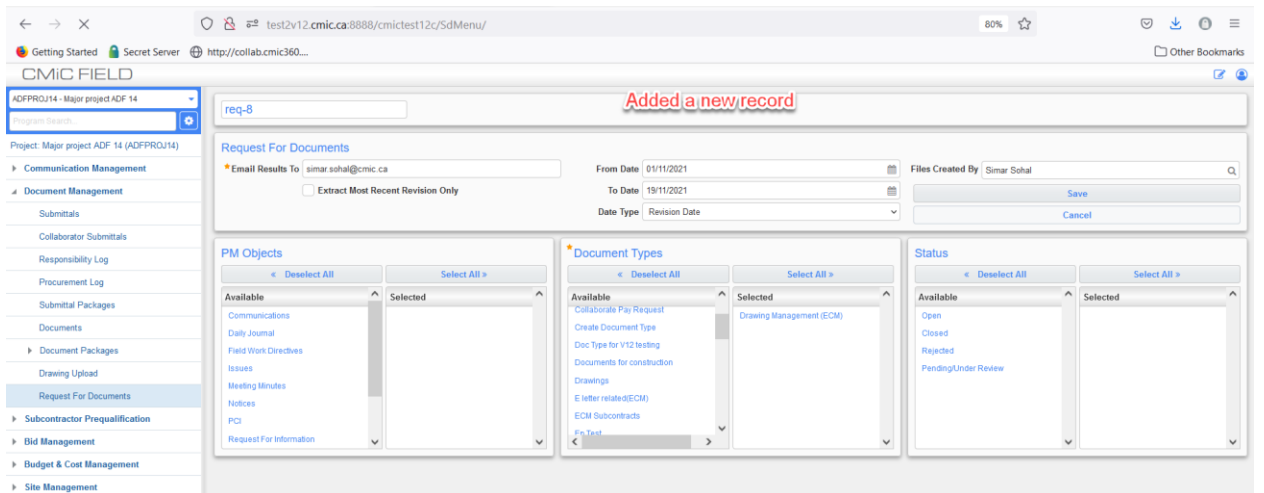
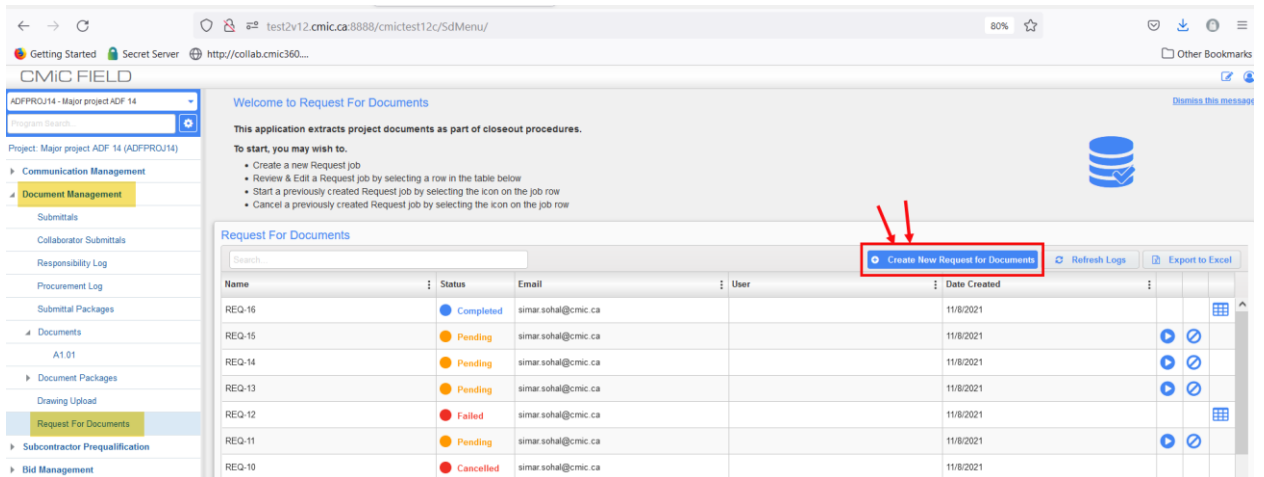
## Features of the Program:

### Precondition:

Upload a drawing and publish. The dates used in drawing upload will be used in Date type filter while creating the Request for Documents.

- The user can create a Request by selecting different filters and parameters from the screen and schedule job which extracts the documents matching the filter criteria.





A request can have different statuses and they are each outlined below.

**[Pending]:** As soon as user creates a new request, its status is marked as Pending. In this state user can Schedule or Cancel the request.



**NOTE:** The download link will be available for 14 days. If user hits the link in the email, it may not work as some extra characters being inserted by Outlook on the hyperlinks for security, in that case user may copy the link and paste into the new window on browser.

test2v12.cmic.ca:8888/cmictest12c/SdMenu/

80%

☆

http://collab.cmic360...

Other Bookmarks

✎

🔍

Welcome to Request For Documents


Dismiss this message

This application extracts project documents as part of closeout procedures.

To start, you may wish to.

- Create a new Request job
- Review & Edit a Request job by selecting a row in the table below
- Start a previously created Request job by selecting the icon on the job row
- Cancel a previously created Request job by selecting the icon on the job row

**Job is completed and user will receive an email with link to download extracted documents**



Request For Documents

Search...

Create New Request for Documents

Refresh Logs

Export to Excel

Name	Status	Email	User	Date Created		
req-8	Completed	simar.sohal@cmic.ca		11/8/2021		
REQ-7	Failed	simar.sohal@cmic.ca		11/8/2021		
REQ-6	Failed	simar.sohal@cmic.ca		11/8/2021		
REQ-5	Completed	simar.sohal@cmic.ca		11/8/2021		
req-4	Completed	simar.sohal@cmic.ca		11/8/2021		
REQ-3	Scheduled	simar.sohal@cmic.ca		11/8/2021		
REQ-2	Scheduled	simar.sohal@cmic.ca		11/8/2021		
new	Scheduled	simar.sohal@cmic.ca		11/2/2021		

1 - 8 of 8 items



C:\Users\Simar.Sohal\Downloads\44264064_req-8.zip									
Name <	Type	Size	Packed	Date/time	At...	CRC	Full name		
A1_00.pdf	.pdf	742.9 KB	736.9 KB	2021-11-08 14:...		20783668	44264064_req-8\Documents\Drawing Management (E...		
A1_01.pdf	.pdf	1.0 MB	1019.9 KB	2021-11-08 14:...		0BDC45...	44264064_req-8\Documents\Drawing Management (E...		
A1_02.pdf	.pdf	541.3 KB	534.7 KB	2021-11-08 14:...		CE4B4F...	44264064_req-8\Documents\Drawing Management (E...		

**Zip file of the documents is downloaded**

**[Failed]:** There has been an error while job is executing, in this case user would receive an email for job failure.

Request For Documents						
<div>Search</div> <div> <a href="#">Create New Request for Documents</a> <a href="#">Refresh Logs</a> <a href="#">Export to Excel</a> </div>						
Name	Status	Email	User	Date Created		
REQ-12	Renewed	simar.sohal@cmic.ca		11/8/2021		
REQ-11	Pending	simar.sohal@cmic.ca		11/8/2021		
REQ-10	Cancelled	simar.sohal@cmic.ca		11/8/2021		
req-9	Completed	simar.sohal@cmic.ca		11/8/2021		
req-8	Completed	simar.sohal@cmic.ca		11/8/2021		
REQ-7	Failed	simar.sohal@cmic.ca		11/8/2021		
REQ-6	Failed	simar.sohal@cmic.ca		11/8/2021		
REQ-5	Completed	simar.sohal@cmic.ca		11/8/2021		
req-4	Completed	simar.sohal@cmic.ca		11/8/2021		
REQ-3	Scheduled	simar.sohal@cmic.ca		11/8/2021		
REQ-2	Scheduled	simar.sohal@cmic.ca		11/8/2021		

Extraction process failed for request REQ-7 for project Major project ADF 14

test2v12@cmic.ca  
To: Simar Sohal

[Reply](#)
[Reply All](#)
[Forward](#)
[...](#)

Mon 08/11/2021 2:46 PM

If there are problems with how this message is displayed, click here to view it in a web browser.

**External Email Proceed with Caution**

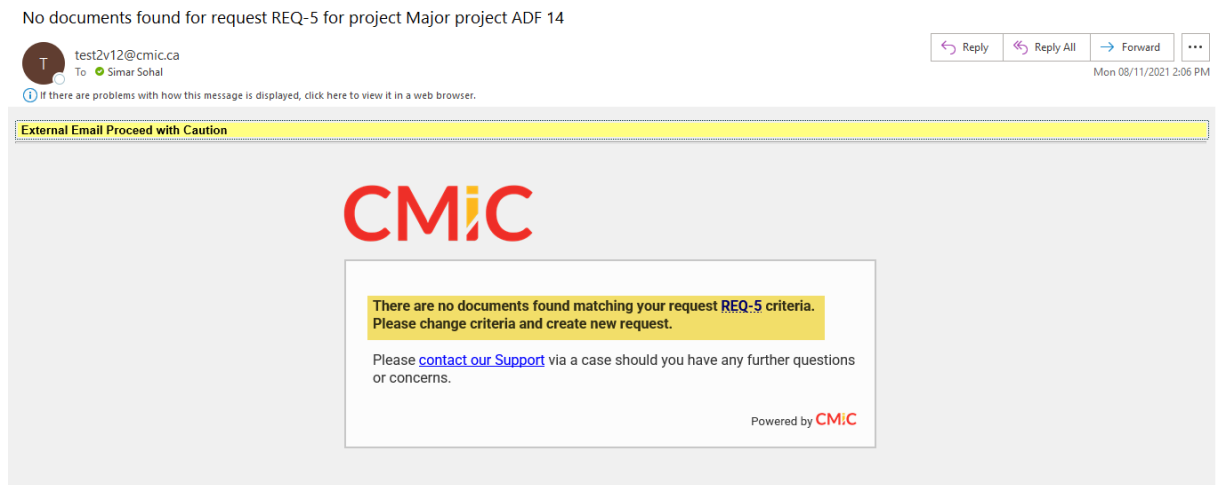
**CMiC**

**Your documents extraction process for request REQ-7 has failed. Please view job history on RFD Logs screen and retry.**

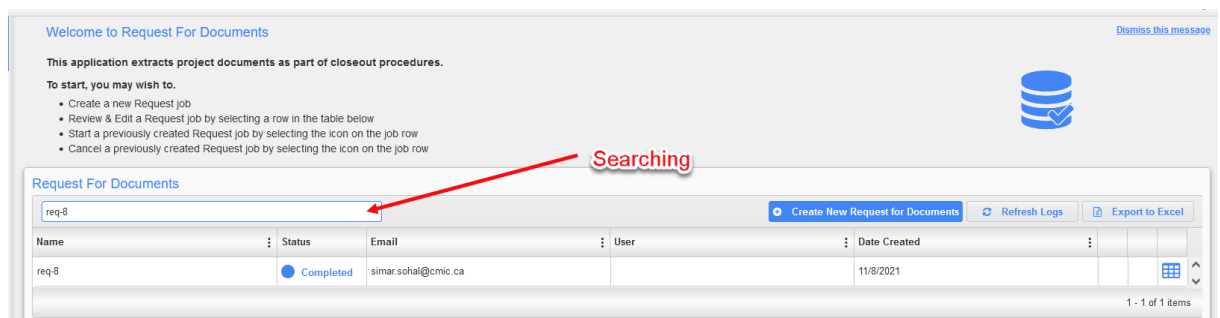
Please [contact our Support](#) via a case should you have any further questions or concerns.

Powered by **CMiC**

**NOTE:** When user does not add appropriate data in the Request screen – user will receive the document extraction email followed by “No documents found” email.



- User can edit existing Request parameters and save them back.
- The user can perform search by entering keyword in search box being provided on grid. e.g. "req-8".



- Filtering and Sorting options have been provided on the grid.

Welcome to Request For Documents [Dismiss this message](#)

This application extracts project documents as part of closeout procedures.

To start, you may wish to.

- Create a new Request job
- Review & Edit a Request job by selecting a row in the table below
- Start a previously created Request job by selecting the icon on the job row
- Cancel a previously created Request job by selecting the icon on the job row

**Request For Documents**

Search...

[Create New Request for Documents](#) [Refresh Logs](#) [Export to Excel](#)

Name	Status	Email	User	Date Created			
REQ-11	Cancelled	simar.sohal@cmic.ca		11/8/2021			
REQ-10	Completed	simar.sohal@cmic.ca		11/8/2021			
req-9	Completed	simar.sohal@cmic.ca		11/8/2021			
req-8	Completed	simar.sohal@cmic.ca		11/8/2021			
REQ-7	Failed	simar.sohal@cmic.ca		11/8/2021			
REQ-6	Failed	simar.sohal@cmic.ca		11/8/2021			
REQ-5	Completed	simar.sohal@cmic.ca		11/8/2021			

Welcome to Request For Documents [Dismiss this message](#)

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- Start a previously created Request job by selecting the icon on the job row
- Cancel a previously created Request job by selecting the icon on the job row

**Request For Documents**

Search...

[Create New Request for Documents](#) [Refresh Logs](#) [Export to Excel](#)

**Sorting**

Name	Status	Email	User	Date Created			
REQ-11	Cancelled	simar.sohal@cmic.ca		11/8/2021			
REQ-10	Completed	simar.sohal@cmic.ca		11/8/2021			
req-9	Completed	simar.sohal@cmic.ca		11/8/2021			
REQ-7	Failed	simar.sohal@cmic.ca		11/8/2021			

- Three buttons have been added on Request logs:

**[Create New Request for Documents]:** User can create new requests and select parameters/filters to extract documents.

**[Refresh Logs]:** User can refresh the grid to view the latest of all Requests.

**[Export to Excel]:** To download all requests in xlxs file.

Welcome to Request For Documents [Dismiss this message](#)

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- Create a new Request job
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- Start a previously created Request job by selecting the icon on the job row
- Cancel a previously created Request job by selecting the icon on the job row

**Request For Documents**

Search...

[Create New Request for Documents](#) [Refresh Logs](#) [Export to Excel](#)

Name	Status	Email	User	Date Created			
REQ-16	Completed	simar.sohal@cmic.ca		11/8/2021			
REQ-15	Pending	simar.sohal@cmic.ca		11/8/2021			
REQ-14	Pending	simar.sohal@cmic.ca		11/8/2021			

A few enhancements have been made in RFD screen:

- RFD job has been modified to allow Null Status in request.

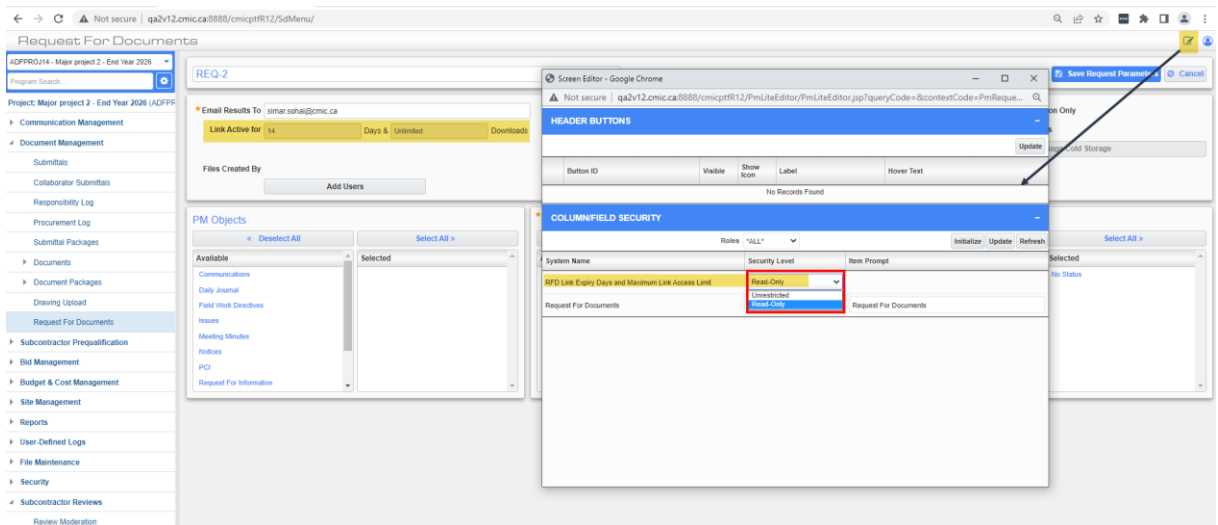
The screenshot shows the 'Request For Documents' (RFD) screen for 'REQ-2'. The 'Status' field is set to 'No Status'. The 'Link Active For' field is set to '14 Days & Unlimited Downloads'. The 'Files Created By' field is empty. The 'Document Types' section shows 'Drawings (ECM special)' selected. The 'Status' section shows 'No Status' selected.

- RFD job has been modified to allow multiple Created By users.

The screenshot shows the 'Request For Documents' (RFD) screen for 'REQ-2'. The 'Files Created By' field is set to 'Amber Desousa', 'Dyna Hedge', and 'Timmy Jules'. A red box highlights the 'Add Users' button. A dialog box titled 'Project Contacts' is open, showing a list of users with checkboxes. The 'AD' checkbox is checked, indicating that multiple users can be selected for the 'Files Created By' field.

- Field Security (Unrestricted and Read-Only) has been added on “Link Active Days” and “Downloads” fields.

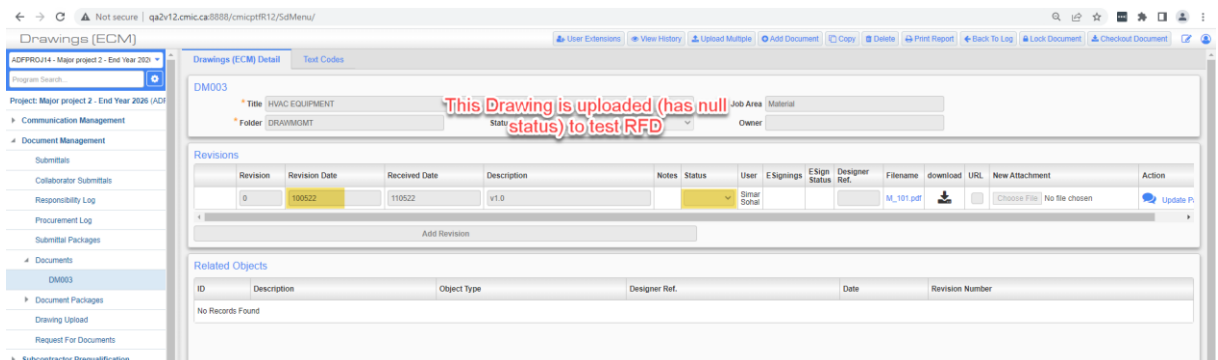




- Annotations added on the Drawing document will now be visible on the extracted document, after the Request has been Completed.

#### Steps followed:

- Uploaded a drawing in Drawing Management (ECM) and added an annotation to it.
- Published the annotation and linked a PM Object to it.
- Created a new Request to extract the uploaded Drawing document.
- Received email notifications for processing and download archive.
- Downloaded the archive from the link or button in the email.
- Opened the downloaded document.
- It displays the annotation that was added to the drawing document in Drawing Management.
- Click on the link – it opens the related object linked to the annotation.



Request For Documents

Welcome to Request For Documents

This application extracts project documents as part of closeout procedures.

To start, you may wish to:

- Create a new Request job
- Review & Edit a Request job by selecting a row in the table below
- Start a previously created Request job by selecting the icon on the job row
- Cancel a previously created Request job by selecting the icon on the job row

Create a new Request

Request For Documents

Search...

Create New Request for Documents Refresh Logs Export to Excel

Name	Status	Email	User	Date Created
REQ-1	Pending	mohd.ahlesham@cmic.ca	Database Administrator	4/19/2022

1 - 1 of 1 items

All Unread By Date

Today

PTF12C@cmic.ca  
Your download is ready to...  
External Email Proceed with

PTF12C@cmic.ca  
Your extraction request RE...  
External Email Proceed with

Your extraction request REQ-2 is accepted for project Major project 2 - End Year 2026

PTF12C@cmic.ca  
To: Simar Sohal

External Email Proceed with Caution

Thank you,

We received your extraction request **REQ-2** for project **Major project 2 - End Year 2026**.

CMIC's ECM is currently processing your request.

You will be notified with another email with a link to download your document archive when it is ready.

Please [contact our Support](#) via a case should you have any further questions or concerns.

Powered by

Welcome to Request For Documents

This application extracts project documents as part of closeout procedures.

To start, you may wish to:

- Create a new Request job
- Review & Edit a Request job by selecting a row in the table below
- Start a previously created Request job by selecting the icon on the job row
- Cancel a previously created Request job by selecting the icon on the job row

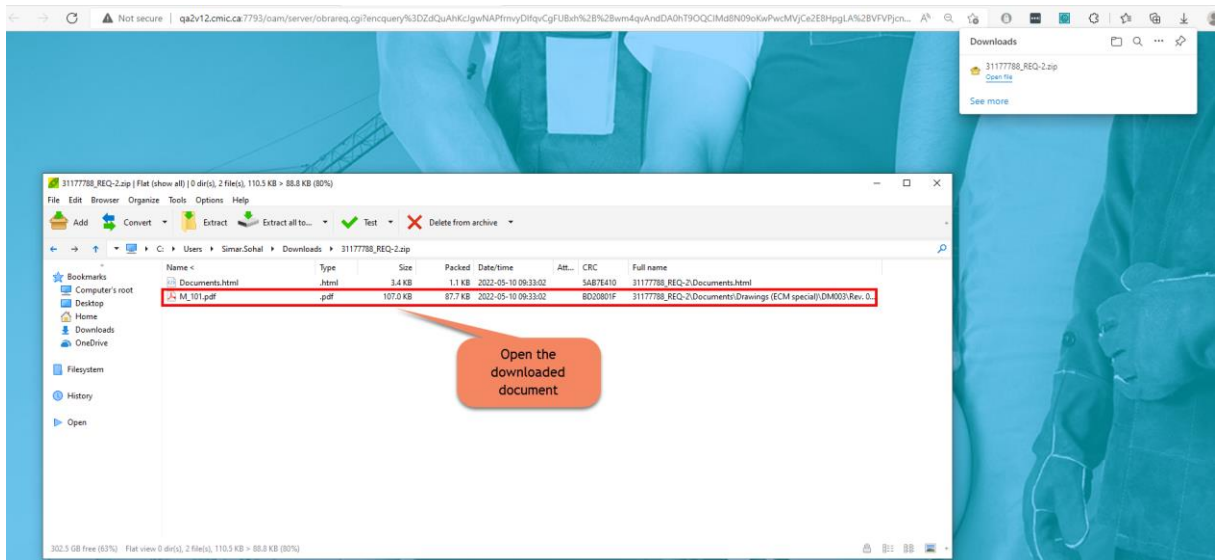
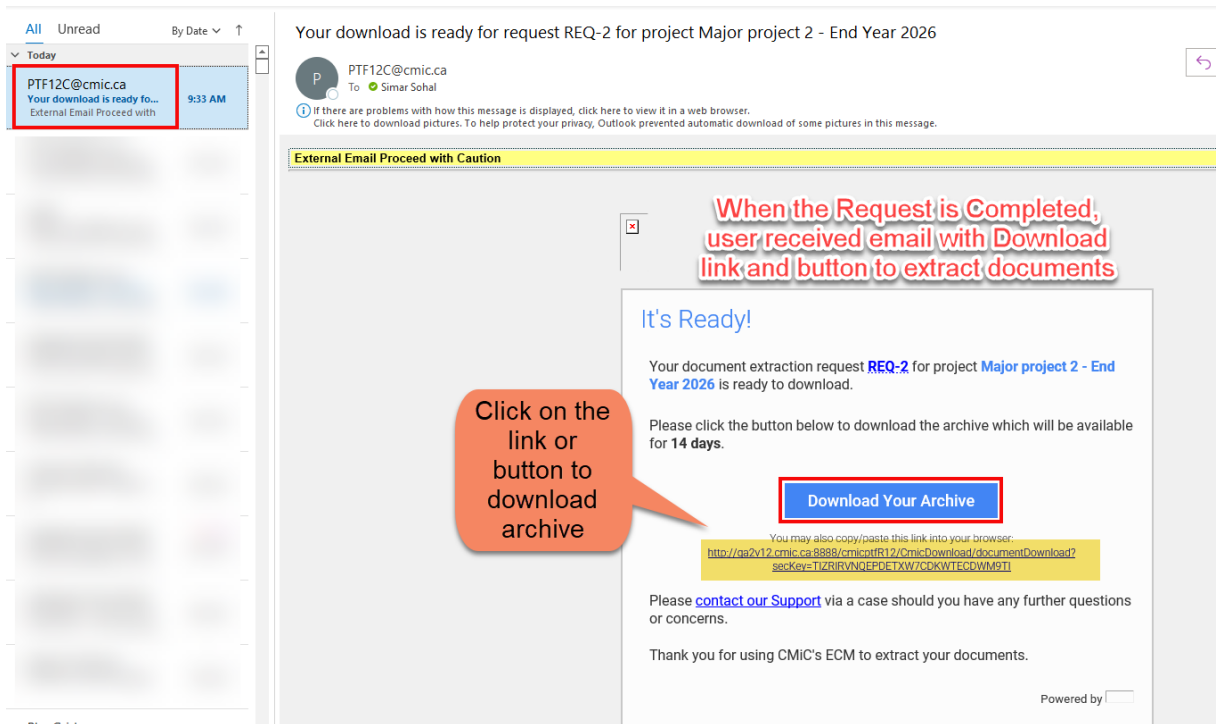
Request For Documents

Search...

Create New Request for Documents Refresh Logs Export to Excel

Name	Status	Email	User	Date Created
REQ-2	Completed	simar.sohal@cmic.ca		5/10/2022
REQ-1	Pending	mohd.ahlesham@cmic.ca	Database Administrator	4/19/2022

1 - 2 of 2 items



## Location Added to Punch List Item Import (21.47354)

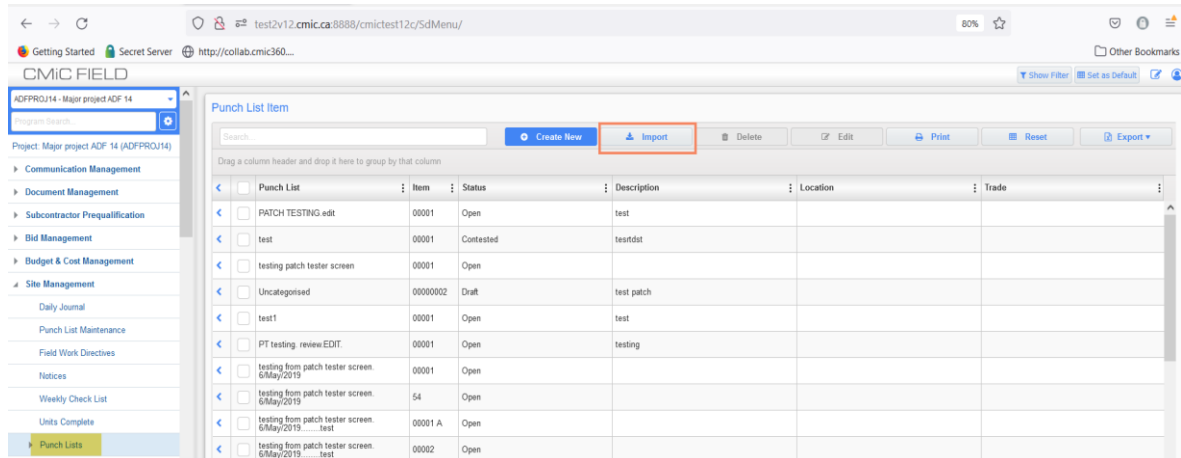
New functionality has been added in Punch List Items Import. A new column 'Locations' has been added in the .ctl file for importing Punch List Items.

**NOTE:** The Locations can be added in File Maintenance > Local Tables > Locations Maintenance screen.

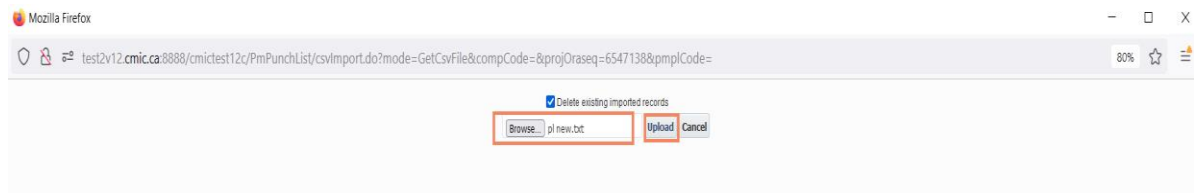
In the Import pop-up user has an option to validate the values being imported. During the import process user will get an option to see the values and to add the new location code.

Example:

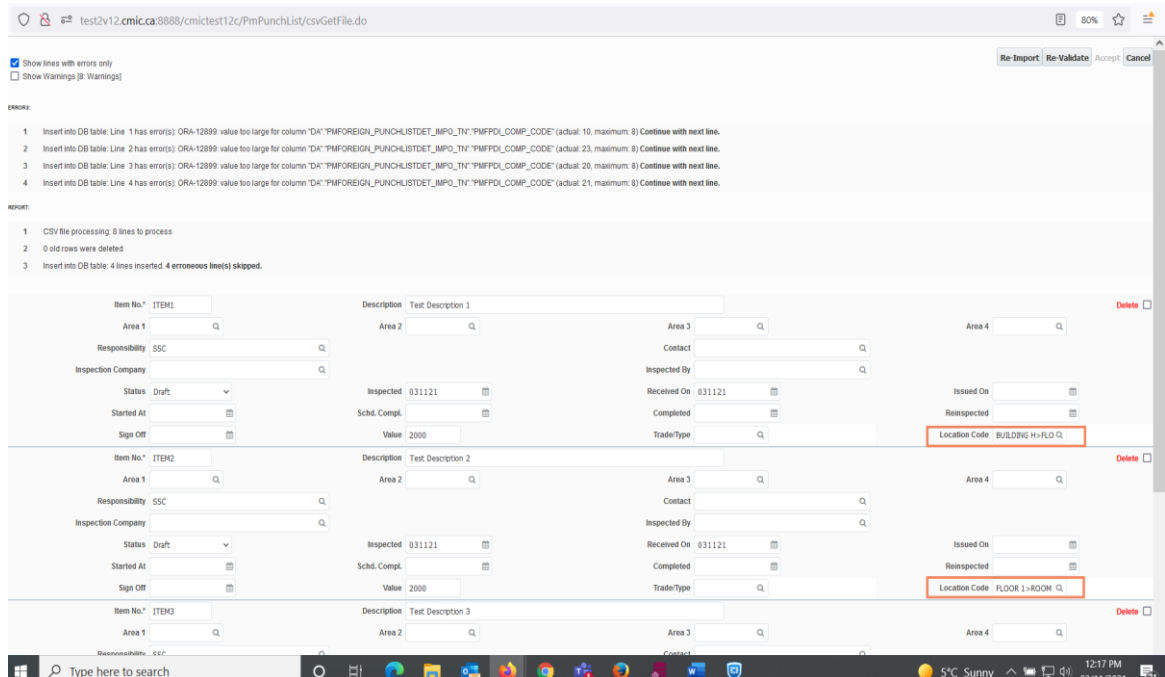
Click on **[Import]** button in the Punch Lists log screen.

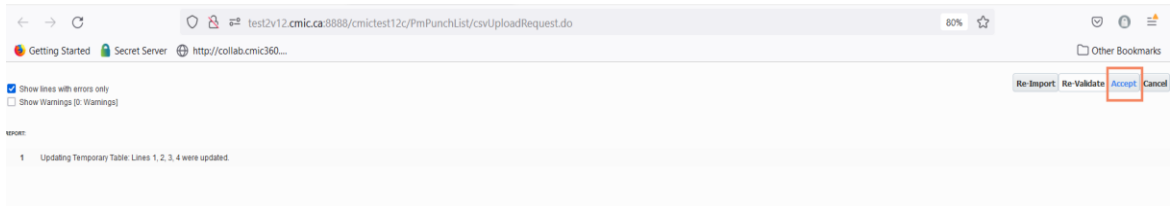


Select the file to be imported and click on **[Upload]**.

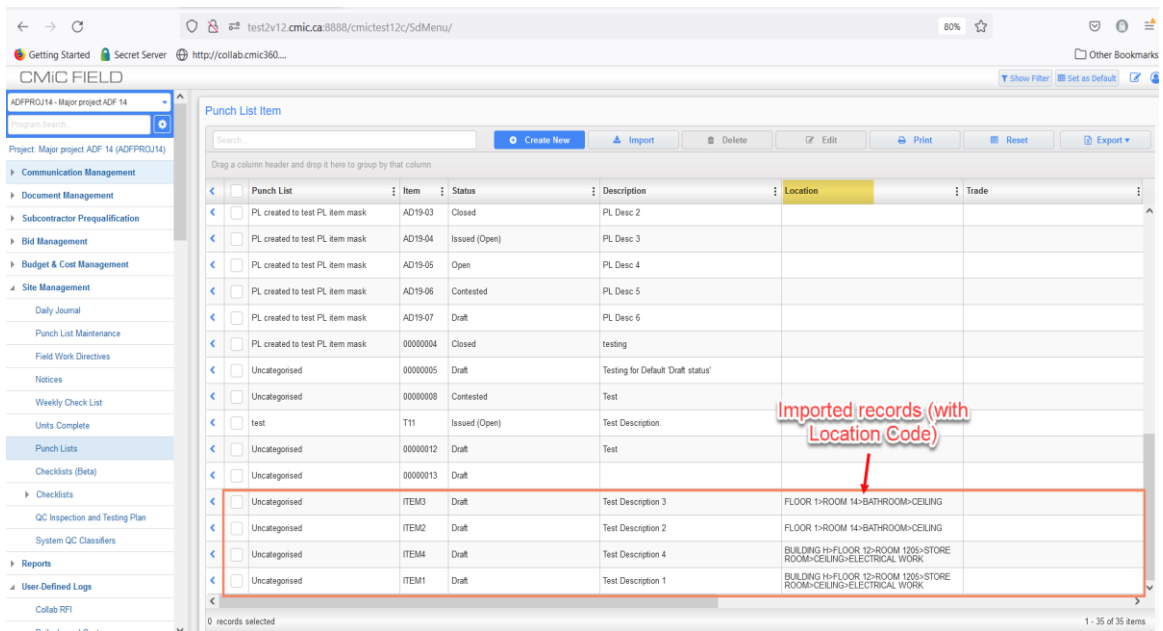


Validation screen appears. In this screen, select the values in Location field from the LOV and click **[Re-Validate]** and **[Accept]**.

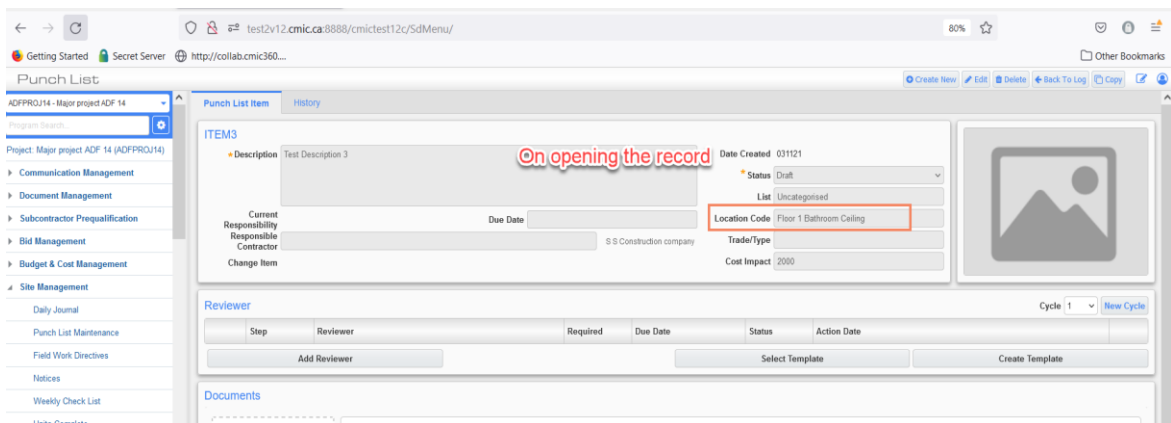




Refresh the Punch List Items log screen and the imported items with Location code appear in the log screen.

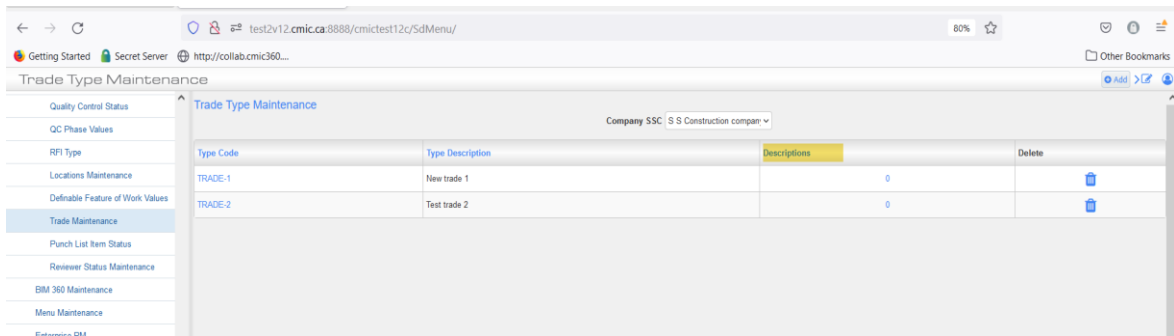


Open a record to verify if the 'Location Code' field displays the correct value.

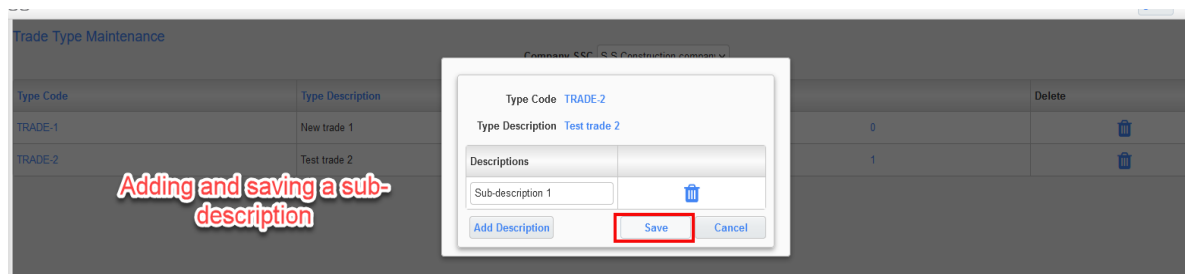
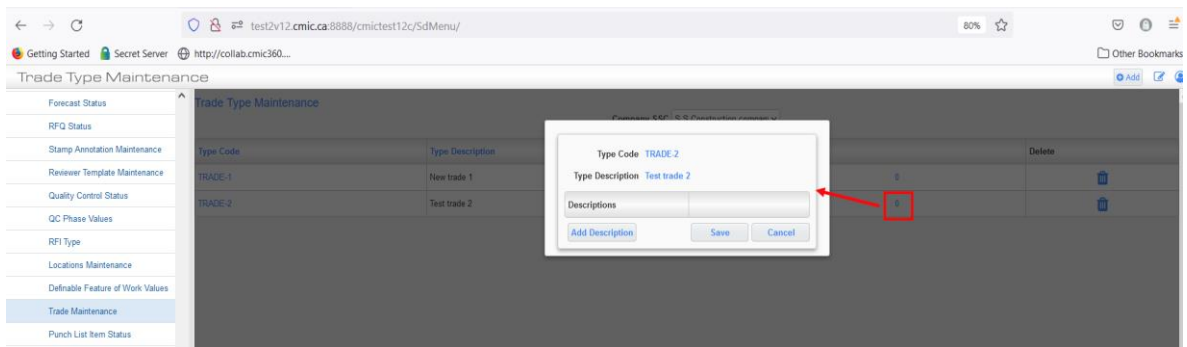


## Punch List Items Trade Type Maintenance (21.48888)

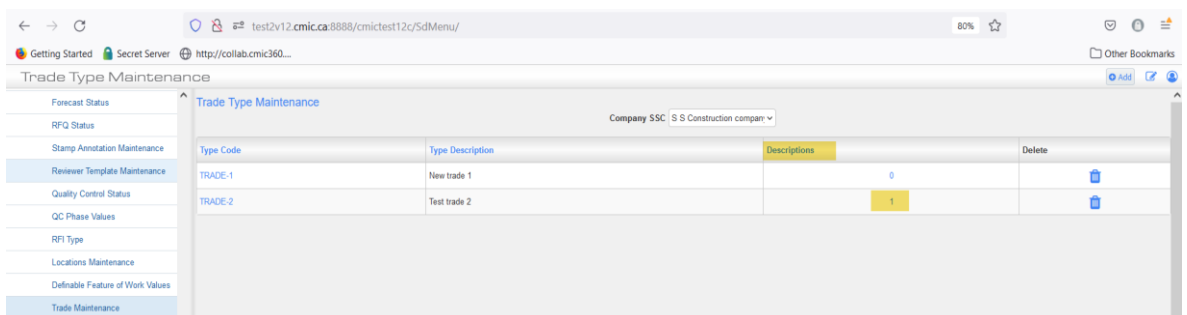
A new column: 'Description' has been added in Trade Type Maintenance screen. User can drill down into this column's value and can add multiple sub-descriptions to a particular Trade Type.



Clicking on the description value link opens a small window to add and save sub descriptions.



**NOTE:** For a Trade Type record, Description field value appears '0' when no sub-description is added. This value changes based on the number of sub-descriptions added to it. E.g. if 2 sub-descriptions are added, 'Description' column will show '2'.



## Show Related Annotation Documents (21.48954/PM-1760)

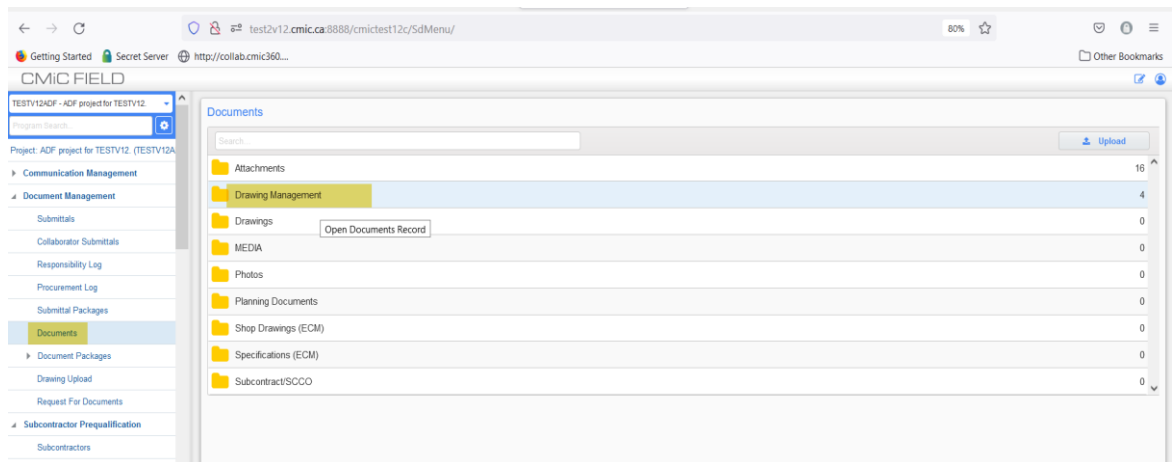
Enhanced the Related Objects pop-up to display both Related Objects and Documents.

Additionally, some changes have been made in the Related Objects pop-up:

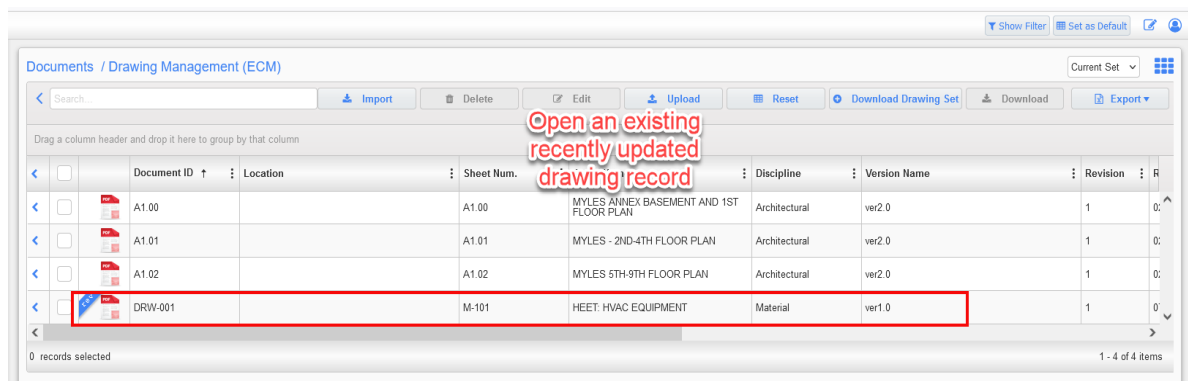
- **[Assign Objects]** button have been removed from the header bar
- Action icon (Delete) has been removed.

### Outline

Open Documents > Drawing Management document type.



Open an existing recently updated Drawing record or upload new drawing set for testing.



In the record detail screen, click on the latest revision's file name. It opens the drawing in PSPDF Viewer.

test2v12.cmic.ca:8888/cmictest12c/SdMenu/ 80% ☆ Other Bookmarks

http://collab.cmic360...

User Extensions View History Upload Multiple Add Document Copy Edit Delete Print Report Back To Log

**Drawing Management Detail** Text Codes

DRW-001

\*Sheet Name: HEET: HVAC EQUIPMENT

\*Folder: DRAWINGMT Status:

Sheet Number: M-101 Location:

Discipline: Material

**Revisions**

Revision	Revision Date	Received Date	Description	Notes	Status	User	ESignings	ESign Status	Designer Ref.	Filename	download	URL	New Attachment
091121	111121		v1.0			Simar Sahal				M_101.pdf			Browse... No file selected.
071121	101121		ver1.0			Simar Sahal				M_101.pdf			Browse... No file selected.

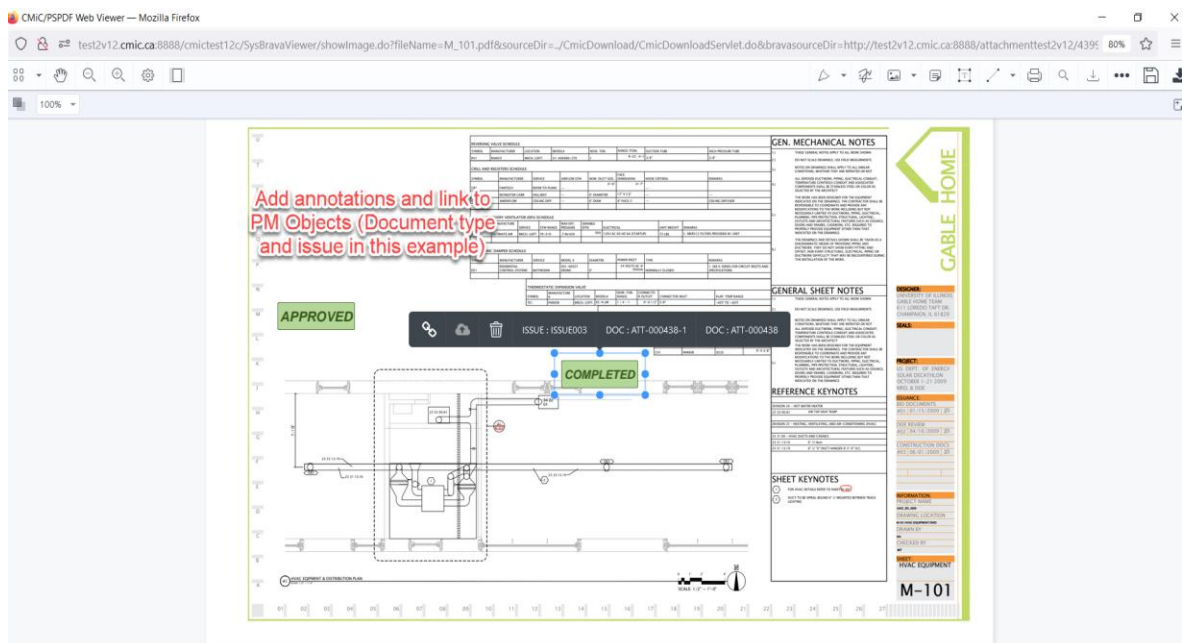
Add Revision

**Related Objects**

ID	Description	Object Type	Designer Ref.	Date	Revision Number
No Records Found					

Open in PSPDF viewer

Add annotations to the drawing and link them to PM Objects and Documents.



After saving the annotations, click on the download icon for the same drawing to download its pdf.



test2v12.cmic.ca:8888/cmictest12c/SdMenu/

Getting Started Secret Server http://collab.cmic360...

Drawing Management

TV12XDF -ADF project for TESTV12

Test Codes

DRW-001

Sheet Name: HEET HVAC EQUIPMENT

Folder: DRAWMGMT Status: [v]

Sheet Number: M-101 Location: [v]

Discipline: Material: [v]

Download the PDF

Revisions

Revision	Revision Date	Received Date	Description	Notes	Status	User	E Signings	E Sign Status	Designer Ref.	Filename	download	URL	New Attachment
091121	111121		v1.0		[v]	Simar Sohal				M_101.pdf	[Download]		No file selected.
071121	101121		ver1.0		[v]	Simar Sohal				M_101.pdf	[Download]		No file selected.

Add Revision

Related Objects

ID	Description	Object Type	Designer Ref.	Date	Revision Number
No Records Found					

In the PDF, click on the annotation to which PM Objects were linked.

test2v12.cmic.ca:8888/cmictest12c/CmicDownload/CmicDownloadServlet.do?pmdrTypeCode=DRAWMGMT&pmdrDocOraseq=43994930&pmdrRevOraseq=439

http://collab.cmic360...

Automatic Zoom

APPROVED

COMPLETED

Hover the mouse on the annotation to which the PM Objects are linked and click to open it.

http://test2v12.cmic.ca:8888/cmictest12c/SysLaunchPopup/ShowLaunchPopup.do?objUrl=/SysRelObjects/ShowSysRelObjects.do&masterObjType=ANNOTATION&masterObjOraseq=43997621&projOraseq=7310710

GEN. MECHANICAL NOTES

GENERAL SHEET NOTES

REFERENCE KEYNOTES

SHEET KEYNOTES

CONSTRUCTION DOCS

INFORMATION

PROJECT NAME

DRAWING LOCATION

DRAWN BY

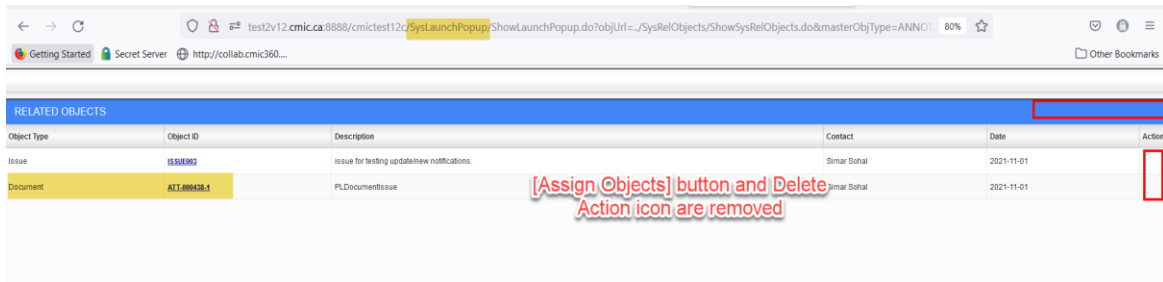
CHECKED BY

SHEET: HVAC EQUIPMENT

M-101

Clicking on the DRW-001 displays the Related Objects pop-up, in which all the PM Objects and Documents linked to the annotation appears.

**NOTE:** In the Related Objects pop-up, [Assign Objects] button and Delete Action icon have been removed.

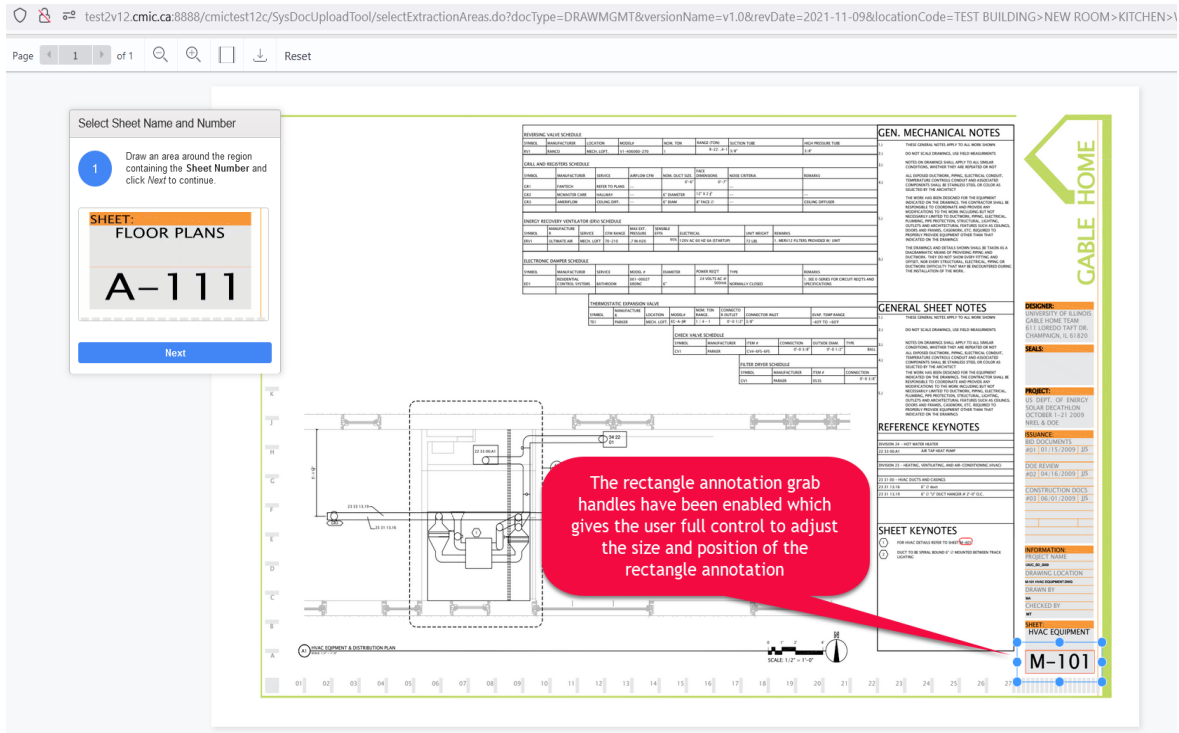


## Drawing Sheets Upload – More Extraction Enhancements (21.50002)

An enhancement has been done in Drawing Upload screen to allow the user to adjust the size of the Extraction Region box.

The rectangle annotation resize grab handles have been enabled, which gives the user full control of adjusting the extraction region box's size and placement.

When the user confirms the selection, the annotation gets locked, so that user can focus on next annotation.



## SC SOV Import – Modified to support WBS Codes (21.46108)

The SC SOV Import Schedule has been modified to support WBS Codes Import functionality on Subcontract SOV lines. A new import file has been provided for the user which allows the user to import WBS Codes on Subcontract SOV.

Import file layout (pmscsov.ctl)

fields terminated by "," optionally enclosed by ""

pmsovi_task_code	varchar2(16)
,pmsovi_task_name	varchar2(200)
,pmsovi_unit	number
,pmsovi_wm_code	varchar2(2)
,pmsovi_unit_rate	number
,pmsovi_amt	number
,pmsovi_job_code	varchar2(10)
,pmsovi_phs_code	varchar2(16)
,pmsovi_cat_code	varchar2(16)
,pmsovi_jb_bill_code	varchar2(50)
,pmsovi_tax1_code	varchar2(11)
,pmsovi_tax1_taxable_flag	varchar2(1) 'Y/N'
,pmsovi_tax2_code	varchar2(11)
,pmsovi_tax2_taxable_flag	varchar2(1) 'Y/N'
,pmsovi_tax3_code	varchar2(11)
,pmsovi_tax3_taxable_flag	varchar2(1) 'Y/N'
,pmsovi_hldbk_pct	number
,pmsovi_apexp_code	varchar2(10)
,pmsovi_long_desc	varchar2(2000)
,pmsovi_wbsv_code1	varchar2(60)
,pmsovi_wbsv_code2	varchar2(60)
,pmsovi_wbsv_code3	varchar2(60)
,pmsovi_wbsv_code4	varchar2(60)

### **Import Process Outline**

Opened an unposted subcontract.

In Edit mode, clicked on [Import Schedule] button. SC SOV Import Schedule pop-up appears. Select the import .exe file and click on [Upload].

The SC SOV Import Validation screen appears. In this screen review the error and warning messages and click on [Accept Valid].

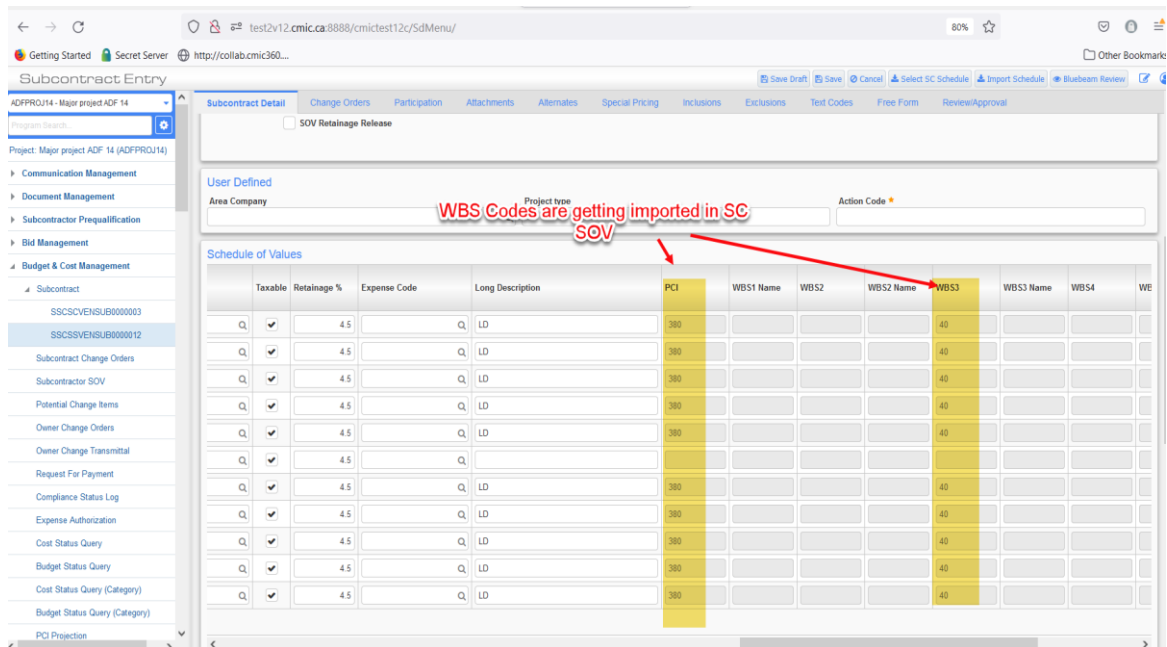
REPORT:

- 1 CSV file processing: 13 lines to process
- 2 10 old rows were deleted
- 3 Insert into DB table: 10 lines inserted.

Critical Validation Errors:

- 1 Line 1 cannot be processed: pmsovi\_unit - invalid number: Category Units: pmsovi\_wm\_code is longer than 2 chars: pmsovi\_unit\_rate - invalid number: Unit Rate: pmsovi\_amt - invalid number: Amount
- 2 Line 2 cannot be processed: pmsovi\_unit - invalid number: Tax 3 Code: pmsovi\_wm\_code is longer than 2 chars: pmsovi\_unit\_rate - invalid number: Retention Percentage: pmsovi\_amt - invalid number: AP Expense Code: pmsovi\_job\_code is longer than 10 chars;
- 3 Line 3 cannot be processed: pmsovi\_unit - invalid number: Cost Type: pmsovi\_wm\_code is longer than 2 chars: pmsovi\_unit\_rate - invalid number: Document Type:

The SOV lines with WBS Codes are getting imported successfully.



## Submittal Logs – New Columns Added (20.33745)

The following new columns have been added in Submittal logs:

- Return Review Lead Time
- Return Review Start Date
- Return Review End Date
- Current Return Review Start Date
- Current Return Review End Date
- Record Status

The user can Add/Remove these columns with the Log Builder.

## Subcontract Change Order - Added GCS Pay Request Flag (19.86283)

Subcontract Change Order - Added GCS Pay Request flag to the screen to indicate that the change order can be processed through GCS for payment:

Orders Edit Delete Print Post Select Bid Items Back To Log

**Subcontract Change Orders** Review/Approval Attachments Text Codes Free Form

**OCT312018-001 - 006**

\*Vendor Mitchell's Design/Build

\*Contract No. OCT312018-001 \*Contract Type

Contact Contact Email Sender Email

\*Description link this to subcontract

☐ Pay Request ☒ Pay When Paid

Created 02-Feb-22 Post Date

Accounting Description Workflow Status Unsubmitted

☐ Self-Billed Status Pending Do Not Exceed ☐ Override Do Not Exceed Amount

**Schedule of Values** Add PCIs




Action	Sort Order	Item Code*	Task Name	Unit	Rate	Amount	Job*
		EXT051	Execution			3,000.00	SBJOB01

## IO Email Template Customizations (21.48278, PM-352)

A new look email has been designed for outbound I/Os.

SBPROJ01CH COMM COMM0045 Patch V12-015-1 - new I/O look for PM objects

Sunny Spoon via CMiC I/O Tester PTF12CI <PTFR12@cmic.ca>  
To: Stephanie Bromfield

**External Email Proceed with Caution**

**CMiC**

[CMiC] Communication: COMM0045 Patch V12-015-1 - new I/O look for PM objects

From: Sunny Spoon  
To: Corey Hart  
CC:

This Communication from Sunny Spoon at SUS ClearView Corporation regarding SB Project - created Aug 23, 2018 requires Corey Hart's attention. A response to this Communication is due on 2021-12-03.

Message:  
Outbound I/O email has an enhanced look- check it out!

Reply to this email to provide a response or click below to view and directly comment on the record

[VIEW COMMUNICATION DETAILS](#)

Note: Please ensure that you leave "SBPROJ01CH COMM COMM0045" in the subject line of all emails you send related to this Communication. Replies must be above the original message. Attachments will also be accepted.

## Cost Status Query Enhancement - Added PCI Description to PCI Transactions popup (21.44330)

Added PCI Description to the PCI pop-up window in the Cost Status Query and Budget Status Query (category and non-category).

Cost status Query

- Internal and Transfer CO
- External CO,
- Pending CO,
- Prepending CO
- Proceeding Projected,
- Non-Proceeding CO

Cost Status Query (Category)

- Internal and Transfer CO
- External CO,
- Pending CO,
- Prepending CO
- Proceeding Projected,
- Non-Proceeding CO

Budget status Query

- Internal and Transfer CO
- External CO,
- Pending CO,
- Prepending CO

Budget Status Query (Category)

- Internal and Transfer CO
- External CO,
- Pending CO,
- Prepending CO

CMIC FIELD

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

**Cost Status Query**

Budget Status Query

Cost Status Query (Category)

Budget Status Query (Category)

PCI Projection

Contract Forecasting

PCI Markup Rules

Subcontractor Tracking Log

Self Billed Payment Worksheet

Subcontractor LEMS Tracking Log

Pending Subcontracts across Projects

Pending SCOs across Projects

RFQ Log

Site Management

Cost Status Query

Search...

Reset

Export

Drag a column header and drop it here to group by that column

Internal And Transfer CO	External CO	Current Budget	Pending CO	Prepending CO	Projected Budget	Spent	Committed Remaining	Spent/Committed	Committed	Amount To Complete	Calculated Projection	Proceeding Projected
200.00	500.00	223,022.00	2,110.00	4,000.00	229,132.00	1,101.76	0.00	1,101.76	0.00	223,022.00	224,123.76	4,910.00
200.00	500.00	223,022.00	2,110.00	4,000.00	229,132.00	1,101.76	0.00	1,101.76	0.00	223,022.00	224,123.76	4,910.00

1 - 1 of 1 items

PCI Transactions - Google Chrome

Not secure | test2v12.cmic.ca:8888/cmictest12c/PmOwnerJSQuery/ShowPCITran.do

Send To Spreadsheet Close

PHASE

Company	Job	Phase	Phase Name
LINCOM1	PATCH15	01-100	Temporary Structures

PCI TRANSACTIONS

Type	PCI Code	PCI Description	Status	Reference Date	Post Date	Budgeted Quantity	WM	Budgeted Amount	Billing Amount	Vendor	Contract	SC Change
INT	INC00001	posted INT	A	11-Nov-2021	12-Nov-2021	2	HR	200.00				
TFR	TFC00001	posted tsf	A	12-Nov-2021	12-Nov-2021		DY	900.00	1,350.00			
TFR	TFC00001	posted tsf	A	12-Nov-2021	12-Nov-2021		HR	-900.00	-1,350.00			
Total (3 rows)								200.00	0.00			

## Contract Forecast – Added Group Code columns to Configure view and Forecast screen (21.42765)

An enhancement has been made in Contract Forecast screen. 5 Group Code columns have been added to the Configure View and Contract Forecast screens.



Contract Forecast Screen Configuration - Google Chrome

Not secure | qa2v12.cmic.ca:8888/cmictPR12/JcContractForecast/showColumnConfig.do?projOraseq=2966033

Visible	Group Code	Formula	Value
<input checked="" type="checkbox"/>	JCOF_COST_VAR_INCL_PCI_AMT	Cost Variance-Br />(Ind Pending CO)	80
<input checked="" type="checkbox"/>	JCOF_CURR_BILL_BUDG_AMT	Current-Br />Bill Budget	80
<input checked="" type="checkbox"/>	JCOF_PROJ_BILL_BUDG_AMT	Projected-Br />Bill Budget	80
<input checked="" type="checkbox"/>	JCOF_BILLED_TO_DATE_AMT	Billed-Br />To Date	80
<input checked="" type="checkbox"/>	JCOF_ORIG_COST_BUDG_AMT	Original Cost   Budget Amount	80
<input checked="" type="checkbox"/>	JCOF_ORIG_BILL_BUDG_AMT	Original Bill   Budget Amount	80
<input checked="" type="checkbox"/>	JCOF_REVENUE_VARIANCE_AMT	Revenue-Br />Variance	80
<input checked="" type="checkbox"/>	JCOF_ADJ_FORECAST_REVENUE_AMT	Adj Rev-Br />Forecast	80
<input checked="" type="checkbox"/>	JCOF_CURR_PER_COMM_AMT	Current Period   Commitments	80
<input checked="" type="checkbox"/>	JCOF_PREV_PER_COMM_AMT	Previous Period   Commitments	80
<input checked="" type="checkbox"/>	JCOF_GROUP_CODE1	Group 1	80
<input checked="" type="checkbox"/>	JCOF_GROUP_CODE2	Group 2	80
<input checked="" type="checkbox"/>	JCOF_GROUP_CODE3	Group 3	80
<input checked="" type="checkbox"/>	JCOF_GROUP_CODE4	Group 4	80
<input checked="" type="checkbox"/>	JCOF_GROUP_CODE5	Group 5	80
<input type="checkbox"/>	JCOF_COST_VAR_AMT_NEW	Cost Variance-Br />(New)	80
<input type="checkbox"/>	JCOF_PROJECTED_PROFIT	Projected Profit	80
<input type="checkbox"/>	JCOF_CURR_PROFIT_BUDG_AMT	Profit-Br />Budget-Br />Amount	80
<input type="checkbox"/>	JCOF_PCI_COST_BUDGET	(COST) Posted PCI's	80

New Group Code columns in Configure view screen

When the 'visible' checkbox for all 5 Group Codes is checked in Configure view screen and [Save] is clicked; then the Forecast screen refreshes and displays the new added Group Code columns.

Contract Forecast with PCI Projections

ADPFR014 - Major project 2 - End Year 2023

Project: Major project 2 - End Year 2023 (ADPFR014)

Contract: SSCSCG791

Year: 2022

Current Status: In Process

Filter: 

Cost/Revenue

Projected Cost

Show: 

Zero Cost Lines

Zero Cost and Revenue Lines

Current Activity Only

Overrides Only

Hide: 

Zero Projected Cost Lines

Go

New columns

Contract

BILL CODES (FILTERED)

Job	Phase	Name	Category	Units	Archives Form	Freeze	Update	Bill Code	Contract C.	Cost Variance (New)	Projected Bill Budget	Billed To Date	Original Cost Budget Amts.	Original Bill Budget Amts.	Revenue Variance	Adj Rev Forecast	Current Period Commitments	Previous Per Commitments	Group 1	Group 2	Group 3	Group 4	Group 5	
SSCSCG01	03	Concrete	5000	A	0.00	<input type="checkbox"/>		SC0701030000	SSCSCG01	543.85	512.60	0.00	0.00	0.00	512.60	0.00	0.00	0.00	03					
SSCSCG01	03	Concrete	MRKP	A	0.00	<input type="checkbox"/>		SC0701030000	SSCSCG01	-512.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	03					
SSCSCG01	05	Metal	1000	A	0.00	<input type="checkbox"/>		SC0701050000	SSCSCG01	699.00	276.00	0.00	0.00	0.00	0.00	276.00	0.00	0.00	05					
SSCSCG01	05	Metal	2000	A	0.00	<input type="checkbox"/>		SC0701050000	SSCSCG01	-147.00	40.00	0.00	0.00	0.00	40.00	0.00	0.00	0.00	05					
SSCSCG01	05	Metal	3000	A	0.00	<input type="checkbox"/>		SC0701050000	SSCSCG01	210.00	2,300.00	0.00	0.00	100.00	0.00	2,300.00	0.00	0.00	0.00	05				
SSCSCG01	05	Metal	4000	A	0.00	<input type="checkbox"/>		SC0701050000	SSCSCG01	1,372.48	2,874.34	0.00	1,000.00	1,000.00	0.00	2,874.34	0.00	0.00	0.00	05				
SSCSCG01	05	Metal	5000	A	0.00	<input type="checkbox"/>		SC0701050000	SSCSCG01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	05				
SSCSCG01	05	Metal	MRKP	A	0.00	<input type="checkbox"/>		SC0701050000	SSCSCG01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	05				
SSCSCG01	11	Equipment	1000	A	0.00	<input type="checkbox"/>		SC0701110000	SSCSCG01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11					
SSCSCG01	11	Equipment	2000	A	0.00	<input type="checkbox"/>		SC0701110000	SSCSCG01	-100.00	640.00	0.00	0.00	0.00	0.00	640.00	0.00	0.00	11					
SSCSCG01	11	Equipment	3000	A	0.00	<input type="checkbox"/>		SC0701110000	SSCSCG01	10.00	10.00	0.00	0.00	0.00	0.00	10.00	0.00	0.00	11					

## Contract Forecast – Changed the Formula for Cost to Complete (21.51712)

The formula for 'Cost to Complete' in Contract Forecast has been changed.

Now, Cost to Complete (CTC) = Projected Cost Forecast – Spent/Committed (In scope).

**NOTE:** This formula should work when the CTC is overridden; and when the overrides are cleared. The Cost to Complete column value should always reflect the subtraction of Project Cost Forecast and Spent/Committed (In scope).

$$A = C - B$$

A new field “Currency” has been added to the 1<sup>st</sup> Financial tab of Subcontractor Prequalification and to Page 4 of Self Service Prequal (‘Financial Information’ section).

[View Bank Information](#)

← → ↻ Not secure | qa2v12.cmic.ca:8088/cmictptR12/FmSaPrequal/SaveSSPrequalP3.do?navPage=4

Save Draft | Previous | Page 4 of 7 | Next

### Subcontractor Prequalification Questionnaire from header control screen

All questions contained in this questionnaire are strictly confidential.

#### Surety Information

Is your Company Bondable? ☐ Yes ☐ No

Surety Company

Broker Name

Phone

Single Project Bonding Capacity

Aggregate Project Bonding Capacity

#### Bonding Rates Per \$1,000

\$ 0 - \$ 500 K	0.00%
\$ 500 K - \$ 800 K	0.00%
\$ 800 K - \$ 1 M	0.00%
\$ 1 M - \$ 2 M	0.00%
\$ 2 M - \$ 5 M	0.00%

#### Financial Information

Are you interested in bidding work greater than \$50,000? ☐ Yes ☐ No

Financial Year Ending: 2021

Legal Entity Type:

Year Company Founded: 2018

Financial Year End Date: Sep 30

Subsidiary Names: 1

2

3

4

5

Parent Organization:

Do you have DSB Number? ☐ Yes ☐ No Number:

DSB Payable to:

Previous Company Names: 1

2

3

4

5

If Yes, explain:

Accountant:

Yes/No Firm Ever Filed Bankruptcy? ☐ Yes ☐ No

Currency:

Subcontractor is required to send a financial statement. This document be held in strict confidence for the purpose of this Subcontractor Prequalification only.

NOTE: Audited financial statements and a reference letter from your bonding company will not be required for subcontractors that will be performing work under the value of \$50,000.

Amount Line Of Credit:

Amount Line Of Credit:

Highest Dollar Project Ever Awarded:

Average Project Size:

Questions regarding Financial Information, please contact the Prequalification Department

#### Company Officers:

Company Officer Name	Title	Action
<input type="text"/>	<input type="text"/>	<input type="button" value="Remove Row"/> <input type="button" value="Add Row"/>

Save Draft | Previous | Page 4 of 7 | Next

## Subcontractor Prequalification – Added Calculation for Single and Aggregate Award Limits (22.55253, CF-1060, CF-1076, CF-737)

A new flag “Default Project Limits Based on Working Capital Ratio” has been added to Prequalification Control screen.

← → ↻ Not secure | test12v12.cmic.ca:8088/cmictest12v5dMenu/appCode=VPQ

Approval Status Setup | Save | Checklist Maintenance | Assign Classifiers

### Subcontractor Prequalification

ADFPROJ14 - Major project ADF 14

Program Search:

Project: Major project ADF 14 (ADFPROJ14)

- Subcontractors
- Applicants
- Self Service
- Subcontractor Rating Setup
- Subcontractor Rating Questionnaire Setup
- Prequalifications Control**
- Workflow Notification
- Document Management
  - Documents
  - Document Packages
- Maintenance
- Security
- Subcontractor Reviews
  - Review Moderation
  - Subcontractors

Second Workflow Renewal Notification E-mail Subject: Vendor Prequalification Renewal - 2nd request - Response Required

Second Workflow Renewal Notification E-mail Body: Dear Subcontractor:

Manual Renewal Notification E-mail Subject: Prequalification Renewal

Manual Renewal Notification E-mail Body: Dear Subcontractor:

Below is a link to the prequalification screen and a new password has been generated for you.

Should you have any questions or you require assistance, please contact the Prequalification Department.

Please note that after you hit Submit you should receive a confirmation page. If you do not, please contact DPR Prequal team directly.

Self Service Wait For Confirmation

Review Self Service Application

Project: Patch V12-015-1 (TEST2R12)

Self Service - Financial Attachments: PCI Fader

Self Service - Other Attachments:

SubcontractCO Over Single Project Limit: ☒ Warning Only

SubcontractCO Over Aggregate Project Limit: ☒ Warning Only

Classification Section Required: ☐

Display Financial Calculations in Self Service: ☒

Enable Financials Required Prompt: ☐

Self Service (3) References are required: ☐

Insurance Requirements List is Mandatory: ☐

**Default Project Limits Based on Working Capital Ratio: ☒**

Alternate Self Service URL:

Alternate Reset Password URL:

When this flag is checked (Y), then ‘Aggregate Project Limit’ and ‘Single Project Limit’ fields will default as 2x the value from the ‘Working Capital’ field (This field is in Financials tab – Contractor Prequalification screen).

These default values can be overridden by the user, who have access to the field.

The default values will get re-calculated (clearing any overrides) in case the Financial values are updated.

**NOTE:** When an applicant submits their questionnaire the Single and Aggregate Project Limits would calculate as 2x working capital. This will be a one-time calculation per applicant, per renewal period.

Subcontractor Prequalification

Approval Status | **Save** | Checklist Maintenance | Assign Classifiers

Project: Major project ADF 14 (ADFP014)

Second Workflow Renewal Notification E-mail Subject: Vendor Prequalification Renewal - 2nd request - Response Required

Second Workflow Renewal Notification E-mail Body: Dear Subcontractor

Manual Renewal Notification E-mail Subject: Prequalification Renewal

Manual Renewal Notification E-mail Body: Dear Subcontractor

Self Service Wait For Confirmation: Please note that after you hit Submit you should receive a confirmation page. If you do not, please contact DPR Prequal team directly.

Review Self Service Application: <b>Please Review your data entered. If you need to make any corrections you may go back and do so. Once you are satisfied, please click the 'Submit' button at the bottom of this page.</b>

Project: Patch V12-015-1 (TEST2R12)

Self Service - Financial Attachments: PCI Fader

Self Service - Other Attachments: [Maintain LOV](#)

Warning! This subcontractCO has exceeded the Pre qualification single Project Limit. Please click Cancel and contact your Prequal Manager for authorization to proceed with this award.

Warning Only

Warning! This subcontractCO has exceeded the Pre qualification Aggregate Project Limit. Please click Cancel and contact your Prequal Manager for authorization to proceed with this award.

SubcontractCO Over Single Project Limit

SubcontractCO Over Aggregate Project Limit

Warning Only

Classification Section Required

Display Financial Calculations in Self Service

Enable Financials Required Prompt

Self Service (3) References are required.

Insurance Requirements List is Mandatory

**Default Project Limits Based on Working Capital Ratio** ☒

Alternate Self Service URL:

Subcontractor Prequalification

Drill Rating | Reset Self Service Password | Print Report | **Save**

Project: Major project ADF 14 (ADFP014)

Code: SCVEN03

Tax ID: 1491

Prequalification Status: Update Prequal

Insurance Category: Aggregate Project Limit: 200,000.00

Approval Status: Single Project Limit: 10,000.00

Company: New vendor for testing prequal limits

Also Known As:

Legal Name: New vendor for testing prequal limits

Parent Corp:

Ctrl Business Partner:

Street: a

Suite: a

City: a

State: Alberta

Country:

Contact: q

Phone: 111-111-1111

Toll Free:

Website:

Zip: e1q1q1

Fax: (111) 111-1111

E-mail: 1@1.com

CAP Required: CAP Approved

Host Region:

Last Approval Date:

Workflow Status: Unsubmitted

Master Subcontract: Financial Statement: OSMA 300A Form: Bonding Reference Letter: Union: Open Shop: Sample Insurance Cert: Additional Comments

Prequal Required: Prequal Required

Locations: General User-Defined Fields Insurance Safety Financial **Financial** Surety Litigation Approvals Submission Log Call Log Project History References Contacts Attachments

Locations	General	User-Defined Fields	Insurance	Safety	Financial	Surety	Litigation	Approvals	Submission Log	Call Log	Project History	References	Contacts	Attachments
Days Receivable Outstanding	0.00													
Days in Inventory	0.00													
Days Payable Outstanding	0.00													
Return on Assets	0%													
Return On Sales	0%													
Return On Equity	0%													
<b>Working Capital</b>	<b>0.00</b>													
Total Net Worth	0.00													
Net Income	0.00													
Net Over/Under as % of Equity	0%													
Backlog	0.00													
Working Cap To Backlog	0%													
Net Worth To Backlog	0%													

Subcontractor Prequalification

ADFP0214 - Major project ADF 14

Project: Major project ADF 14 (ADFP0214)

Subcontractors

COSWORTH

SSVEND01

SCVEND3

Applicants

Self Service

Subcontractor Rating Setup

Subcontractor Rating Questionnaire Setup

Prequalifications Control

Workflow Notification

Document Management

Documents

Document Packages

Maintenance

Security

Subcontractor Reviews

Review Moderation

Subcontractors

Code: SCVEND3

Tax ID: 1491

Prequalification Status: Update Prequal

Insurance Category: Aggregate Project Limits: 75,499.99

Insurance Rating: Single Project Limits: 75,499.99

Approval Status: CAP Required: CAP Approved: Urgent: Renewal Date: Prequal Required: Prequal Required

Company: New vendor for testing prequal limits

Also Known As: Legal Name: New vendor for testing prequal limits

Parent Corp: Ctl Business Partner: Street: Suite: City: State: Alberta

Country: Contact: Phone: 111-111-1111 Fax: (111) 111-1111 E-mail: 1@1.com

Website: Workflow Status: Unsubmitted

Master Subcontract: Financial Statement: OSHA 360A Form: Bonding Reference Letter: Union: Open Shop: Sample Insurance Cert: Additional Comments

Locations: General: User Defined Fields: Insurance: Safety: Financial: Financial: Surety: Litigation: Approvals: Submission Log: Call Log: Project History: References: Contacts: Attachments

Days Receivable Outstanding: 0.00

Days in Inventory: 0.00

Days Payable Outstanding: 0.00

Return on Assets: 0%

Return On Sales: 0%

Return On Equity: 0%

Working Capital: 30,390.00

Total Net Worth: 30,390.00

Net Income: 0.00

Net Over/Under as % of Equity: 5.19%

Backlog: 0.00

Working Cap To Backlog: 0%

Net Worth To Backlog: 0%

5x Working Capital: 196,000.00

When Financial tab is updated - the Aggregate and Single Project Limits will default 2x the value from 'Working Capital' field (clearing all overrides)

## PCI Entry – Added ‘Allow Cost’ flag to PCI header (21.38030)

A new flag 'Allow Cost' has been added to the PCI header in PCI Entry screen. This flag gets default value based on Allow Cost flag from relevant PCI Type on Maintain PCI Types setup.

Field Security of 'Unrestricted', 'Read-Only' and 'Hidden' has been provided for the Allow Cost flag in PCI Entry screen.

Project Management

ADFP0214 - Major project 2 - End Year 2020

Program Search:

Cost Status Query (Category)

Budget Status Query (Category)

PCI Projection

Contract Forecasting

PCI Markup Rules

Subcontractor Tracking Log

Self Billed Payment Worksheet

Subcontractor LEMS Tracking Log

Pending Subcontracts across Projects

Pending SCOs across Projects

RFG Log

Site Management

Reports

User Defined Logs

File Maintenance

Security

Partners

Contacts

Convert Partners and Contacts

User Maintenance

Change User LDAP Server

Role Maintenance

User Access

Project Roles

License Pools

Mobile Licenses

Subcontractor Reviews

Programs: Potential Change Item

COLUMBIAFIELD SECURITY

Item Name

Security Level

Default Billing Code: Unrestricted

Related Objects Tab: Unrestricted

Status for Posted PCI (when unrestricted, status choice is limited to 'Approved' Pending Type): Unrestricted

Update Projected Amount During Posting: Unrestricted

Review/Approval Tab: Unrestricted

Modify PCI Button: Unrestricted

Revision Pci Post Date: Unrestricted

Revision Pci Ref. Date: Hidden

Revision Pci Number: Unrestricted

Print RFG Button: Unrestricted

Vendor Name: Unrestricted (Read-Only)

Markup: Unrestricted

VBS1: Unrestricted

VBS2: Unrestricted

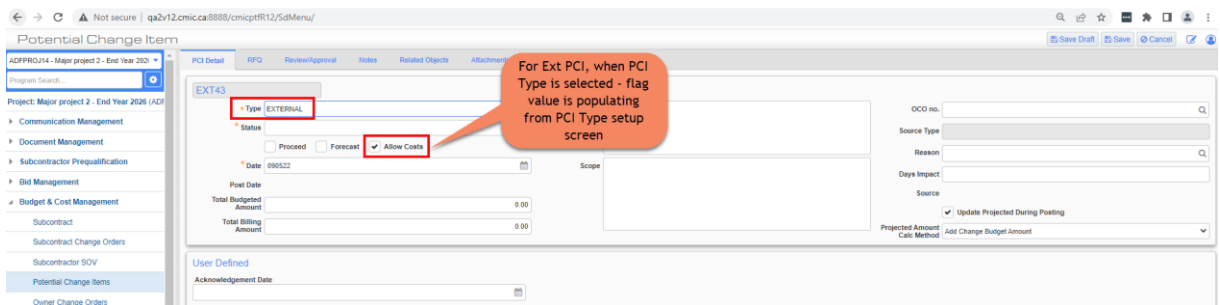
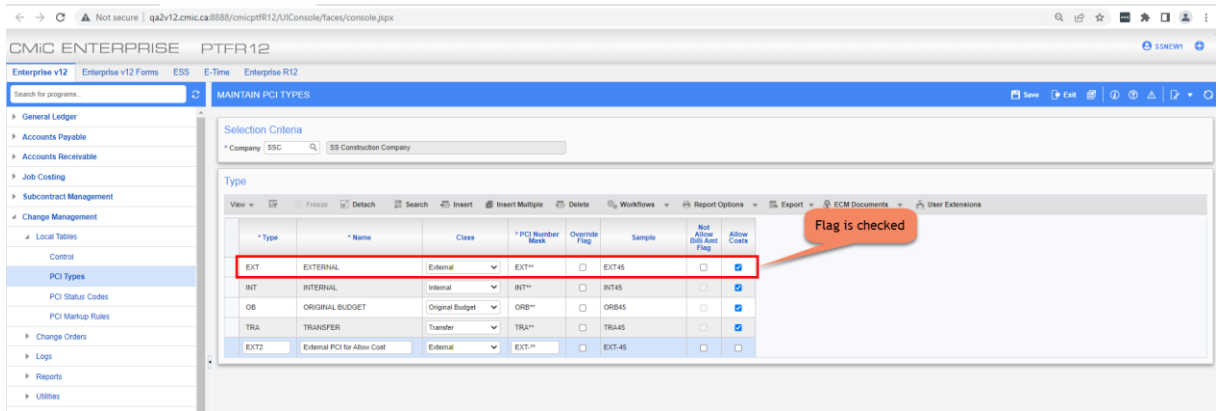
VBS3: Unrestricted

VBS4: Unrestricted

Projected Amount Calc Method: Unrestricted

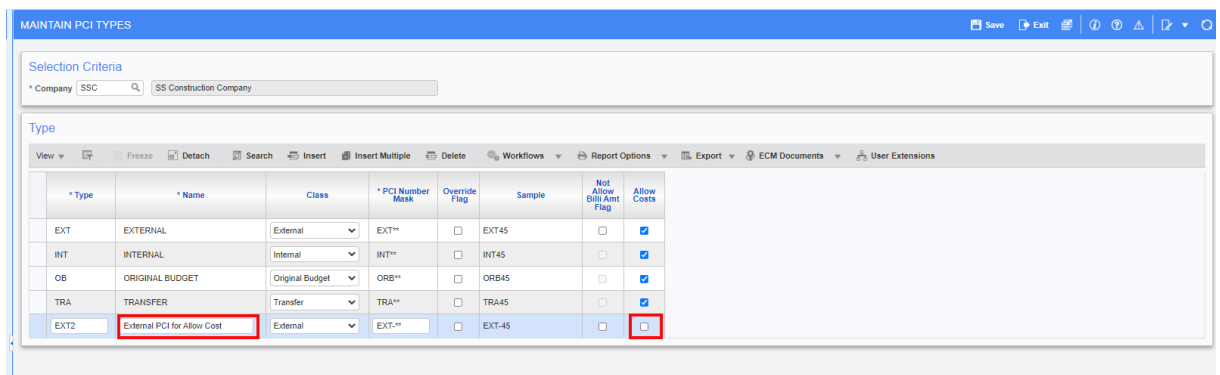
Allow Costs Flag: Unrestricted

The Allow Cost flag, on PCI Entry screen, gets default value from the PCI Type setup:



**NOTE:** The new flag is editable for the unposted and posted PCIs. When unchecked, the PCI does not appear for selection in cost transaction screens, MCT, Crew timesheets, Imaging, JC transaction, etc.

When a PCI is created and is unposted, if the user changes the PCI Type, the 'Allow Costs' flag defaults the value for the updated PCI Type from the PCI Type setup screen in ADF.



Potential Change Item

ADPFR0214 - Major project 2 - End Year 2020

Project: Major project 2 - End Year 2020 (ADPFR0214)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Subcontract

Subcontract Change Orders

Subcontractor SOV

Potential Change Items

Owner Change Orders

EXT-01

Type: External PCI for Allow Cost

Status: ☐ Proceed ☐ Forecast ☒ Allow Costs

Date: 090522

Post Date

Total Budgeted Amount: 0.00

Total Billing Amount: 0.00

Description

Scope

OCO no.

Source Type

Reason

Days Impact

Source

☒ Update Projected During Posting

Projected Amount

Calc Method

User Defined

Acknowledgement Date

This flag is enabled for unposted and posted PCIs on PCI entry screen and can be updated when needed.

### Unposted PCI:

Potential Change Item

ADPFR0214 - Major project 2 - End Year 2020

Project: Major project 2 - End Year 2020 (ADPFR0214)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Subcontract

Subcontract Change Orders

Subcontractor SOV

Potential Change Items

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query

Cost Status Query (Category)

Budget Status Query (Category)

PCI Projection

EXT-01

Type: External PCI for Allow Cost

Status: ☒ APPROVED ☒ Proceed ☒ Forecast ☒ Allow Costs

Date: 090522

Post Date

Total Budgeted Amount: 1,200.00

Total Billing Amount: 2,400.00

Description: Test Allow cost flag - unposted PCI

Scope

OCO no.

Source Type

Reason

Days Impact

Source

☒ Update Projected During Posting

Projected Amount

Calc Method

User Defined

Acknowledgement Date

Key Dates

Start Date

End Date

Due To Owner

Proposal Issued

Proposal Signed

Change Issued

Change Signed

PCI Details

☐ Show Rates ☐ Auto Calculate Markups

Action	Print	Seq	Description	Markup	Vendor	Vendor Name	Subcontract	Job*	Phase*	Category*	Current Budgeted Qty	Current Budgeted Amount	Original Budgeted Qty	Original Budgeted Amount	Default Bill Code
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1	Metals	<input checked="" type="checkbox"/>	SSVEND01	Vendor 1 for SSC company	ADPFR-S-002	SSCSC0701	05	1000	0	10.00	0	0.00	<input type="checkbox"/>

### Posted PCI:

Potential Change Item

ADPFR0214 - Major project 2 - End Year 2020

Project: Major project 2 - End Year 2020 (ADPFR0214)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Subcontract

Subcontract Change Orders

Subcontractor SOV

Potential Change Items

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query

Cost Status Query (Category)

Budget Status Query (Category)

PCI Projection

Contract Forecasting

PCI Markup Rules

EXT-01

Type: External PCI for Allow Cost

Status: ☒ APPROVED ☒ Proceed ☒ Forecast ☒ Allow Costs

Date: 09-05-2022

Post Date

Total Budgeted Amount: 1,200.00

Total Billing Amount: 2,400.00

Description: Test Allow cost flag - unposted PCI

Scope

OCO no.

Source Type

Reason

Days Impact

Source

☒ Update Projected During Posting

Projected Amount

Calc Method

User Defined

Acknowledgement Date

Key Dates

Start Date

End Date

Due To Owner

Proposal Issued

Proposal Signed

Change Issued

Change Signed

PCI Details

☐ Show Rates ☐ Auto Calculate Markups

Action	Print	Seq	Description	Markup	Vendor	Vendor Name	Subcontract	Job*	Phase*	Category*	Current Budgeted Qty	Current Budgeted Amount	Original Budgeted Qty	Original Budgeted Amount	Default Bill Code
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1	Metals	<input checked="" type="checkbox"/>	SSVEND01	Vendor 1 for SSC company	ADPFR-S-002	SSCSC0701	05	1000	0	1,210.00	0	0.00	<input type="checkbox"/>

When the Allow Cost flag is unchecked, the PCI will not show in LOV on relevant screens.

Below is an example from JC Cost Transaction Entry screen:

The relevant LOV is not showing the posted PCI because Allow Cost is unchecked for it, as shown in the previous screen shots.

**NOTE:** In the Enter Cost Transaction screen – WBS Code column associated with PCI will become enabled only when user selects the phase and category for the Transaction detail line, same as the created PCI's phase and category.

**NOTE:** Value of 'Allow Cost' flag in PCI Setup entry screen will not impact the PCI's availability in the relevant LOVs. For the example in above screenshot – the PCI will not be visible even when Allow Cost flag is checked on the PCI Type setup screen.

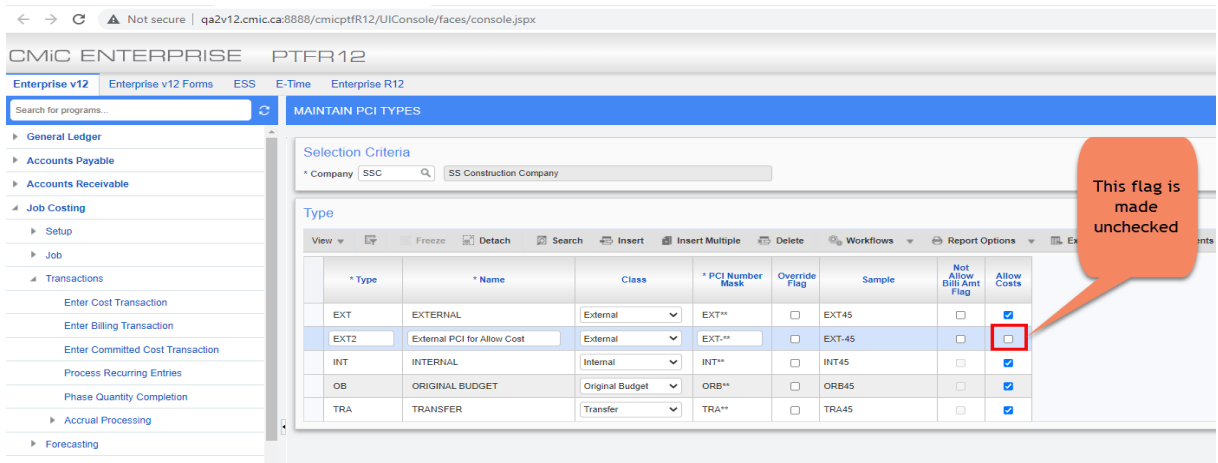


Now, when Allow Cost flag is saved as checked on the PCI, this PCI becomes available in the cost transaction entry screen's (and other relevant programs) LOV, irrespective of the setup's flag value, as shown below.

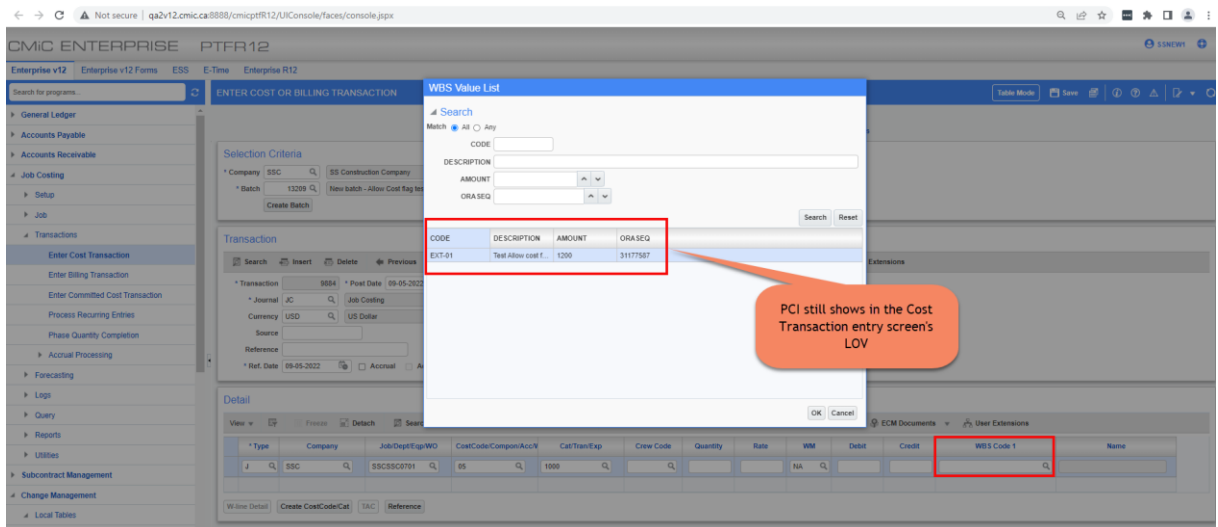
The top screenshot shows the 'Potential Change Item' screen for 'ADPPR014 - Major project 2 - End Year 2020'. The 'Status' is 'APPROVED' and the 'Allow Costs' flag is checked. A red box highlights the 'Allow Costs' checkbox, and a callout bubble says 'Checked this flag manually, for the Posted PCI'. The 'Description' is 'Test Allow cost flag - unposted PCI'. The 'Post Date' is '09-05-2022'. The 'Total Budgeted Amount' is '1,200.00' and the 'Total Billing Amount' is '2,400.00'. The 'User Defined' section shows 'Acknowledgement Date'. The 'Key Dates' section shows 'Start Date', 'End Date', 'Due To Owner', 'Proposal Issued', 'Change Issued', 'Proposal Signed', and 'Change Signed'. The 'PCI Details' section shows a table with columns: Action, Print, Seq, Description, Markup, Vendor, Vendor Name, Subcontract, Job\*, Phase\*, Category\*, Current Budgeted Qty, Current Budgeted Amount, Original Budgeted Qty, Original Budgeted Amount, and Default Bill Code. The table contains one row: 1, Metals, SSVEND01, Vendor 1 for SSC, ADPPR-S-002, SSCSSC0701, 05, 1000, 0, 1,210.00, 0, 0.00.

The bottom screenshot shows the 'ENTER COST OR BILLING TRANSACTION' screen. The 'WBS Value List' pop-up is displayed, showing a table with columns: CODE, DESCRIPTION, AMOUNT, and ORASEQ. The table contains one row: EXT-01, Test Allow cost f., 1200, 31177587. The 'WBS Code 1' field is highlighted with a red box.

If the Allow Cost flag is changed to unchecked in the relevant setup and saved, even then the PCI will continue to be available in the relevant cost transaction entry LOVs, unless the Allow Cost flag is changed to Unchecked on the PCI entry screen, as shown below:



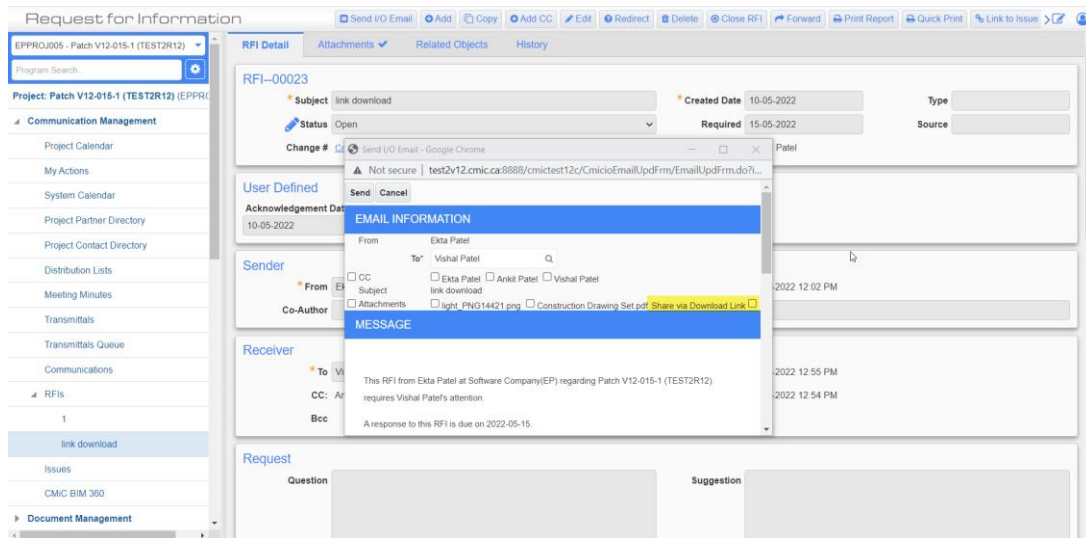
The setup's Allow Cost flag is changed to Unchecked, but the PCI still shows in the cost transaction entry screen's LOV:



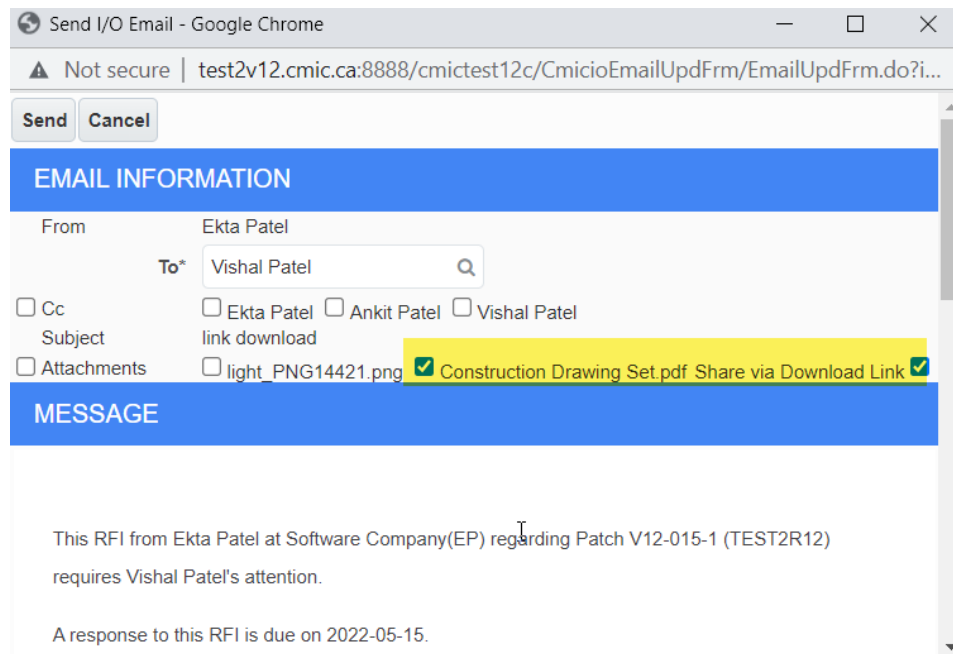
## I/O Email - Added Option to Share Large Attachments via Download Link (22.54468/CF-228)

The option to share large attachments with a download link is available when sending large attachments via IO Email, instead of attaching the files to the email.


- Added new field prompt and checkbox "Share via download link" to IO Email pop-up




- When checked- it includes a link(s) to download the selected attachments in the body of the IO Email.



link download EPPROJ005VP RFI RFI--00023

 Ekta Patel via CMIC I/O Testv12cl <test2v12io@cmic.ca>  
To: Ekta Patel

 Reply  Reply All  Forward  

Wed 11/05/2022 2:03 PM

 If there are problems with how this message is displayed, click here to view it in a web browser.

**External Email Proceed with Caution**



[CMIC] RFI: RFI--00023 link download

From: Ekta Patel

To: Vishal Patel

CC:

Attachments: [Construction Drawing Set.pdf](#)

Attachment as a link

This RFI from Ekta Patel at Software Company(EP) regarding Patch V12-015-1 (TEST2R12) requires Vishal Patel's attention.  
A response to this RFI is due on 2022-05-15.

Question:

Suggestion:

Answer:

Cost Impact:

No

Cost Amount:

- When unchecked - the IO email will be sent as a file(s) (no change)

Send I/O Email - Google Chrome

Not secure | test2v12.cmic.ca:8888/cmictest12c/CmicioEmailUpdFrm/EmailUpdFrm.do?i...

**Send** **Cancel**

**EMAIL INFORMATION**

From: Ekta Patel

To\*:

☐ Cc ☐ Ekta Patel ☐ Ankit Patel ☐ Vishal Patel

Subject: link download


☐ Attachments ☐ light\_PNG14421.png ☒ Construction Drawing Set.pdf ☐ Share via Download Link

**MESSAGE**

This RFI from Ekta Patel at Software Company(EP) regarding Patch V12-015-1 (TEST2R12) requires Vishal Patel's attention.

A response to this RFI is due on 2022-05-15.

link download EPPROJ005VP RFI RFI--00023

 Ekta Patel via CMIC I/O Testv12cl <testv12io@cmic.ca>  
To: Ekta Patel

 Reply  Reply All  Forward  ...  
Wed 11/05/2022 2:03 PM

 If there are problems with how this message is displayed, click here to view it in a web browser.

 Construction Drawing Set.pdf  
6 MB

Attachment as a file

External Email Proceed with Caution



[CMIC] RFI: RFI--00023 link download

From: Ekta Patel

To: Vishal Patel

CC:

This RFI from Ekta Patel at Software Company(EP) regarding Patch V12-015-1 (TEST2R12) requires Vishal Patel's attention.  
A response to this RFI is due on 2022-05-15.

Question:

Suggestion:

Answer:

Cost Impact:

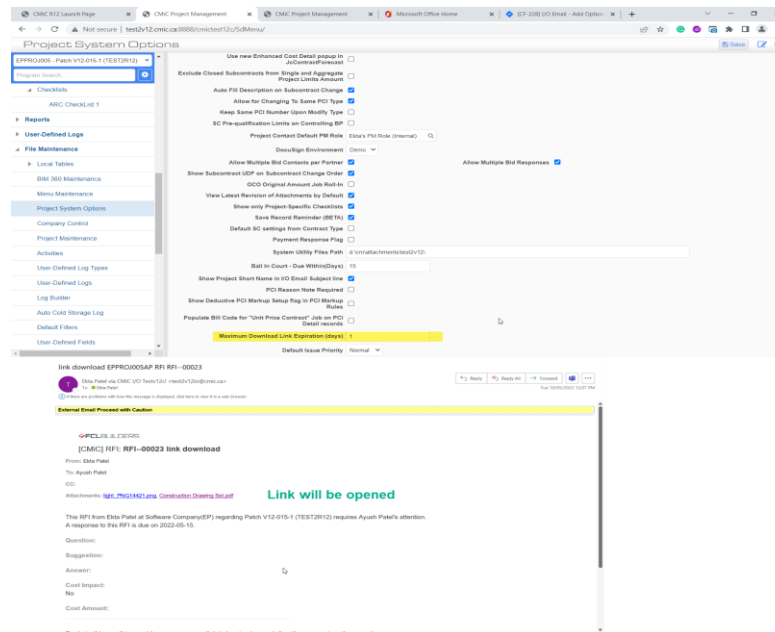
No

Cost Amount:

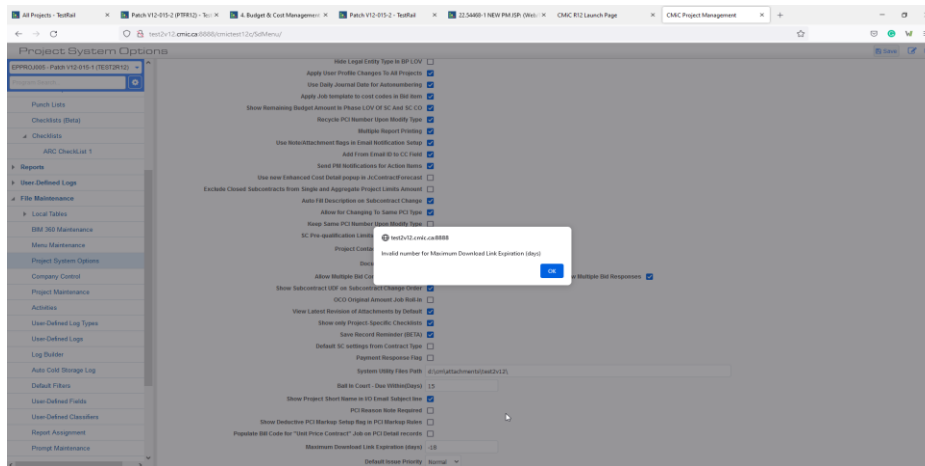
- Download links expiration date will be set based on Project System Options> Maximum Download Link Expiration (days) field.

**NOTE: The Maximum Download Link Expiration (days) value must be an integer greater than or equal to 1.**

- If “Maximum Download Link Expiration(days) is 1 or above

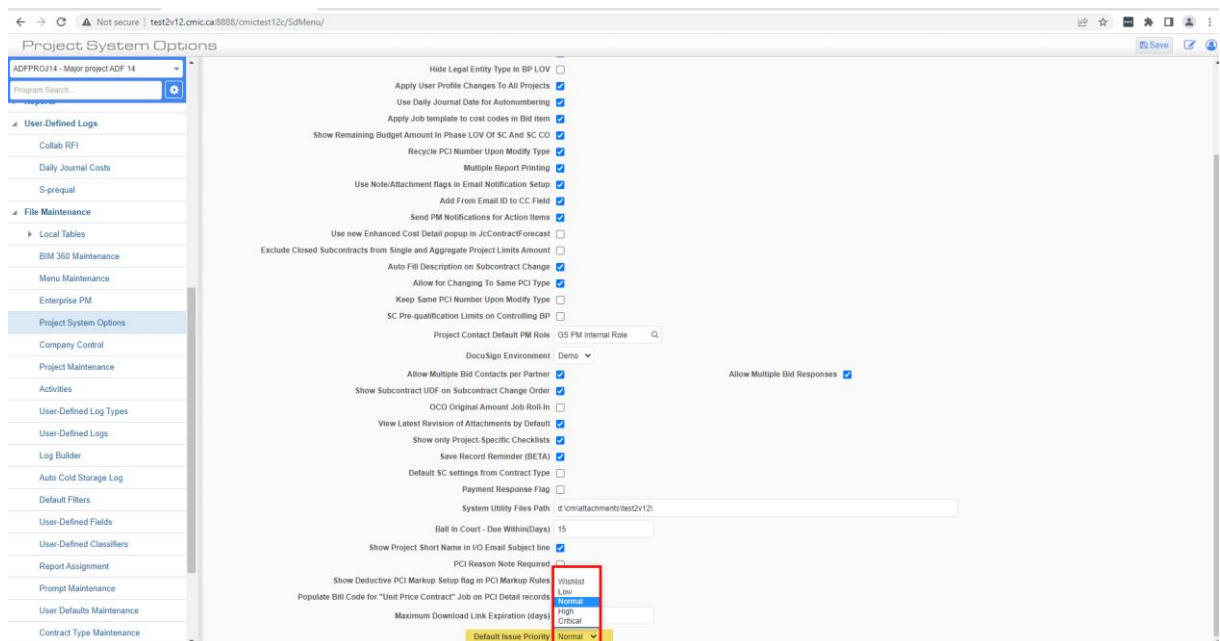


- If “Maximum Download Link Expiration(days) is invalid



## Project System Options - Added a New Drop-down List on General Tab (22.55773)

- Added a new drop-down list on General page (Project System Options) for user to set up default issue priority.
- A tooltip in General page for default issue priority.
- Added a new column to default issue priority



← → ↻ Not secure | test2v12.cmic.ca:8888/cmctest12c/5dMenu/

ISSUES

ADFPROJ14 - Major project ADF 14

Program Search: [ ]

Project: Major project ADF 14 (ADFPROJ14)

Communication Management

Project Calendar

My Actions

System Calendar

Project Partner Directory

Project Contact Directory

Distribution Lists

Meeting Minutes

Transmittals

Transmittals Queue

Communications

RFIs

Issues

CMC BIM 360

Document Management

Issue Detail

Text Codes

Attachments

Linked Objects

Related Objects

ISSUE-39

Subject: [ ]

Type: [ ]

Status: New

Severity: Normal

Date: 26/04/22

Due Date: 26/04/22

Customer Issue: [ ]

Activity: [ ]

User-Defined

Sender

From: Sinar Sohal

Description: [ ]

Suggestion: [ ]

Receiver

To: [ ]

Resolution: [ ]

Responsibility: [ ]

"Default Issue Priority" value from Project system options screen defaults in the "Severity" field in Issue screen, when user adds a new Issue.

CMIC FIELD

ARCJOB001 - TBT University

Program Search: [ ]

Project: TBT University (ARCJOB001)

Communication Management

Project Calendar

My Actions

System Calendar

Project Partner Directory

Project Contact Directory

Distribution Lists

Meeting Minutes

Transmittals

Transmittals Queue

Communications

RFIs

Issues

CMC BIM 360

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Subcontract

Issues

Search: [ ]

Add Issue

Reset

Export

Drag a column header and drop it here to group by that column

Issue No.	Title	Date	From Contact	Record Status	Priority	Responsibility	Attachments
AR220419-00001	test priority	19/04/2022	Anuradha Ramanujam	PENDING	3	Fina Justin	
AR211119-000002	21 49807	19/11/2021	Anuradha Ramanujam	SUBMITTED	4	Tina Smith	
AR211119-000001	test 21 49807	19/11/2021	Anuradha Ramanujam	SUBMITTED	4	Sarah Bhatt	
AR211109-000001	test 21 43532	09/11/2021	Anuradha Ramanujam	SUBMITTED	4	John Smith	
AR210810-000001	test 21 39037	10/08/2021	Anuradha Ramanujam	SUBMITTED	4	Anuradha Ramanujam	
AR210809-000001	test 20 35433	09/08/2021	Anuradha Ramanujam	SUBMITTED	4	Tina Smith	
AR210430-000003	Test BIC -21 36587 - Future date	30/04/2021	Anuradha Ramanujam	SUBMITTED	4	Sarah Bhatt	
AR210430-000002	Re-Test BIC	30/04/2021	Anuradha Ramanujam	SUBMITTED	4	Derek Thompson	
AR210423-000004	Test 21 41098 - Use CMIC I/O from newly created unsubmitted	23/04/2021	Anuradha Ramanujam	SUBMITTED	4	Sarah Bhatt	
AR210423-000003	Test 21 41098 -submit in edit mode	23/04/2021	Anuradha Ramanujam	SUBMITTED	4	Sarah Bhatt	
AR210423-000002	Test 21 41098 -submit in view mode	23/04/2021	Anuradha Ramanujam	SUBMITTED	4	Sarah Bhatt	
AR210423-000001	Test 21 41098 -submit	23/04/2021	Anuradha Ramanujam	SUBMITTED	4	John Smith	

1 - 13 of 13 items

## Submittal Package - Added Prepared By Column (22.53671)

- Added an additional column in the Submittal multi-select LOV with the "Prepared By" partner organization displayed - to facilitate the selection of the intended submittals.
- Search bar at the top of this LOV hits the "Prepared By" field when filtering - to allow users to search by the partner who prepared the submittal.

Submittal Package

ARCJOB001 - TBT University

Program Search

Project: TBT University (ARCJOB001)

Communication Management

Document Management

Submittals

ARCJOB007

Collaborator Submittals

Responsibility Log

Procurement Log

Submittal Packages

ARSBM-0001

Documents

Document Packages

Drawing Upload

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Site Management

Reports

User-Defined Logs

File Maintenance

Submittal Package

Package No.

Name

Preparation By

Approval By

Returned By

Forwarded To

Required Start

Responsibility

Total Items

Submittal No.

Current Cycle

Name

Prepared By

Spec

Name

ARC01

ARC02

ARC03

ARC04

ARC06

ARC07

ARC08

ARC09

ARC10

ARC11

ARC12

ARC13

ARC14

ARC16

ARC17

ARC18

AR Design & Build

AR Design & Build

AR Design & Build

JAD Material Supplies (Vendor)

JAD Designs (Vendor)

JAD Designs (Vendor)

AR Design & Build

AR Design & Build

AR Design & Build

AR Design & Build

JAD Designs (Vendor)

JAD Designs (Vendor)

JAD Designs (Vendor)

JAD Designs (Vendor)

JAD Designs (Vendor)

AR Design & Build

Test 21.39109

Test 21.39109 with AI

Test 20.29431 email notification

Test 20.29431 email notification To

Regression V12-014 BIC

Test 21.43767

Save submittal

Test 21.43418

Test NEW PM JSP: Reviewers component enhancements

Test collab

Collaborator to Edit History

21.47862

test 21.46874

Add CC

Attachments

Spec Section

Complete 0

Percent Complete 0 %

Add Submittal

Returned By

Contact

Forwarded To

Contact

Required Start

Required Finish

Closed Date

ARCJOB007

Tina Smith

JAD Designs (Vendor)

Sarah Shatt

15/11/2021

22/11/2021

JAD Material Supplies (Vendor)

Tina Smith

JAD Designs (Vendor)

Sarah Shatt

13/02/2022

20/02/2022

Submittal Package

ARCJOB001 - TBT University

Program Search

Project: TBT University (ARCJOB001)

Communication Management

Document Management

Submittals

ARCJOB007

Collaborator Submittals

Responsibility Log

Procurement Log

Submittal Packages

ARSBM-0001

Documents

Document Packages

Drawing Upload

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Site Management

Reports

User-Defined Logs

File Maintenance

Submittal Package

Package No.

Name

Preparation By

Approval By

Returned By

Forwarded To

Required Start

Responsibility

Total Items

Submittal No.

Current Cycle

Name

Prepared By

Spec

Name

ARC01

ARC02

ARC03

ARC04

ARC06

ARC07

ARC08

ARC09

ARC10

ARC11

ARC12

ARC13

ARC14

ARC16

ARC17

ARC18

AR Design & Build

AR Design & Build

AR Design & Build

JAD Material Supplies (Vendor)

JAD Designs (Vendor)

JAD Designs (Vendor)

AR Design & Build

AR Design & Build

AR Design & Build

AR Design & Build

JAD Designs (Vendor)

JAD Designs (Vendor)

JAD Designs (Vendor)

JAD Designs (Vendor)

JAD Designs (Vendor)

AR Design & Build

Test 21.39109

Test 21.39109 with AI

Test 20.29431 email notification

Test 20.29431 email notification To

Regression V12-014 BIC

Test 21.43767

Save submittal

Test 21.43418

Test NEW PM JSP: Reviewers component enhancements

Test collab

Collaborator to Edit History

21.47862

test 21.46874

Add CC

Attachments

Spec Section

Complete 0

Percent Complete 0 %

Add Submittal

Returned By

Contact

Forwarded To

Contact

Required Start

Required Finish

Closed Date

ARCJOB007

Tina Smith

JAD Designs (Vendor)

Sarah Shatt

15/11/2021

22/11/2021

JAD Material Supplies (Vendor)

Tina Smith

JAD Designs (Vendor)

Sarah Shatt

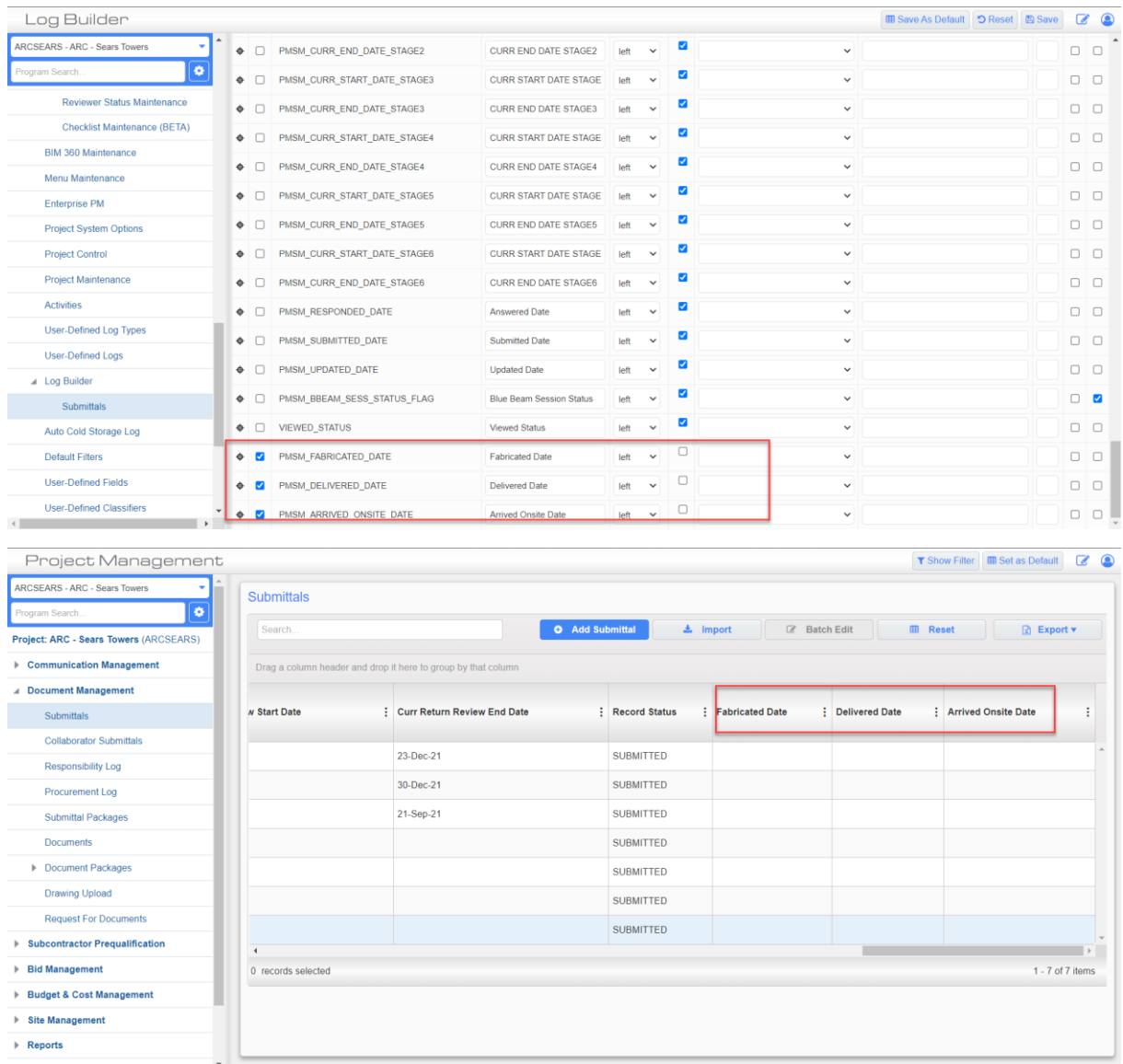
13/02/2022

20/02/2022

## Submittal - Added Procurement Log dates to Submittal Log (22.52604/CF-26)

Added Fabricated Date, Delivered Date and Arrived Onsite Date columns to the Log Builder for the Submittals object:

















## RFIs - Schedule Impact & Cost Impact Fields to Default to the Value "NO" (21.52335/CF-137)

RFIs - during the creation process - Schedule impact & Cost impact fields to default to the value "NO"  
User just need to change messages like below, in Prompt Maintenance:

```
pmscrfi.impact.option1.code = N
pmscrfi.impact.option1.desc = No
pmscrfi.impact.option2.code = P
pmscrfi.impact.option2.desc = Potentially
pmscrfi.impact.option3.code = Y
pmscrfi.impact.option3.desc = Yes
```

MESSAGE MAINTENANCE							
Required fields are indicated with a blue triangle (*)							
Message Key*	pmrf.impact%	Reference Key*		Message*		User*	
						Project*	
						Program*	Select Progr. v
						Locale*	en
							Add Cancel Query Mode
Message Key	Reference Key	Message	User	Project	Program	Locale	Action
pmrf.impact.option1.code	pmrf.impact.option1.code	N			PMSCRFI	en	 
pmrf.impact.option1.desc	pmrf.impact.option1.desc	No			PMSCRFI	en	 
pmrf.impact.option2.code	pmrf.impact.option2.code	Y			PMSCRFI	en	 
pmrf.impact.option2.desc	pmrf.impact.option2.desc	Yes			PMSCRFI	en	 
pmrf.impact.option3.code	pmrf.impact.option3.code	P			PMSCRFI	en	 
pmrf.impact.option3.desc	pmrf.impact.option3.desc	Potentially			PMSCRFI	en	 

Request for Information

Send I/O Email
Save
Submit
Cancel

ARCJOB001 - TBT University

Program Search...

Project: TBT University (ARCJOB001)

Communication Management
Project Calendar
My Actions
System Calendar
Project Partner Directory
Project Contact Directory
Distribution Lists
Meeting Minutes
Transmittals
Transmittals Queue
Communications
RFIs
Issues
CMIC BIM 360
Document Management
Subcontractor Prequalification

RFI Detail

Attachments

Question

Suggestion

Schedule Impact: No
Days:
Cost Impact: No
Cost Amount:

Response

Answer

Potential Contract Change: No

Schedule Impact: No
Days:
Cost Impact: No
Cost Amount:

Select Standard Answer

Copy Answer From Suggestion

Answered

Answered By

Disclaimer

The government has determined that the response(s) provided are within the terms of the current contract. If you believe this is in error, contact the contracting officer within 14 calendar days for reconsideration. If no request has been made within the timeframe allotted, this will be considered concurred and closed.

Activity

Reviewer

Step

Reviewer

Required

Due Date

Status

Action Date

Add Reviewer

Select Template

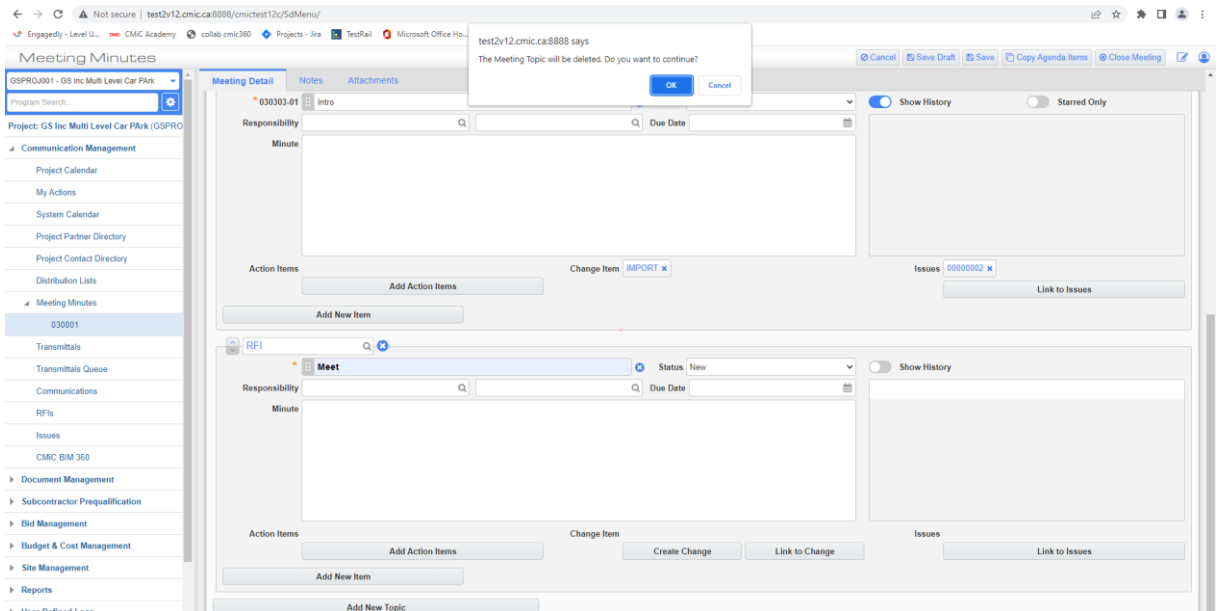
Create Template

## Meeting Minutes - Confirmation Pop-up before Deleting Meeting Topic (21.51912/CF-122)

- Meeting Minutes Click "Delete" topic button, shows confirmation popups saying "The Meeting Topic will be deleted. Do you want to continue?", click "OK", the topic removed from the screen, after save, it is also removed from database. click "Cancel", nothing changed in screen and database.

Working Document R12 New Functionality

R12 New Functionality (Draft) • 839



## Subcontracts - Field Security for Deposit Amount Remaining (21.50894)

Field Security to hide Deposit Amount Remaining has been added.

CMIC FIELD	
ARCJOB001 - TBT University	"ALL"
Program Search...	Update Back
Project: TBT University (ARCJOB001)	Note: Not all programs have fields available with field privileges
<ul style="list-style-type: none"> <li>Communication Management</li> <li>Document Management</li> <li>Subcontractor Prequalification</li> <li>Bid Management</li> <li>Budget &amp; Cost Management</li> <li>Site Management</li> <li>Reports</li> <li>User Defined Logs</li> <li>File Maintenance</li> <li>Security <ul style="list-style-type: none"> <li>Partners</li> <li>Contacts</li> <li>Convert Partners and Contacts</li> <li>User Maintenance</li> <li>Change User LDAP Server</li> <li>Role Maintenance</li> <li>User Access</li> <li>Project Roles</li> <li>License Pools</li> <li>Mobile Licenses</li> </ul> </li> <li>Subcontractor Reviews</li> </ul>	Programs Subcontract
COLUMNFIELD SECURITY	
Item Name	Security Level
Unit on Add SOV popup screen for Posted SC	Unrestricted
Amount on Add SOV popup screen for Posted SC	Unrestricted
Accounting Description	Unrestricted
Total SOV Lines	Unrestricted (Read)
Total Including Taxes	Unrestricted (Read)
Special Pricing VIM Field	Unrestricted
Review/Approval Tab	Unrestricted
Texture Flag	Hidden
Allow edit Pay Request Window (Subcontract: Day of Month and Duration)	Unrestricted
Deposit %	Hidden
Deposit Amount	Hidden
WBS1	Unrestricted
WBS2	Unrestricted
WBS3	Unrestricted
WBS4	Unrestricted
Deposit Amount Remaining	Unrestricted (Read)

The image displays two screenshots of the 'Subcontract Entry' application interface, specifically the 'Subcontract Detail' tab. The left sidebar contains a navigation menu with options like 'Communication Management', 'Document Management', 'Subcontractor Prerequisite', 'Bid Management', and 'Budget & Cost Management'. The main form area is divided into several sections: 'Vendor', 'Accounting', 'Payment Request Window', 'User Defined', 'Schedule of Values', and 'Scope'.

In the top screenshot, the 'Accounting' section shows the 'Deposit Amount' field with a red box around it and the label 'Hidden' below it. The 'Payment Request Window' section shows fields for 'Day of Month', 'Days Length', 'Address', 'Corresp. Address', 'Single Job/CO Only', 'Pay Request', and 'Default Taxes'. The 'User Defined' section has fields for 'Acknowledgement Date', 'Startdate', and 'Workflow'. The 'Schedule of Values' section has a table with columns: Action, Task Code, Task Name, W/M, Unit, Rate, Amount, Job, Cost Code, Category, JB Bill Code, Tax1, Tax2, Tax3, and Taxable Ta.

In the bottom screenshot, the 'Accounting' section shows the 'Deposit Amount' field with a red box around it and the label 'Read-only' below it. The 'Payment Request Window' section is identical to the top screenshot. The 'User Defined' section is identical to the top screenshot. The 'Schedule of Values' section has a table with columns: Action, Task Code, Task Name, W/M, Unit, Rate, Amount, Deposit Amount, Down Payment Percentage, Job, Cost Code, Category, and JB Bill Code.

## Submittals - Response Block Brought Back for GC and Owner Modes (21.50200)

The Response block has been brought back to Submittal for both GC and Owner modes. It is controlled by field security (Un-restricted, Read-only, Hidden) with **hidden** as default.

**CMIC FIELD**

Program Search: ARCSUB001 - TBT University

Project: TBT University (ARCSUB001)

- Communication Management
- Document Management
- Subcontractor Prequalification
- Bid Management
- Budget & Cost Management
- Site Management
- Reports
- User Defined Logs
- File Maintenance
- Security
  - Partners
  - Contacts
  - Convert Partners and Contacts
  - User Maintenance
  - Change User LDAP Server
  - Role Maintenance
  - User Access
  - Project Roles
  - License Pools
  - Mobile Licenses
- Subcontractor Reviews

**"ALL"**

Note: Not all programs have fields available with field privileges

Programs Submittal

**COLUMNFIELD SECURITY**

Item Name	Security Level
Delete Button	Unrestricted
Send I/O Email	Unrestricted
Send Reminder Email	Unrestricted
Days Prior to Preparation Start	Unrestricted
Submittal Status	Unrestricted
BCC	Unrestricted
Collaborator Submittal Submit Button	Unrestricted
Collaborator Submittal Complete Review Button	Unrestricted
Notes Tab	Unrestricted
Attachments Tab	Unrestricted
Add CC Button	Unrestricted
Sort Order	Unrestricted
Package No.	Unrestricted
Batch Edit Button - Submittal Log	Unrestricted
Response Fieldset	Hidden

**Submittal**

Program Search: ARCSUB001 - TBT University

Project: TBT University (ARCSUB001)

- Communication Management
- Document Management
- Submittals
  - ARCSUB002
  - Collaborator Submittals
  - Responsibility Log
  - Procurement Log
  - Submittal Packages
  - Documents
  - Document Packages
  - Drawing Upload
- Subcontractor Prequalification
- Bid Management
- Budget & Cost Management
- Site Management
- Reports
- User Defined Logs
- File Maintenance
  - Local Tables
  - Meeting Topics
  - Global Meeting Tracks
  - Meeting Minutes Item Status
  - Submittal Status

**Submittal Detail** Notes Related Objects Attachments History

Reviewer response required by 06/12/2021

Select Review Response... Complete Review

**ARCSUB002**

Name: Test ARC  
Type: Schedules  
Status: Draft  
Spec Section: CSI CONS  
Package No.:  
Spec Sub-Section:  
Sort Order:

Change Item Create Change Link to Change

**Sender**

Prepared By: AR Design & Build  
Contact: Anuradha Ramanujam  
Transmitted For:  
Required Finish: 06/12/2021

**Receiver**

Approval By: JAD Material Supplies (Vendor)  
Contact: Tina Smith  
CC:  
BCC:

**Response**

Response: Disapproved (See comments): Resubmit  
Does not comply with contract requirements: Resubmit  
Approved, except as noted on drawings: Resubmit  
Approved, except as noted on drawings: Completed  
Approved as submitted: Completed  
Receipt acknowledged: Completed  
Returned by separate correspondence: Completed

Schedule: Due Onsite

Activity: Send Reminder Email Days Prior to Preparation Start

Planned Schedule: Preparation Start 06/12/2021, Submitted by Contractor 06/12/2021, Internal Review 06/12/2021, Sent for Review 06/12/2021, External Review 06/12/2021, Returned from Review 06/12/2021, Final Review 06/12/2021, Forwarded to Contractor 06/12/2021, Fabrication 06/12/2021, Delivery 06/12/2021, Onsite 06/12/2021

Actual & Projected Progress: Start 06/12/2021, Proposed On Time 06/12/2021, Proposed On Time 06/12/2021, Proposed On Time 06/12/2021, Proposed On Time 06/12/2021, Proposed On Time 06/12/2021, Proposed On Time 06/12/2021, Proposed On Time 06/12/2021

## Submittal/RFI – Added Submitted, Returned, Closed Dates to Log (21.50071)

### RFIs

- Added field to record [Date\_Record\_Closed]
- added field [Date\_Record\_Closed] to log builder for "Request For Information" log view

### Submittals

- added field to record [Date\_Record\_Submitted] \*New\* related to custom
- added field to record [Date\_Record\_Closed]
- added field [Date\_Record\_Closed] to log builder for "Submittal" log view

Log Builder

ARCSEARS - ARC - Sears Towers

Program Search:

QC Phase Values

Locations Maintenance

Definable Feature of Work Values

Trade Maintenance

Punch List Item Status

Reviewer Status Maintenance

Checklist Maintenance (BETA)

BIM 360 Maintenance

Menu Maintenance

Enterprise PM

Project System Options

Project Control

Project Maintenance

Activities

User-Defined Log Types

User-Defined Logs

Log Builder

Request for Information

Submittals

Auto Cold Storage Log

Default Filters

User-Defined Fields

User-Defined Classifiers

Report Assignment

Submittals

Vis	Column	Header	Alignment	Wrap	Link	Link Description	Sort Order	Search
<input checked="" type="checkbox"/>	PMSM_SBMF_ID	Submittal No.	left	<input checked="" type="checkbox"/>	Submittal	View Submittal		<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_SBMF_NAME	Name	left	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_REC_FROM_PARTN_NAME	From Partner	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_REC_FROM_CONTACT_NAME	From Contact	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_RESP_PARTNER	Resp. Partner	left	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_RESP_CONTACT	Resp. Contact	left	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_SBMF_STATUS_CODE	Status Code	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_SBMF_STATUS_DESC	Status	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_SBMF_STATUS_CLASS_CODE	Status Class Code	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_SBMF_STATUS_CLASS_DESC	Status Class	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_CLOSED_DATE	Closed Date	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_SUBMITTED_DATE	Submitted Date	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_REVIEW_LEAD_TIME	Return Review Lead Time	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_REVIEW_START_DATE	Return Review Start Date	left	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_REVIEW_END_DATE	Return Review End Date	left	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_CURR_REVIEW_START_DATE	Curr Return Review Start Date	left	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_CURR_REVIEW_END_DATE	Curr Return Review End Date	left	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_RECORD_STATUS	Record Status	left	<input checked="" type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_FABRICATED_DATE	Fabricated Date	left	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_DELIVERED_DATE	Delivered Date	left	<input type="checkbox"/>				<input type="checkbox"/>
<input checked="" type="checkbox"/>	PMSM_ARRIVED_ONSITE_DATE	Arrived Onsite Date	left	<input type="checkbox"/>				<input type="checkbox"/>

Project Management

ARCSEARS - ARC - Sears Towers

Program Search:

Project: ARC - Sears Towers (ARCSEARS)

Communication Management

Document Management

Submittals

ARARC-60007

Collaborator Submittals

Responsibility Log

Procurement Log

Submittal Packages

Documents

Document Packages

Drawing Upload

Request For Documents

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Site Management

Reports

User-Defined Logs

File Maintenance

Security

Submittals

Search:

Add Submittal

Import

Batch Edit

Reset

Export

Drag a column header and drop it here to group by that column

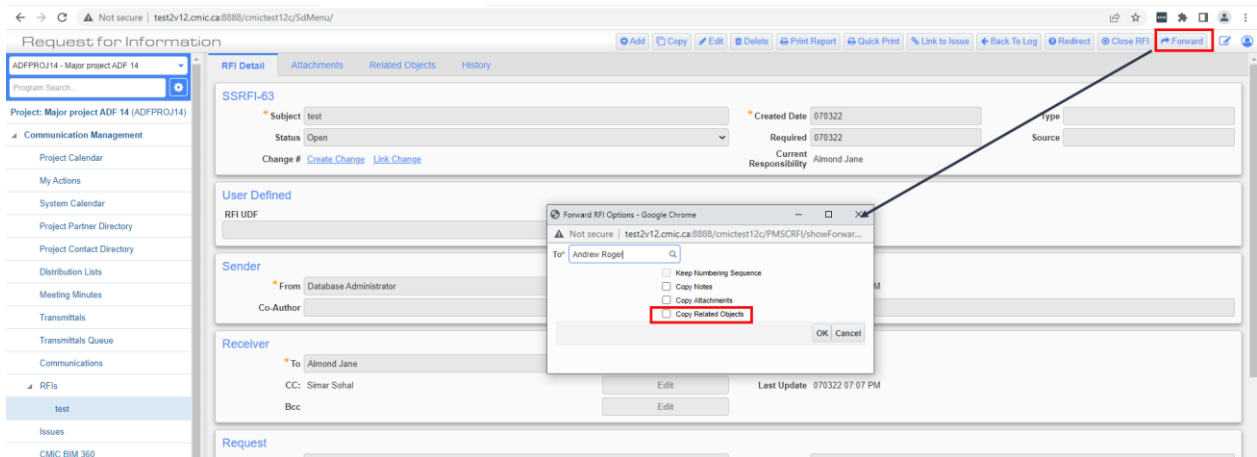
Status Code	Status	Status Class Code	Status Class	Closed Date	Submitted Date	Return Review Lead Time	Return Review Start Date	Return Review End Date	Curr Return Review End Date
OPEN	Open	O	Open		09-May-22	0			
CLOSED	Closed	C	Closed	09-May-22	29-Dec-21	0	29-Jan-22	30-Jan-22	23-Dec-21
3	ARC Reviewed	V	Reviewed		17-Nov-21	0	29-Dec-21	30-Dec-21	29-Dec-21
4	ARC Forward	F	Forwarded		21-Sep-21	0	29-Oct-21	28-Oct-21	21-Sep-21
OPEN	Open	O	Open		20-Sep-21	0			
3	ARC Reviewed	V	Reviewed		29-Sep-21	0			
OPEN	Open	O	Open		10-Sep-21	0			
					11-May-21				

0 records selected

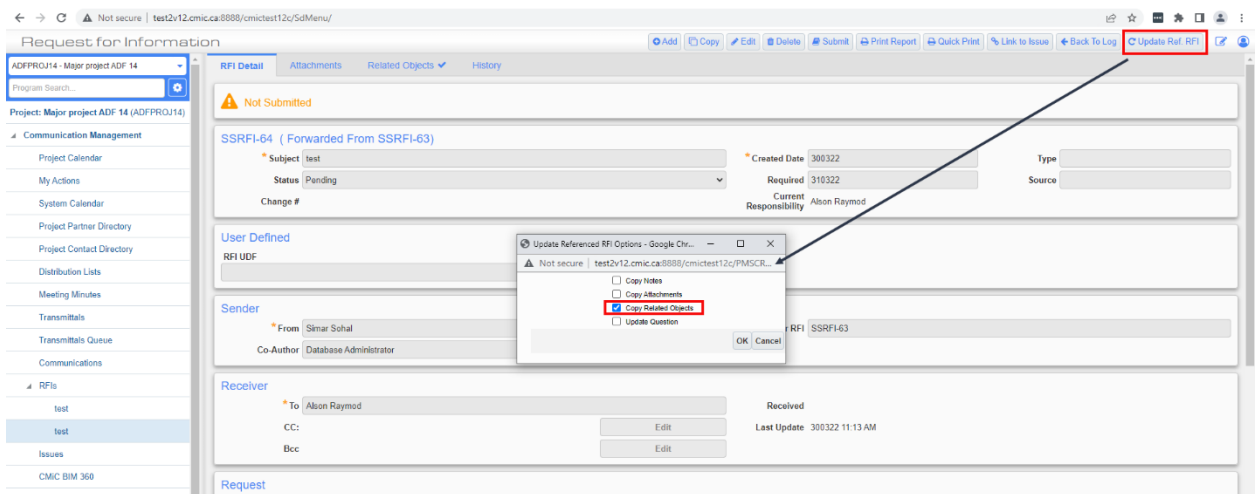
1 - 8 of 8 items

## RFI - Option to Copy Related Objects to Forward RFI (21.45536)

Added "Copy Related Objects" option to Forward RFI popup window.



- Add "Copy Related Objects" option to Update Ref. RFI popup window which is available for the forwarded RFI.



## PCI Markup Rules - New Rounding Options; Removed References to Dollar (21.42130)

Maintain PCI Markup Rules screen will now include the following Rounding rule/options while setting up the markup rule:

- No Rounding
- Round to Nearest .01
- Round to Nearest 1
- Round to Nearest 10
- Round to Nearest 100
- Round to Nearest 1,000
- Round to Nearest 10,000
- Round to Nearest 100,000

- Round to Nearest 1,000,000

CMIC FIELD

ADP00104 - Major project ADF 14

Program Search

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Subcontract

Subcontract Change Orders

Subcontractor SOV

Potential Change Items

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query

Cost Status Query (Category)

Budget Status Query (Category)

PCI Projection

Contract Forecasting

PCI Markup Rules

JOB

Job: SSCSSC2801

PCI Type

Use Flexible Rates rather than Fixed %

RULES

Order: 2

Description: Markup

Markup

Rounding Rule: No Rounding

Rounding: Up

Level: 2

Total Markup Flag

Action

DETAILS

Calculate On: Job

Allocate To: Job

Calculate On Billing Amount

Budget %

Billing %

Action

CMIC R12 Launch Page

CMIC Project Management

CMIC Project Management

New Tab

Not secure | qa2v12.cmic.ca:8888/cmict/r12/SdMenu/

Engagedly - Level U...

collab.cmic360.com...

PM QA Board - Agil...

All apps | Microsoft...

Collaborate Login

All Projects - TestRail

Patch V12-014-1 an...

CMIC Academy

Home

Patch V12-015-1 an...

Company Control

ARCBEARS - ARC - Sears Towers

Program Search

Project: ARC - Sears Towers (ARCBARS)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Site Management

Reports

User Defined Logs

File Maintenance

Local Tables

BIM 360 Maintenance

Menu Maintenance

Enterprise PM

Project System Options

Project Control

Project Maintenance

Activities

User Defined Log Types

User Defined Logs

Log Builder

Auto Cold Storage Log

Default Filters

User Defined Fields

COMPANY CONTROL

Company: ARC Design & Build

Code Marks

Defaults

Change Management

Project Calendar

Bid Management

Notification Defaults

Markup Rounding Rule: No Rounding

Default SFG Review Period

Use PCI Detail Detail

Default PCI Change Code With TBD

Show Additional PCI Tracking Fields

Use Original Contract Amount Overlay On OCO

Calculate OCO Date On Working Days

Allow Only PCIs Associated with JS Contract in OCO

Default TBD on subcontract PCI details

Allow PCIs On An Owner Change Order

PCI Revenue Category

Self Performed Work

Allow Unposted PCIs To Be Assigned To Subcontract CO

Post OCOs when Posting Linked PCI

Post Vendor Contract With The Change Item

Lump Sum PCI Phase

Lump Sum PCI Category

Category Code For Entry Of Phase Budget Changes

Allow Job/Phase/Category null on PCI

PCI Amount to sync with SCO SOV when linking PCI to SCO

Final Amount

PM Object

CM Type

Status

Proceeding

Included in Forecast

Communication

Document Package

Document Revision

20°C

4:59 PM

09/05/2022

## PCI - Added Vendor Name Column to RFQ Tab (21.38805)

Now Vendor Name also populates in the RFQ tab.



Potential Change Item

ARCSEARS - ARC - Sears Towers

Program Search

Project: ARC - Sears Towers (ARCSEARS)

Communication Management

Document Management

Subcontractor Prequalification

Bid Management

Budget & Cost Management

Subcontract

Subcontract Change Orders

Subcontractor BOV

Potential Change Items

PCI-4

Owner Change Orders

Owner Change Transmittal

Request For Payment

Compliance Status Log

Expense Authorization

Cost Status Query

Budget Status Query

Cost Status Query (Category)

Budget Status Query (Category)

PCI Projection

Contract Forecasting

PCI Markup Rules

Subcontractor Tracking Log

PCI Detail RFQ Review/Approval Notes Related Objects Attachments History

PCI-4 - Item 21.41839

Action	Print	Vendor*	Vendor Name	Contact	Quoted Quantity	Quoted Rate	Quoted Amount	Date Sent	Date Due	Date Received	Comment	Seq	Description	Subcontractor Pricing Status Code	Status	Action
<input type="checkbox"/>		JAD005	JAD PlumbingVen			0.00						1	PCI IMPORT			
<input type="checkbox"/>		JAD005	JAD PlumbingVen									2	PCI IMPORT			
<input type="checkbox"/>		JAD005	JAD PlumbingVen									3	PCI IMPORT			
<input type="checkbox"/>		JAD005	JAD PlumbingVen									4	PCI IMPORT			
<input type="checkbox"/>		JAD005	JAD PlumbingVen									5	PCI IMPORT			
<input type="checkbox"/>		JAD005	JAD PlumbingVen									6	PCI IMPORT			
<input type="checkbox"/>		JAD005	JAD PlumbingVen									7	PCI IMPORT			
<input type="checkbox"/>		JAD005	JAD PlumbingVen									8	PCI IMPORT			

## Project Gateway Contact - Added Radio Button on Multi-user LOV to filter P Type users only (21.47711)

- Project Gateway Contact LOV -Added radio button on Multiuser LOV to filter P Type users only.

Find: %

Go Close Accept Selected 0

Prev Set 1 - 7 of 7 Next Set Clear All Selections

☐ Project Contacts ☒ All Contacts

<input type="checkbox"/>	Code	Name ▲	Partner Code	Partner Name	Email	User ID
<input type="checkbox"/>	CW	Charlotte Williams	10	CMiC Construction R12 TEST	testuser2@gmail.com	
<input type="checkbox"/>	DM	Daniel Mathew	ARCVEN01	ARC Vendor 01	testuser1@gmail.com	MATHEW
<input type="checkbox"/>	HJA	Henry Jack	10	CMiC Construction R12 TEST	Anuradha.Ramanujam@cmic.com	
<input type="checkbox"/>	KHE	Kevin Heart	10	CMiC Construction R12 TEST	anuradha.ramanujam@cmic.ca	KEVIN
<input type="checkbox"/>	RG	Richard Garry	GOWAN	Gowan Property Management	testanalyst0809@gmail.com	RICHARD
<input type="checkbox"/>	SD	Srikar Dorai	ARCVEN01	ARC Vendor 01	abc@gmail.com	
<input type="checkbox"/>	OS	olivia summon	ARCVEN01	ARC Vendor 01	testuser2cmic@gmail.com	OLIVIA

## Trade Maintenance – Modified Company Level Prompts (22.54467)

Modified Title and Column names in Company level Trade Maintenance page.

Below are the changes made :

1. Trade Type Maintenance → Trade Maintenance
2. Type Code → Trade Stamp
3. Type Description → Trade Name

Restricted the Trade Stamp field up to 4 characters.

The screenshot shows the 'Trade Maintenance' page. On the left is a sidebar with a search bar and a list of navigation items: Weekly Check List Maintenance, Checklist Schedule, WBS Codes, WBS Values, Checklist Maintenance, Broadcast Message Templates, Forecast Status, RFQ Status, and Quality Control Status. The main area has a header with 'Trade Maintenance' and a 'Company' dropdown set to 'DKC Company'. Below the header is a table with columns: Trade Stamp, Trade Name, Descriptions, and Delete. The table contains two rows: one with 'CODE' and 'Trade name' (Description: 0) and another with 'TRAD' and 'Trade code added' (Description: 0). Each row has a delete icon in the 'Delete' column.

*File maintenance > Local Tables > Trade Maintenance*

## System Contact User Defaults – Added New Field Locale (Language) (22.53123)

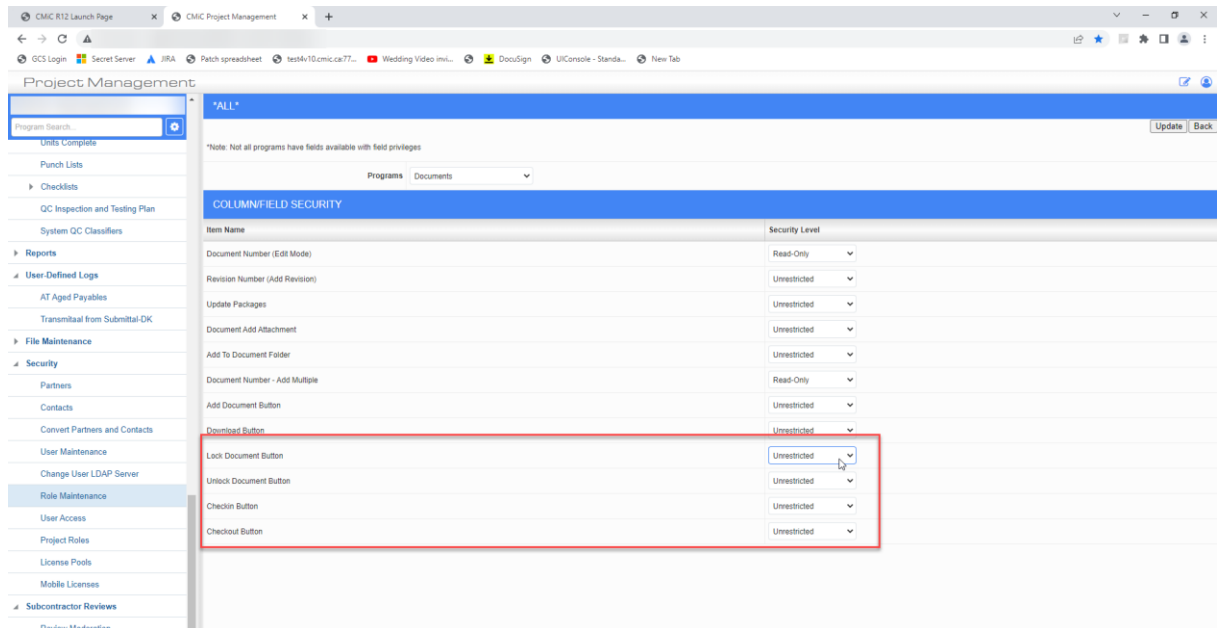
New field Locale(Language) is added to System Contact User Defaults. The default language for prompts for the users can be defined in JSPs through this field.

The screenshot shows the 'System Contact User Defaults' page. The left sidebar has a search bar and a list of navigation items: Project Calendar, My Actions, System Calendar, Project Partner Directory, Project Contact Directory, Distribution Lists, Meeting Minutes, Transmittals, Transmittals Queue, Communications, RFIs, Issues, CMC BIM 360, Document Management, Subcontractor Prequalification, Bid Management, Budget & Cost Management, Subcontract, Subcontract Change Orders, Subcontractor SOV, and Potential Change Items. The main area has a header with 'System Contact User Defaults' and a 'Locale' dropdown set to 'en\_US'. Below the header is a table with columns: Name, Value, and Date. The table contains several rows of user data. A red arrow points to the 'Locale' field in the 'User Defaults' section.

## Documents - Locking/Unlocking Mechanism (22.55559)

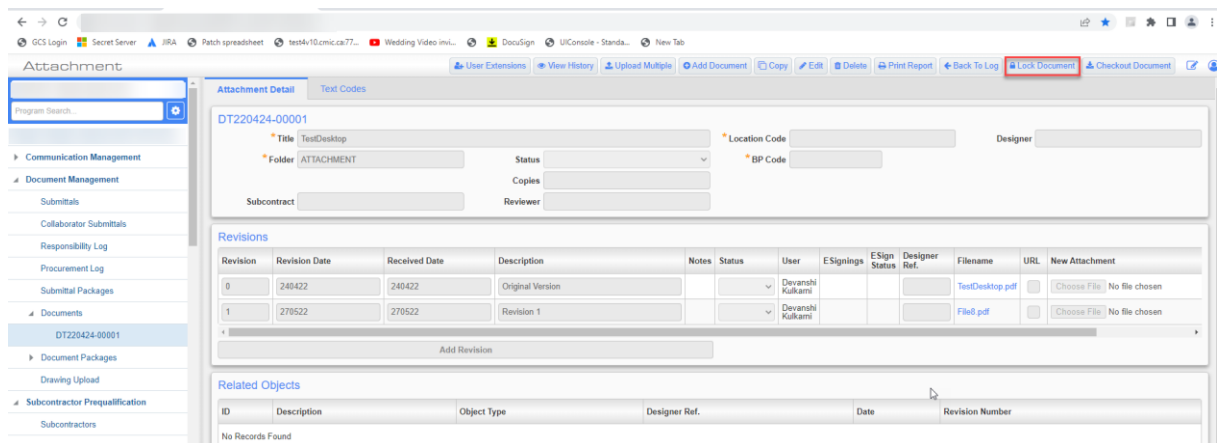
Modified the screens to Lock and Unlock the document and added drop zone based implementation for uploading the document.

Added field security for Lock Button, Unlock Button, Checkin Button and Checkout button. Field Security has two options : Unrestricted and Hidden.



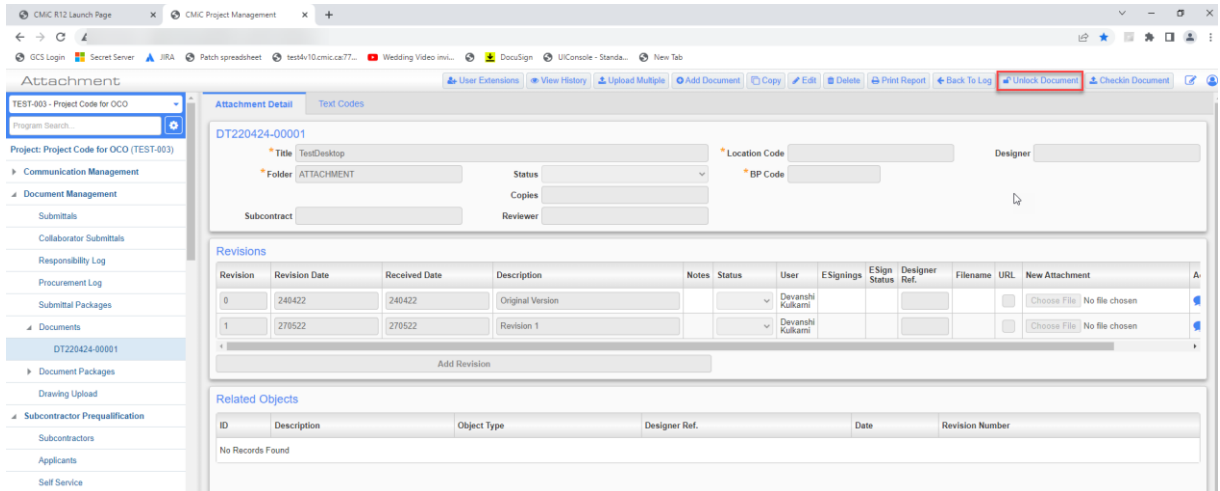
### 1. [Lock Document]

This will only Lock the Document without Downloading the document.



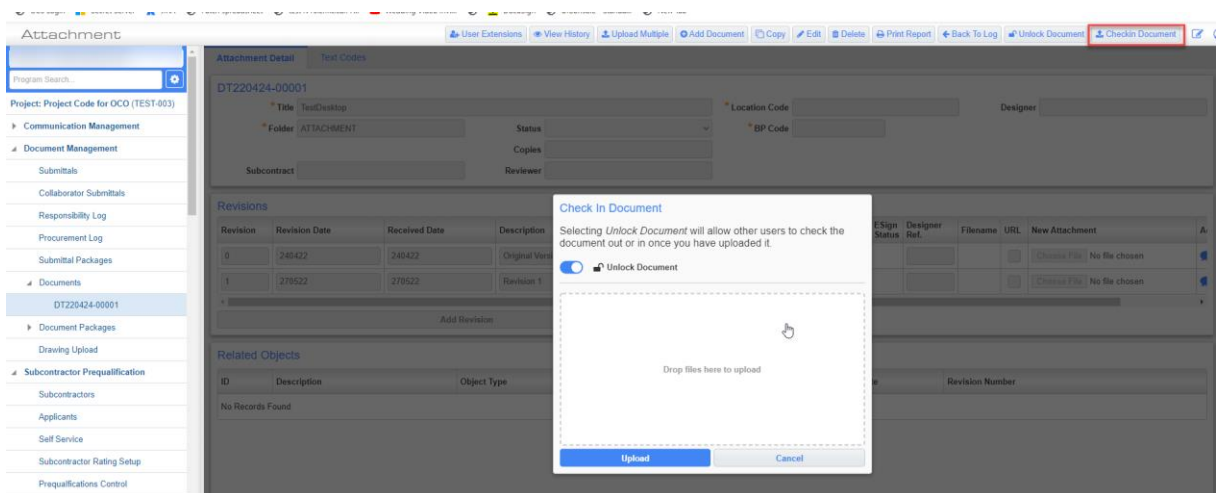
### 2. [Unlock Document]

This will unlock the document without checking in a document



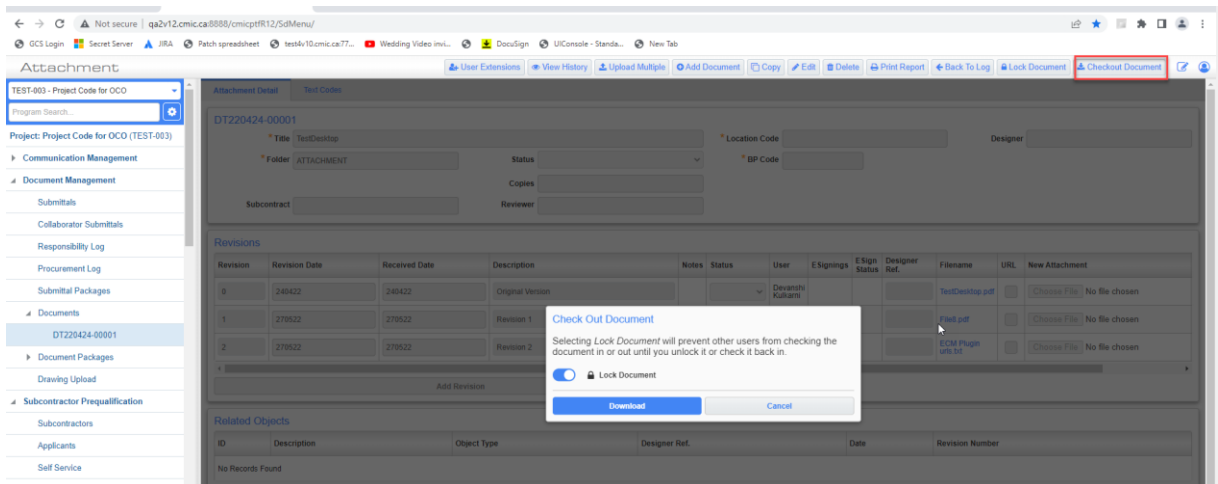
### 3. [Checkin Document]

This will bring up a pop-up as shown below, providing option to Unlock document and Check in/Upload a new revision .



### 4. [Checkout Document]

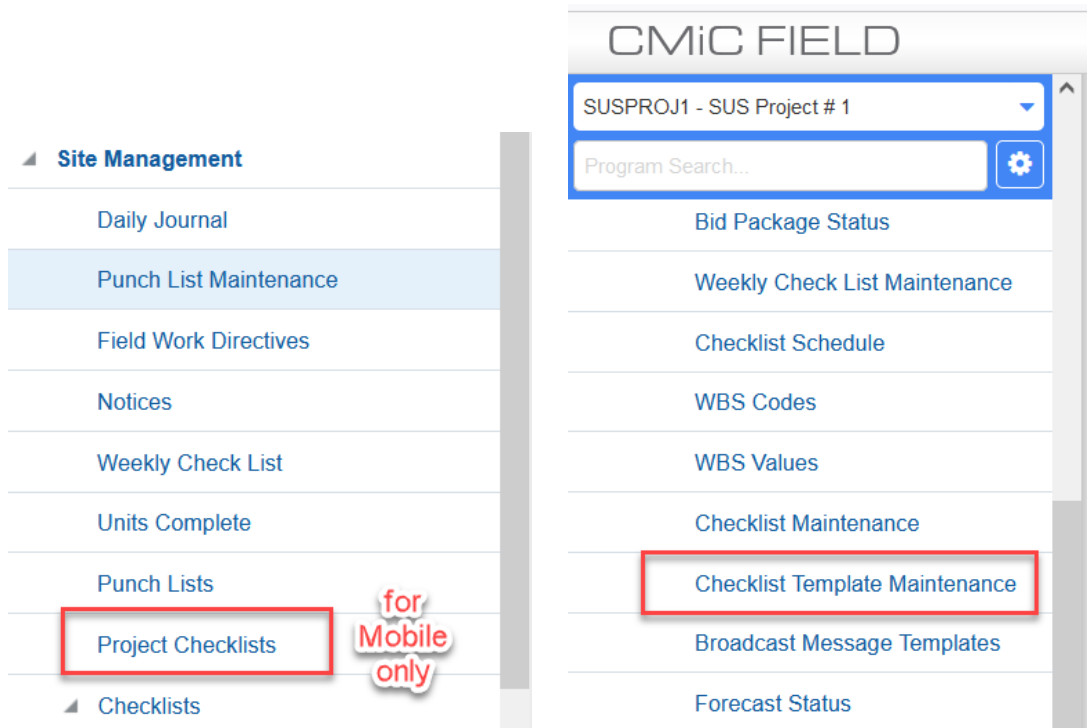
This will bring up a pop-up as shown below, providing option to Lock and Checkout/Download a document.



## Checklist Maintenance Template, Project Checklists (22.60875,CF-2265)

Changes have been applied to the JSP Checklist Maintenance (Beta) program and the Checklist (Beta) item (which is applicable only for Mobile) to remove the word "Beta" from them.

The Checklist Maintenance (Beta) is now **Checklist Maintenance Template** and Checklist (Beta) is now **Project Checklists**:



# DocuSign

## Project Maintenance – Added flag 'Use System Contacts for Contact Selection' (20.30678)

CMiC has added the flag 'Use System Contacts for Contact Selection' to Esign Maintenance tab in Project Maintenance per Object Type as well as the [Defaults] popup screen for Esign defaults by PM Object.

PROJECT

Company: Supreme Utilitarian Selections Project Code: ADFPROJ1  
Project Name: ADF Project 1 Project Control Code: ALL  
Project Short Name: ADF Proj - SHRT NAME

General Key Players Job Info Defaults Security Notes Attachments Review/Approval Gateway Data Exchange Pay Request **Esign Maintenance**

Object Type: Communication

ESIGN RULES FOR SELECTING OBJECT TYPE

Contact	Company	ESign Order	Signer or CC
No Records Found			

PROJECT

Company: Supreme Utilitarian Selections Project Code: ADFPROJ1  
Project Name: ADF Project 1 Project Control Code: ALL  
Project Short Name: ADF Proj - SHRT NAME

General Key Players Job Info Defaults Security Notes Attachments Review/Approval Gateway Data Exchange Pay Request **Esign Maintenance**

Default Message

ADVANCED OPTIONS

Document Type for New Documents: Schematics and Blueprints

**Use System Contacts for Contact Selection** ☒

Recipient Privileges

Allow recipients to change signing responsibility ☐  
Allow recipients to edit the document ☐

When the new flag is checked, it allows the user to select from System Contacts thus the **Company** field is displayed in the Esign tab of the defined object so that the user can select the Company and Contacts to whom the documents must be sent. When the flag is not checked, only the Contact can be selected (for Project Contacts), as per the original implementation.

Communication Log

Communication Detail Attachments History

DOCUMENTS

Attachment: DocuSign Account ID

Company Contact: Signer or CC Signing Order

Charlotte Yale

Send for Esigning Cancel

ATTACHMENTS

Or...	Type	Number	Name	Rev Num...	Rev Date	Description	User	Status	Attachment
<input checked="" type="checkbox"/>	Attachment	ATT-00284	2019-02-27_15-09-28	0	07-03-2019	Original Version	Xavier Shields	SUBMITTED	2019-02-27_15-09-28
<input type="checkbox"/>	Attachment	ATT-00283	2019-02-27_14-17-48	0	07-03-2019	Original Version	Xavier Shields	SUBMITTED	2019-02-27_14-17-48

SUBJECT

DEFAULTMESSAGE

**IMPORTANT NOTE:**

By default, Project Contacts are used (the same as the flag being unchecked), unless the document being sent is not associated with a project, for example, with Subcontractor Prequalification objects.

In this case the flag can only be set for System Contacts by doing so in the database, not from any existing user interface.

## E-Time

### E-Time: Addition of the Hint Line for Job, Cost Code and Category fields (16.15684)

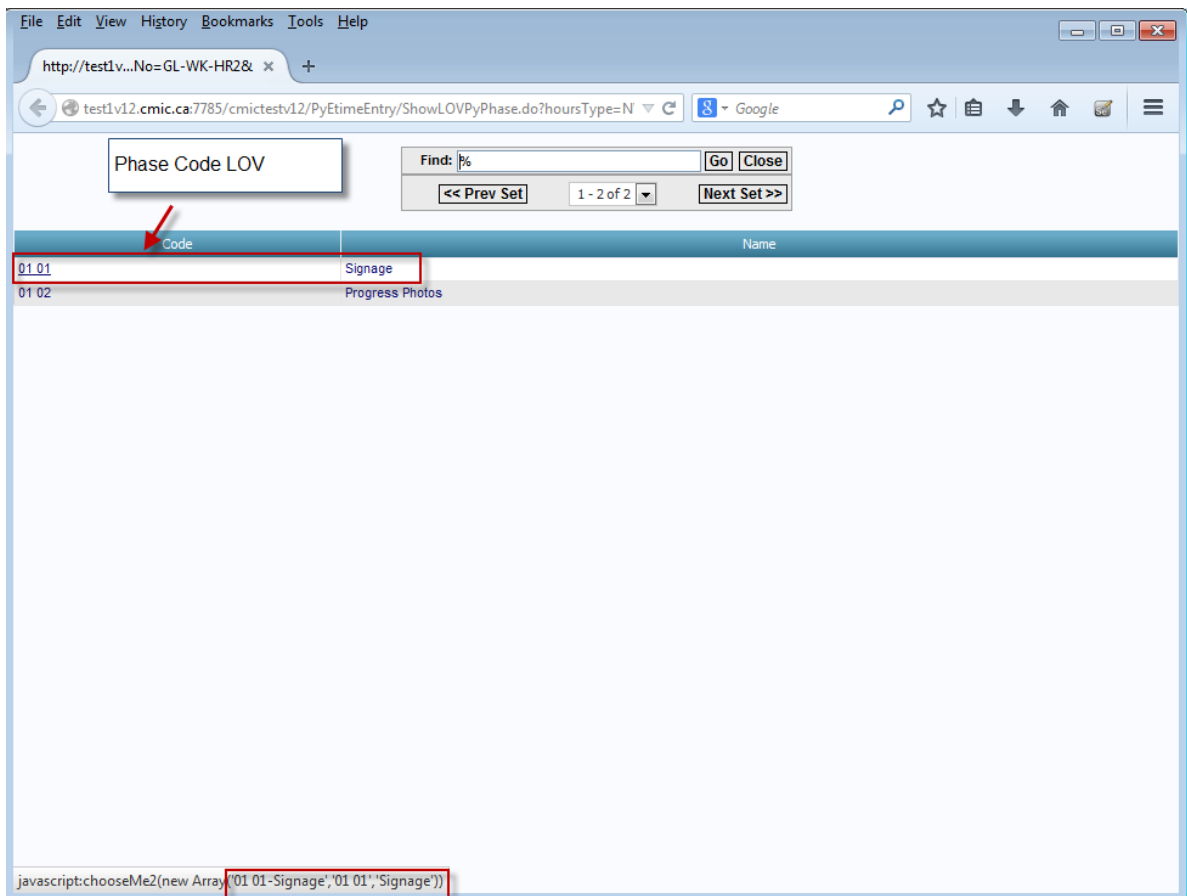
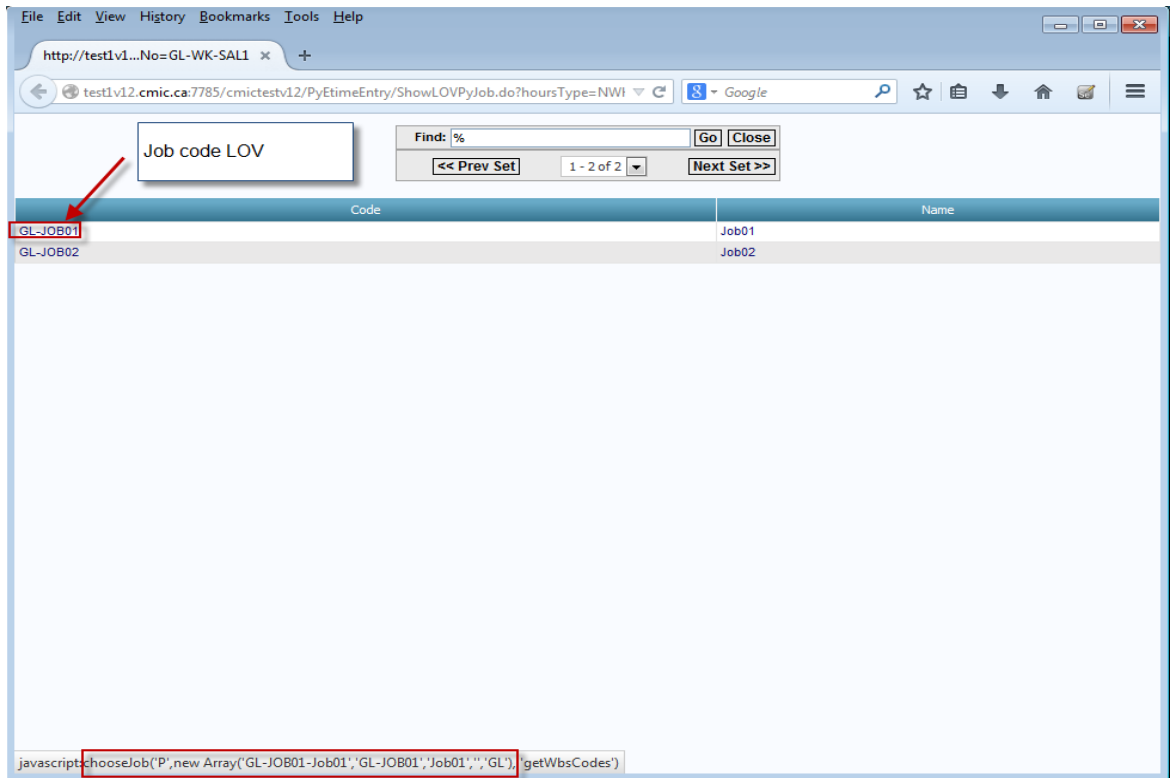
CMiC added a Hint line for Job, Phase Code and Category fields on E-Time Entry screen and on the Timesheet Approval screen.

The screenshot displays the E-Time entry interface. At the top, there's a header bar with the 'E-Time' logo and navigation icons. Below this, a sub-header contains buttons: 'Rebid', 'Save', 'Auto Recall', 'Reset', 'Submit For Approval', 'Notes', and 'Print'. The main form area is divided into sections. The 'Job' section includes fields for 'Company' (GL Design and Construction), 'Employee' (HR2 GL-HK), 'Period' (3), and 'Date' (17-01-2016). It features a table with columns for 'Action', 'Job', 'Phase', 'Category', 'WBS Code 1' through 'WBS Code 4', and a grid for days of the week (Mon Jan 11 to Sun Jan 17). The first row shows 'GL-30801-30801' with '01 02 PROGRESS PHOTOS' and '1000-LABOR'. The 'Total Hours' row shows 8 hours for each day from Mon to Sat, totaling 48 hours. The 'Overhead' section has a similar table structure with columns for 'Company', 'Department', 'Account', 'TAC Code 1' through 'TAC Code 4', and a grid for days of the week. The 'Total Hours' row shows 8 hours for each day from Mon to Sat, totaling 48 hours. The 'Grand Totals' row at the bottom shows 8 hours for each day from Mon to Sat, totaling 48 hours.

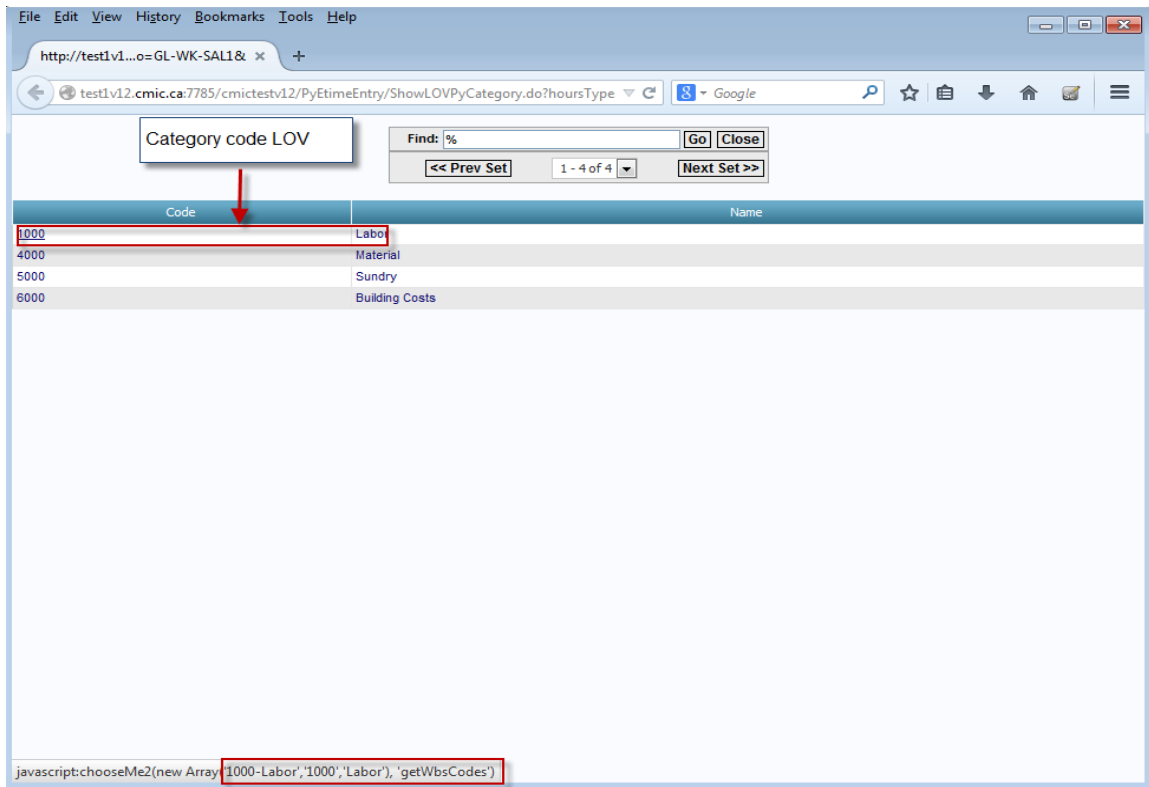
Action	Job	Phase	Category	WBS Code 1	WBS Code 2	WBS Code 3	WBS Code 4	Mon Jan 11	Tue Jan 12	Wed Jan 13	Thu Jan 14	Fri Jan 15	Sat Jan 16	Sun Jan 17	Total	Comment	Status	Approv								
+	GL-30801-30801	01 02 PROGRESS PHOTOS	1000-LABOR					8	8	8	8	8	8	8	48		P									
+															0											
+															0											
+															0											
Total Hours:																8	8	8	8	8	8	8	48			

Action	Company	Department	Account	TAC Code 1	TAC Code 2	TAC Code 3	TAC Code 4	Mon Jan 11	Tue Jan 12	Wed Jan 13	Thu Jan 14	Fri Jan 15	Sat Jan 16	Sun Jan 17	Total	Comment	Status	Approv								
+															0											
+															0											
+															0											
Total Hours:																8	8	8	8	8	8	8	48			
Grand Totals:																8	8	8	8	8	8	8	48			



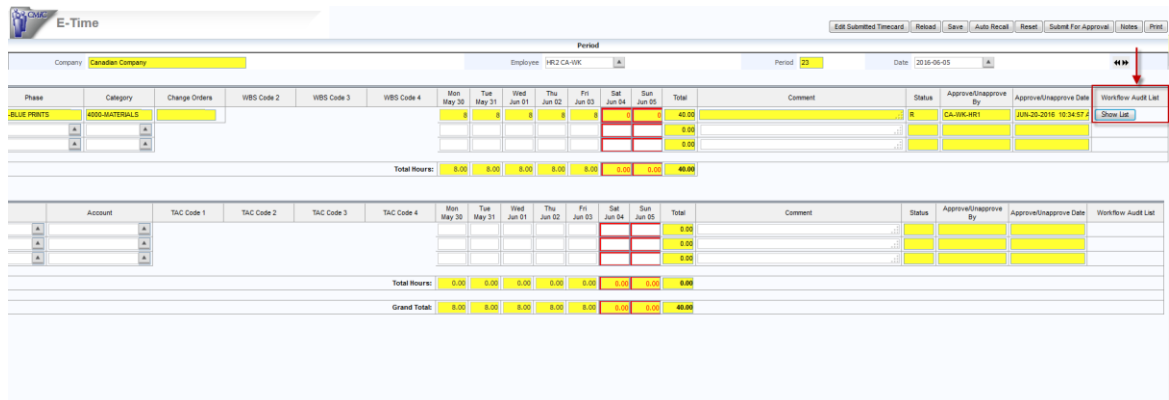




## Addition of a new button “Workflow Audit” to the E-Time Entry for each line (16.18390)

CMiC modified an e-timesheet entry screen to add a new BUTTON for each timesheet entry line. The button is enabled only when user has activated a work flow on e-timesheet. The new button is labeled as 'Work Flow Audit'. The button opens a new popup window to display the work flow audit history for each individual line. The new popup window will run in view only mode only.

- 1 In order to see a new button, user has to submit e-timesheet entry.



- 2 When user clicks the [Show List] button, the new popup window opens with the information about the work flow actions regarding the e-time entry.

Review/Approval				
Action	Role	Date	User	Notes
NOTIFIED	E-Time Approver Job 1a	2016-06-21	Database Administrator	1740
SUBMIT	Submitter	2016-06-21	Database Administrator	
REJECTED	E-Time Approver 2	2016-06-20	Oliver Ritchie	
NOTIFIED	E-Time Approver 2	2016-06-17	Oliver Ritchie	
APPROVED	E-Time Approver Job 1a	2016-06-17	Database Administrator	
NOTIFIED	E-Time Approver Job 1a	2016-06-17	Database Administrator	
SUBMIT	Submitter	2016-06-17	Database Administrator	1740
REJECTED	SYSTEM	2016-06-17	SYSTEM	Employee not found for contact in company .
REJECTED	E-Time Approver Job 1a	2016-06-17	Database Administrator	
NOTIFIED	E-Time Approver Job 1a	2016-06-17	Database Administrator	
SUBMIT	Submitter	2016-06-17	Database Administrator	1740

- 3 On the Workflow-> Notification List screen, in the left block of the screen, there is a workflow notification displayed asking to approve the timesheet line for specific employee, pay run and pay period.

Workflow Notifications

Subject  Submit Status

Tuesday, June 21, 2016

Please Approve Timesheet line for employee number CA-WK-HR2 in pay run CAWK and period 23

Show/Hide Filters

1 Approved 0 1%

Approve Reject Reassign

Comment

Notification

Database Administrator [E-Time Approver Job 1a], please approve the following timesheet line for employee number CA-WK-HR2 in pay run CAWK and period 23.

Timesheet Line Details

Employee	CA-WK-HR2	HR2CA-WK	Pay Run	CAWK	Year	2016	Period	23	30-MAY-16
----------	-----------	----------	---------	------	------	------	--------	----	-----------

Hour Type	Job Code	Period	Category	Rate	Type	Unit	Rate	Per	Sal	Sup	Total	Comments	Status	
NWHR	TEST01	01-100	4000	8	8	8	8	8	8	0	8	40		8

Link to Approval Screen

Click here to display the Approval Screen

User Comments

Date	User ID	User Name	Comments	IsLast?
------	---------	-----------	----------	---------

Audit History

Date	Person	Time	Role	Action	Comments
2016-JUN-21 09:17:45	Database Administrator	E-Time Approver Job 1a	NOTIFIED		
2016-JUN-20 10:17:44	Database Administrator	Submitter	SUBMIT	1740	
2016-JUN-20 10:34:57	Oliver Ritchie	E-Time Approver 2	REJECTED		
2016-JUN-17 11:29:59	Oliver Ritchie	E-Time Approver 2	NOTIFIED		
2016-JUN-17 11:29:59	Database Administrator	E-Time Approver Job 1a	APPROVED		
2016-JUN-17 11:26:14	Database Administrator	E-Time Approver Job 1a	NOTIFIED		
2016-JUN-17 11:26:15	Database Administrator	Submitter	SUBMIT	1740	
2016-JUN-17 11:21:43	SYSTEM	SYSTEM	REJECTED		Employee not found for contact in company .
2016-JUN-17 11:21:43	Database Administrator	E-Time Approver Job 1a	NOTIFIED		
2016-JUN-17 11:16:12	Database Administrator	E-Time Approver Job 1a	NOTIFIED		
2016-JUN-17 11:16:12	Database Administrator	Submitter	SUBMIT	1740	

- 4 In the right block, user can review Timesheet Line Details, Audit History, Link to Approval Screen and some other details related to the timesheet. User is allowed to Approve, Reject and Reassign submitted timesheet to another approver.

Workflow Notifications

ShowHide Filters

1 Approved  
0 Filled

Subject

Submit

Status

Tuesday, June 21, 2016

A

Please Approve Timesheet line for employee number CA-WK-HR2 in pay run CAWK and period 23

Read

✓

✗

🔄

Approve

Reject

Reassign

Comment

Notification

Database Administrator [E-Time Approver Job 1a], please approve the following timesheet line for employee number CA-WK-HR2 in pay run CAWK and period 23.

Timesheet Line Details

Employee

CA-WK-HR2

HR2CA-WK

Pay Run

CAWK

Year

2016

Period

23

30-MAY-16

Hour Type

SD Code

Phase

Category

Mon

Tues

Wed

Thurs

Fri

Sat

Sun

Total

Comment

Status

WTHR

TEST01

01-150

4500

0

0

0

0

0

0

0

40

R

Link to Approval Screen

Click here to display the Approval Screen

User Comments

Date

User ID

User Name

Comments

Return?

Audit History

Date

Person

Title

Role

Action

Comments

2016-JUN-21 09:17:45

Database Administrator

E-Time Approver Job 1a

NOTIFIED

2016-JUN-21 09:17:44

Database Administrator

Submitter

SUBMIT

1740

2016-JUN-20 10:34:57

Oliver Ritchie

E-Time Approver 2

REJECTED

2016-JUN-17 11:29:59

Oliver Ritchie

E-Time Approver 2

NOTIFIED

2016-JUN-17 11:29:59

Database Administrator

E-Time Approver Job 1a

APPROVED

2016-JUN-17 11:20:14

Database Administrator

E-Time Approver Job 1a

NOTIFIED

2016-JUN-17 11:20:13

Database Administrator

Submitter

SUBMIT

1740

2016-JUN-17 11:21:43

SYSTEM

SYSTEM

REJECTED

Employee not found for contact in company

2016-JUN-17 11:21:43

Database Administrator

E-Time Approver Job 1a

REJECTED

2016-JUN-17 11:16:12

Database Administrator

E-Time Approver Job 1a

NOTIFIED

2016-JUN-17 11:16:12

Database Administrator

Submitter

SUBMIT

1740

5 After user approves the timesheet, the status of the workflow notification is changed.

Workflow Notifications

Subject

Submit

Status

Tuesday, June 21, 2016

✓

A

Please Approve Timesheet line for employee number CA-WK-HR2 in pay run CAWK and period 23

Approve

User selects the notification and clicks Submit in order to submit the changes done for this particular timesheet entry.

**You have successfully approved, rejected, or closed the selected notifications**

[Return](#)

## Modifications to Crew Timesheet Entry Screen. (16.28211)

CMiC has made the following modifications to the 'Crew Timesheet Entry' screen and program.

The **Total** field and columns have been moved from right to left side panel beside the employee information. The entire Left side section is frozen. The Crew Timesheet detail section is converted into two frames: Employee Entry and Timesheet Entry

The Timesheet Entry section has scroll bar down below.

The Employee Entry section will always be static.

**First and Last Record** buttons are added to the Crew Timesheet Entry screen. The new arrows will be added to allow users to move to the first and last columns.

Added [**Allow Multiple Employee**] selections for deleting/removing employee(s).

Existing '**Delete**' icon is replaced with the checkbox to allow users to select one or many employees and delete multiple records. Currently, we have 'X' icon to delete one employee timesheet at a time.

[**Copy Timesheet**] button has been added to copy timesheet from previous day.

## Crew Timesheet Entry Screen

The Total field and columns have been moved from right to left side panel beside the employee information. The entire Left side section is frozen. The Crew Timesheet detail section is converted into two frames: Employee Entry and Timesheet Entry.

Column 1	Column 2	Column 3	Column 4
Phs 01-100	Phs 01-100	Phs 01-100	Phs 01-100
Blue Prints	Progress Photos	Site Office	
Category 1100	Category 1100	Category 1100	Category 1100
Phase Qty	Phase Qty	Phase Qty	Phase Qty
Comment	Comment	Comment	Comment

Ctrl	NonHR/OVHR/OTHR	ALL			
Control/Entered Labor Total	0.00	8.0	2.5	0.0	0.0 10.50
Control/Entered Equipment Total	0.00				0.00

EMP	ZZ-200	Andersen, Andy	Trade	ZZ20	Union				
						2.00		3.00	3.00
						2.50			

The Timesheet Entry section has scroll bar down below.

The Employee Entry section will always be static.

**E-Time**

Search

**E-Time**

- E-Timesheet
  - E-Time Role Maintenance
  - Access Codes
  - Crew Timesheet Configuration
  - Access Code Administration
  - Timesheet Entry
  - Crew Timesheet Entry
  - Mechanic Timesheet Entry
  - Timesheet Approval
  - Crew Timesheet Approval
- E-Expense
  - Job Categories
  - Taxes By Region
  - Hours Type Job/Accounts Mapping
  - Configuration
  - Payment Type
  - Establishment Codes
  - Expense Approval Level
  - Assign Levels
  - Approver Groups
  - Expense Entry
  - Expense Approval
  - Minimum Code
- Security

**Crew Time Entry**

Job: ZZ-WMT Test Project Date: 2017-03-14 Show OT Hour ☒ Prior Period ☐ Actual Work Date

Shift: All Shifts Crew Code: CREW1

1 2 3 4 5 6 7 8 9

Charge To

Select Employees Select Phases

Employee Section

Timesheet Section

Ctrl	WWHR	OVHR	OTHR	ALL
0.00	24.00	2.50	3.50	0.0 30.00
0.00	24.00	2.50	3.50	0.0 30.00

Control/Entered Labor Total

Control/Entered Equipment Total

8.00 2.00 2.00 4.00

8.00 2.00 3.00 3.00

2.50 2.50

8.00 3.00 2.50 2.50

3.50 3.50

8.00 2.00 2.00 4.00

8.00 2.00 3.00 3.00

2.50 2.50

8.00 3.00 2.50 2.50

3.50 3.50

Delete Multiple Rows Add More Rows 5 10 20

**E-Time**

Search

**E-Time**

- E-Timesheet
  - E-Time Role Maintenance
  - Access Codes
  - Crew Timesheet Configuration
  - Access Code Administration
  - Timesheet Entry
  - Crew Timesheet Entry
  - Mechanic Timesheet Entry
  - Timesheet Approval
  - Crew Timesheet Approval
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  - Configuration
  - Payment Type
  - Establishment Codes
  - Expense Approval Level
  - Assign Levels
  - Approver Groups
  - Expense Entry
  - Expense Approval
  - Minimum Code
- Security

**Crew Time Entry**

Job: ZZ-WMT Test Project Date: 2017-03-14 Show OT Hour ☒ Prior Period ☐ Actual Work Date

Shift: All Shifts Crew Code: CREW1

1 2 3 4 5 6 7 8 9

Charge To

Select Employees Select Phases

Employee Section

Timesheet Section

Ctrl	WWHR	OVHR	OTHR	ALL
0.00	24.00	6.00	0.0	0.0 30.00
0.00	24.00	6.00	0.0	0.0 30.00

Control/Entered Labor Total

Control/Entered Equipment Total

8.00 2.00 2.00 4.00

8.00 2.00 3.00 3.00

2.50 2.50

8.00 3.00 2.50 2.50

3.50 3.50

8.00 2.00 2.00 4.00

8.00 2.00 3.00 3.00

2.50 2.50

8.00 3.00 2.50 2.50

3.50 3.50

Delete Multiple Rows Add More Rows 5 10 20

First and Last Record buttons are added to the Crew Timesheet Entry screen. The new arrows are added to allow users to move to the first and last columns.

**E-Time**

Search

**E-Time**

- E-Timesheet
  - E-Time Role Maintenance
  - Access Codes
  - Crew Timesheet Configuration
  - Access Code Administration
  - Timesheet Entry
  - Crew Timesheet Entry
  - Mechanic Timesheet Entry
  - Timesheet Approval
  - Crew Timesheet Approval
- E-Expense
  - Job Categories
  - Taxes By Region
  - Hours Type Job/Accounts Mapping
  - Configuration
  - Payment Type
  - Establishment Codes
  - Expense Approval Level
  - Assign Levels
  - Approver Groups
  - Expense Entry
  - Expense Approval
  - Minimum Code
- Security

**Crew Time Entry**

Job: ZZ-WMT Test Project Date: 2017-03-14 Show OT Hour ☒ Prior Period ☐ Actual Work Date

Shift: All Shifts Crew Code: CREW1

1 2 3 4 5 6 7 8 9 10

Charge To

Select Employees Select Phases

Column 1 Phase X Phase  
Phs 01-100 Blue Prints  
Category 1000 Phase Qty  
Comment

Column 2 Phase X Phase  
Phs 01-102 Progress Photos  
Category 1100 Phase Qty  
Comment

Column 3 Phase X Phase  
Phs 01-103 Site Office  
Category 1100 Phase Qty  
Comment

Total

Ctrl	NWHR	OVHR	OTHR	OTHR ALL
0.00	8.0	2.5	0.0	0.0 (8.50)
0.00	0.00	0.00	0.00	0.00

Control/Entered Labor Total 0.00 8.0 2.5 0.0 0.0 (8.50)

Control/Entered Equipment Total 0.00 0.00 0.00 0.00 0.00

EMP ZZ-200 Andy Andersen Trade ZZ20 Union 8.00 2.00 3.00 3.00

Over Time Hour 2.50

Over Time

Over Time

Over Time

Delete Multiple Rows Add More Rows 5 10 20

**E-Time**

Search

**E-Time**

- E-Timesheet
  - E-Time Role Maintenance
  - Access Codes
  - Crew Timesheet Configuration
  - Access Code Administration
  - Timesheet Entry
  - Crew Timesheet Entry
  - Mechanic Timesheet Entry
  - Timesheet Approval
  - Crew Timesheet Approval
- E-Expense
  - Job Categories
  - Taxes By Region
  - Hours Type Job/Accounts Mapping
  - Configuration
  - Payment Type
  - Establishment Codes
  - Expense Approval Level
  - Assign Levels
  - Approver Groups
  - Expense Entry
  - Expense Approval
  - Minimum Code
- Security

**Crew Time Entry**

Job: ZZ-WMT Test Project Date: 2017-03-14 Show OT Hour ☒ Prior Period ☐ Actual Work Date

Shift: All Shifts Crew Code: CREW1

1 2 3 4 5 6 7 8 9 10 11

Charge To

Select Employees Select Phases

Column 2 Phase X Phase  
Phs 01-102 Progress Photos  
Category 1100 Phase Qty  
Comment

Column 3 Phase X Phase  
Phs 01-103 Site Office  
Category 1100 Phase Qty  
Comment

Column 4 Phase X Phase  
Phs 01-104  
Category 1100 Phase Qty  
Comment

Total

Ctrl	NWHR	OVHR	OTHR	OTHR ALL
0.00	8.0	2.5	0.0	0.0 (8.50)
0.00	0.00	0.00	0.00	0.00

Control/Entered Labor Total 0.00 8.0 2.5 0.0 0.0 (8.50)

Control/Entered Equipment Total 0.00 0.00 0.00 0.00 0.00

EMP ZZ-200 Andy Andersen Trade ZZ20 Union 8.00 3.00 3.00 3.00

Over Time Hour 2.50

Over Time

Over Time

Over Time

Delete Multiple Rows Add More Rows 5 10 20



The screenshot shows the 'Crew Time Entry' form in the E-Time system. The left sidebar contains a navigation menu with options like 'E-Timesheet', 'E-Time Role Maintenance', 'Access Codes', 'Crew Timesheet Configuration', 'Timesheet Entry', 'Mechanic Timesheet Entry', 'Timesheet Approval', 'E-Expense', 'Job Categories', 'Taxes By Region', 'Hours Type Job/Accounts Mapping', 'Configuration', 'Payment Type', 'Establishment Codes', 'Expense Approval Level', 'Assign Levels', 'Approver Groups', 'Expense Entry', 'Expense Approval', and 'Minimum Code'. The main form area is titled 'Crew Time Entry' and includes fields for Job (ZZ-WMT), Test Project, Date (2017-03-14), and Crew Code (CREW1). A red box highlights the employee selection area, which shows a list of employees (1 2 3 4 5 6 7 8 9) and a 'Select Employees' button. Below this, there are fields for Employee (EMP), Job (ZZ-200), Name (Andy Andersen), Trade (ZZ20), and Union (Union). The 'Delete' icon is replaced by a checkbox. The right side of the form displays a table with columns for Phase, Category, and Phase Qty, along with a 'Total' row and a 'Delete Multiple Rows' button.

Existing 'Delete' icon is replaced with the checkbox to allow users to select one or many employees and delete multiple records. Currently, we have 'X' icon to delete one employee timesheet at a time.

Added 'Allow Multiple Employee' selections for deleting/removing employee(s).

This screenshot shows the 'Crew Time Entry' form with multiple employee records. The 'Delete' icon is replaced by a checkbox, allowing users to select one or many employees for deletion. The table below shows the data for three employees: Andy Andersen, Peterson, Patric, and Sonderson, Sel. The 'Delete' column now contains checkboxes instead of 'X' icons. The 'Total' row and 'Delete Multiple Rows' button are also visible.

Employee	Job	Name	Trade	Union	Delete	Ctrl	WWHR/OVHR/OTHR/ALL	0.00	24.00	6.00	0.0	0.0	30.00
EMP	ZZ-100	Peterson, Patric	Trade ZZ10	Union 21	<input checked="" type="checkbox"/>	8.00	2.00	2.00	4.00				
EMP	ZZ-200	Andersen, Andy	Trade ZZ20	Union	<input type="checkbox"/>	8.00	2.00	3.00	3.00				
EMP	ZZ-900	Sonderson, Sel	Trade ZZ99	Union	<input checked="" type="checkbox"/>	8.00	3.00	2.50	2.50				

**E-Time**

**Crew Time Entry**

Job: ZZ-WMT | Test Project | Date: 2017-03-14 | Crew Code: CREW1

Buttons: New, Save, Edit, Submit, Recall Previous Header, Refresh, Print Timesheet, Prepost Timesheet, Post Timesheet

Copy Timesheet

[Copy Timesheet] button has been added to copy timesheet from previous day.

Enter Job, Date and Crew Code. User can type a new crew code or the same crew code. Select [Refresh] button to load a blank Crew Timesheet.

**E-Time**

**Crew Time Entry**

Job: ZZ-WMT | Test Project | Date: 2017-03-17 | Crew Code: TEST2

Buttons: New, Save, Edit, Submit, Recall Previous Header, Refresh, Print Timesheet, Prepost Timesheet, Post Timesheet

**Note:** [Copy Timesheet] buttons is only enabled and appears if the Crew Timesheet is empty.



**E-Time**

**Crew Time Entry**

Job: ZZ-WMT | Test Project | Date: 2017-03-17 | Crew Code: TEST2

Menu: Copy Timesheet, New, Save, Edit, Submit, Recall Previous Header, Refresh, Print Timesheet, Prepost Timesheet, Post Timesheet

Fields: 1 2 3 4 5 6 7 8 9 | Charge To | Select Employees | Select Phases

Column 1	Column 2	Column 3
Phase	Phase	Phase
Category	Category	Category
Phase Qty	Phase Qty	Phase Qty
Comment	Comment	Comment

Total

Ctrl	NWHR	OVHR	OTHR	ALL
0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00

Control/Entered Labor Total: 0.00 0.00 0.00 0.00 0.00

Control/Entered Equipment Total: 0.00 0.00 0.00 0.00 0.00

Buttons: Delete Multiple Rows, Add More Rows

Select [**Copy Timesheet**] to copy previous existing timesheets. A popup opens for the user to select and copy previous crew timesheets.

**E-Time**

**Crew Time Entry**

Job: ZZ-WMT | Test Project | Date: 2017-03-17 | Crew Code: TEST2

Menu: **Copy Timesheet**, New, Save, Edit, Submit, Recall Previous Header, Refresh, Print Timesheet, Prepost Timesheet, Post Timesheet

Fields: 1 2 3 4 5 6 7 8 9 | Charge To | Select Employees | Select Phases

Column 1	Column 2	Column 3
Phase	Phase	Phase
Category	Category	Category
Phase Qty	Phase Qty	Phase Qty
Comment	Comment	Comment

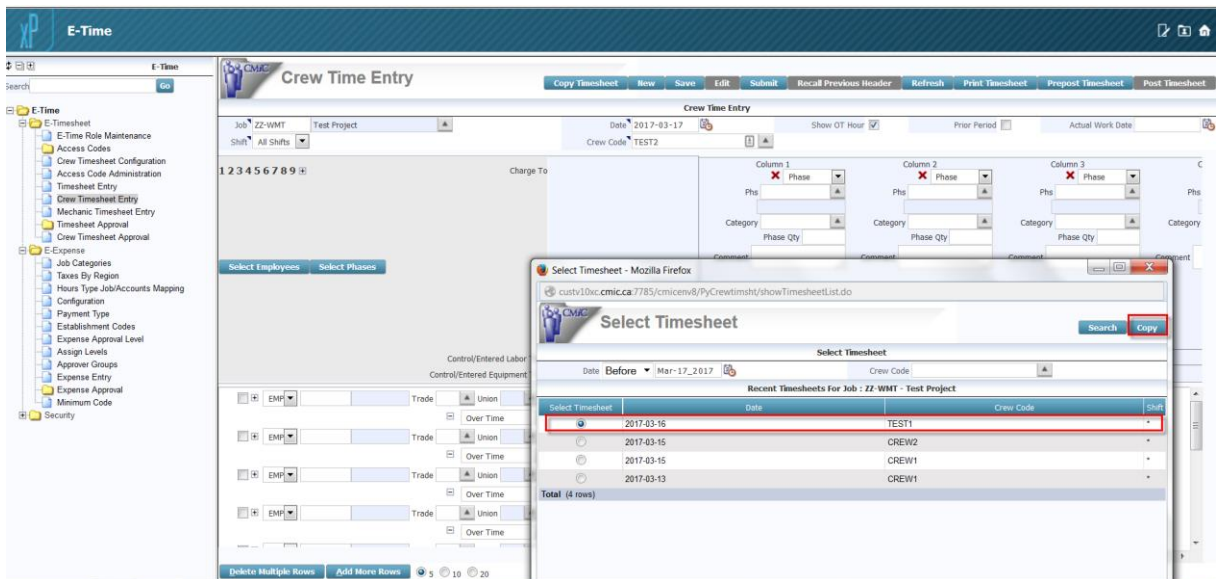
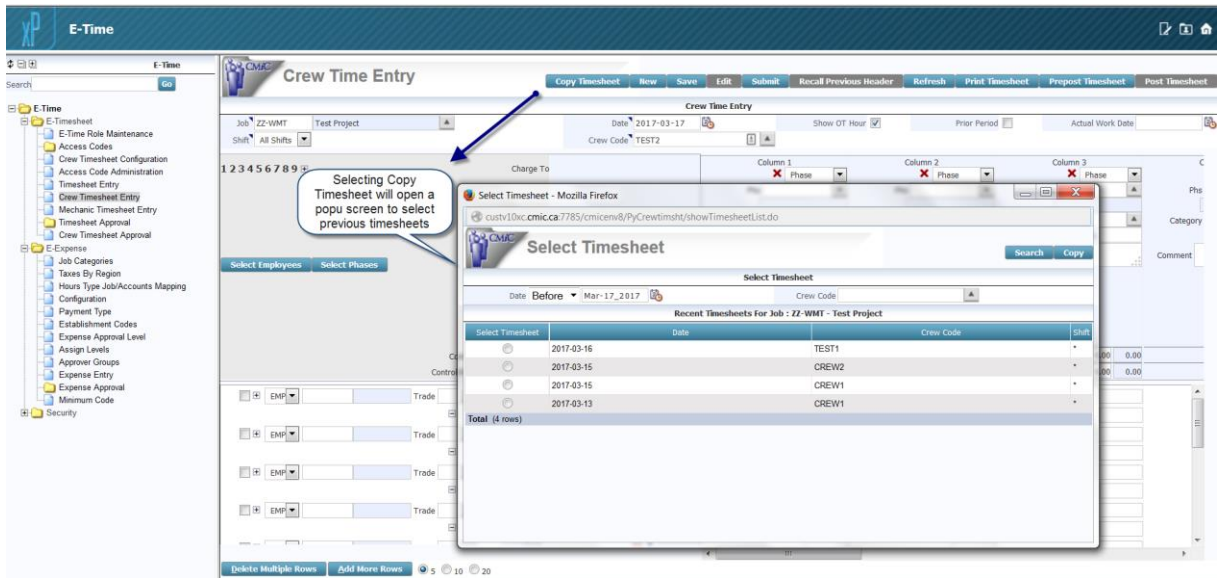
Total

Ctrl	NWHR	OVHR	OTHR	ALL
0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00

Control/Entered Labor Total: 0.00 0.00 0.00 0.00 0.00

Control/Entered Equipment Total: 0.00 0.00 0.00 0.00 0.00

Buttons: Delete Multiple Rows, Add More Rows



Timesheet from 207-03-16 is copied.

**E-Time**

**Crew Time Entry**

Job: ZZ-WMT Test Project Date: 2017-03-17 Show OT Hour: ☒ Prior Period: ☐ Actual Work Date:

Shift: All Shifts Crew Code: TEST2

1 2 3 4 5 6 7 8 9

Charge To

Select Employees Select Phases

Column 1	Column 2	Column 3	Column 4
Phs 01-100	Phs 01-102	Phs	Phs
Blue Prints	Progress Photos		
Category 1000	Category 1100	Category	Category
Phase Qty	Phase Qty	Phase Qty	Phase Qty
Comment	Comment	Comment	Comment

Ctrl	MWHR	OVHR	OTHR	OTHR ALL
0.00	24.0	3.5	0.0	0.0 27.50
0.00	0.00	0.00	0.00	0.00 0.00

EMP	ZZ-100	Patrick Petersen Trade ZZ10	Union 21					
				8.00	6.00	2.00		
			Vacation					
			Over Time	8.00	8.00			
			Over Time Hour	1.50		1.50		
			Over Time	8.00	8.00			
			Over Time Hour	2.00		2.00		
			Over Time					

Delete Multiple Rows Add More Rows 5 10 20

Save Timesheet and Submit for Approval

**E-Time**

**Crew Time Entry**

Job: ZZ-WMT Test Project Date: 2017-03-17 Show OT Hour: ☒ Prior Period: ☐ Actual Work Date:

Shift: All Shifts Crew Code: TEST2

1 2 3 4 5 6 7 8 9

Charge To

Select Employees Select Phases

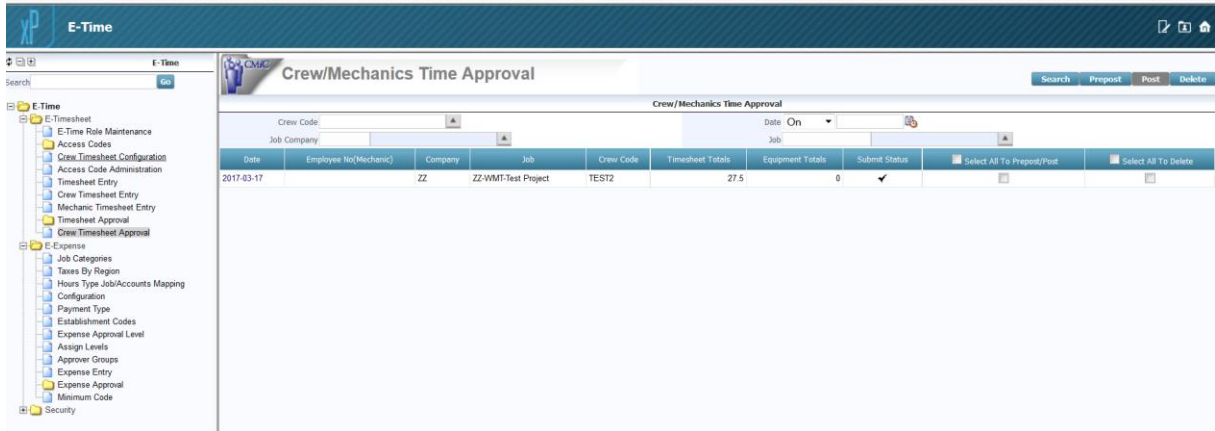
Column 1	Column 2	Column 3	Column 4
Phs 01-100	Phs 01-102	Phs	Phs
Blue Prints	Progress Photos		
Category 1000	Category 1100	Category	Category
Phase Qty	Phase Qty	Phase Qty	Phase Qty
Comment	Comment	Comment	Comment

Ctrl	MWHR	OVHR	OTHR	OTHR ALL
0.00	24.0	3.5	0.0	0.0 27.50
0.00	0.00	0.00	0.00	0.00 0.00

EMP	ZZ-100	Patrick Petersen Trade ZZ10	Union 21					
				8.00	6.00	2.00		
			Vacation					
			Over Time	8.00	8.00			
			Over Time Hour	1.50		1.50		
			Over Time	8.00	8.00			
			Over Time Hour	2.00		2.00		
			Over Time					

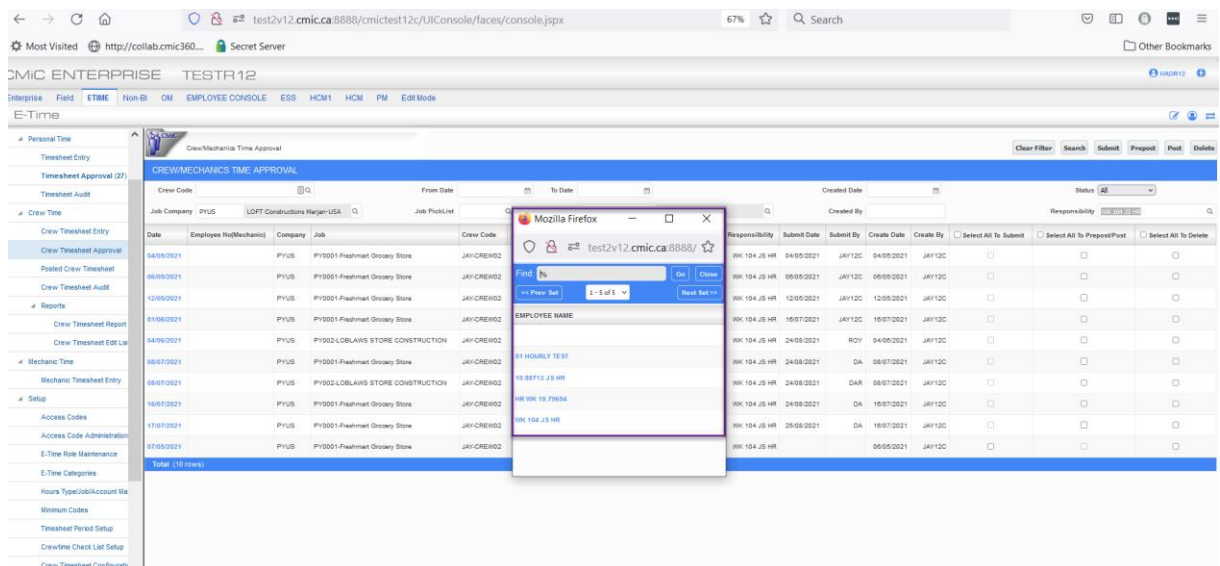
Delete Multiple Rows Add More Rows 5 10 20

Crew Timehseet Approval Screen



## Responsible Person Search Filter in Crew Time Approval (21.46333)

Added search filter field for responsible person to E-Time Crew Timesheet approval program.  
Responsible person is assigned to each crew in the Crew Time Mobile App.  
Added a column Responsibility LOV in header filters.



← → ↺ ⌂ test2v12.cmic.ca:8888/cmctest12c/URConsole/faces/console.jspx 67% ☆ 🔍 Search

Most Visited http://collab.cmic360... Secret Server Other Bookmarks

CMIC ENTERPRISE TESTR12

Enterprise Field ETIME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

E-Time

Personal Time

TimeSheet Entry

TimeSheet Approval (27)

TimeSheet Audit

Crew Time

Crew TimeSheet Entry

Crew TimeSheet Approval

Posted Crew Timesheet

Crew TimeSheet Audit

Reports

Crew Timesheet Report

Crew Timesheet Edit List

Mechanic Time

Mechanic Timesheet Entry

Setup

Access Codes

Access Code Administration

E-Time Role Maintenance

E-Time Categories

Hours Type/Job/Account Ma

Minimum Codes

Timesheet Period Setup

Crewtime Check List Setup

Crew Timesheet Configure

E-Expense

Sub-Performance

Crew/Mechanic Time Approval

CREWMCHANICS TIME APPROVAL

Crew Code: [Search] From Date: [Select] To Date: [Select] Created Date: [Select] Status: [All]

Job Company: P1US LOFT Construction/Margin/USA Job: [Search] Created By: [Search] Responsibility: WK 104 JS HR

Date	Employee Roll/Mechanic	Company	Job	Crew Code	Shift Code	Timesheet Status	Equipment Status	Submit Status	Responsibility	Submit Date	Submit By	Create Date	Create By	Select All To Submit	Select All To Proposed/Past	Select All To Delete
04/05/2021	P1US	P10001-Freshmat Grocery Store	JAV-CREW02	*	00.0	20	✓	✓	WK 104 JS HR	04/05/2021	JAY12C	04/05/2021	JAY12C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
06/05/2021	P1US	P10001-Freshmat Grocery Store	JAV-CREW02	*	13	11.0	✓	✓	WK 104 JS HR	06/05/2021	JAY12C	06/05/2021	JAY12C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12/05/2021	P1US	P10001-Freshmat Grocery Store	JAV-CREW02	*	7	0	✓	✓	WK 104 JS HR	12/05/2021	JAY12C	12/05/2021	JAY12C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
01/06/2021	P1US	P10001-Freshmat Grocery Store	JAV-CREW02	*	3	0	✓	✓	WK 104 JS HR	16/07/2021	JAY12C	16/07/2021	JAY12C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
04/06/2021	P1US	P1002-LOBLANS STORE CONSTRUCTION	JAV-CREW02	*	1	0	✓	✓	WK 104 JS HR	24/08/2021	ROY	04/06/2021	JAY12C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
05/07/2021	P1US	P10001-Freshmat Grocery Store	JAV-CREW02	*	7	4	✓	✓	WK 104 JS HR	24/08/2021	DA	05/07/2021	JAY12C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/07/2021	P1US	P1002-LOBLANS STORE CONSTRUCTION	JAV-CREW02	*	0	0	✓	✓	WK 104 JS HR	24/08/2021	DA	08/07/2021	JAY12C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16/07/2021	P1US	P10001-Freshmat Grocery Store	JAV-CREW02	*	3.0	0.0	✓	✓	WK 104 JS HR	24/08/2021	DA	16/07/2021	JAY12C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17/07/2021	P1US	P10001-Freshmat Grocery Store	JAV-CREW02	*	3.0	0.0	✓	✓	WK 104 JS HR	25/08/2021	DA	16/07/2021	JAY12C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
07/09/2021	P1US	P10001-Freshmat Grocery Store	JAV-CREW02	*	18	20	✗	✗	WK 104 JS HR	06/05/2021	JAY12C			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total: (10 rows)																

CMIC ENTERPRISE TESTR12

Enterprise Home ESS HCM CMC FMS E-Console E-Edit Mode

E-Time

Personal Time

TimeSheet Entry

TimeSheet Approval (27)

TimeSheet Audit

Crew Time

Crew TimeSheet Entry

Crew TimeSheet Approval

Posted Crew Timesheet

Crew TimeSheet Audit

Reports

Crew Timesheet Report

Crew Timesheet Edit List

Mechanic Time

Mechanic Timesheet Entry

Setup

Access Codes

Access Code Administration

E-Time Role Maintenance

E-Time Categories

Hours Type/Job/Account Ma

Minimum Codes

Timesheet Period Setup

Crewtime Check List Setup

Crew Timesheet Configure

E-Expense

Sub-Performance

Crew/Mechanic Time Approval

CREWMCHANICS TIME APPROVAL

Crew Code: [Search] From Date: [Select] To Date: [Select] Created Date: [Select] Status: [All]

Job Company: P1US LOFT Construction/Margin/USA Job: [Search] Created By: [Search] Responsibility: WK 104 JS HR

Date	Employee Roll/Mechanic	Company	Job	Crew Code	Shift Code	Timesheet Status	Equipment Status	Submit Status	Responsibility	Submit Date	Submit By	Create Date	Create By	Select All To Submit	Select All To Proposed/Past	Select All To Delete
10 May 2021	P1US	P10001-LOBLANS STORE CONSTRUCTION	JAV-CREW02	*	0	0	✓	✓	WK 104 JS HR	10 May 2021	JAY12C	10 May 2021	JAY12C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total: (1 row)																

CMIC ENTERPRISE TESTR12

Enterprise Home ESS HCM CMC FMS E-Console E-Edit Mode

E-Time

Personal Time

TimeSheet Entry

TimeSheet Approval (27)

TimeSheet Audit

Crew Time

Crew TimeSheet Entry

Crew TimeSheet Approval

Posted Crew Timesheet

Crew TimeSheet Audit

Reports

Crew Timesheet Report

Crew Timesheet Edit List

Mechanic Time

Mechanic Timesheet Entry

Setup

Access Codes

Access Code Administration

E-Time Role Maintenance

E-Time Categories

Hours Type/Job/Account Ma

Minimum Codes

Timesheet Period Setup

Crewtime Check List Setup

Crew Timesheet Configure

E-Expense

Sub-Performance

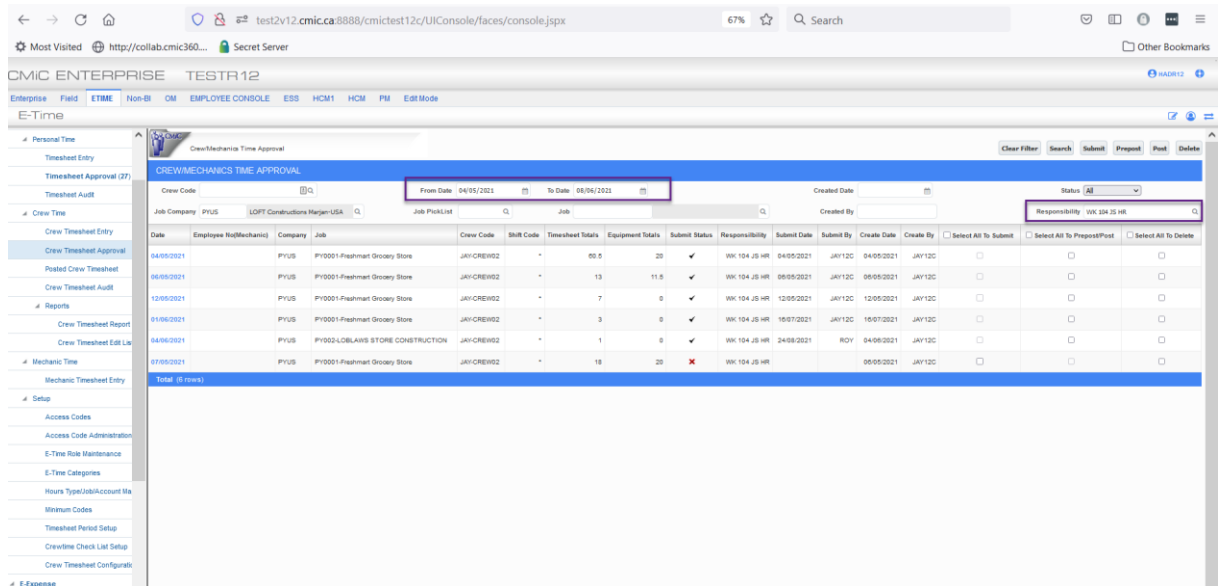
Crew/Mechanic Time Approval

CREWMCHANICS TIME APPROVAL

Crew Code: [Search] From Date: [Select] To Date: [Select] Created Date: [Select] Status: [All]

Job Company: P1US LOFT Construction/Margin/USA Job: [Search] Created By: [Search] Responsibility: WK 104 JS HR

Date	Employee Roll/Mechanic	Company	Job	Crew Code	Shift Code	Timesheet Status	Equipment Status	Submit Status	Responsibility	Submit Date	Submit By	Create Date	Create By	Select All To Submit	Select All To Proposed/Past	Select All To Delete
00 Nov 2020	P1US	P10001-Freshmat Grocery Store	JAV-CREW01	*	20	0.0	✓	✓	WK 104 JS HR	25 Aug 2021	DA	00 Jan 2021	JAY12C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
04 Nov 2020	P1US	P10001-Freshmat Grocery Store	JAV-CREW01	*	0	20	✓	✓	WK 104 JS HR	16 Jan 2021	DA	00 Jan 2021	JAY12C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
00 Dec 2020	P1US	P10001-Freshmat Grocery Store	JAV-CREW01	*	0	0.75	✓	✓	WK 104 JS HR	00 Jan 2021	JAY12C	00 Jan 2021	JAY12C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
01 Dec 2020	P1US	P10001-Freshmat Grocery Store	JAV-CREW01	*	0	0.75	✓	✓	WK 104 JS HR	00 Jan 2021	JAY12C	00 Jan 2021	JAY12C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
05 Jan 2021	P1US	P10001-Freshmat Grocery Store	JAV-CREW01	*	0	0.25	✓	✓	WK 104 JS HR	00 Jan 2021	DA	00 Jan 2021	JAY12C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
05 Feb 2021	P1US	P10001-Freshmat Grocery Store	JAV-CREW01	*	0	4	✓	✓	WK 104 JS HR	07 Aug 2021	DA	17 Feb 2021	JAY12C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14 Feb 2021	P1US	P10001-Freshmat Grocery Store	JAV-CREW01	*	00.75	1	✓	✓	WK 104 JS HR	07 Aug 2021	DA	14 Feb 2021	JAY12C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10 May 2021	P1US	P1002-LOBLANS STORE CONSTRUCTION	JAV-CREW01	*	7	0	✓	✓	WK 104 JS HR	10 May 2021	JAY12C	10 May 2021	JAY12C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
00 Nov 2020	P1US	P10001-Freshmat Grocery Store	JAV-CREW01	*	20	0.0	✗	✗	WK 104 JS HR	00 Jan 2021	JAY12C			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total: (10 rows)																



## E Time Access Code - Email Notification and Setups (21.50017)

### Overview

This document provides an overview of how the email address fields are used in the Access Code screen in E-Time.

### Access Code

Access Code

zohreh12

Create Access Code

Reset

Export

Drag a column header and drop it here to group by that column

<	Access Code	:	Days Until Password Expires	:	Unapproval E-Mail	:	Approval E-Mail	:	Maximum Hour	:	Portal User ID	:	Last Update	:	Disabled	:
<	ZOHREHR12				zohreh.allameh@cmic.ca		zohreh1234@gmail.com				ZOHREHR12		31052022		N	

1 - 1 of 1 items

Access Code Screen in Log View (Table Mode)

Available Licenses	999950	Licenses In Use	49	Total E-Time Licenses	999999
ACCESS CODE DETAIL					
Code ZOHREHR12			Type Personal		
Employee No TRH-WK-SAL12			SSO User ZOHREHR12		
E-Time Roles			Disabled <input type="checkbox"/>		
Maximum Hours			Days Until Password Expires		
Timesheet Approver E-Mail			Use Direct Access Code Emails		
E-Mail For Unapproved Timesheets/Expense			Use Employee Profile Emails (Based on Access Code Approver)		
Expense Approver E-Mail			Timesheet/Expense Approver E-Mail		
			Timesheet/Expense Unapprover E-Mail		

Access Code Screen in Record View (Form Mode)

The Access Code screen is used for setting up access codes and specifying timesheet/expense approvers and unapprovers for those access codes.



There are two types of access codes: Personal and Group. The type of access code used in this example is “Personal”.

For Personal access codes, the password is not used as users will be automatically logged-in based on their SSO user, so users are not able to update or modify the password, the employee number nor the SSO User. For Group access codes, the password and SSO User can be updated if required.

## **Access Code Detail**

---

The Access Code Detail section of the screen contains two categories for email addresses:

- Use Direct Access Code Emails
- Use Employee Profile Emails

### ***Use Direct Access Code Emails***

---

This section of the screen is used to manually enter email addresses for the user of that access code and for the approver of that access code. We do not recommend to use this option, as this would overwrite the emails used with these “hard-coded” ones instead of using them from the employees themselves based on employee profile.

#### **Timesheet Approver Email**

The email address entered here will be the one used for approving the timesheets for this access code. If this field is left blank, the email address used will be the one from the employee profile (specifically the read-only field Timesheet/Expense Approver Email)

#### **Email For Unapproved Timesheets/Expense**

The email address entered here will be the one used if a timesheet for this access code is unapproved by the approver. If this field is left blank, the email address used will be the one from the employee profile (specifically the read-only field Timesheet/Expense Unapprover Email)

#### **Expense Approver Email**

The email address entered here will be one used for approving the expenses for this access code (based on the access codes security groups). If this field is left blank, the email address used will be the one from the employee profile (specifically the read-only field Timesheet/Expense Approver Email).

### ***Use Employee Profile Emails (Based on Access Code Approver)***

---

When email addresses are not manually entered (hardcoded) in the Use Direct Access Code Emails section of the screen, the email addresses shown in this section will be used. This is the recommended setting.

#### **Timesheet/Expense Approver Email**

This email is based on the first approver of the access code, which is set-up in the Approver's tab of the Access Code Administration screen. For this approver's access code, the email of the employee linked to it (as personal access code) will be taken. Also, the email to be taken from the employee could be either work email or personal email based on a company control flag.

## Timesheet/Expense Unapprover Email

This email is based on the employee that is assigned to this very same access code (as it is a personal access code), Also, the email to be taken from the employee could be either work email or personal email based on a company control flag.

ASSIGN ACCESS CODE

Selection Criteria

Administrative Access Code: MASTER Password: \*\*\*\*\*

Access Code (to be modified): ZOHREHR12

Employees Payruns Jobs Approver Accounts

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Do

* Approver	Priority Level
ZOHREHPTFR12	1

Access Code Administration Screen

PAYROLL CONTROL

Table Mode Save Exit

Selection Criteria

\* Company: GL GL Constructions Copy Control File

General Rate Codes Accounts Direct Deposit Rules E-Timesheet Reports

Search Workflows Report Options ECM Documents User Extensions

Max. Normal Work Hours  
Max. Job Hours  
Default Category

☐ Default Current Period From Company Pay Period  
☒ Auto. Timesheet Approval  
☒ Non-Billable Hours Post to Job Cost  
☒ Allow E-Expense Posting Through Timesheet Posting  
☒ Allow Non-Billable Hours Timesheets  
☒ Allow Job Cost Hours Timesheets  
☐ Job Cost Hours for Billing Only  
☒ \* Allow All Allocations When Access Code Allows None  
☒ Allow Other Hours Entry on E-Timesheet Screen  
☐ \* Consider OT And DOT as Regular Work Week Hours  
☒ Comments - E Expense  
☐ Comments - E Time  
☐ Overhead Time Account

Minimum Hours Code: NWHR Normal Hours  
Hours Offset

☐ Filter Phases for Default Category

Allow Shift Selection:  
☒ \* All Shifts  
☒ \* Day  
☒ \* Evening  
☒ \* Night  
Default Shift

☒ Audit Timesheet

Reason For E-time Change Entry: No

\* Approver Email: Work Email Email Work Email

Company Control Screen



## Added Checklist Programs to E – Time (21.51397/HCM-447)

### Overview

Checklists provide a way to ask foremen and crew members a series of questions prior to timesheet sign-off. This feature can be used to ensure that proper safety procedures have been followed on the job site.

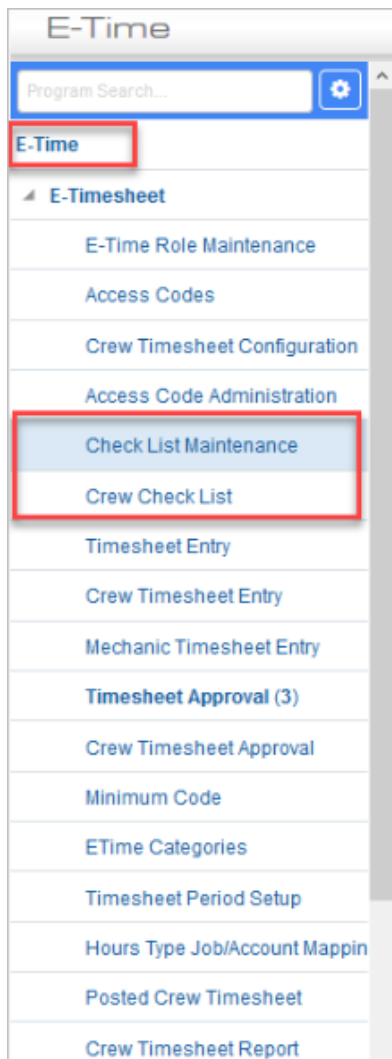
### Adding Checklist Programs to E-Time

Users should add the Check List Maintenance and Crew Check List programs to both the E-Time role and their own personal user role in the [Security Roles](#) screen. Examples are shown below.

ADD/REMOVE MENU ITEMS FROM THE E-TIME ROLE	
Menu Item	Granted
E-Timesheet	<input checked="" type="checkbox"/>
E-Time Role Maintenance	<input type="checkbox"/>
Access Codes	<input type="checkbox"/>
Crew Timesheet Configuration	<input type="checkbox"/>
Access Code Administration	<input type="checkbox"/>
Check List Maintenance	<input type="checkbox"/>
Crew Check List	<input type="checkbox"/>
Timesheet Entry	<input checked="" type="checkbox"/>
Crew Timesheet Entry	<input checked="" type="checkbox"/>

GRANT OR REVOKE MENU ACCESS TO/FROM USER PYMJ-6029	
Menu Item	Granted
E-Timesheet	<input checked="" type="checkbox"/>
E-Time Role Maintenance	<input type="checkbox"/>
Access Codes	<input type="checkbox"/>
Crew Timesheet Configuration	<input type="checkbox"/>
Access Code Administration	<input type="checkbox"/>
Check List Maintenance	<input type="checkbox"/>
Crew Check List	<input type="checkbox"/>
Timesheet Entry	<input checked="" type="checkbox"/>
Crew Timesheet Entry	<input type="checkbox"/>
Mechanic Timesheet Entry	<input type="checkbox"/>

After adding these programs they should appear in the E-Time menu, as shown below.



## Creating Checklists

Basic information about setting up checklists can be found at Checklist Maintenance (Beta). The process for creating checklists is much the same for the Field and E-Time applications. However, there are some key features specific to the E-Time version which this article covers below.

Upon creating a new checklist template in E-Time, the below screen appears.

Category Code

Select from the following options:

Benefit/Deduction Checklist: used for signing off on benefits and deductions.

Crew Checklist: available for any crew member when signing off.

Employee Sign-off Checklist: available for employees when signing off.

Foremen Checklist: available for foremen during the sign-off process.

---

## Employee Console

---

### Modifications to Employee Salary Maintenance Screen (16.21517)

---

CMiC has made the following modifications to the 'Employee Salary Maintenance' screen and program.

The New and Modified fields and labels on the screen are as under:

#### Employee Salary Maintenance Screen

**Effective Date:** 'Raise Date' is renamed to 'Effective Date'. Enter/Select to specify the effective date when the change is to take effect. The Details section will reflect this change and display the field as Effective Date for the Salary changes.

**Position:** This field is modified to display the selected Trade Code and the full description. Selected position will now display the full Trade description, enabling the users to view the employee(s) title not just the trade code.

**Salary:** Displays employee's current salary. The field is modified to display two decimals and a \$ sign. The Details section will display the \$ sign with the two decimals.

**Merit %:** Enter Merit percentage amount. Modified field to display two decimals and a percentage % sign. If user did not enter amount with a decimal, then in the Details section the amount will be displayed with two decimals.

**Promotion %:** New field/column labelled as 'Promotion' with a '%' sign is added to the screen. Enter Promotion percentage amount. The Promotion field follows Merit and is included in Total Raise calculation. This field allows users to enter 'Promotion' percentage. The calculated percentage will include the new amount in the total increase. The input allows two decimals. In the **Details** section, amount will reflect and display two decimals.

**New Salary/New Rate:** This field is labelled based on the employee type. For salaried employees the field will display the label as New Salary. For hourly employees the field label will display New Rate. The New Salary or New Rate amount is displayed and calculated based on the Cola, Merit, Promotion and Total Raise percentage. Modified New Salary field is to calculate by rounding in increment of \$100 with two decimals added to the field. The **Details** section is changed to display a \$ sign and two decimals. Increment of \$100 is only applicable to Salary Type employees and **NOT** Hourly.  
(Example: \$177091.2 = \$177100.00)

**Total Raise:** Modified field to increase Total Raise calculation in \$100 increments with '\$' sign and two decimal places added to the field. This is calculated field that populates the total increased amount (total raise) based on the percentages entered in Cola, Merit and Promotion fields. Total Raise calculation is increased in \$100 increments with a \$ sign and two decimals. The Details section is also changed to reflect this modification. (Example: 1046.10 = \$1100.00)

**Bonus %:** Renamed 'Bonus Participation' field to 'Bonus%' to enter bonus percentage amount. Bonus field now has a two decimals. **NOTE:** The input allows two decimals. The details section is changed

to display the % symbol and two decimals. Bonus percentage is only for reference and reporting purposes. Bonus percentage amount is **NOT** included in the calculation of New Salary and Total Raise.

**Payroll Date:** New field/column labelled as 'Payroll Date' is added to the screen to allow users to enter the Payroll Effective date for reference only. User can Enter/Select to specify the Payroll Date for references only.

To request a salary change for an employee, click the **[Add]** button along the top-right of the screen. The screen to enter the fields for a salary change will be displayed, as shown in the screenshot below.

The screenshot shows the 'Employee Console' interface. On the left is a navigation menu with options like Profile, Project History, Asset Tracking, etc. The main area is titled 'Employee Salary Maintenance'. At the top right, there is an 'Add' button highlighted with a red box. Below this, there are tabs for 'Salary History Maintenance' and 'History Log'. The 'Salary History Maintenance' tab is active, showing a table with columns: Effective Date, Payroll Date, Position, Position Name, Rate, Salary, Cola %, Merit %, Promotion %, Total Raise, New Rate, New Salary, Bonus %, Comments, Status, and Action. The table contains two rows of data for employee ZZ-WK-SAL1.

Effective Date	Payroll Date	Position	Position Name	Rate	Salary	Cola %	Merit %	Promotion %	Total Raise	New Rate	New Salary	Bonus %	Comments	Status	Action
2016-05-18		N/A	Electrician	\$27.26	\$56,700.00	2.50			\$1,417.50	\$27.94	\$58,117.50	250.00	Testing addition of comments field on the Employee Salary Maintenance screen.		
2016-04-01		N/A	Electrician	\$25.96	\$54,000.00	2.00	3.00		\$2,700.00	\$27.26	\$56,700.00	1,000.00			

Enter the **Effective Date** field to specify when this change is to take effect. Next, use either the **Cola%**, **Merit%** or **Promotion%** field (or all) to specify a percentage to increase the salary by. The **New Salary** field will display the new salary based after the previous fields have lost focus.

This screenshot shows the 'Employee Salary Maintenance' form with the 'Add' button highlighted. The form includes fields for Employee No. (ZZ-WK-SAL1), Employee Name (ZZ-WK, SAL1), Effective Date (2016-08-31), Position (Electrician), Employee Type (Salaried), Salary (58117.5), New Salary, Total Raise, and Payroll Date. There are also input fields for Cola %, Merit %, and Promotion %. A 'Comments' text area is present. Below the form is a table showing salary history for the same employee.

Effective Date	Payroll Date	Position	Position Name	Rate	Salary	Cola %	Merit %	Promotion %	Total Raise	New Rate	New Salary	Bonus %	Comments	Status	Action
2016-05-18		N/A	Electrician	\$27.26	\$56,700.00	2.50			\$1,417.50	\$27.94	\$58,117.50	250.00	Testing addition of comments field on the Employee Salary Maintenance screen.		
2016-04-01		N/A	Electrician	\$25.96	\$54,000.00	2.00	3.00		\$2,700.00	\$27.26	\$56,700.00	1,000.00			

After tabbing or clicking away from these fields, the **New Salary** field will display the new calculated salary amount respectively. The **Total Raise** field will be populated with the total amount increased based on the percentages entered in Cola, Merit and Promotion. The **New Salary** or **New Rate** amount is displayed and calculated based on the Cola, Merit, Promotion and Total Raise percentage.

**New Salary** field is to calculate by rounding in increment of \$100 with two decimals added to the field.

**Total Raise** calculation is increased in \$100 increments.

**Employee Console**

Employee Number:  Search  ☐ Active Only

Show Advanced Search

**Employee List (Filtered)**

Employee No	Name
ZZ-100	Patrick Peterson
ZZ-900	Sandy Sanderson
ZZ-WK-HR2	HR2 ZZ-WK
ZZ-WK-SAL1	SAL1 ZZ-WK
ZZ-WK-SAL2	SAL2 ZZ-WK
Total (5 rows)	

**Employee Salary Maintenance**

Employee No: ZZ-WK-SAL1 Employee Name: ZZ-WK, SAL1

Effective Date: 2016-08-31

Position: Electrician Employee Type: Salaried

Cola: 1.8% Merit: % Promotion: %

Total Raise: 1100.00 Bonus: % Payroll Date: Status:

Salary: 58117.5 New Salary: 59200.00

Comments: Total raise with 1.8% Cola is equal to 1046.115. Program to increase in 100 increment. Calculated Total Raise= 1100.00

New Salary with 1.8% Cola is 59,163.615; Program to calculate New Salary tin 100 increment is now equal to 59200.00.

**Salary History Maintenance** History Log

Effective Date	Payroll Date	Position	Position Name	Rate	Salary	Cola %	Merit %	Promotion %	Total Raise	New Rate	New Salary	Bonus %	Comments	Status	Action
2016-05-18	N/A	Electrician		\$27.26	\$56,700.00	2.50			\$1,417.50	\$27.94	\$58,117.50	250.00	Testing addition of comments field on the Employee Salary Maintenance screen.		
2016-04-01	N/A	Electrician		\$25.96	\$54,000.00	2.00	3.00		\$2,700.00	\$27.26	\$56,700.00	1,000.00			

**Employee Console**

Employee Number:  Search  ☐ Active Only

Show Advanced Search

**Employee List (Filtered)**

Employee No	Name
ZZ-100	Patrick Peterson
ZZ-900	Sandy Sanderson
ZZ-WK-HR2	HR2 ZZ-WK
ZZ-WK-SAL1	SAL1 ZZ-WK
ZZ-WK-SAL2	SAL2 ZZ-WK
Total (5 rows)	

**Employee Salary Maintenance**

Employee No: ZZ-WK-SAL1 Employee Name: ZZ-WK, SAL1

Effective Date: 2016-08-31

Position: Electrician Employee Type: Salaried

Cola: 1.8% Merit: 2.2% Promotion: %

Total Raise: 2400.00 Bonus: % Payroll Date: Status:

Salary: 58117.5 New Salary: 60500.00

Comments: Total Raise is now 2400. (1100 + 1300) increments of 100 (1046.115 + 1278.585).

New Salary is calculated 60,500.00 considering the 100 increments. (Old Salary 58,117.50 + 1046.115 + 1278.5858 = 60,442.20; program to increment in 100, calculated the New Salary as 60,500.00)

**Salary History Maintenance** History Log

Effective Date	Payroll Date	Position	Position Name	Rate	Salary	Cola %	Merit %	Promotion %	Total Raise	New Rate	New Salary	Bonus %	Comments	Status	Action
2016-05-18	N/A	Electrician		\$27.26	\$56,700.00	2.50			\$1,417.50	\$27.94	\$58,117.50	250.00	Testing addition of comments field on the Employee Salary Maintenance screen.		
2016-04-01	N/A	Electrician		\$25.96	\$54,000.00	2.00	3.00		\$2,700.00	\$27.26	\$56,700.00	1,000.00			

The Promotion % field follows Cola% and Merit% fields and is included in Total Raise calculation. This field allows users to enter 'Promotion' percentage. The calculated percentage will include the new amount in the total increase.

**Employee Console**

Employee Number:  Search  ☐ Active Only

Show Advanced Search

**Employee List (Filtered)**

Employee No	Name
ZZ-100	Patrick Peterson
ZZ-900	Sandy Sanderson
ZZ-WK-HR2	HR2 ZZ-WK
ZZ-WK-SAL1	SAL1 ZZ-WK
ZZ-WK-SAL2	SAL2 ZZ-WK
Total (5 rows)	

**Employee Salary Maintenance**

Employee No: ZZ-WK-SAL1 Employee Name: ZZ-WK, SAL1

Effective Date: 2016-08-31

Position: Electrician Employee Type: Salaried

Cola: 1.8% Merit: 2.2% Promotion: 1%

Total Raise: 3000.00 Bonus: % Payroll Date: Status:

Salary: 58117.5 New Salary: 61100.00

Comments: Total Raise is now 3000.00 (1046.115 + 1278.585 + 501.175 = 2905.875) Increment in 100 = 3000.00

New Salary changed to 61,100.00 with 1% Promotion.

New Salary is calculated 61,100.00 considering the 100 increments. (Old Salary 58,117.50 + Cola 1046.115 + Merit 1278.585 + Promotion 581.175 = 61,023.375; program to increment in 100, calculated the New Salary as 61,100.00)

**Salary History Maintenance** History Log

Effective Date	Payroll Date	Position	Position Name	Rate	Salary	Cola %	Merit %	Promotion %	Total Raise	New Rate	New Salary	Bonus %	Comments	Status	Action
2016-05-18	N/A	Electrician		\$27.26	\$56,700.00	2.50			\$1,417.50	\$27.94	\$58,117.50	250.00	Testing addition of comments field on the Employee Salary Maintenance screen.		
2016-04-01	N/A	Electrician		\$25.96	\$54,000.00	2.00	3.00		\$2,700.00	\$27.26	\$56,700.00	1,000.00			

When finished, click the **[Save]** button, along the top of the screen.

**Employee Console**

Employee Salary Maintenance

Employee No. ZZ-WK-SAL1 Employee Name ZZ-WK, SAL1

Effective Date 2016-08-31 Position Electrician Employee Type Salaried Salary \$8117.5

Cola 1.8% Merit 2.2% Promotion 1% New Salary \$1100.00

Total Raise 3000.00 Bonus % Payroll Date Status

Test 2) Salaried Employee: Employee Salary Maintenance; Modified Fields, labels and calculation program - PASS

Salary History Maintenance History Log

Effective Date	Payroll Date	Position	Position Name	Rate	Salary	Cola %	Merit %	Promotion %	Total Raise	New Rate	New Salary	Bonus %	Comments	Status	Action
2016-05-18	N/A	Electrician		\$27.26	\$56,700.00	2.50			\$1,417.50	\$27.94	\$58,117.50	250.00	Testing addition of comments field on the Employee Salary Maintenance screen.		
2016-04-01	N/A	Electrician		\$25.96	\$54,000.00	2.00	3.00		\$2,700.00	\$27.26	\$56,700.00	1,000.00			

In the Details section, Cola%, Merit%, Promotion% and Total Raise% amounts are displayed with correct decimal points and values as input. Total Raise has incremented to \$100.

To apply the salary change directly to the system, click the **[Apply Payroll]** button. This action will apply the salary change made on the Employee Salary Maintenance screen on the effective date creating an Employee History record in Payroll.

To delete the record and changes made on the Employee Salary Maintenance Screen, click the **[Delete]** button, highlighted above.

**Employee Console**

Employee Salary Maintenance

Employee No. ZZ-WK-SAL1 Employee Name ZZ-WK, SAL1

Salary History Maintenance History Log

Details

Effective Date	Payroll Date	Position	Position Name	Rate	Salary	Cola %	Merit %	Promotion %	Total Raise	New Rate	New Salary	Bonus %	Comments	Status	Action
2016-08-31	ZZ20	Electrician		\$27.94	\$58,117.50	1.80	2.20	1.00	\$3,000.00	\$29.38	\$61,100.00		Test 2) Salaried Employee: Employee Salary Maintenance; Modified Fields, labels and calculation program - PASS		Delete Apply Payroll
2016-05-18	N/A	Electrician		\$27.26	\$56,700.00	2.50			\$1,417.50	\$27.94	\$58,117.50	250.00	Testing addition of comments field on the Employee Salary Maintenance screen.		
2016-04-01	N/A	Electrician		\$25.96	\$54,000.00	2.00	3.00		\$2,700.00	\$27.26	\$56,700.00	1,000.00			

## History Log Tab – Displaying History

**Employee Console**

Employee Salary Maintenance

Employee No. ZZ-WK-SAL1 Employee Name ZZ-WK, SAL1

Salary History Maintenance History Log

History Log

Effective Date	Previous Salary	New Salary	Reason code
2013-01-01		54000	NR
2016-04-01	54000	56700	IN
2016-05-18	56700	58117.5	IN

## New enhanced 'Employee Bonus History' and addition of 'Employee Bonus Payment' program (16.25454)

**Overview:** CMiC has made the following modifications to Employee Bonus History Program to enhance the functionality and processing order in HCM JSP.

**HR Benefit Master Maintenance:** Created a new JSP screen named **HR Benefit Master Maintenance** under HCM File Maintenance. Addition of a New flag named 'Bonus' to this HR Benefit Master screen. Function of the flag is to display the benefit in HCM Employee Console, Bonus History screen. CMiC has also included the HR related flag for 'dependent enrollment' in this screen. The new flag 'Bonus' introduced is only available in HR Benefit Master screen.

**Employee Console - Employee Bonus Payment:** CMiC has relabeled the existing Employee Bonus History screen to '**Employee Bonus Payment.**' There will be no change to program code and functionality; screen fields will remain the same.

**Employee Console – New Employee Bonus History:** Created a new program and screen called Employee Bonus History. Addition of new fields to the new developed Employee Bonus History Screen.

The following new fields are added for transactional data retrieval. The new screen is a log with the option, enabling the user to filter and sort bonus history. User can view transactions by using the new fields on the Log screen:

Addition of Benefit Column on the header to display all benefits and allow users to filter Bonus by selecting the benefit code in the header column. The following are the added objects:

Code: Free format text field

Description: Free format text field

Show Bonus Only – Check Box

From Year: Numeric field

To Year: Numeric field

---

**Note:** From and To year fields will always default to current year. User can enter the year and retrieve data for the specific year.

---

View Results - Button

### **Step 1: PY Company Control Setup**

Company Control: Post Transaction by Hour Type in Job Cost Flag should be checked.



**PY CONTROL** Table Mode Save Exit ? ! ↶ ↷

**SELECTION CRITERIA**

\* Company   Copy Control File

**General** **Rate Codes** **Accounts** **Direct Deposit** **Rules** **E-Timesheet** **Reports**

Search Workflows Report Options ECM Documents User Extensions

\* FEIN Number

Country

\* State/Prov

County/Region

City

Work Days/Year  Work Hours/Year

Job Summary By

\* Default Journal

Default Adj. Journal

Text Type

Use Charge Rate Multiplier

Use Billing Rate Multiplier

☐ Calculate Workers Compensation

☐ Calculate Public Liability

☒ Post Transactions by Hour Type in Job Cost

☒ \* Calculate Overhead

☐ \* Overhead Summary

☐ Calculate Workers Comp. by Job

☐ Public Liability by Job

☒ Post Transactions by Shift Type in Job Cost

☒ Create Vendor From Employee

☐ Post By Burden Transaction Type

## Step 2: PY Master Benefit Setups

Created three new bonuses. Bonuses with Job allocation flag enabled and disabled.

**BENEFIT MASTER MAINTENANCE** Table Mode Save Exit ? ! ↶ ↷

**BENEFIT MASTER MAINTENANCE**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code

\* Description

\* Short Description

Reporting Group

☐ Prevailing Wage

\* Type

\* Base Code

Amount

☒ Paid in Cash

☒ Job Allocation

☐ Department Allocation

☐ Allocate Non Prevailing Wage Benefits to Prevailing Wage Jobs

☐ Dependent Enrollment Allowed

☐ Process Separate Check For This Benefit

☐ Create Voucher For Accounts Payable

\* Job Allocation Based On

Temporary Check Number

\* Calculation Sequence  View Used Seq

Effected Deduction

Print Order

Maximum Limit Group Code

☐ \* Employee Level Lump Sum Benefit. Pay Only One Plan Per Pay Period

☐ Calculation Benefit

☐ Work Location Allocation

☐ \* Calculate Overhead

☐ Exclude Without Wages

☐ Print Check Only

☐ \* Include In Salary In GC Monitor

☐ \* Job Allocation Using User-Defined Base Code

☐ Include In Retropay Processing



**BENEFIT MASTER MAINTENANCE** Table Mode Save Exit ? ! ↶ ↷

---

**BENEFIT MASTER MAINTENANCE**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code

\* Description

\* Short Description

Reporting Group

☐ Prevailing Wage

\* Type

\* Base Code

Amount

☒ Paid In Cash

☐ Job Allocation

☐ Department Allocation

☐ Allocate Non Prevailing Wage Benefits to Prevailing Wage Jobs

☐ Dependent Enrollment Allowed

☐ Process Separate Check For This Benefit

☐ Create Voucher For Accounts Payable

\* Job Allocation Based On

Temporary Check Number

\* Calculation Sequence  [View Used Seq](#)

Effect Deduction

Print Order

Maximum Limit Group Code

☐ \* Employee Level Lump Sum Benefit. Pay Only One Plan Per Pay Period

☐ Calculation Benefit

☐ Work Location Allocation

☐ \* Calculate Overhead

☐ Exclude Without Wages

☐ Print Check Only

☐ \* Include In Salary In GC Monitor

☐ \* Job Allocation Using User-Defined Base Code

☐ Include In Retropay Processing

**BENEFIT MASTER MAINTENANCE** Table Mode Save Exit ? ! ↶ ↷

---

**BENEFIT MASTER MAINTENANCE**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code

\* Description

\* Short Description

Reporting Group

☐ Prevailing Wage

\* Type

\* Base Code

Amount

☒ Paid In Cash

☒ Job Allocation

☐ Department Allocation

☐ Allocate Non Prevailing Wage Benefits to Prevailing Wage Jobs

☐ Dependent Enrollment Allowed

☐ Process Separate Check For This Benefit

☐ Create Voucher For Accounts Payable

\* Job Allocation Based On

Temporary Check Number

\* Calculation Sequence  [View Used Seq](#)

Effect Deduction

Print Order

Maximum Limit Group Code

☐ \* Employee Level Lump Sum Benefit. Pay Only One Plan Per Pay Period

☐ Calculation Benefit

☐ Work Location Allocation

☐ \* Calculate Overhead

☐ Exclude Without Wages

☐ Print Check Only

☐ \* Include In Salary In GC Monitor

☐ \* Job Allocation Using User-Defined Base Code

☐ Include In Retropay Processing

### Step 3: HCM File Maintenance – HR Benefit Master Screen

The two newly created Bonus Benefits should now display on the JSP HR Benefit Master Screen. The New Benefit Master Maintenance JSP screen will be available and maintainable via the HCM JSP under File Maintenance.

**Note:** Other benefits and bonuses from PY and HR Master Benefit screen in FORMS are also feeding into the new JSP HCM HR Benefit Master Screen

The screenshot shows the 'Benefit Master Maintenance' screen. On the left is a navigation tree with 'HR Benefit Master Maintenance' selected. The main area displays a table of benefits:

Code	Description	Allow Dependent Enrollment	Bonus	Edit
ZZ10	Hourly Health and Welfare Ins	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
ZZ20	Car Allowance	<input type="checkbox"/>	<input type="checkbox"/>	
ZZ15	Group Term Life	<input type="checkbox"/>	<input type="checkbox"/>	
ZZ16	Imputed Group Term Life	<input type="checkbox"/>	<input type="checkbox"/>	
BONS	Bonus Benefit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
TBON	T Bonus	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
EBON	EE Bonus Benefit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CBON	Bonus Benefit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

User can select the [Edit] Log Button to check and uncheck flag.

This screenshot shows the same 'Benefit Master Maintenance' screen, but with the 'Benefit ZZ10' header and the 'Edit' button in the table highlighted with red boxes. The 'Edit' button is located in the rightmost column of the first row of the benefits table.

**Benefit Master Maintenance**

Benefit: CBON Bonus Benefit ☐ Allows Dependent Enrollment ☐ Bonus

Code	Description	Allow Dependent Enrollment	Bonus	Edit
ZZ10	Hourly Health and Welfare Ins	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
ZZ20	Car Allowance	<input type="checkbox"/>	<input type="checkbox"/>	
ZZ15	Group Term Life	<input type="checkbox"/>	<input type="checkbox"/>	
ZZ16	Imputed Group Term Life	<input type="checkbox"/>	<input type="checkbox"/>	
BONS	Bonus Benefit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
TBON	T Bonus	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
EBON	EE Bonus Benefit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CBON	Bonus Benefit	<input type="checkbox"/>	<input type="checkbox"/>	

Unchecked Bonus flag and saved. CBON Bonus flag is disabled.

Benefits				
Code	Description	Allow Dependent Enrollment	Bonus	Edit
ZZ10	Hourly Health and Welfare Ins	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
ZZ20	Car Allowance	<input type="checkbox"/>	<input type="checkbox"/>	
ZZ15	Group Term Life	<input type="checkbox"/>	<input type="checkbox"/>	
ZZ16	Imputed Group Term Life	<input type="checkbox"/>	<input type="checkbox"/>	
BONS	Bonus Benefit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
TBON	T Bonus	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
EBON	EE Bonus Benefit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CBON	Bonus Benefit	<input type="checkbox"/>	<input type="checkbox"/>	

Check Flag for Bonus will mark the EBON Code with description EE Bonus Benefit as Bonus.

**Benefit Master Maintenance**

Benefit: CBON Bonus Benefit ☐ Allows Dependent Enrollment ☐ Bonus

Code	Description	Allow Dependent Enrollment	Bonus	Edit
ZZ10	Hourly Health and Welfare Ins	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
ZZ20	Car Allowance	<input type="checkbox"/>	<input type="checkbox"/>	
ZZ15	Group Term Life	<input type="checkbox"/>	<input type="checkbox"/>	
ZZ16	Imputed Group Term Life	<input type="checkbox"/>	<input type="checkbox"/>	
BONS	Bonus Benefit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
TBON	T Bonus	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
EBON	EE Bonus Benefit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CBON	Bonus Benefit	<input type="checkbox"/>	<input type="checkbox"/>	

## Step 4: Employee Console – Employee Bonus Payment

**Employee Bonus Payment** program is a relabel of the existing Employee Bonus History screen. There will be no change to program code and functionality. Screen fields are the same.

Add employee bonus payment. User can only add a bonus that is job allocated on this screen.

The screenshots illustrate the steps to add an employee bonus payment in the Employee Console. The interface includes a sidebar with navigation options, a search bar, and a main area for entering employee details and viewing bonus history.

**Employee List (Filtered)**

Employee No	Name
1	George Bai
ZZ-100	Patrick Peterson
ZZ-900	Sandy Sanderson
ZZ-WK-HR2	HR2 ZZ-WK
ZZ-WK-SAL1	SAL1 ZZ-WK
ZZ-WK-SAL2	SAL2 ZZ-WK
ZZ-WK-SAL3	George Wales
Total (7 rows)	

**Bonus Summary**

Company	Company Name	Job	Job Name	Benefit	Benefit Name	Max Bonus	Total Paid	Total Unpaid	Action
ZZ	CMC Test Company	CMCTEST1	cmctest1	BONS	Bonus Benefit	1,000.00	1,000.00	.00	

**Company List - Mozilla Firefox**

Code	Name
ZZ	CMC Test Company

**Job List - Mozilla Firefox**

Code	Name
CMCTEST1	cmctest1
CMCTEST2	CMCTEST2
JSBUDIMP	JS budget import
TRD0001	Tidel Phase 1
ZZ-PB	ZZ - Progress Billing Job
ZZ-TAM	ZZ - Time and Materials Job
ZZ-WMT	Wal-mart Stores - West Chicago

**Employee Console** Save Cancel [Icon] [Icon] Hide Employee Panel

Employee Number: ZZ-100 Employee Name: Patrick Peterson

Company: ZZ CMIC Test Company Job: CMICTEST2 CMICTEST2 Benefit: Benefit

Max Bonus: Total Paid: Total Unpaid:

**Bonus Summary**

Company	Company Name	Job	Job Name	Benefit	Benefit Name	Max Bonus	Total Paid	Total Unpaid	Action
ZZ	CMIC Test Company	CMICTEST1	cmicest1	BONS	Bonus Benefit	1,000.00	1,000.00	.00	[Icon]

**Benefit Code List - Mozilla Firefox**

Find: % Go Close

<< Prev Set 1 - 7 of 7 Next Set >>

Code	Name
BONS	Bonus
CBON	CBON Benefit
EBON	EE Bonus
ZZ10	Hourly H&W Ins
ZZ15	GTL
ZZ16	Group Term Life
ZZ20	Car Allowance

Enter Max Bonus Amount and Save record.

**Employee Console** Save Cancel [Icon] [Icon] Hide Employee Panel

Employee Number: ZZ-100 Employee Name: Patrick Peterson

Company: ZZ CMIC Test Company Job: CMICTEST2 CMICTEST2 Benefit: CBON CBON Benefit

Max Bonus: 2000 Total Paid: 0.0 Total Unpaid: 2000

**Bonus Summary**

Company	Company Name	Job	Job Name	Benefit	Benefit Name	Max Bonus	Total Paid	Total Unpaid	Action
ZZ	CMIC Test Company	CMICTEST1	cmicest1	BONS	Bonus Benefit	1,000.00	1,000.00	.00	[Icon]

Employee Bonus Payment Record Saved

**Employee Console** Add [Icon] [Icon] Hide Employee Panel

Employee Number: ZZ-100 Employee Name: Patrick Peterson

**Bonus Summary**

Company	Company Name	Job	Job Name	Benefit	Benefit Name	Max Bonus	Total Paid	Total Unpaid	Action
ZZ	CMIC Test Company	CMICTEST1	cmicest1	BONS	Bonus Benefit	1,000.00	1,000.00	.00	[Icon]
ZZ	CMIC Test Company	CMICTEST2	CMICTEST2	CBON	Bonus Benefit	2,000.00	.00	2,000.00	[Icon] [Icon]

Process bonus payment for the employee and cut check.

[illegible]

**Payroll Adjustments Entry**

**Select Company**

Company  CMiC Test Company Year  Period  04-NOV-16 10-NOV-16  
 Pay Run  Bonus Weekly Display

**Adjustment Details**

Employee	Union	Work Location	Adjust Type	Code	Plan Code	Plan Option	Quantity	Amount	Trac
ZZ-100	21	ZCHI	Benefit	CBON	DEFAULT	DEFAULT		2,000.00	ZZ1

Employee Bonus Summary List

Find

Comp...	Job Code	Total U...	Maximum ...	Total P...
ZZ	CMICTEST2	2000	2000	0

Employee Name   
 Description

**Payroll Adjustments Entry**

**Select Company**

Company  CMiC Test Company Year  Period  04-NOV-16 10-NOV-16  
 Pay Run  Bonus Weekly Display

**Adjustment Details**

Employee	Union	Work Location	Adjust Type	Code	Amount Trade	Comp.	Job	Phase
ZZ-100	21	ZCHI	Benefit	CBON	500.00	ZZ10	ZZ	CMICTEST2

Employee Name   
 Description

User can modify the amount



## Step 6: Employee Console – Employee Bonus History

**Note:** Screen below displays the employee bonus history prior processing the new bonus.

The screenshot shows the 'Employee Bonus History' screen. On the left is the 'Employee Console' sidebar with a tree view containing items like Profile, Project History, Asset Tracking, E-Verify, Tax Override, Tax Exempt, Dining Authorization, Election by Employee, Emergency Contact, Employee Salary History, Employee Bonus Payment, Employee Bonus History, Pending DL And Certification Status, and Security. The main area is divided into two sections. The top section, 'Employee Bonus History', shows filters for Employee Number (ZZ-100), Employee Name (Patrick Peterson), and a 'Show Bonus Only' checkbox. Below this is a table of bonus history details. The bottom section, 'Employee List (Filtered)', shows a list of employees with columns for Employee ID and Name. A red box highlights the text: 'Employee Bonus History prior to processing a new bonus for PPR 45'.

Employee ID	Name
1	George Bai
ZZ-100	Patrick Peterson
ZZ-900	Sandy Sanderson
ZZ-WK-HR2	HR2 ZZ-WK
ZZ-WK-SAL1	SAL1 ZZ-WK
ZZ-WK-SAL2	SAL2 ZZ-WK
ZZ-WK-SAL3	George Wales
Total (7 rows)	

Benefit Code	Description	Year	Period	Paid Date	Data Type	Job/Acc	Phase/Dept	Category	Check Number	Amount
BONS	Bonus Benefit	2016	43	2016-10-27	G	1000 200	00		346	500.00
BONS	Bonus Benefit	2016	44	2016-11-03	J	CMCTEST1	01-100	1000	366	1,000.00

After processing the new bonus via the Payroll Adjustment entry screen. User can review the bonus history in the 'Employee Bonus History' screen in HCM.

The screen will always default to current year, displaying the current year transactions.

This screenshot shows the 'Employee Bonus History' screen after processing a new bonus. The 'Employee List (Filtered)' section remains the same. The 'Bonus History Detail' table now includes an additional entry for 'ZZ20 Car Allowance'.

Benefit Code	Description	Year	Period	Paid Date	Data Type	Job/Acc	Phase/Dept	Category	Check Number	Amount
BONS	Bonus Benefit	2016	43	2016-10-27	G	1000 200	00		346	500.00
BONS	Bonus Benefit	2016	44	2016-11-03	J	CMCTEST1	01-100	1000	366	1,000.00
BONS	Bonus Benefit	2016	45	2016-11-10	J	CMCTEST2	01-100	1000	386	500.00
ZZ20	Car Allowance	2016	46	2016-11-17	G	6000 400	00		387	350.00

The 'Employee Bonus History' program will consider the new created 'Bonus' flag added to the Benefit Master table. User can view transactions by using the new added fields. User can also filter and view transactions by using the Benefit Column fields on the header. The Employee Bonus Program is log with an option enabling user to filter and sort bonus history. User can view transactions by using the new fields. The following fields allow users to filter and view benefits:

Code: Free format text field

Description: Free format text field

Show Bonus Only – Check Box

From Year: Numeric field

To Year: Numeric field

**Note:** From and To year fields will always default to current year. User can enter the year and retrieve data for the specific year.

View Results – Button

Show Bonus Only – Check Box



**Employee Console** Hide Employee Panel

Employee Console

Search

- Employee Console
  - Profile
  - Project History
  - Asset Tracking
  - E-Verify
  - Tax Override
  - Tax Exempt
  - Dining Authorization
  - Election by Employee
  - Emergency Contact
  - Employee Salary History
  - Employee Bonus Payment
  - Employee Bonus History
  - Pending DL And Certification Status
- Security

Clear Search ☒ Active Only

Employee Number

Name

Show Advanced Search

**Employee List (Filtered)**

Employee No	Name
1	George Bai
ZZ-100	Patrick Peterson
ZZ-900	Sandy Sanderson
ZZ-WK-HR2	HR2 ZZ-WK
ZZ-WK-SAL1	SAL1 ZZ-WK
ZZ-WK-SAL2	SAL2 ZZ-WK
ZZ-WK-SAL3	George Wales
<b>Total (7 rows)</b>	

**Employee Bonus History**

Employee Number: ZZ-100 Employee Name: Patrick Peterson

Code  Description  Show Bonus Only ☐ From Year: 2016 To Year: 2016

**Bonus History Detail**

Benefit Code	Description	Year	Period	Paid Date	Data Type	Job/Acc	Phase/Dept	Category	Check Number	Amount
BONS	Bonus Benefit	2016	43	2016-10-27	G	1000 200	00		346	500.00
BONS	Bonus Benefit	2016	44	2016-11-03	J	CMCTEST1	01-100	1000	366	1,000.00
CBON	Bonus Benefit	2016	45	2016-11-10	J	CMCTEST2	01-100	1000	386	500.00
ZZ20	Car Allowance	2016	46	2016-11-17	G	6000 400	00		387	350.00

**Employee Console** Hide Employee Panel

Employee Console

Search

- Employee Console
  - Profile
  - Project History
  - Asset Tracking
  - E-Verify
  - Tax Override
  - Tax Exempt
  - Dining Authorization
  - Election by Employee
  - Emergency Contact
  - Employee Salary History
  - Employee Bonus Payment
  - Employee Bonus History
  - Pending DL And Certification Status
- Security

Clear Search ☒ Active Only

Employee Number

Name

Show Advanced Search

**Employee List (Filtered)**

Employee No	Name
1	George Bai
ZZ-100	Patrick Peterson
ZZ-900	Sandy Sanderson
ZZ-WK-HR2	HR2 ZZ-WK
ZZ-WK-SAL1	SAL1 ZZ-WK
ZZ-WK-SAL2	SAL2 ZZ-WK
ZZ-WK-SAL3	George Wales
<b>Total (7 rows)</b>	

**Employee Bonus History**

Employee Number: ZZ-100 Employee Name: Patrick Peterson

Code  Description  Show Bonus Only ☒ From Year: 2016 To Year: 2016

**Bonus History Detail**

Benefit Code	Description	Year	Period	Paid Date	Data Type	Job/Acc	Phase/Dept	Category	Check Number	Amount
BONS	Bonus Benefit	2016	43	2016-10-27	G	1000 200	00		346	500.00
BONS	Bonus Benefit	2016	44	2016-11-03	J	CMCTEST1	01-100	1000	366	1,000.00
CBON	Bonus Benefit	2016	45	2016-11-10	J	CMCTEST2	01-100	1000	386	500.00

View transaction by Code: User can type benefit code in the 'Code' field as free form text.

Note: There is no LOV selection.

**Employee Console** Hide Employee Panel

Employee Console

Search

- Employee Console
  - Profile
  - Project History
  - Asset Tracking
  - E-Verify
  - Tax Override
  - Tax Exempt
  - Dining Authorization
  - Election by Employee
  - Emergency Contact
  - Employee Salary History
  - Employee Bonus Payment
  - Employee Bonus History
  - Pending DL And Certification Status
- Security

Clear Search ☒ Active Only

Employee Number

Name

Show Advanced Search

**Employee List (Filtered)**

Employee No	Name
1	George Bai
ZZ-100	Patrick Peterson
ZZ-900	Sandy Sanderson
ZZ-WK-HR2	HR2 ZZ-WK
ZZ-WK-SAL1	SAL1 ZZ-WK
ZZ-WK-SAL2	SAL2 ZZ-WK
ZZ-WK-SAL3	George Wales
<b>Total (7 rows)</b>	

**Employee Bonus History**

Employee Number: ZZ-100 Employee Name: Patrick Peterson

Code: ZZ20 Description  Show Bonus Only ☐ From Year: 2016 To Year: 2016

**Bonus History Detail**

Benefit Code	Description	Year	Period	Paid Date	Data Type	Job/Acc	Phase/Dept	Category	Check Number	Amount
ZZ20	Car Allowance	2016	46	2016-11-17	G	6000 400	00		387	350.00

View transaction by Description: User can type benefit description in the 'Description' field as free form text.

Note: There is no LOV selection.

**Employee Bonus History** Hide Employee Panel

Employee Console

Search

- Employee Console
  - Profile
  - Project History
  - Asset Tracking
  - E-Verify
  - Tax Override
  - Tax Exempt
  - Dining Authorization
  - Election by Employee
  - Emergency Contact
  - Employee Salary History
  - Employee Bonus Payment
  - Employee Bonus History
  - Pending DL And Certification Status
- Security

Clear Search ☒ Active Only

Employee Number

Name

Show Advanced Search

**Employee List (Filtered)**

Employee No	Name
1	George Bai
ZZ-100	Patrick Peterson
ZZ-900	Sandy Sanderson
ZZ-WK-HR2	HR2 ZZ-WK
ZZ-WK-SAL1	SAL1 ZZ-WK
ZZ-WK-SAL2	SAL2 ZZ-WK
ZZ-WK-SAL3	George Wales
<b>Total (7 rows)</b>	

**Employee Bonus History**

Employee Number: ZZ-100 Employee Name: Patrick Peterson

Code  Description: Benefit  Show Bonus Only ☐ From Year: 2016 To Year: 2016

**Bonus History Detail**

Benefit Code	Description	Year	Period	Paid Date	Data Type	Job/Acc	Phase/Dept	Category	Check Number	Amount
BONS	Bonus Benefit	2016	43	2016-10-27	G	1000 200	00		346	500.00
BONS	Bonus Benefit	2016	44	2016-11-03	J	CMCTEST1	01-100	1000	366	1,000.00
CBON	Bonus Benefit	2016	45	2016-11-10	J	CMCTEST2	01-100	1000	386	500.00

View transaction From Year to Year: User can type From and To Year as free form text.

The screen will always default to current year, displaying the current year transactions.

Note: There is no LOV selection. View Results for transactions in year 2017.

**Employee Console** Hide Employee Panel

Employee Console

Employee Console

- Profile
- Project History
- Asset Tracking
- E-Verify
- Tax Override
- Tax Exempt
- Dining Authorization
- Election by Employee
- Emergency Contact
- Employee Salary History
- Employee Bonus Payment
- Employee Bonus History
- Pending DL And Certification Status
- Security

Clear Search Active Only

Employee Number:  Name:

Show Advanced Search

Employee List (Filtered)

Employee No	Name
1	George Bai
ZZ-100	Patrick Peterson
ZZ-900	Sandy Sanderson
ZZ-WK-HR2	HR2 ZZ-WK
ZZ-WK-SAL1	SAL1 ZZ-WK
ZZ-WK-SAL2	SAL2 ZZ-WK
ZZ-WK-SAL3	George Wales
Total (7 rows)	

Employee Bonus History

Employee Number: ZZ-100 Employee Name: Patrick Peterson

Code:  Description:  Show Bonus Only: ☐ From Year: 2016 To Year: 2016

Bonus History Detail

Benefit Code	Description	Year	Period	Paid Date	Data Type	Job/Acc	Phase/Dept	Category	Check Number	Amount
BONS	Bonus Benefit	2016	43	2016-10-27	G	1000 200	00		346	500.00
BONS	Bonus Benefit	2016	44	2016-11-03	J	CMCTEST1	01-100	1000	366	1,000.00
CBON	Bonus Benefit	2016	45	2016-11-10	J	CMCTEST2	01-100	1000	386	500.00
ZZ20	Car Allowance	2016	46	2016-11-17	G	6000 400	00		387	350.00

**Employee Console** Hide Employee Panel

Employee Console

Employee Console

- Profile
- Project History
- Asset Tracking
- E-Verify
- Tax Override
- Tax Exempt
- Dining Authorization
- Election by Employee
- Emergency Contact
- Employee Salary History
- Employee Bonus Payment
- Employee Bonus History
- Pending DL And Certification Status
- Security

Clear Search Active Only

Employee Number:  Name:

Show Advanced Search

Employee List (Filtered)

Employee No	Name
1	George Bai
ZZ-100	Patrick Peterson
ZZ-900	Sandy Sanderson
ZZ-WK-HR2	HR2 ZZ-WK
ZZ-WK-SAL1	SAL1 ZZ-WK
ZZ-WK-SAL2	SAL2 ZZ-WK
ZZ-WK-SAL3	George Wales
Total (7 rows)	

Employee Bonus History

Employee Number: ZZ-100 Employee Name: Patrick Peterson

Code:  Description:  Show Bonus Only: ☐ From Year: 2017 To Year: 2017

Bonus History Detail

Benefit Code	Description	Year	Period	Paid Date	Data Type	Job/Acc	Phase/Dept	Category	Check Number	Amount
CBON	Bonus Benefit	2017	1	2017-01-07	J	CMCTEST2	01-100	1000	388	250.00

**Employee Console** Hide Employee Panel

Employee Console

Employee Console

- Profile
- Project History
- Asset Tracking
- E-Verify
- Tax Override
- Tax Exempt
- Dining Authorization
- Election by Employee
- Emergency Contact
- Employee Salary History
- Employee Bonus Payment
- Employee Bonus History
- Pending DL And Certification Status
- Security

Clear Search Active Only

Employee Number:  Name:

Show Advanced Search

Employee List (Filtered)

Employee No	Name
1	George Bai
ZZ-100	Patrick Peterson
ZZ-900	Sandy Sanderson
ZZ-WK-HR2	HR2 ZZ-WK
ZZ-WK-SAL1	SAL1 ZZ-WK
ZZ-WK-SAL2	SAL2 ZZ-WK
ZZ-WK-SAL3	George Wales
Total (7 rows)	

Employee Bonus History

Employee Number: ZZ-100 Employee Name: Patrick Peterson

Code:  Description:  Show Bonus Only: ☐ From Year: 2016 To Year: 2017

Bonus History Detail

Benefit Code	Description	Year	Period	Paid Date	Data Type	Job/Acc	Phase/Dept	Category	Check Number	Amount
ZZ20	Car Allowance	2016	46	2016-11-17	G	6000 400	00		387	350.00

**Employee Console** Hide Employee Panel

Employee Console

Employee Console

- Profile
- Project History
- Asset Tracking
- E-Verify
- Tax Override
- Tax Exempt
- Dining Authorization
- Election by Employee
- Emergency Contact
- Employee Salary History
- Employee Bonus Payment
- Employee Bonus History
- Pending DL And Certification Status
- Security

Clear Search Active Only

Employee Number:  Name:

Show Advanced Search

Employee List (Filtered)

Employee No	Name
1	George Bai
ZZ-100	Patrick Peterson
ZZ-900	Sandy Sanderson
ZZ-WK-HR2	HR2 ZZ-WK
ZZ-WK-SAL1	SAL1 ZZ-WK
ZZ-WK-SAL2	SAL2 ZZ-WK
ZZ-WK-SAL3	George Wales
Total (7 rows)	

Employee Bonus History

Employee Number: ZZ-100 Employee Name: Patrick Peterson

Code:  Description:  Show Bonus Only: ☐ From Year: 2016 To Year: 2017

Bonus History Detail

Benefit Code	Description	Year	Period	Paid Date	Data Type	Job/Acc	Phase/Dept	Category	Check Number	Amount
BONS	Bonus Benefit	2016	43	2016-10-27	G	1000 200	00		346	500.00
BONS	Bonus Benefit	2016	44	2016-11-03	J	CMCTEST1	01-100	1000	366	1,000.00
CBON	Bonus Benefit	2016	45	2016-11-10	J	CMCTEST2	01-100	1000	386	500.00
ZZ20	Car Allowance	2016	46	2016-11-17	G	6000 400	00		387	350.00
CBON	Bonus Benefit	2017	1	2017-01-07	J	CMCTEST2	01-100	1000	388	250.00

## Step 7: Employee Console – Employee Bonus Payment Log

Employee Bonus Payment will now display the Total Paid and Total Unpaid amounts under the employee bonus summary tab.

**Employee Console**

Employee Number: ZZ-100 Employee Name: Patrick Peterson

**Bonus Summary**

Company	Company Name	Job	Job Name	Benefit	Benefit Name	Max Bonus	Total Paid	Total Unpaid	Action
ZZ	CMC Test Company	CMCTEST1	cmctest1	BONS	Bonus Benefit	1,000.00	1,000.00	0.00	
ZZ	CMC Test Company	CMCTEST2	CMCTEST2	CBON	Bonus Benefit	2,000.00	750.00	1,250.00	

After processing 2017 Bonus payment

**Employee Console**

Employee Number: ZZ-100 Employee Name: Patrick Peterson

**Bonus Summary**

Company	Company Name	Job	Job Name	Benefit	Benefit Name	Max Bonus	Total Paid	Total Unpaid	Action
ZZ	CMC Test Company	CMCTEST1	cmctest1	BONS	Bonus Benefit	1,000.00	1,000.00	0.00	
ZZ	CMC Test Company	CMCTEST2	CMCTEST2	CBON	Bonus Benefit	2,000.00	750.00	1,250.00	

User can select the log button under [Action] column to view the details of the payment.

**Employee Console**

Employee Number: ZZ-100 Employee Name: Patrick Peterson

**Bonus Summary**

Company	Company Name	Job	Job Name	Benefit	Benefit Name	Max Bonus	Total Paid	Total Unpaid	Action
ZZ	CMC Test Company	CMCTEST1	cmctest1	BONS	Bonus Benefit	1,000.00	1,000.00	0.00	
ZZ	CMC Test Company	CMCTEST2	CMCTEST2	CBON	Bonus Benefit	2,000.00	750.00	1,250.00	

**Employee Bonus Payment - Mozilla Firefox**

Ignore Job Filter for Transactions

Year	Period	Paid Date	Data Type	Job/Acc	Phase/Dept	Category	Check Number	Amount
2016	45	2016-11-10	J	CMCTEST1	01-100	1000	366	500.00
2017	1	2017-01-07	J	CMCTEST2	01-100	1000	368	250.00

**Employee Console**

Employee Number: ZZ-100 Employee Name: Patrick Peterson

**Bonus Summary**

Company	Company Name	Job	Job Name	Benefit	Benefit Name	Max Bonus	Total Paid	Total Unpaid	Action
ZZ	CMC Test Company	CMCTEST1	cmctest1	BONS	Bonus Benefit	1,000.00	1,000.00	0.00	
ZZ	CMC Test Company	CMCTEST2	CMCTEST2	CBON	Bonus Benefit	2,000.00	750.00	1,250.00	

**Employee Bonus Payment - Mozilla Firefox**

Ignore Job Filter for Transactions

Year	Period	Paid Date	Data Type	Job/Acc	Phase/Dept	Category	Check Number	Amount
2016	44	2016-11-03	J	CMCTEST1	01-100	1000	366	1,000.00

User can check flag to 'Ignore Job Filter For Transactions' and view all Benefit Payments.



**Employee Console**

Employee Number: ZZ-100 Employee Name: Patrick Peterson

**Employee List (Filtered)**

Employee No	Name	Company	Company Name	Job	Job Name	Benefit	Benefit Name	Max Bonus	Total Paid	Total Unpaid	Action
1	George Bai	ZZ	CMIC Test Company	CMICTEST1	cmicest1	BONS	Bonus Benefit	1,000.00	1,000.00	0.00	
ZZ-100	Patrick Peterson	ZZ	CMIC Test Company	CMICTEST2	CMICTEST2	CBON	Bonus Benefit	2,000.00	750.00	1,250.00	

**Employee Bonus Payment - Mozilla Firefox**

custv10xb.cmic.ca:7785/cmicev3/HrEmpBonusHist/showBonusHist.do?compCode=ZZ&jobCode=CMICTEST1&benCode=BONS&ignoreJobFlag=Y

☒ Ignore Job Filter for Transactions

Year	Period	Paid Date	Data Type	Job/Acc	Phase/Dept	Category	Check Number	Amount
2016	43	2016-10-27	G	1000 200	00		345	500.00
2016	44	2016-11-03	J	CMICTEST1	01-100	1000	365	1,000.00

With the flag checked, Employee Bonus Payment program will ignore the Job filter and retrieves all benefit transaction types. Program will display both G and J Benefit Data Type

## Employee Self Service

### Ability to change verbiage on Change Benefit in Open Enrollment within Employee Self Service (16.24089)

Overview: Ability to change verbaige on Change Benefit Option screen in open enrollment program within Employee Self Service (ESS) via 'Prompt Maintenance' screen in HCM.

**CMiC** has modified the Open enrollment program within employee self service to allow users to change headings through prompt maintenace for all hard-coded text.

Human Capital Management > File Maintenance > Prompt Maintenance Screen

**Human Capital Management**

**Message Maintenance**

Required fields are indicated with a blue triangle (v)

Message Key: Message Reference Key: Message: User: MARIAN Project: Program: Select Program: Locale: en Add Cancel Query Mails

1 - 50 of 31688

Message Key	Reference Key	Message	User	Project	Program	Locale	Action
%	%	%				en	
%_Alloc	%_Alloc	% Alloc				en	
%_Alloc	%_Alloc	% Alloc				deploy/cmicest_en	
%_At_Risk	%_At_Risk	% at Risk				en	
%_At_Risk	%_At_Risk	% at Risk				deploy/cmicest_en	
%_At_Risk	%_At_Risk	% at Risk				projects/domains/cmicdev10/cmic/deployed/cmicest_en	
%_At_Risk	%_At_Risk	% at Risk				en	
%_Complete	%_Complete	% Complete				en	
%_Complete	%_Complete	% Complete				deploy/cmicest_en	
%_Complete	%_Complete	% Complete				projects/domains/cmicdev10/cmic/deployed/cmicest_en	
%_Complete	%_Complete	% Complete				en	
%_Complete	%_Complete	% Complete				deploy/cmicest_en	
%_Complete	%_Complete	% Complete				projects/domains/cmicdev10/cmic/deployed/cmicest_en	
%_Complete	%_Complete	% Complete				en	
%_Complete	%_Complete	% Complete				deploy/cmicest_en	
%_Complete	%_Complete	% Complete				projects/domains/cmicdev10/cmic/deployed/cmicest_en	
%_Complete	%_Complete	% Complete				en	
%_Complete	%_Complete	% Complete				deploy/cmicest_en	
%_Complete	%_Complete	% Complete				projects/domains/cmicdev10/cmic/deployed/cmicest_en	
(Project)_Cost_at_Completion	(Project)_Cost at Completion	(Project) Cost at Completion				en	
(Project)_Cost_at_Completion	(Project)_Cost at Completion	(Project) Cost at Completion				deploy/cmicest_en	
(Project)_Cost_at_Completion	(Project)_Cost at Completion	(Project) Cost at Completion				en	
(Project)_Cost_at_Completion	(Project)_Cost at Completion	(Project) Cost at Completion				deploy/cmicest_en	
(Project)_Cost_at_Completion	(Project)_Cost at Completion	(Project) Cost at Completion				en	
(Project)_Cost_at_Completion	(Project)_Cost at Completion	(Project) Cost at Completion				deploy/cmicest_en	
(no_subject)	(no subject)	(no subject)				en	
(no_subject)	(no subject)	(no subject)				deploy/cmicest_en	

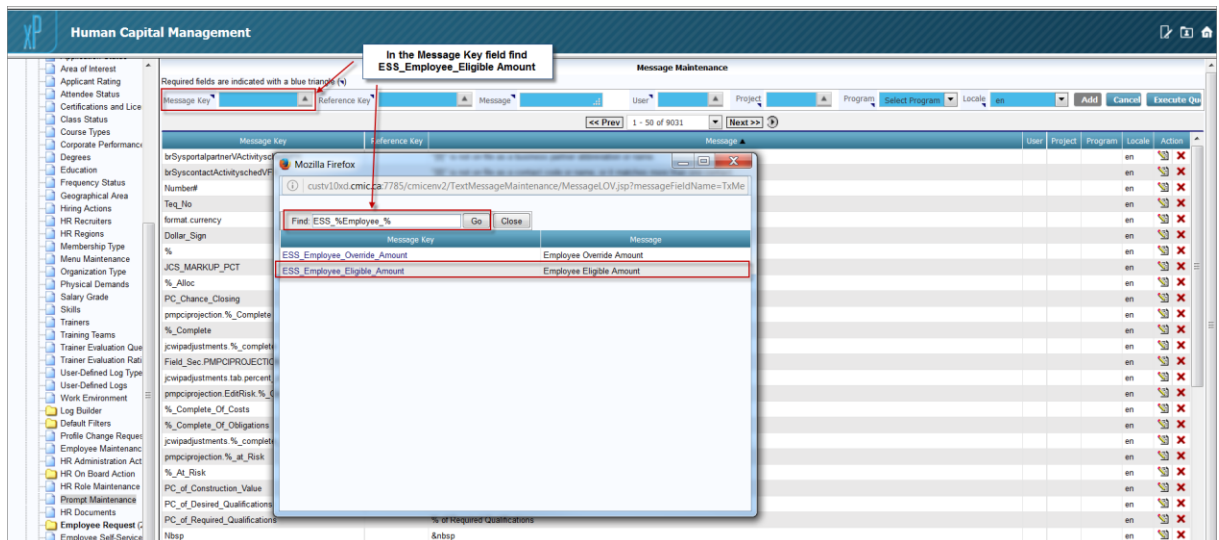
## Step 1: HCM – File Maintenance > Prompt Maintenance Screen

Go to HCM > File Maintenance, under 'Prompt Maintenance' screen, and select Query Mode.



Message Key is 'ESS\_Employee\_Eligible\_Amount'.

In the Message Key field search for ESS\_Employee\_Eligible\_Amount as shown below. Then select the message key.



Select the Message Key 'ESS\_Employee\_Eligible\_Amount' and click on 'Execute Query' button to execute the query for the Message Key.

**Human Capital Management**

Message Maintenance

Required fields are indicated with a blue triangle (v)

Message Key: ESS\_Employee\_Eligible Reference Key: Message: Employee Eligible User: Project: Program: Select Program Locale: en Add Cancel Execute Query

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Message Key	Reference Key	Message	User	Project	Program	Locale	Action
brSysportalpartner/VchetschedVFK		[0] is not on file as a business partner abbreviation or name.				en	X
brSyscontactActivityschedVFK		[0] is not on file as a contact code or name, or it matches more than one contact.				en	X
Number#	#					en	X
Tag_No	#					en	X
format_currency	HR ### ### 00					en	X
Dollar_Sign	\$					en	X
%	%					en	X
JCS_MARKUP_PCT	%					en	X
% Alloc	% Alloc					en	X
PC_Chance_Closing	% Chance of Closing					en	X
pmpcprojection_%_Complete	% Complete					en	X
%_Complete	% Complete					en	X
jwcpadjustments_%_complete	% Complete					en	X
Field_Sec_PMPcPROJECTION_OndCompPc	% Complete					en	X
jwcpadjustments lab percent_comp	% Complete					en	X
pmpcprojection EditRisk_%_Complete	% Complete					en	X
%_Complete_Of_Costs	% Complete Of Costs					en	X
%_Complete_Of_Obligations	% Complete Of Obligations					en	X
jwcpadjustments_%_complete_ord	% Complete Ord.					en	X
pmpcprojection_%_at_Risk	% at Risk					en	X
%_At_Risk	% at Risk					en	X
PC_of_Construction_Value	% of Construction Value					en	X

Execute query below:

The Message Key is 'ESS\_Employee\_Eligible\_Amount' and the Message is 'Employee Eligible Amount'.

**Human Capital Management**

Message Maintenance

Required fields are indicated with a blue triangle (v)

Message Key: ESS\_Employee\_Eligible Reference Key: Message: Employee Eligible User: Project: Program: Select Program Locale: en Add Cancel Query Mode

Message Key	Reference Key	Message	User	Project	Program	Locale	Action
ESS_Employee_Eligible_Amount		Employee Eligible Amount				en	X

## Step 2: Edit/Change 'Message' verbiage – Prompt Maintenance

Edit the Message text display: Under Action click 'Edit Log' to edit the text Message currently displayed for the Message Key.

**Human Capital Management**

Message Maintenance

Required fields are indicated with a blue triangle (v)

Message Key: ESS\_Employee\_Eligible Reference Key: Message: Employee Eligible User: Project: Program: Select Program Locale: en Add Cancel Query Mode

Message Key	Reference Key	Message	User	Project	Program	Locale	Action
ESS_Employee_Eligible_Amount		Employee Eligible Amount				en	X

Under Action click 'Edit Log' to edit the text Message currently displayed for the Message Key.

To edit the Message, Double Click on the Message field to edit value.

**Human Capital Management**

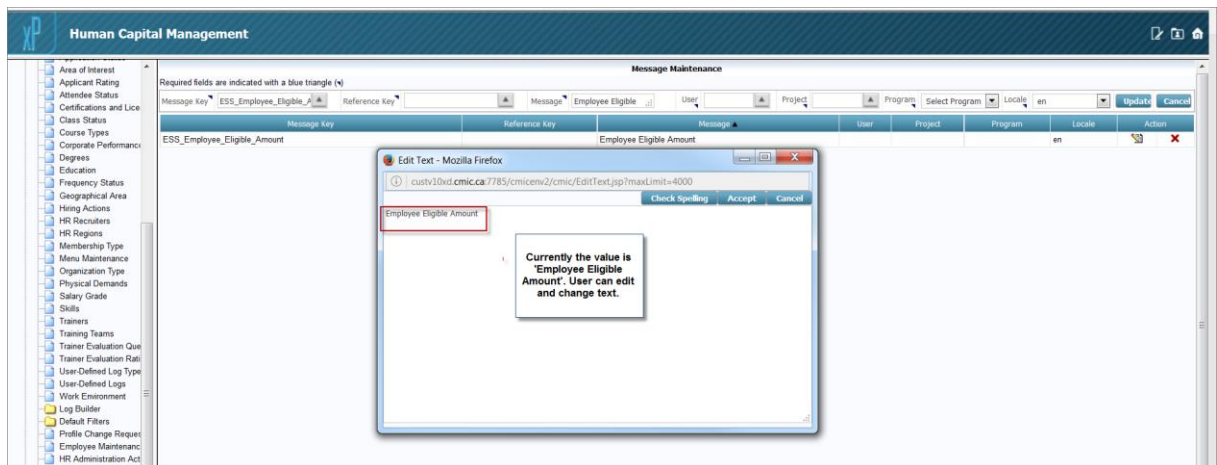
Message Maintenance

Required fields are indicated with a blue triangle (v)

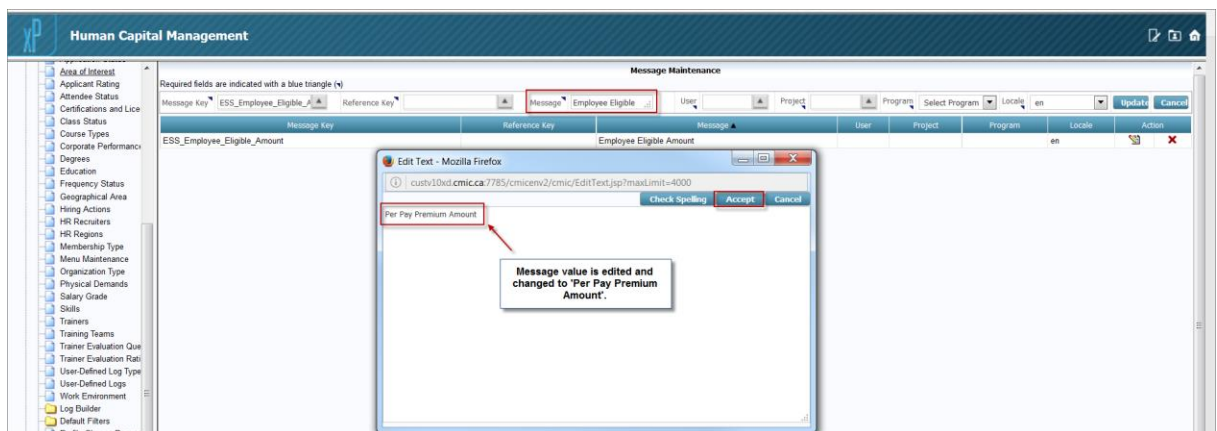
Message Key: ESS\_Employee\_Eligible Reference Key: Message: Employee Eligible User: Project: Program: Select Program Locale: en Update Cancel

Message Key	Reference Key	Message	User	Project	Program	Locale	Action
ESS_Employee_Eligible_Amount		Employee Eligible Amount				en	X

Double-click on the field to edit value

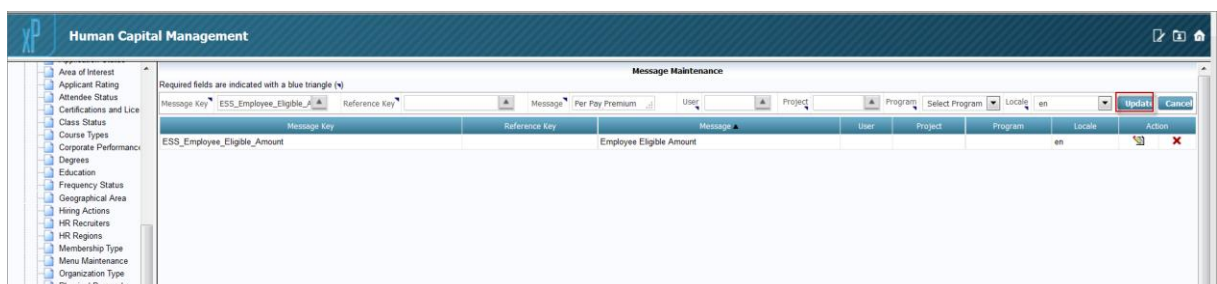


Message value is edited and changed to 'Per Pay Premium Amount'. Accept the change made.



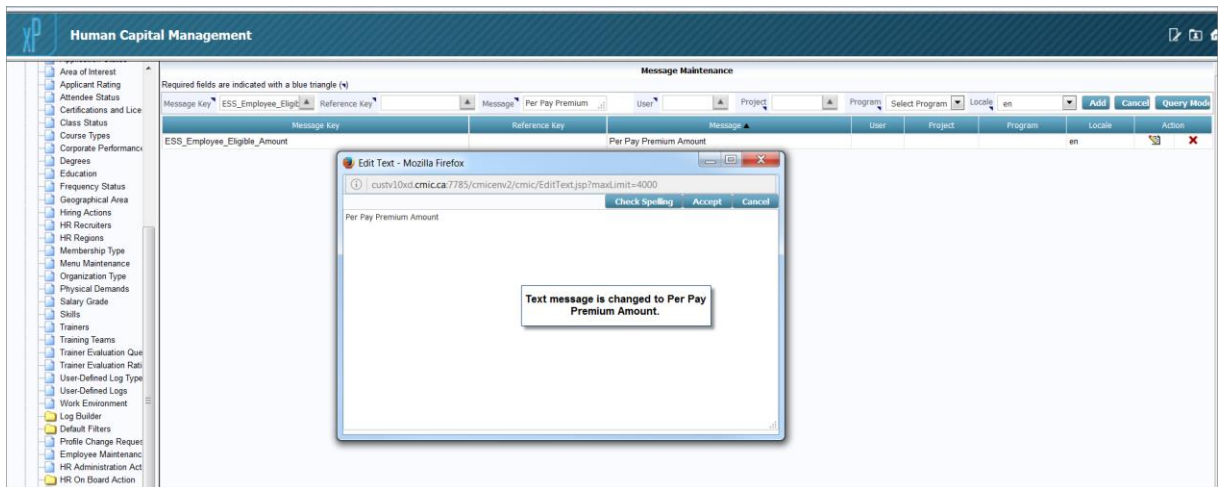
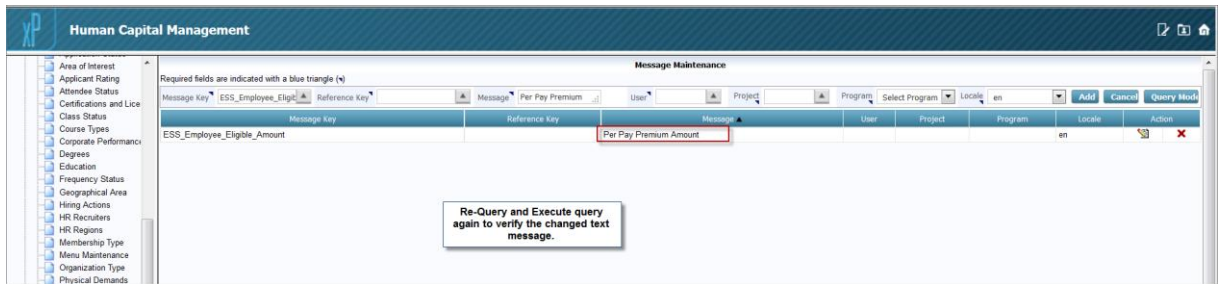
### Step 3: Update Change – Prompt Maintenance

Once the change is accepted, user has to click on the 'Update' button to update the change.

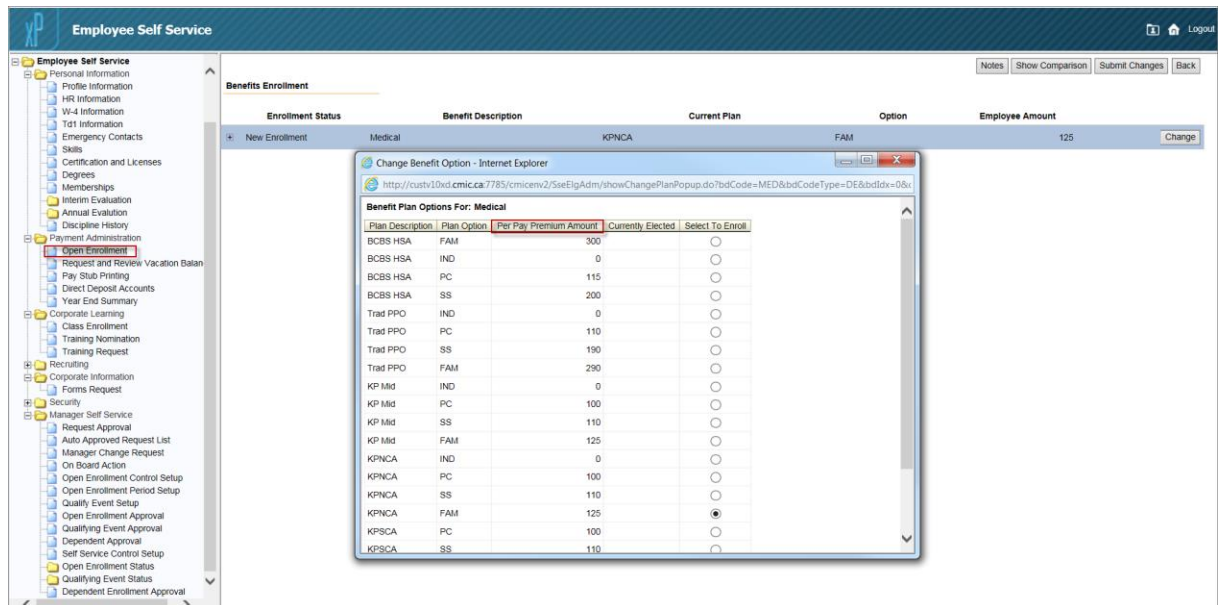


Go back to Query Mode and Execute Query for the Message Key 'ESS\_Employee\_Eligible\_Amount' to verify the update made.





Open Enrollment now displays the column as Per Pay Premium Amount.





# Modification to Open Enrollment Program- Adding Field Security (16.24187)

**Overview:** Field Security . The ability to hide the column 'Total Amount' and 'Employer Amount' in ESS Application Open Enrollment benefit CMiC has made modifications to Open Enrollment program to allow users to hide 'Total Amount' and 'Employer Amount' column by field security under Role Maintenance.

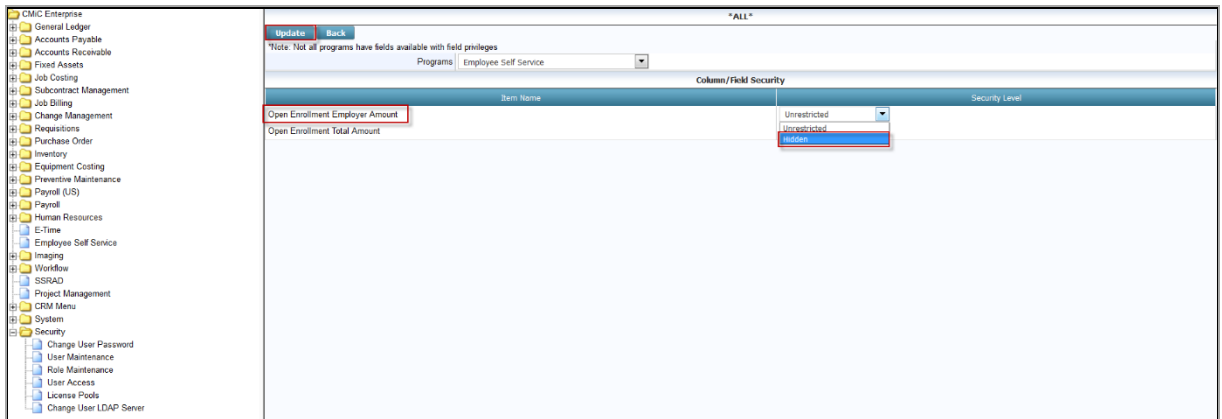
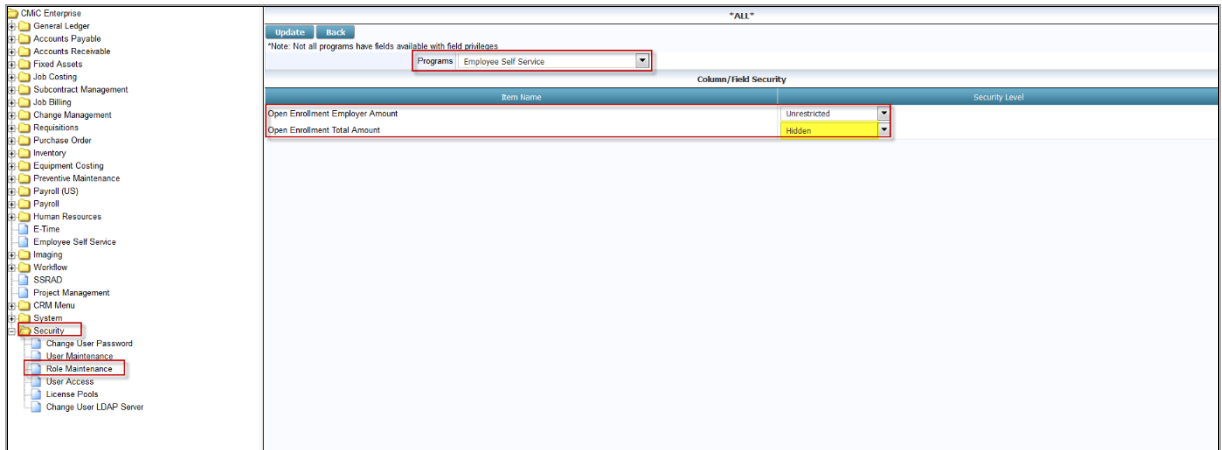
## Security and Role Maintenance

Users are now able to restrict and hide 'Total Amount' and 'Employer Amount' column through Role Maintenance and field security.

Role Code	Role Name	Admin	Actions	Assign
*ALL*	*ALL*			Choose your action...
ESSBASIC	Self Service Role	N		Choose your action...
MASTER	Master	N		Choose your action...
RAVI	Ravi	Y		Choose your action...
WT	WT Implementation	N		Choose your action...

Role Code	Role Name	Admin	Actions	Assign
*ALL*	*ALL*			Choose your action...
ESSBASIC	Self Service Role	N		Assign Field Security
MASTER	Master	N		Choose your action...
RAVI	Ravi	Y		Choose your action...
WT	WT Implementation	N		Choose your action...

Programs	Column/Field Security	Security Level
Broadcast Addendum	Unrestricted	



## ESS Application – Open Enrollment

Log into ESS Application: Under Payment Administration > Open Enrollment, Select Enroll Now



**Employee Self Service** Logout

Search

- Employee Self Service
  - Personal Information
  - Payment Administration
    - Open Enrollment
    - Request and Review Vacation Balances
    - Pay Stub Printing
    - Direct Deposit Accounts
    - Year End Summary
  - Corporate Learning
  - Recruiting
  - Corporate Information
  - Security
  - Manager Self Service

**Benefits Enrollment**

Enrollment Status	Benefit Description	Current Plan	Option	Employee Amount
Not Enrolled	Medical	No Coverage		

[Change](#)

[Notes](#) [Show Comparison](#) [Submit Changes](#) [Back](#)

Employer and Total Amount Column/Fields are hidden and not displayed.

**Employee Self Service** Logout

Search

- Employee Self Service
  - Personal Information
  - Payment Administration
    - Open Enrollment
    - Request and Review Vacation Balances
    - Pay Stub Printing
    - Direct Deposit Accounts
    - Year End Summary
  - Corporate Learning
  - Recruiting
  - Corporate Information
  - Security
  - Manager Self Service

**Benefits Enrollment**

Enrollment Status	Benefit Description	Current Plan	Option	Employee Amount
Not Enrolled	Medical	No Coverage		

[Change](#)

[Notes](#) [Show Comparison](#) [Submit Changes](#) [Back](#)

**Coverage Comparison**

[Submit](#) [Close](#)

Employer and Total Amount Column/Fields are hidden and not displayed.

Current Election				Requested Changes			
Benefit Description	Elected Plan	Option	Employee Amount	Benefit Description	Enrolled Plan	Option	Employee Amount
			Total \$0				Total \$0

Click Changes button to verify the column display.

**Employee Self Service** Logout

Search

- Employee Self Service
  - Personal Information
  - Payment Administration
    - Open Enrollment
    - Request and Review Vacation Balances
    - Pay Stub Printing
    - Direct Deposit Accounts
    - Year End Summary
  - Corporate Learning
  - Recruiting
  - Corporate Information
  - Security
  - Manager Self Service

**Benefits Enrollment**

Enrollment Status	Benefit Description	Current Plan	Option	Employee Amount
Not Enrolled	Medical	No Coverage		

[Change](#)

[Notes](#) [Show Comparison](#) [Submit Changes](#) [Back](#)

**Benefit Plan Options For: Medical**

Plan Description	Plan Option	Employee Eligible Amount	Currently Elected	Select To Enroll
BCBS HSA	FAM	300		<input type="radio"/>
BCBS HSA	IND	0		<input type="radio"/>
BCBS HSA	PC	115		<input type="radio"/>
BCBS HSA	SS	200		<input type="radio"/>
Trad PPO	IND	0		<input type="radio"/>
Trad PPO	PC	110		<input type="radio"/>
Trad PPO	SS	190		<input type="radio"/>
Trad PPO	FAM	290		<input checked="" type="radio"/>
KP Mid	IND	0		<input type="radio"/>
KP Mid	PC	100		<input type="radio"/>
KP Mid	SS	110		<input type="radio"/>
KP Mid	FAM	125		<input type="radio"/>
KPNCA	IND	0		<input type="radio"/>
KPNCA	PC	100		<input type="radio"/>
KPNCA	SS	110		<input type="radio"/>
KPNCA	FAM	125		<input type="radio"/>
KPSCA	PC	100		<input type="radio"/>
KPSCA	SS	110		<input type="radio"/>
KPSCA	FAM	125		<input type="radio"/>
KPSCA	IND	25		<input type="radio"/>
No Coverage		0	<input checked="" type="checkbox"/>	<input type="radio"/>

Employer and Total Amount Column/Fields are hidden and not displayed.

**Save** **Cancel**

## Submitted Changes

**Employee Self Service**

Notes Show Comparison **Submit Changes** Back

Benefits Enrollment

Enrollment Status	Benefit Description	Current Plan	Option	Employee Amount	
New Enrollment	Medical	Trad PPO	FAM	290	<a href="#">Change</a>

First Name	Last Name	Relation	Effective Date	End Date	Currently Elected
Matthew	Perry	Child	2017-02-02		<input checked="" type="checkbox"/>

Employee Self Service

- Personal Information
- Payment Administration
  - Open Enrollment
  - Request and Review Vacation Balances
  - Pay Stub Printing
  - Direct Deposit Accounts
  - Year End Summary
- Corporate Learning
- Recruiting
- Corporate Information
- Security
- Manager Self Service

**Employee Self Service**

**Confirmation Statement | Open Enrollment**

Event Date: 11-01-2016 | Enrollment Deadline: 01-15-2017 | Days Left: 46

Confirmation Number: 199  
Confirmed on: 11-30-2016 04:02:25 PM EST

Coverage Overview

Enrollment Status	Benefit Description	Enrolled Plan	Option	Employee Amount
New Enrollment	Medical	Trad PPO	FAM	290
<b>Total</b>				<b>\$290</b>

☒ I have read the above statement

[Sign](#) [Cancel](#)

Kate Perry

**Employee Self Service**

**Welcome to CMIC Open Enrollment**

Kate Perry Enrollment

#	Status	Start Date	End Date	Days Left	Description	Action
260	Submitted	2016-11-01	2017-01-15	46	General	<a href="#">Review Changes</a>

**Enrollment Links**

[Add/Review Dependent](#)

**Qualifying Event**

[Report/Review Qualifying Event](#)

Reviewed the changes:

**Employee Self Service**

**Benefits Enrollment**

Review Changes: Employer Amount and Total Amount Column is hidden and not displayed.

Enrollment Status	Benefit Description	Enrolled Plan	Option	Employee Amount
New Enrollment	Medical	Trad PPO	FAM	290
<b>Total</b>				<b>\$290</b>

[Back](#)

## Employee Profile Information 2.0 (20.19981) – BETA Version

The JSP Employee Profile Information screen has been modified to improve the general visual appeal and user experience. The new version 2.0 is a Beta release and under development and testing.

Profile Details

Employee Profile Change Request

Instructions:

How to make a change request for employee profile

Profile (Current)

Change Request

Effective Date

2020-04-17

Status

Current

Personal Info

Prefix Title

Mrs.

First Name

Marjan

Middle Name

Last Name

Dehghani

Suffix to Name

Date of Birth

1974-03-21

Marital Status

Married

Mailing Address

Address Line 1

1050 Red Oak Drive

Address Line 2

City

Country

United States of America

State/Prov

CA

ZIP

90210

Physical Address

Address Line 1

Address Line 2

City

Country

State/Prov

ZIP

Contact

E-Mail Address

marjan.dehghani@cmic.ca

Home Phone

Home Fax

Cell Phone

416-222-7204

Work Email

Work Phone

Work Fax

Work Cell Number

Pager

## Impersonation Process – Employee Self Service (17.40965)

CMiC has created a NEW program in the Employee Self Service (ESS) module to allow a Self-Service (SS) user who has been assigned impersonate privileges to select and impersonate an employee to review and perform specific actions on that selected employee's record on their behalf. SS users can log in with their individual credentials, and with proper authentication, can view a selected employee's information. The ESS module will automatically switch all SS programs to use the impersonated employee rather than the logged-in user's employee number. The ESS module has been modified to add NEW audit information to record the SS user's information who initiated the impersonation process. The impersonator user can VIEW changes or requests made by the original employee OR continue making changes and submit the changes on behalf of the employee.

The NEW screen for open enroll enrollment will be created to allow USERS to view only mode to review what employee have made changes and guide them as per their selection. The screen only displays the information SAVED by the employee and does not work as screen sharing.

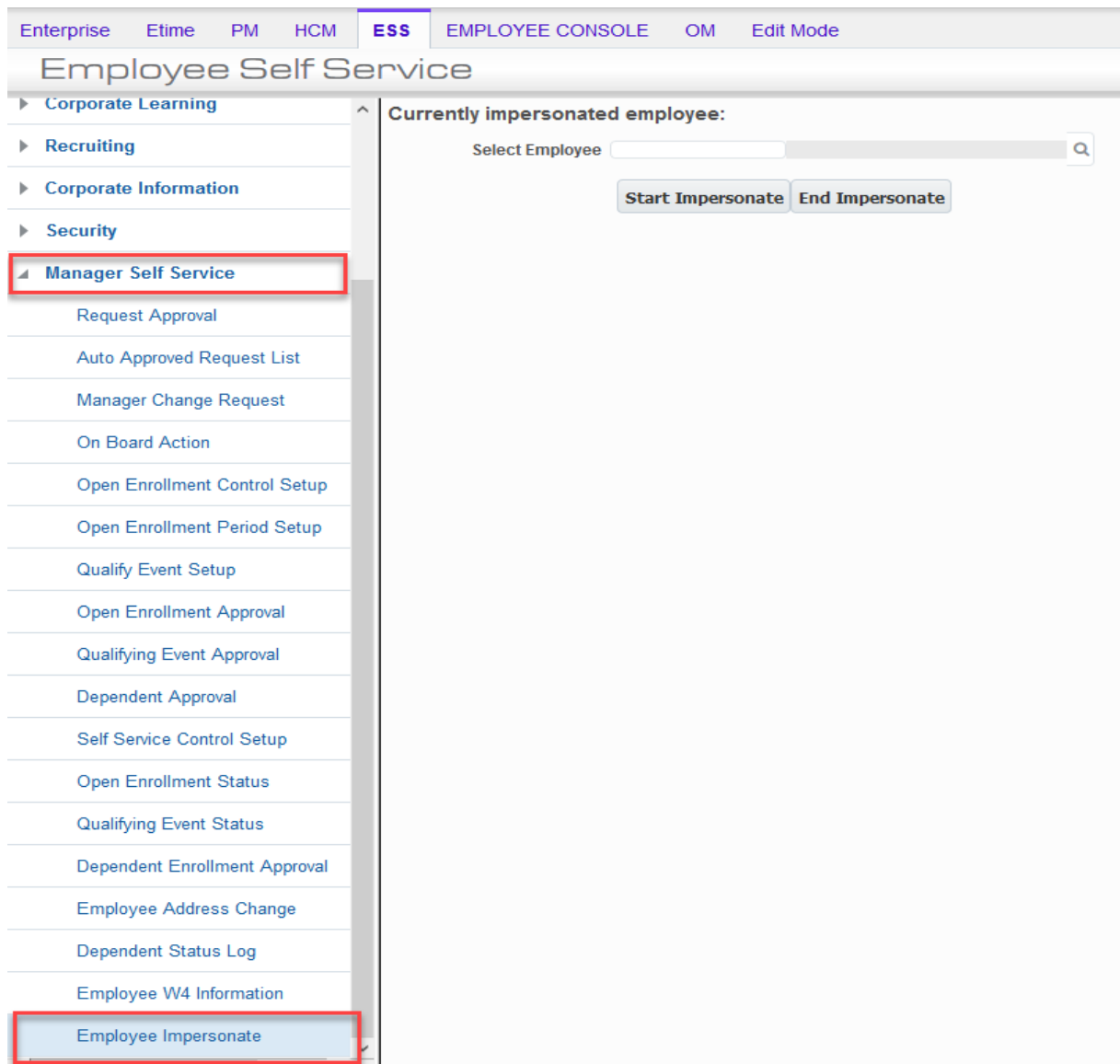
### Pre-requisites

Security access must be granted for the Employee Impersonate program to be added to the ESS menu. To be able to see this program, users must have this menu item assigned.

GRANT OR REVOKE MENU ACCESS TO/FROM USER ZOHREHR12	
Menu Item	Granted
Personal Information	<input checked="" type="checkbox"/>
Profile Information	<input checked="" type="checkbox"/>
HR Information	<input checked="" type="checkbox"/>
W-4 Information	<input checked="" type="checkbox"/>
Qualifying Event Approval	<input checked="" type="checkbox"/>
Dependent Approval	<input checked="" type="checkbox"/>
Self Service Control Setup	<input checked="" type="checkbox"/>
Open Enrollment Status	<input checked="" type="checkbox"/>
Qualifying Event Status	<input checked="" type="checkbox"/>
Dependent Enrollment Approval	<input checked="" type="checkbox"/>
Employee Address Change	<input checked="" type="checkbox"/>
Dependent Status Log	<input checked="" type="checkbox"/>
Employee W4 Information	<input checked="" type="checkbox"/>
Employee Impersonate	<input checked="" type="checkbox"/>

### **Modifications**

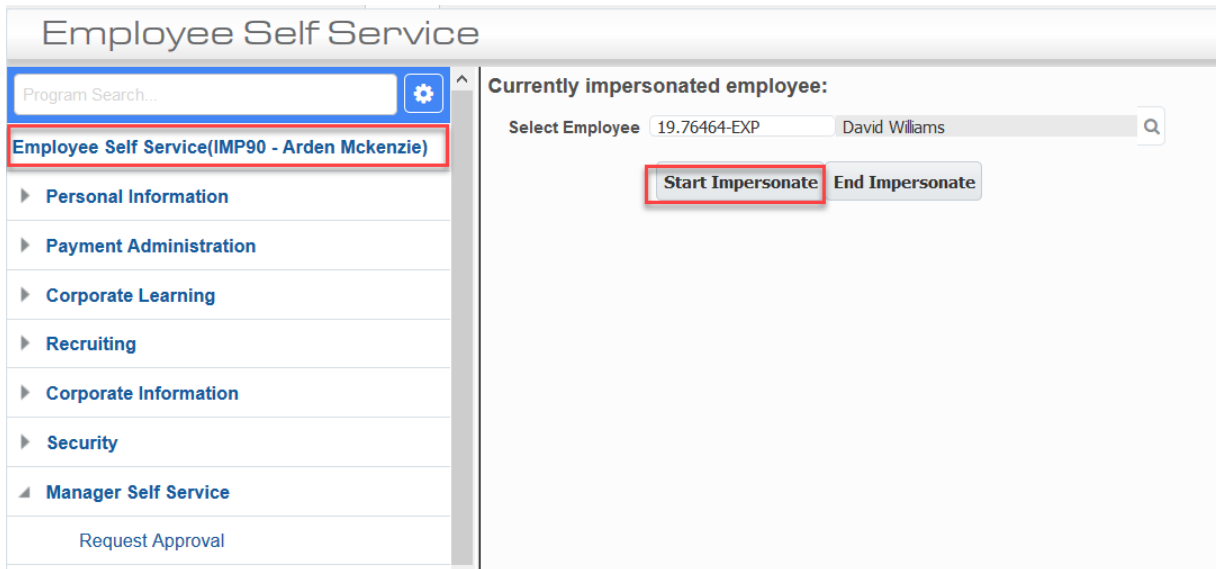
A new program called Employee Impersonate has been added to the ESS menu, under the Manager Self Service submenu.



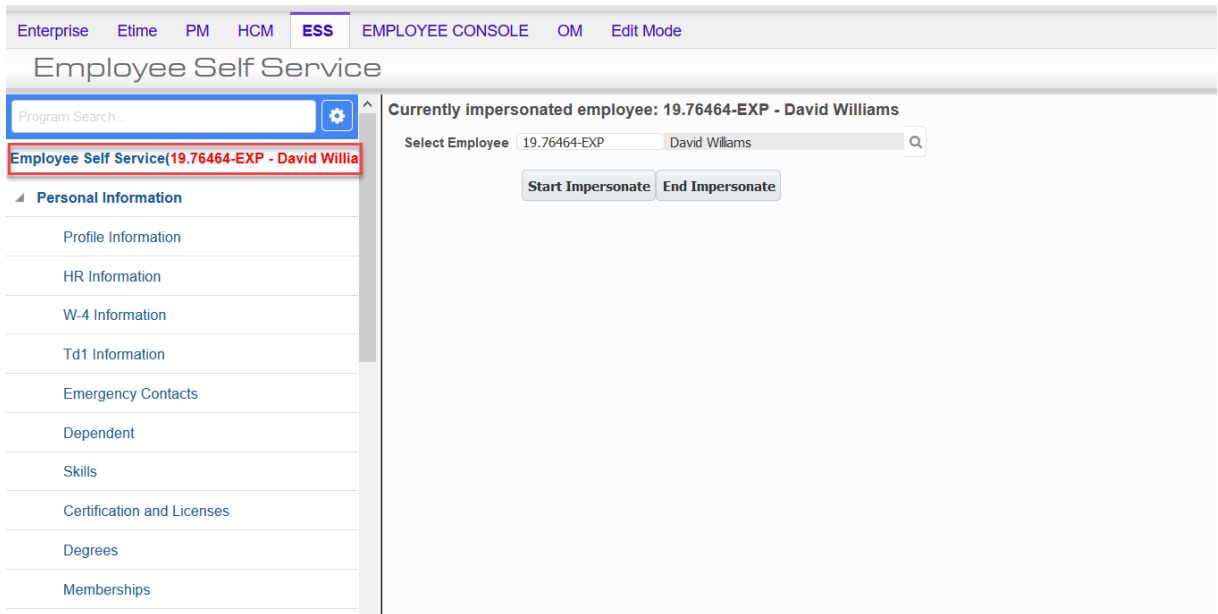
### **Implementation**

The Employee Impersonate program is the last program listed in the Manager Self Service submenu. After clicking on the Employee Impersonate menu item, users must select the employee from the Select Employee field and press the **[Start Impersonate]** button. This will start the impersonation process and trigger the menu to impersonate the selected employee.





The impersonated employee's name will be displayed in red.



The impersonator user can see all data related to the employee and make any changes and submit them.

Clicking the **[End Impersonate]** button will stop the impersonation process and bring back all data related to the impersonator user.

## ESS & E-Time Registration – Access Code & SSO Consolidation (Single Sign On) - (20.33309)

Consolidate Access Code With SSO.

### Overview

CMiC has revised the process of Creating an Access code for E-time.

In patch V12-014-1 and up there will be no menu to create an access code, the process is changed, once employees receive the email for registration and complete the registration process, the system automatically sets the user with the basic access in the access code administration screen, the access code administration can be edited based on the employee's responsibility. There is a new flag added "OWNER" which represents that the access code is the owner for this code and this flag cannot be edited.

### Enterprise User.

Once Employee is hired and a User login for the user has been created under the system user maintenance screen an email can be sent from the HR employee maintenance screen for registration.

## User Maintenance Screen

**USER MAINTENANCE**

User

\* Login Name: ZOHREHR12 \* User: ZOHREHR12 Save/Refresh

General Assign Roles System Privileges Configuration Privileges Consolidations Access Company Access Employee

Search Insert Previous Next Workflows Report Options ECM Documents User

\* LDAP Server: Default Database User

\* Password: \*\*\*\*\* Site-Type Password: \*\*\*\*\*

Employee No.: TRHI-WK-SAL12

\* First Name: JULIA

\* Last Name: ROBERTZ

\* Company: TRHI Treasure Hill Company

\* Contact Code: ZAL

User Treeview

Default Console: CONSOLEV12 Standard Console V12

\* E-mail: zohreh.allameh@cmic.ca

Phone

Fax

Address Code

Business Address: JULIA ROBERTZ  
118 Highland Park BLVD

Delete User Copy User Settings Change Password Update Business Address Upload Photo

## HR Employee Maintenance Screen

Employee Self Service Maintenance Clear Search Update

EMPLOYEE SELF SERVICE MAINTENANCE

Employee Number: TRHI-WK-SAL12 First Name: Julia Last Name:

Employee Type: -Select- Payroll Company: Payroll Department: Union:

Pay Group: Pay Run: Trade:

Total Records: 1

Employee No	First Name	Last Name	Manager No	Manager Name	Senior Manager No	Senior Manager Name	Company Code	Company	User ID	Access To Self Service <input type="checkbox"/> Select All	Access To Etime <input type="checkbox"/> Select All
TRHI-WK-SAL12	JULIA	ROBERTZ					TRHI	Treasure Hill Company	ZOHREHR12	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Total: (1 row)

An employee receives the email and goes through the registration process.

Since employee already in the user maintenance they will not be required to create an account, instead they will be asked to login using their user ID and password.



CONSTRUCTION SOFTWARE. **EVOLVED**

### E-time Login

You are now registered for E-time with  
existing user id ZOHREHR12.

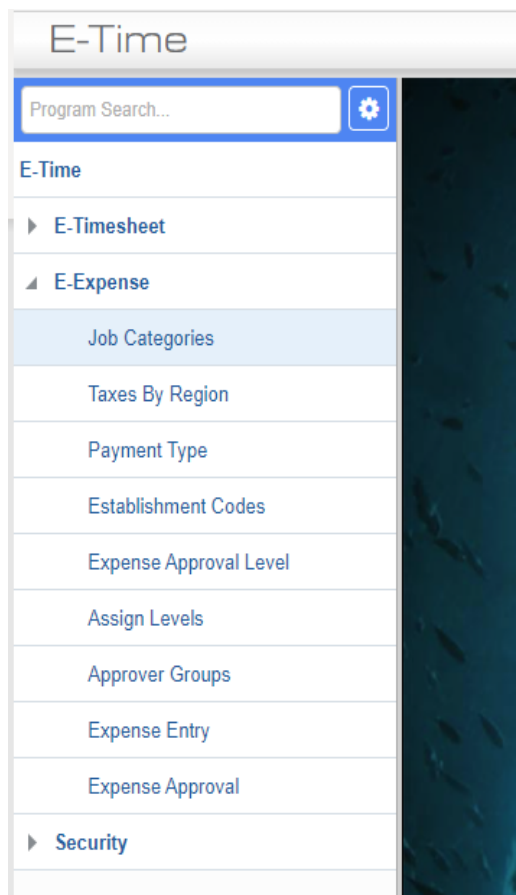
User ID

Password

Sign In

[Having trouble logging in?](#)

Using the User ID and Password employee will be redirected to the Etime menu screen.



Once the registration process is completed, an access code will be automatically created for the user (with the same Username used to login) and Basic administration roles will be established under the access code administration screen.

**Employee Tab,** The access code is directly linked with the employee number and the 'Owner' checkbox is checked, marking the employee as the owner of the specified access code.

**NOTE:** This flag cannot be edited.

**Payrun Tab,** remains blank since the employee is only responsible for their timesheets, however, if the employee is required to enter time for others, then the pay run tab can be edited.

**Jobs Tab,** Employee will be granted access to the jobs based on the User Job Security with access to all jobs, all cots and, all categories, again this can be edited based on the employee's responsibilities.

**Approvers Tab,** the approver is determined based on the HCM position, if under the system option you have the "HCM Position Synchronize From Payroll" flag turned on, then your Reports To will be the approver, if under the system option you have the "HCM Position Synchronize From Payroll" flag turned Off, then your Direct Manager from the employee profile will be the approver.

**Accounts Tab,** This tab remains blank and requires to be edited based on the employee access to company departments.

## Non-Enterprise User

Once the employee is hired and setup is completed in the employee profile, access can be granted to the employee from the HR employee maintenance screen for E-time registration.

An employee receives the email and goes through the registration process.

---

**NOTE:** For registration process please see the ESS Employee Registration Process Document.

---

Once the registration process is completed, an access code will be automatically created for the user (with the same Username used to login) and Basic administration roles will be established under the access code administration screen.

Also, an entry will be established under the JSP User Maintenance as a Ldap user for that access code.

### Access Code Administration

Available Licenses 999981 Licenses In Use 18 Total E-Time Licenses 999989

**ACCESS CODE DETAIL**

Code BILLIE SSO User BILLIE

Maximum Hours Days Until Password Expires

E-Time Roles Disabled ☐ Project Manager ☐

Timesheet Approver E-Mail Expense Approver E-Mail

E-Mail For Unapproved Timesheets/Expense zohreh.ahmeh@cmic.ca

**ASSIGN ACCESS CODE**

**Selection Criteria**

Administrative Access Code AMB Password \*\*\*\*\*

Access Code (to be modified) BILLIE

**Employees** Payruns Jobs Approver Accounts

View Freeze Detach Search Insert Insert Multiple Workflows Report Options Export

	Owner	* Employee#	Employee Name	Max NWHR	Allow Expenses	Default	* Filter For Approver
<input checked="" type="checkbox"/>		TRHI000000000	Billie Proudman		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Employee Tab**, The access code is directly linked with the employee number and the 'Owner' checkbox is checked, marking the employee as the owner of the specified access code.

---

**NOTE:** This flag cannot be edited.

---

**Payrun Tab**, remains blank since the employee is only responsible for their timesheets, however, if the employee is required to enter time for others, then the pay run tab can be edited.

**Jobs Tab**, Employee will be granted access to the jobs for the payroll company with access to all jobs, all cots and, all categories, again this can be edited based on the employee's responsibilities.

**Approvers Tab**, the approver is determined based on the HCM position, if under the system option you have the "HCM Position Synchronize From Payroll" flag turned on, then your Reports To will be the approver, if under the system option you have the "HCM Position Synchronize From Payroll" flag turned Off then your Direct Manager from the employee profile will be the approver.

**Accounts Tab**, this tab remains blank and requires to be edited based on the employee access to company departments.

## LDAP USER

LDAP USER

User ID

BILLIE

LDAP Name

DEFAULT

Password\*

.....

Re-Type Password\*

.....

CONTACT

☐ New Contact
 ☒ Existing Contact

Partner\*

Treasure Hill Company

First Name\*

Billie

Collaboration User

☐

Segment

Contact\*

BP

Last Name\*

Proudman

ENTERPRISE USER

☒ No User
 ☐ Lightweight User
 ☐ New User
 ☐ Existing User

User ID\*

Default Menu

Password\*

Re-Type Password\*

LICENSE AVAILABLE

☐ Project Management (999925 available out of 999999)
 ☐ Scheduling 2.0 (999989 available out of 999999)
 ☐ Prequalification (999987 available out of 999999)

## ESS Registration Flow:

When user gives access to ESS (Employee Self Service), you offer them the ability to access and manage

Essential information such as payroll, vacation, benefits, and timesheets-without having to engage directly with members of the HR team. You need employee with Email address setup in Employee profile under Address tab.

We need to create SSO user since, In User maintenance screen, employee number should be assigned against SSO user.

Employee Self Service Maintenance

Employee Number

TRH-WK-SAL12

First Name

Julia

Last Name

Employee Type

Select

Payroll Company

Payroll Department

Pay Group

Pay Run

Trade

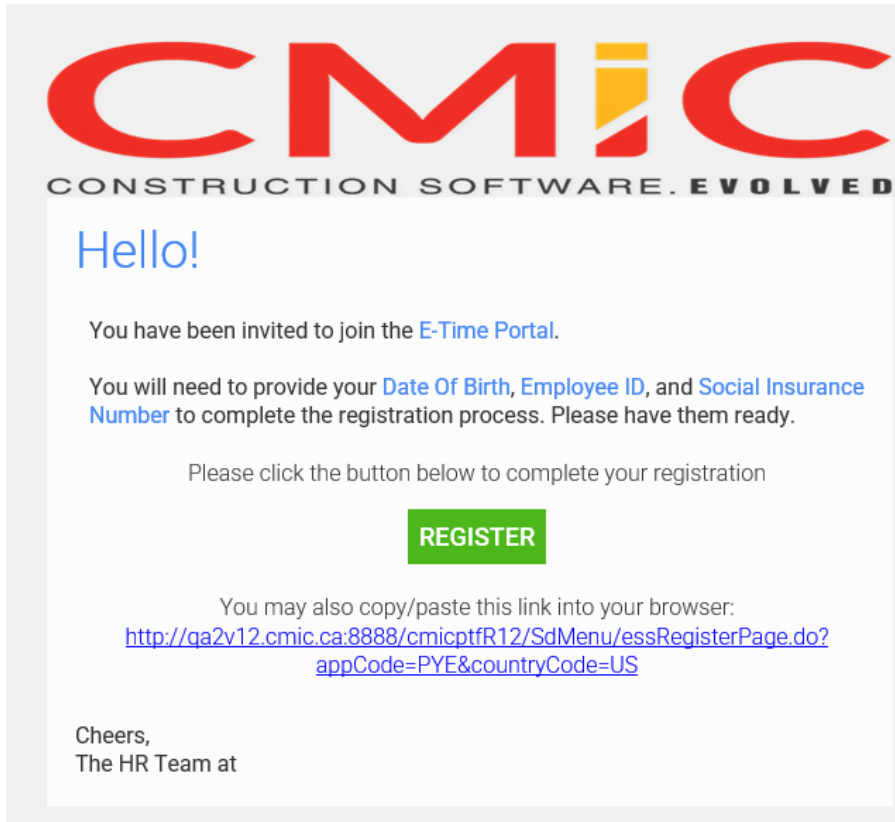
Union

Total Records - 1

Employee No	First Name	Last Name	Manager No	Manager Name	Senior Manager No	Senior Manager Name	Company Code	Company	User ID	Access To Self Service <input type="checkbox"/> Select All	Access To Etime <input type="checkbox"/> Select All
TRH-WK-SAL12	JULIA M	ROBERTZ					TRH	Treasure Hill Company	20HREHR12	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Total: (1 row)											

By checking flag for ESS in user maintenance screen system verifies Email address on Employee profile (setup under Address tab) and Email will be send to Employee.

The registration requires Employee to verify SSN, DOB, and Employee number for identity check.



Program verifies if the employee number is assigned on User Maintenance screen.

If the employee number is assigned, then program tells you your SSO username and requires you to log in with existing user ID.





CONSTRUCTION SOFTWARE. **EVOLVED**

## Self-Service Login

You are now registered for employee  
self-service with existing user id  
ZOHREHR12.

User ID

Password

Sign In

[Having trouble logging in?](#)

Hello!

Your account **ZOHREHR12** has been linked with employee self-service.

Please click the button below to login

Login

You may also copy/paste this link into your browser:

[http://test2v12.cmic.ca:8888/cmictest12c/SdMenu/essLoginPage.do?  
appCode=SSE](http://test2v12.cmic.ca:8888/cmictest12c/SdMenu/essLoginPage.do?appCode=SSE)

Cheers,  
The HR Team at **TREASURE HILL CONSTRUCTION COM**

If the employee number is not assigned, then it asks user to create its SSO user.

When employee creates a user on registration, program automatically assigns employee number to the User Maintenance table.



CONSTRUCTION SOFTWARE. **EVOLVED**

Register by providing the  
information below

Date of Birth

2000-01-01

Employee Number

21.38830- SLR

Social Security Number -No space/hyphen (xxxxxxxx)

666999777

REGISTER



CONSTRUCTION SOFTWARE. **EVOLVED**

## Employee Self Service Portal

Create a new user account

User ID

PARTICK

Password

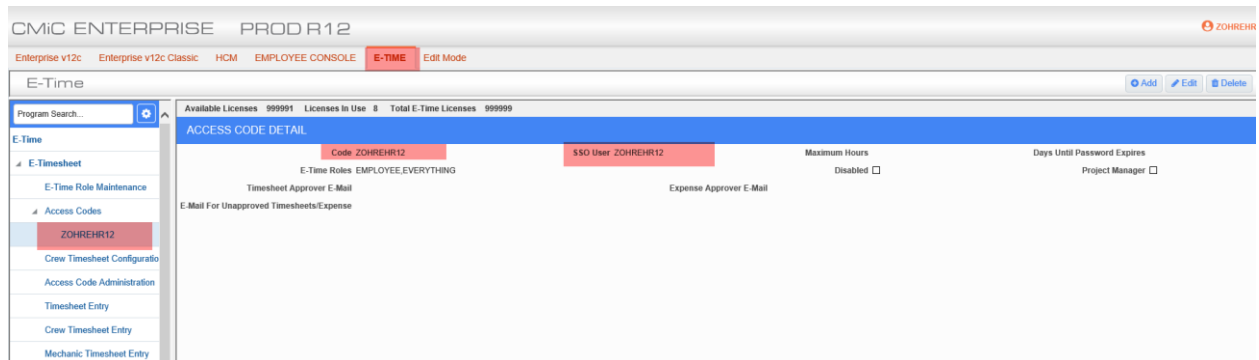
.....|

CREATE

User ID for both ESS and E-time should be the same. System does not allow user to choose different User ID.

## Employee Dashboard – Access Code & SSO Consolidation (Single Sign On) - (20.33309)

Access Code Maintenance screen is now removed from the E Time menu as a part of enhancements to consolidating Access Code and Single Sign On for ESS and E Time registration process.



In this old screen:

The access code is manually created. This code is not specific to any employee.

Once created, the SSO user is manually assigned to the access code.

Other attributes can be set, such as: Project Manager Flag, Maximum Normal Hours, Approver Email, Expense Approver Email, and Unapproved Email.

The access code can be disabled if desired.

This existing screen has been replaced and will no longer appear in the E-Time Menu.

This means that:

Access codes are no longer manually created.

Access codes can no longer be shared among different users.

Each new SSO user will now be automatically linked to a new access code.

The access code will have the same name as the SSO User.

It will be automatically linked to that employee.

That employee will be the **owner** of the access code

It will be given default and basic access to the eTime and ESS modules.

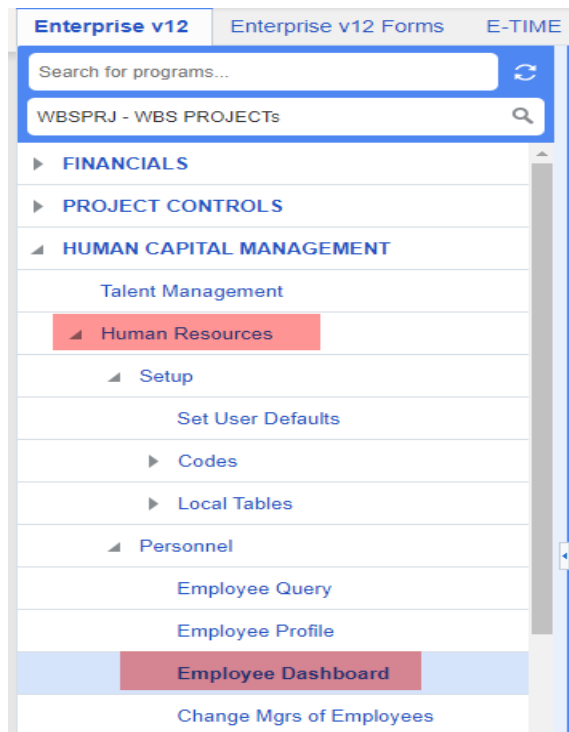
All this automatic setup will be done in the ESS/eTime registration process.

A new screen has been created to replace the previous screen.

The following pages describe all the functionalities of the new screen.

New Screen: HR Employee Dashboard

This new screen can be found at the following menu path:



EMPLOYEE DASHBOARD

Licenses

Timesheet Licenses:

Used 18

Available -1000017

ESS Licenses:

Used 170

Available 999829

Selection Criteria

Employee

TRHI-WK-SAL12

ROBERTZ, JULIA M Suzie

Save

Employee Details

First Name

JULIA M

Initial

Suzie

Last Name

ROBERTZ

Email Address

zohreh.allameh@cmic.ca

Company

TRHI

Treasure Hill Company

Go to Employee Profile

Go to Employee History

Employee's Contact / SSO User / Access Code

View

Freeze

Detach

Contact Code	Contact Name	SSO User	Access Code	HR Role Code	HR Role Name	Contact Company	Contact Company Name
ZAL	ROBERTZ, JULIA Suzie	ZOHREHR12	AMB	HR ROLE	hr role	TRHI	Treasure Hill Company

Employee Security

User Access

Employee Access

Security Groups

View

Freeze

Detach

* Group Code	Group Name	Select
CCC-MASTER	CCC MASTER	<input type="checkbox"/>
HADEER	Hadeer's security group	<input type="checkbox"/>
JSSECURITY	JAY'S SECURITY GROUP	<input type="checkbox"/>

**Licenses:** This section shows a quick reference to the used and available eTime and ESS licenses **(Read Only)**

**Selection Criteria:**

**Employee:** Allows you to select the desired employee.

**[Save]:** Press this button to save any changes made to the employee record.

**Employee Details:** This section shows the employee's basic information based on the data in their employee profile. **(Read Only)**

It has two buttons (shortcuts):

**[Go to Employee Profile]:** Launches the Employee Profile Screen

**[Go to Employee History]:** Launches the Employee History Screen

**Employee's Contact/SSO User/Access Code:**

This section shows the Contact-SSO User-Access Code linked to the employee.

It has two main parts:

### **Multi-record grid:**

**Contact Code & Name:** Shows the contact linked to the employee (***Read Only***)

**SSO User:** Shows the SSO User linked to the employee (***Read Only***)

**Access Code:** Shows the access code linked to the employee as owner (***Read Only***)

Important: In those cases in which an employee already has an SSO username but not an access code, this field becomes editable for a one-time access code manual assignment. This allows existing employees (i.e. ones created before these changes) to be manually linked to the proper access code if they are already using or sharing one with other users.

This functionality has limitations:

The LOV will only show access codes that are not already linked to an employee.

The LOV will only show access codes to which the employee has been added in the Access Code Administration screen.

Once an access code is manually assigned to one employee it cannot be assigned to another. The assigned employee is the owner of that access code.

The screenshot displays the 'EMPLOYEE DASHBOARD' interface. At the top, there's a 'Licenses' section with 'Timesheet Licenses' (Used: 18, Available: -1000017) and 'ESS Licenses' (Used: 170, Available: 999829). Below this is the 'Selection Criteria' section with an 'Employee' dropdown set to 'TRHI-WK-SAL12' and a search field containing 'ROBERTZ, JULIA M Suzie'. The 'Employee Details' section shows fields for First Name (JULIA M), Initial (Suzie), Last Name (ROBERTZ), Email Address (zohreh.allameh@cmic.ca), and Company (TRHI). There are buttons for 'Go to Employee Profile' and 'Go to Employee History'. Below the details is a section titled 'Employee's Contact / SSO User / Access Code' which contains a table. The table has columns: Contact Code, Contact Name, SSO User, Access Code, HR Role Code, HR Role Name, Contact Company, and Contact Company Name. The first row of data is highlighted in yellow: Contact Code 'ZAL', Contact Name 'ROBERTZ, JULIA Suzie', SSO User 'ZOHREHR12', Access Code 'AMB', HR Role Code 'HR ROLE', HR Role Name 'hr role', Contact Company 'TRHI', and Contact Company Name 'Treasure Hill Company'. Two red arrows point to the 'SSO User' and 'Access Code' columns in the table header.

Contact Code	Contact Name	SSO User	Access Code	HR Role Code	HR Role Name	Contact Company	Contact Company Name
ZAL	ROBERTZ, JULIA Suzie	ZOHREHR12	AMB	HR ROLE	hr role	TRHI	Treasure Hill Company

**HR Role Code & Name:** Shows the contact's HR Role. This information can be edited here.

**Contact Company Code & Description:** Shows the company assigned to the contact (***Read Only***).

Note: If the contact's company differs from the employee's company, it will be highlighted in yellow with a warning stating so. Similarly, if the name does not match between the contact and the employee, it will also be highlighted in yellow. This is not an error; this is just to point out that important information does not match between the employee and contact records.

It is expected for each employee to have only one record here, but due to incorrect data or setup, or because an employee could have multiple access codes in the previous functionality, there could be more than one. It is recommended that this be manually fixed, and to have only one SSO User and one Access Code linked to each employee.

**[Create Contact] Button:** This button automatically creates and link a new contact to the employee and the employee's company.

---

**NOTE:** This button will only be shown when the employee is not linked to a contact.

---

The screenshot displays the 'EMPLOYEE DASHBOARD' interface. At the top, there's a 'Selection Criteria' section with a search bar containing 'EMPH002' and a 'Save' button. Below this is the 'Employee Details' section, which includes fields for First Name (EMPH), Initial, Last Name (002), Email Address, and Company (HINTL, Hadeer's INTL Company). There are also buttons for 'Go to Employee Profile' and 'Go to Employee History'. The main section is titled 'Employee's Contact / SSO User / Access Code' and features a table with columns: Contact Code, Contact Name, SSO User, Access Code, HR Role Code, HR Role Name, and Contact Company. The table currently shows 'No rows yet'. A red arrow points to a 'Create Contact' button located below the table. At the bottom, there are tabs for 'Employee Security', 'User Access' (which is selected), and 'Employee Access'. The 'User Access' tab shows an 'Enterprise User' section with fields for User Login, Contact, Company, and Email, along with a 'Go to User Maintenance' button.

**Employee Security Tab:** This section shows all payroll security groups and which ones are assigned to the employee. This information can be edited here.

Originally, this could only be changed in Employee Profile, as shown below:



**EMPLOYEE DASHBOARD**

**Licenses**

Timesheet Licenses: Used  Available  ESS Licenses: Used  Available

**Selection Criteria**

Employee

**Employee Details**

First Name  Initial  Last Name

Email Address

Company

[Employee's Contact / SSO User / Access Code](#)

View

Contact Code	Contact Name	SSO User	Access Code	HR Role Code	HR Role Name	Contact Company	Contact Company Name
ZALLAMI	Mckenzie, Arden Adam	ZOHREHR12	ZOHREHR12	HR ADMIN	HR Admin Role	TRHI1	TREASURE HILL CONSTRUCTI

**EMPLOYEE PROFILE**

**Employee Detail**

\* Employee #  Employee Full Name

Personal Company Rates/Salary Address Tax HR Info HCM Exclude Other Hours **Security** Project History Work Category User Defined Field

View

* Group	Name	Select
CCC-MASTER	CCC Master Payroll Security	<input type="checkbox"/>
CCCMaster	ccc master payroll	<input type="checkbox"/>
HADEER	Hadeer Payroll Security	<input type="checkbox"/>
HIMJAGROUP	Himja Security Group	<input type="checkbox"/>
IEC	IEC MASTER	<input type="checkbox"/>
MDPYC	Marjan Canadian Payroll	<input type="checkbox"/>
MDPYMD	MDE Payroll Security	<input type="checkbox"/>
MDPYUS	MD Payroll Security	<input type="checkbox"/>
UKMASTER	UK SECURITY GROUP	<input type="checkbox"/>
ZAMASTER	trhi company	<input checked="" type="checkbox"/>
ZZMASTER	Company ZZ Employees Only	<input type="checkbox"/>

**User Access Tab:** This section shows all information related to the system users, as shown below:

The screenshot displays the 'User Access' section of a system. At the top, there are three tabs: 'Employee Security', 'User Access' (which is highlighted with a purple border), and 'Employee Access'. Below the tabs, there are three main sections:

- Enterprise User:** This section contains fields for 'User Login' (ZOHREHR12), 'Contact' (ZALLAME, Mckenzie, Arden), 'Email' (zohreh.allameh@cmic.ca), and 'Company' (TRHI1, TREASURE HILL CONSTRUCT). A 'Go to User Maintenance' button is also present.
- SSO User Roles:** This section includes a checkbox for 'Filter HR Roles Only' (which is checked) and a button for 'SSO Roles Preferences'.
- Table:** Below the SSO User Roles section is a table with columns 'Select Role', 'Code', and 'Description'. The table is currently empty.

**Enterprise User:** If the employee is an enterprise user; the user login, the contact and company directly linked to the enterprise user are shown here. **(Read Only)**

There is also a button to open the Enterprise User Maintenance Screen from here.

**Note:** If the enterprise company differs from the employee's company, it will be highlighted in yellow with a warning stating so. Similarly, if the name does not match between the contact and the employee, it will also be highlighted in yellow. This is not an error; this is just to point out that important information does not match between the employee and contact records.

**SSO User Roles (Portal User Roles):** If the employee is linked to a portal user, all portal roles will be shown here with the option to directly assign and unassign them to this employee **(Editable)**

### Three main functionalities in this section:

**Multi-record grid:** As stated above, this grid will show all portal roles and will allow the user to assign/unassign them to the employee.


**Filter HR Roles flag:** Since portal roles are used for several modules, the list can be extensive and many of them may not be relevant. Thus, a filter has been added to only show the HR/Payroll related roles.


**SSO Roles Preferences:** This is a shortcut to a new SSO Roles Preference screen. This screen does not relate to a specific employee and is shown below:

## EMPLOYEE DASHBOARD

SSO Roles Preferences (These preferences apply in general, and not to a particular emp

View ▾

 Freeze

 Detach

	Role Code	Role Name	HR Role	HR Role Default Type
	ADM-EXTROL	ADM- External Role	<input type="checkbox"/>	<div></div>
	ADM-INTERN	ADM- Internal user	<input type="checkbox"/>	<div></div>
	ADROLE4	ADM Role 4	<input type="checkbox"/>	<div></div>
	ANUTESTROL	Anu's JSP Test Role	<input type="checkbox"/>	<div></div>
	ARCEXROLE2	ARC External Role 2	<input type="checkbox"/>	<div></div>
	ARCEXTUSER	ARC EXTERNAL USER ROLE	<input type="checkbox"/>	<div></div>
	CCC-ROLE	CCC-ROLE	<input type="checkbox"/>	<div></div>
	COLLABVEN	Collab Vendor	<input type="checkbox"/>	<div></div>
	DEFAULT	Default Security Role	<input type="checkbox"/>	<div></div>
	DKEXTROL1	DKEXTROL1	<input type="checkbox"/>	<div></div>
	DKEXTROLE	DKC external security role	<input type="checkbox"/>	<div></div>
	DKINTROLE	DKC internal security role	<input type="checkbox"/>	<div></div>
	EPCOLROLE	Ekta's Collab Role (External)	<input type="checkbox"/>	<div></div>
	EPJSPROLE	Ekta JSP Role(Internal)	<input type="checkbox"/>	<div></div>
	EVERYTHING	Everything	<input type="checkbox"/>	<div></div>

Close

\*Note: Changes will not be saved upon closing. You must to click [Save] in the main screen to save any changes.

**Role code:** Lists all the SSO Roles (Portal Roles). The Role Code and Role Name fields cannot be edited here. **(Read Only)**

EMPLOYEE DASHBOARD			
SSO Roles Preferences (These preferences apply in general, and not to a particular employee)			
View ▾		Freeze	Detach
Role Code	Role Name	HR Role	HR Role Default Type
ESSBASIC	ESS Basic Role	<input checked="" type="checkbox"/>	Default to New ESS Users ▾
ADM-EXTROL	ADM- External Role	<input type="checkbox"/>	▾

**HR Role Flag (*Editable*):** Determines which portal role is an HR Role/Payroll Role. Note: This is the value used by the “Filter HR Roles” flag

EMPLOYEE DASHBOARD			
SSO Roles Preferences (These preferences apply in general, and not to a particular employee)			
View ▾		Freeze	Detach
Role Code	Role Name	HR Role	HR Role Default Type
ESSBASIC	ESS Basic Role	<input checked="" type="checkbox"/>	Default to New ESS Users ▾
ADM-EXTROL	ADM- External Role	<input type="checkbox"/>	▾

**HR Role Default Type (*Editable*):** Determines which portal roles will be assigned to each new ESS/eTime user.

**Employee Access Tab:** This tab shows all information related to the employee’s access to ESS and ETime (*Editable*)

#### **ESS Access & eTime Access Flags:**

These flags determine if the employee has been invited to use ESS or eTime.

Both flags will be disabled if the employee is not linked to a Portal contact.

***Important: Checking/unchecking these flags only gives/removes access for the employee. It does not send the invitation email to register users for ESS/eTime, or the email notifying that ESS/eTime access has been revoked. For new employees registering to ESS/eTime these flags will still need to be checked in the existing “Employees Maintenance” JSP Screen, as shown below:***

---

**NOTE:** This functionality will be added in the future.

---

### Enterprise Menu:

Human Capital Man

Program Search...

HCM Manager

- ▶ Position Control
- ▶ Hiring Requisitions
- ▶ Applicant Management
- ▶ Workforce Planning
- ▶ Training
- ▶ Performance Management
- ▲ File Maintenance
  - Default Filters
  - Employee Maintenance
  - Employee Request (35)
  - HR Benefit Master Maintenance
  - HR On Board Action

### Talent Management Menu:

Enterprise Field Enterprise without BI E-Time ESS

Search for programs...

- ▶ FINANCIALS
- ▶ PROJECT CONTROLS
  - Employee Dashboard
- ▲ HUMAN CAPITAL MANAGEMENT
  - Talent Management
  - ▶ Human Resources
  - ▶ US Payroll
  - ▶ International Payroll
  - Employee Self Service
  - Employee Console

Employee Self Service Maintenance

Clear Search Up

EMPLOYEE SELF SERVICE MAINTENANCE

Employee Number  First Name  Last Name

Employee Type  Payroll Company  Payroll Department

Pay Group  Pay Run  Union

Trade

Total Records - 355

<< Prev 1 - 50 of 355 Next >>

Employee No	First Name	Last Name	Manager No	Manager Name	Senior Manager No	Senior Manager Name	Company Code	Company	User ID	Access To Self Service <input type="checkbox"/> Select All	Access To Etime <input type="checkbox"/> Select All
0001	Walter	Miller					RPCL	RP Construction Ltd		<input type="checkbox"/>	<input type="checkbox"/>
004000	John	Lane					CCC	CMIC Test Company		<input type="checkbox"/>	<input type="checkbox"/>
005000	Tammy	Miller					CCC	CMIC Test Company		<input type="checkbox"/>	<input type="checkbox"/>
1	APPLE	GREEN					TRHI	Treasure Hill Company		<input type="checkbox"/>	<input type="checkbox"/>
10	Mani	Leona					TRHI	Treasure Hill Company		<input type="checkbox"/>	<input type="checkbox"/>

**Access Code:** Shows the employee's access code (**Read Only**). There is also a button to the Access Code Administration screen, which is disabled when the employee does not have an access code.

**Access Code Attributes (Editable):** This section provides all the access code fields that used to be found in the previous Access Code Maintenance screen. These fields are now all editable and can now only be changed in this screen. The fields are: Maximum Normal Hours, Allow Expenses Flag, Filter for Approver Flag, Project Manager Flag, and eTime roles.

**The eTimes Roles Edit Button:** As in the previous screen, it shows a list of all eTime roles and which ones are assigned to this employee, as shown below.

Code	Description	Selected
E-APPROVER	E-APPROVER	<input checked="" type="checkbox"/>
E-MASTER	E-time Role Master	<input checked="" type="checkbox"/>
EMPLOYEE	Employee Role	<input checked="" type="checkbox"/>
1044217	ZA-Etime Role	<input type="checkbox"/>
FINAL	final tets	<input type="checkbox"/>
HADROLE	haddev12	<input type="checkbox"/>
SMI-ETIME	E-time role - SMI	<input type="checkbox"/>
SP_ETIME	SP_Etime	<input type="checkbox"/>
WEA	WEA	<input type="checkbox"/>
YO	Yo1	<input type="checkbox"/>

Close \*Note: Changes will not be saved upon closing. You must click [Save] in the main screen to save any changes.

**Default to myself when entering eTime flag (Editable):** This flag is only editable when the employee who owns the access code is not the default employee of their own access code. Once clicked and saved, they will become the default employee in this access code while all other employees in this access codes will be set as "Not Default".

Once the owner of the access code is the default employee, the flag will become disabled. To define someone else as default, go to the Employee tab in the Access Code Administration screen.

**Enter eTime for other employees (Read Only):** This flag is display only and shows whether the employee has access to enter etime for other employees. This can be changed in the Employee tab of the Access Code Administration screen.

**Approvers List (Read Only):** This list shows all the approvers defined for this employee; it feeds from the Approvers Tab within the Access Code Administration Screen. It is shown here as a quick reference.

**NOTE:** Going forward, all approvers will be shown with employee and access codes information as every employee will have only one access code assigned to them. But, for existing old data, you may see only the access code populated in that list.

**Other employees who can enter my eTime List (Read Only):** This list shows all the other employees and access code with access to enter eTime for the user. This list can be changed, in the Employee tab of the Access Code Administration screen.

## ESS Qualifying Event Update/Redesign– (20.34822 HCM - 246)

### ESS - Report & Review Qualifying Event

A Qualifying Event (QE) is a change in your circumstances that makes you eligible to add or remove dependents from your benefits plan or make new plan selections, outside of the regular Open Enrollment period. Users can report and review qualifying event during the year to enroll into their Benefit Plan. Qualifying Event is available to employees. General Open Enrollment occurs only once in year.

New hires and current employees can use Qualifying Event program to submit their changes for Benefit Enrollment.

Changes are submitted to Manager for approval.

Employee Orgseq	Employee No	Employee Name	Event Date	Event	Status
2510	PVUS-HRW-001	Angie Jolla	28-May-2021	New Hire	Submitted

CMIC ENTERPRISE TESTR12

Enterprise ESS HCM CMIC Field EE Console Edit Mode

Employee Self Service

Qualifying Event

Event has been approved.

Qualifying Event

PF054892-001 | Angie Jolie

Event Type: New Hire Description: New Hire

Event Date: 28-May-2021

Dependents

Name	Relationship	Gender	Date of Birth	Age
Daniel Jolie	Husband	Male	05-Jan-1976	45 Years and 4 Months

Changes are approved by Manager.

CMIC ENTERPRISE TESTR12

Enterprise ESS HCM CMIC Field EE Console Edit Mode

Employee Self Service

Event Details Notes Attachment

Report & Review Qualifying Event

Instructions QL Instructions

Qualifying Event

Event Type: New Hire Description: New Hire

Event Date: 28-May-2021

Dependents

Name	Relationship	Gender	Date of Birth	Age
Daniel Jolie	Husband	Male	05-Jan-1976	45 Years and 4 Months

The approved qualifying event is now available and pending for enrollment under ESS Payment Administration sub-menu - Benefit Enrollment screen.

## ESS Benefit Enrollment Redesign– (20.34822 HCM - 9)

CMiC Employee Self Service (ESS) is a web-based application that provides employees with a convenient way to access their personal information and dependent details online. ESS open enrollment allows employees to view and change their employee profile e.g. address information, dependent information, and benefit enrollment evaluations.

CMIC ENTERPRISE TESTR12

Enterprise ESS HCM CMIC Field EE Console Edit Mode

Employee Self Service

Test Information

Emergency Contacts

Dependent

Skills

Certification and Licenses

Degrees

Memberships

Interest Evaluation

Annual Evaluation

Discipline History

Notify and Review Dependent

Payment Administration

Benefit Enrollment

Welcome To CMiC Open Enrollment

Please Note: All premiums shown are per pay period amounts and will not reflect any additional discounts you might receive for tobacco free status or the CMiC Wellness participation. There may be necessary adjustments for missed pay periods. You may be required to provide documentation regarding Dependents. If you have benefit plan questions, please reference Benefits Home Page or send an email to [benefits@cmicglobal.com](mailto:benefits@cmicglobal.com) or if you have technical issues, send an email to [helpdesk@cmicglobal.com](mailto:helpdesk@cmicglobal.com) Link to Qualifying Event Instructions Link to New Hire/Rehire Instructions

#	Status	Rules	Start Date	End Date	Days Left	Description	Action
	Pending		30-May-2021	27-Jun-2021	27	New Hire	Enroll Now



CMC Benefit Enrollment - Qualifying Event New Hire

Event Date 30-May-2021 Enrollment Deadline 27-Jun-2021 Days Remaining 27

Confirmation Number 2052 Confirmed On 30-May-2021

PRUS-HRW-001 | Angie Jolie  
03-May-1980 | Married

1 Personal 2 Family 3 Benefits 4 Confirmation

**Personal Information**

Title  Date of Birth 03-May-1980

First Name Angie Middle  Marital Status Married

Last Name Jolie Suffix  SSN 349020101

**Address**

Street

Suite

City

Postal/Zip

State/Prov

Country

**Mailing Address** ☐ Same as Physical Address

Street

Suite

City

Postal/Zip 90010

State/Prov CA

Country US

**Contact Information**

Home Phone  Work Phone  Personal Email

Mobile Phone  Work Mobile  Work Email

Home Fax  Work Fax  Pager

Next

**Personal:** This Screen displays the details from payroll employee profile.

During open enrollment employee can verify details.

Any Profile changes must be submitted as a request by employee via Profile screen in ESS.

Employee is required to log into Employee self-service with their username and password and make the necessary changes.

Employees can use the Profile Information screen in ESS to modify their basic information. This data is originally entered on the Employee Profile screen.

These changes can be made by using the Effective date on the screen above and creating a change request and can be saved and submitted for manager approval.

Note: Only one change request can be made at a time.

Once Manager approves the request employee can view the submitted changes, they are visible as Current Profile in personal screen of ESS. ↓

**CMC Benefit Enrollment - Qualifying Event New Hire**

Event Date 30-May-2021      Enrollment Deadline 27-Jun-2021      Days Remaining 27

Confirmation Number 2652      Confirmed On 30-May-2021

PRUS-HRW-001 | Angie Jolie  
03-May-1980 | Married

**1 Personal**      2 Family      3 Benefits      4 Confirmation

**Personal Information**

Title       Date of Birth 03-May-1980

First Name Angie      Middle       Marital Status Married

Last Name Jolie      Suffix       SSN 349020101

**Address**      **Mailing Address** ☐ Same as Physical Address

Street       Street

Suite       Suite

City       City

Postal/Zip       Postal/Zip 90010

State/Prov       State/Prov CA

Country       Country US

**Contact Information**

Home Phone       Work Phone       Personal Email

Mobile Phone       Work Mobile       Work Email

Home Fax       Work Fax       Pager

**Next**

**Family:** In this screen employee can view the existing family members and verify their details and can also add more dependents by clicking Add Family Member button or edit or delete the existing records from below screen.

**CMC Benefit Enrollment - Qualifying Event New Hire**

Event Date 30-May-2021      Enrollment Deadline 27-Jun-2021      Days Remaining 27

Confirmation Number 2652      Confirmed On 30-May-2021

PRUS-HRW-001 | Angie Jolie  
03-May-1980 | Married

1 Personal      **2 Family**      3 Benefits      4 Confirmation

**Family Members**

Name	Relation	Gender	Date of Birth	Age	
Derrick Jolie	Husband	Male	05-Jan-1976	45 Years and 4 Months	

**Add Family Member**

**Previous**      **Next**

When Add Family member is selected the below screen appears.

This screen allows user to add the member to the screen, Employee save the details and continue adding the family members by clicking the Add Family Members.

Note: There should be a Dependent and Beneficiary Flags so member can be indicated for the applicable category.

Dependents are added and saved, submitted, and approved by HR, and will be visible under HR Employee Relatives.

Once dependents are added in the family screen, they should be available on the Benefit screen, employee should not have to wait for the manager approval to view the dependents for the benefit selection.

Benefit Enrollment | Notes | Attachments

CMC Benefit Enrollment - General Open Enrollment





Event Date: 15-Sep-2021 | Enrollment Deadline: 15-Dec-2021 | Days Remaining: 03

Confirmation Number: 3228 | Confirmed On: 09-Oct-2021

PTUG-094261 | Jessica Clark | 16-Jul-1982 | Single

Personal | Family | Benefits | Confirmation

Family Members

Name	Relation	Gender	Date of Birth	Age	
John Clark	Husband	Male	15-Oct-1980	39 Years and 11 Months	 
CHILD-05L WHEZL	Child	Male	01-Sep-2020	1 Years and 1 Months	 

Add Family Member

Previous Next

Benefit Enrollment | Notes | Attachments

CMC Benefit Enrollment - General Open Enrollment





Event Date: 15-Sep-2021 | Enrollment Deadline: 15-Dec-2021 | Days Remaining: 03

Confirmation Number: 3228 | Confirmed On: 09-Oct-2021

PTUG-094261 | Jessica Clark | 16-Jul-1982 | Single

Personal | Family | Benefits | Confirmation

Family Members

Name	Relation	Gender	Date of Birth	Age	
John Clark	Husband	Male	15-Oct-1980	39 Years and 11 Months	 
CHILD-05L WHEZL	Child	Male	01-Sep-2020	1 Years and 1 Months	 

Add Family Member

Personal Details

First Name: John | Middle Name: | Last Name: Clark | Relation: Husband | Gender: Male | Date of Birth: 1980-10-15 | Priority: High | SSN: 3456789012 | Live In: ☒ | Student: ☐

Type: ☒ Dependent ☐ Beneficiary

Save Details Cancel

Benefit Enrollment | Notes | Attachments

CMC Benefit Enrollment - General Open Enrollment





Event Date: 15-Sep-2021 | Enrollment Deadline: 15-Dec-2021 | Days Remaining: 03

Confirmation Number: 3228 | Confirmed On: 09-Oct-2021

PTUG-094261 | Jessica Clark | 16-Jul-1982 | Single

Personal | Family | Benefits | Confirmation

Family Members

Name	Relation	Gender	Date of Birth	Age	
John Clark	Husband	Male	15-Oct-1980	39 Years and 11 Months	 
CHILD-05L WHEZL	Child	Male	01-Sep-2020	1 Years and 1 Months	 

Add Family Member

Personal Details

First Name: CHILD-05L | Middle Name: | Last Name: WHEZL | Relation: Child | Gender: Male | Date of Birth: 2020-09-01 | Priority: Normal | SSN: 2345678901 | Live In: ☒ | Student: ☐

Type: ☒ Dependent ☐ Beneficiary

Save Details Cancel

## Benefits:

Benefit Enrollment

Notes

Attachments

✓ Personal

✓ Family

3 Benefits

4 Confirmation

Benefits Enrollment

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	
Dental Deduction							Not Enrolled	<button>Enroll</button>
FSA DEP CARE							Not Enrolled	<button>Enroll</button>
FSA Medical							Not Enrolled	<button>Enroll</button>
Health Insurance M							Not Enrolled	<button>Enroll</button>
Health Insurance Plan							Not Enrolled	<button>Enroll</button>
Life Insurance Coverage							Not Enrolled	<button>Enroll</button>
Vision Dep Care							Not Enrolled	<button>Enroll</button>
Total			\$0.00	\$0.00	\$0.00			

Dental Deduction Plan Details

Currently Elected	Selected	Plan Code	Plan Description	Option Code	Option Description	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution
	<input checked="" type="radio"/>	DENTC	Dental Core	CORE	Dental/C Emp + Spouse	\$12.00	\$15.00	\$27.00	\$0.00
	<input type="radio"/>	DENTE	Dental Enhanced	ENHANCE1	Dental Enhanced Emp+Child	\$15.00	\$15.00	\$30.00	\$0.00
	<input type="radio"/>	DENTF	Dental Family	ENHANCE2	Dental Enhanced Family	\$18.00	\$20.00	\$38.00	\$0.00
	<input type="radio"/>	DENTS	Dental Single	SINGLE	Dental Single	\$8.00	\$10.00	\$18.00	\$0.00
	<input type="radio"/>	Not Enrolled				\$0.00			

Selected	Dependent	Relation	Gender	Date of Birth	Age	Start Date	End Date	Eligibility
<input type="checkbox"/>	Derrick Jolie	Husband	Male	06-Jan-1976	45 Years and 4 Months	NA	NA	Eligible

Update Plan

Cancel

In this screen employee can see all the benefits and deduction plans that, they are eligible showing all the plan options such as, Employee, Emp + Child, Emp + spouse, and Family.

Displaying the \$ value of what employee will pay, what employer will contribute and what will be the total amount.

## Documents:

Employee can download the document which provide the details of the particular benefit policy by the benefit provider, they are normally added by the HR department, and it is uploaded from the Benefit Master screen.

## Statuses:

New Enrollment means they have recently enrolled.

Currently Enrolled means what employee have for the current time.

Not Enrolled means that employee is not currently enrolled and needs to review and select based on their requirements.

## Change:

By clicking on the change button against Benefit/Deduction will allow employee to make the changes to the current election.

**Benefits Enrollment**

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	
Dental Deduction							Not Enrolled	Enroll
FSA DEP CARE							Not Enrolled	Enroll
FSA Medical							Not Enrolled	Enroll
Health Insurance M							Not Enrolled	Enroll
Health Insurance Plan							Not Enrolled	Enroll
Life Insurance Coverage							Not Enrolled	Enroll
Vision Dep Care							Not Enrolled	Enroll
<b>Total</b>			\$0.00	\$0.00	\$0.00			

**Dental Deduction Plan Details**

Currently Elected	Selected	Plan Code	Plan Description	Option Code	Option Description	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution
	<input checked="" type="radio"/>	DENYC	Dental Core	CORE	Dental/IC Emp + Spouse	\$12.00	\$10.00	\$22.00	\$0.00
	<input type="radio"/>	DENTE	Dental Enghood	ENHANCE1	Dental Enhanced Emp+Child	\$10.00	\$10.00	\$20.00	\$0.00
	<input type="radio"/>	DENFP	Dental Family	ENHANCE2	Dental Enhanced Family	\$18.00	\$20.00	\$38.00	\$0.00
	<input type="radio"/>	DENYS	Dental Single	SINGLE	Dental Single	\$8.00	\$10.00	\$18.00	\$0.00
	<input type="radio"/>	Not Enrolled				\$0.00			

Selected	Dependent	Relation	Gender	Date of Birth	Age	Start Date	End Date	Eligibility
<input checked="" type="checkbox"/>	Derek Joffe	Husband	Male	05-Jan-1978	45 Years and 4 Months	NA	NA	Eligible

Update Plan Cancel

Employee can switch from one plan to another.

Employee Can edit the existing plans.

Employee can enroll the newly added plans.

Employee can edit the dependent during open enrollment in the benefit screen.

Employee can add or remove the dependent by checking or unchecking the selection box.

The employee dependent screen will reflect based on the employee being either Dependent or beneficiary if dependent has the beneficiary flag checked the screen will show the percentage and the type, if the dependent is primary or contingent.

If dependent is not a beneficiary and only flagged as a dependent the screen will show the benefit start and end dates. A Dependent can be both dependent and beneficiary at the same time

### Enroll:

By Clicking on the Enroll option employee will be able to enroll themselves as well as their dependents into this new plan.

CMIC ENTERPRISE TESTR12

Enterprise Elm E33 HCM CMIC Field EE Console Edit Mode

Employee Self Service

Plan updated successfully

Employee Self Service (PUS-HRM-001 - Angie Jolie)

Personal Information

Profile Information

HR Information

W-4 Information

T-1 Information

Emergency Contacts

Dependent

Skills

Certification and Licenses

Degrees

Memberships

Interim Evaluation

Annual Evaluation

Discipline History

Modify and Review Dependent

Payment Administration

Benefit Enrollment

Request and Review Vacation Balances

Pay Stub Printing

Direct Deposit Accounts

Year End Summary

HR Documents

Qualifying Event

Corporate Learning

Class Enrollment

CMIC Benefit Enrollment - Qualifying Event New Hire

Event Date 30-May-2021 Enrollment Deadline 27-Jun-2021 Days Remaining 27

Confirmation Number 2052 Confirmed On 30-May-2021

PUS-HRM-001 | Angie Jolie

03-May-1980 | Married

Personal Family Benefits Confirmation

Benefits Enrollment

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	Change
Dental Deduction	Dental Core	Dental Core	\$12.00	\$15.00	\$27.00		New Enrollment	Change
FSA DEP CARE	DEFAULT PLAN	DEFAULT	\$100.00	\$0.00	\$100.00		New Enrollment	Change
FSA Medical	FSA Medical	Med FSA	\$35.00	\$0.00	\$35.00		New Enrollment	Change
Health Insurance Plan	Silver Health Spouse	Health Ins SPOUS	\$20.00	\$0.00	\$20.00		New Enrollment	Change
Life Insurance Coverage	Silver Health Spouse	Health Ins SPOUS	\$18.00	\$0.00	\$18.00		New Enrollment	Change
Vision Dep Care	Employee + One	Medial	\$40.00	\$0.00	\$40.00		New Enrollment	Change
Health Insurance M							Not Enrolled	Enroll
Total			\$225.00	\$15.00	\$240.00			

Previous Next

## Beneficiary:

Based on the Master benefit flag, dependent allowed or beneficiary allowed block will display.

Note: In the master screen both flags cannot be selected for the same benefit\deduction

If Beneficiary is selected the screen will appear as below.

CMIC ENTERPRISE TESTR12

Enterprise Elm E33 HCM CMIC Field EE Console Edit Mode

Employee Self Service

Plan updated successfully

Employee Self Service (PUS-HRM-001 - Angie Jolie)

Personal Information

Profile Information

HR Information

W-4 Information

T-1 Information

Emergency Contacts

Dependent

Skills

Certification and Licenses

Degrees

Memberships

Interim Evaluation

Annual Evaluation

Discipline History

Modify and Review Dependent

Payment Administration

Benefit Enrollment

Request and Review Vacation Balances

Pay Stub Printing

Direct Deposit Accounts

Year End Summary

HR Documents

Qualifying Event

Corporate Learning

Class Enrollment

CMIC Benefit Enrollment - Qualifying Event New Hire

Event Date 30-May-2021 Enrollment Deadline 27-Jun-2021 Days Remaining 27

Confirmation Number 2052 Confirmed On 30-May-2021

PUS-HRM-001 | Angie Jolie

03-May-1980 | Married

Personal Family Benefits Confirmation

Family Members

Name	Relationship	Gender	Date of Birth	Age
Daniel Jolie	Husband	Male	05-Jan-1978	43 Years and 4 Months

Benefits Enrollment

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution	Status	Employee Variance
Dental Deduction	Dental Core	Dental Core + Spouse	\$12.00	\$15.00	\$27.00	\$0.00	New Enrollment	\$12.00
FSA DEP CARE	DEFAULT PLAN	DEFAULT	\$100.00	\$0.00	\$100.00	\$0.00	New Enrollment	\$100.00
FSA Medical	FSA Medical	Medical FSA	\$35.00	\$0.00	\$35.00	\$0.00	New Enrollment	\$35.00
Health Insurance Plan	Silver Health Spouse	Health Ins Spouse	\$20.00	\$0.00	\$20.00	\$0.00	New Enrollment	\$20.00
Life Insurance Coverage	Silver Health Spouse	Health Ins Spouse	\$18.00	\$0.00	\$18.00	\$0.00	New Enrollment	\$18.00
Vision Dep Care	Employee + One	Medial	\$40.00	\$0.00	\$40.00	\$0.00	New Enrollment	\$40.00

Electronic Signature Verification Statement

Has New 50-hour plan and qualifying event effective date to add changes to your benefits.

I have read and agree to the above statement.

Signature: Angie Jolie

Tuesday, May 30, 2021 11:36 AM EDT

Previous Next Enroll

Dependent as Beneficiary with Plan that has 'Beneficiary' flag enabled.

Benefit Enrollment | Notes | Attachments

CMC Benefit Enrollment - General Open Enrollment

Event Date: 15-Sep-2021 | Enrollment Deadline: 15-Dec-2021 | Days Remaining: 19

Confirmation Number: 3228 | Confirmed On: 16-Oct-2021

PTUG-WHISL | Jessica Clark | 14-Jul-1982 | Single

Personal | Family | Benefits | Confirmation

**Benefits Enrollment**

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	Change
Life Insurance	Employee + One	Medical	\$45.00	\$0.00	\$45.00		New Enrollment	Change
Dental Deduction							Not Enrolled	Enroll
FSA DEP CARE							Not Enrolled	Enroll
FSA Medical							Not Enrolled	Enroll
Health Insurance M							Not Enrolled	Enroll
Health Insurance Plan							Not Enrolled	Enroll
<b>Total</b>			\$45.00	\$0.00	\$45.00			

**Life Insurance Plan Details**

Currently Enrolled	Selected	Plan Code	Plan Description	Option Code	Option Description	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution
	<input checked="" type="radio"/>	EMP-ONE	Employee + One	MEDICAL	Medical	\$45.00	\$0.00	\$45.00	\$0.00
	<input type="radio"/>		Not Enrolled			\$0.00			

Selected	Beneficiary	Relationship	Gender	Date of Birth	Age	Percentage	Type	Eligibility
<input checked="" type="checkbox"/>	John Clark	Husband	Male	15-Oct-1980	38 Years and 11 Months	100	Primary	Eligible
<input type="checkbox"/>	CHILD-ESL WHISL	Child	Male	01-Sep-2020	1 Year and 1 Month		Contingent	Not Eligible

Update Plan | Cancel

Dependent selected for a plan without the 'Beneficiary' flag disabled. The screen will not have the percentage and type columns and the heading Beneficiary will display 'Dependent' with the enrollment date and end dates of the benefit.

Benefit Enrollment | Notes | Attachments

CMC Benefit Enrollment - General Open Enrollment

Event Date: 15-Sep-2021 | Enrollment Deadline: 15-Dec-2021 | Days Remaining: 19

Confirmation Number: 3228 | Confirmed On: 16-Oct-2021

PTUG-WHISL | Jessica Clark | 14-Jul-1982 | Single

Personal | Family | Benefits | Confirmation

**Benefits Enrollment**

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	Change
Life Insurance	Employee + One	Medical	\$45.00	\$0.00	\$45.00		New Enrollment	Change
Dental Deduction							Not Enrolled	Enroll
FSA DEP CARE							Not Enrolled	Enroll
FSA Medical							Not Enrolled	Enroll
Health Insurance M							Not Enrolled	Enroll
Health Insurance Plan							Not Enrolled	Enroll
<b>Total</b>			\$45.00	\$0.00	\$45.00			

**Dental Deduction Plan Details**

Currently Enrolled	Selected	Plan Code	Plan Description	Option Code	Option Description	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution
	<input type="radio"/>	DEMT	Dental Core	CORE	Dental Core + Spouse	\$12.00	\$15.00	\$27.00	\$0.00
	<input type="radio"/>	DEMT	Dental Enhanced	ENHANCE1	Dental Enhanced Emp+Child	\$15.00	\$15.00	\$30.00	\$0.00
	<input checked="" type="radio"/>	DEMT	Dental Family	ENHANCE2	Dental Enhanced Family	\$18.00	\$20.00	\$38.00	\$0.00
	<input type="radio"/>	DEMTS	Dental Single	SINGLE	Dental Single	\$8.00	\$10.00	\$18.00	\$0.00
	<input type="radio"/>		Not Enrolled			\$0.00			

Selected	Dependent	Relationship	Gender	Date of Birth	Age	Start Date	End Date	Eligibility
<input type="checkbox"/>	John Clark	Husband	Male	15-Oct-1980	38 Years and 11 Months	NA	NA	Eligible
<input type="checkbox"/>	CHILD-ESL WHISL	Child	Male	01-Sep-2020	1 Year and 1 Month	NA	NA	Eligible

Update Plan | Cancel

### Confirmation:

Employee will confirm all the details for the Family Members and Benefit Enrollment and will check the consent check box and will save and submit.

CMIC ENTERPRISE TESTR12

Employee Self Service

Confirmation Number 282 Confirmed On 30-May-2021

Personal Information

Family Members

Name	Relationship	Gender	Date of Birth	Age
Daniel John	Husband	Male	28-Jan-1975	45 Year and 4 Months

Benefits Enrollment

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution	Status	Employee Variance
Dental Deductible	Dental Care	Deductible Stop + Reuse	\$10.00	\$10.00	\$20.00	\$20.00	New Enrollment	\$10.00
FSA Dep Care	DEFAULT PLAN	DEFAULT	\$100.00	\$0.00	\$100.00	\$0.00	New Enrollment	\$100.00
FSA Medical	FSA Medical	Medical FSA	\$20.00	\$0.00	\$20.00	\$0.00	New Enrollment	\$20.00
Health Insurance Plan	Silver Health Service	Health Ins Service	\$20.00	\$0.00	\$20.00	\$0.00	New Enrollment	\$20.00
Life Insurance Coverage	Silver Health Service	Health Ins Service	\$10.00	\$0.00	\$10.00	\$0.00	New Enrollment	\$10.00
Vision Dep Care	Employee + Dep	Medical	\$40.00	\$0.00	\$40.00	\$0.00	New Enrollment	\$40.00

Electronic Signature Verification Statement

You have 30 days from your qualifying event effective date to elect changes to your benefits.

I have read and agree to the above statement.

Signature: Daniel John

Sunday, May 30th 2021 11:36:38 PM

Next Enrollment

Next & Save

**NOTE:** In HR Prompt Maintenance each customer can define their own consent verbiage.

Generic can appear as default as specified above, but we should give the ability to customer to define their own consent.

## ESS – General Open Enrollment Process

Welcome To CMIC Open Enrollment

Please Note: All premiums shown are per pay period amounts and will not reflect any additional discounts you might receive for tobacco free status or the CMIC Wellness participation. There may be necessary adjustments for missed pay periods. You may be required to provide documentation regarding Dependents. If you have benefit plan questions, please reference Benefits Home Page or send an email to [benefits@cmicglobal.com](mailto:benefits@cmicglobal.com). If you have technical issues, send an email to [helpdesk@cmicglobal.com](mailto:helpdesk@cmicglobal.com) Link to Qualifying Event Instructions Link to New Hire/Rehire Instructions

#	Status	Notes	Start Date	End Date	Days Left	Description	Action
3036	Pending		15-Sep-2021	15-Dec-2021	72	General Open Enrollment	<a href="#">Enroll Now</a>

Benefit Enrollment

CMIC Benefit Enrollment - General Open Enrollment

Event Date 15-Sep-2021 Enrollment Deadline 15-Dec-2021 Days Remaining 72

Confirmation Number 3036 Confirmed On 03-Oct-2021

PRUS-W4-021 | Tom Jackson 14-Jul-1992 | Single

Personal Information

Title

\* First Name Tom Middle

\* Last Name Jackson Suffix

Date of Birth 14-Jul-1992 Marital Status Single

SSN 889524589

Address

Street

Suite

City

Postal/Zip

State/Prov

Country

Mailing Address

Street

Suite

City

Postal/Zip 60000

State/Prov IL

Country US

Same as Physical Address ☐

Contact Information

Home Phone

Mobile Phone

Home Fax

Work Phone

Work Mobile

Work Fax

Personal Email [Marjan.Dehghani@cmic.ca](mailto:Marjan.Dehghani@cmic.ca)

Work Email [Marjan.Dehghani@cmic.ca](mailto:Marjan.Dehghani@cmic.ca)

Pager

Next



Benefit Enrollment | Notes | Attachments

CMiC Benefit Enrollment - General Open Enrollment

Event Date Sep/15/2021      Enrollment Deadline Dec/15/2021      Days Remaining 72

Confirmation Number 3036      Confirmed On Oct/03/2021

PYUS-W4-02L | Tom Jackson  
Jul/14/1992 | Single

1 Personal      2 Family      3 Benefits      4 Confirmation

Family Members

Name	Relation	Gender	Date of Birth	Age	
Mary Jackson	Child	Male	Oct/05/2020	0 Years and 11 Months	

Add Family Member

Personal Details

\* First Name Catherine      \* Gender Female      Priority --Select--

Middle Name      \* Date of Birth 1994-03-14      SSN 404505606

\* Last Name Jackson      \* ☒ Dependent ☐ Beneficiary      ☐ Live-in ☐ Student

\* Relation Wife      Type --Select--

Save Details      Cancel

Benefit Enrollment | Notes | Attachments

CMiC Benefit Enrollment - General Open Enrollment

Event Date Sep/15/2021      Enrollment Deadline Dec/15/2021      Days Remaining 72

Confirmation Number 3036      Confirmed On Oct/03/2021

PYUS-W4-02L | Tom Jackson  
Jul/14/1992 | Single

1 Personal      2 Family      3 Benefits      4 Confirmation

Family Members

Name	Relation	Gender	Date of Birth	Age	
Catherine Jackson	Wife	Female	Mar/14/1994	27 Years and 6 Months	
Mary Jackson	Child	Male	Oct/05/2020	0 Years and 11 Months	

Add Family Member

Personal Details

\* First Name Catherine      \* Gender Female      Priority --Select--

Middle Name      \* Date of Birth 1994-03-14      SSN 404505606

\* Last Name Jackson      \* ☒ Dependent ☒ Beneficiary      ☒ Live-in ☐ Student

\* Relation Wife      Type Primary

Save Details      Cancel

Family Member updated successfully.

Benefit Enrollment | Notes | Attachments

CMiC Benefit Enrollment - General Open Enrollment

Event Date Sep/15/2021      Enrollment Deadline Dec/15/2021      Days Remaining 72

Confirmation Number 3036      Confirmed On Oct/03/2021

PYUS-W4-02L | Tom Jackson  
Jul/14/1992 | Single

1 Personal      2 Family      3 Benefits      4 Confirmation

Family Members

Name	Relation	Gender	Date of Birth	Age	
Catherine Jackson	Wife	Female	Mar/14/1994	27 Years and 6 Months	
Mary Jackson	Child	Male	Oct/05/2020	0 Years and 11 Months	

Add Family Member

Previous      Next

Benefit Enrollment
Notes
Attachments

CMIC Benefit Enrollment - General Open Enrollment

Event Date Sep/15/2021
Enrollment Deadline Dec/15/2021
Days Remaining 72

Confirmation Number 3036
Confirmed On Oct/03/2021

PYUS-W4-02L | Tom Jackson
  
Jul/14/1992 | Single

Personal

Family

Benefits

Confirmation

Benefits Enrollment

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	
Dental Deduction							Not Enrolled	<button>Enroll</button>
FSA Medical							Not Enrolled	<button>Enroll</button>
Health Insurance M							Not Enrolled	<button>Enroll</button>
Health Insurance Plan							Not Enrolled	<button>Enroll</button>
Total			\$0.00	\$0.00	\$0.00			

Previous

Next

Benefit Enrollment
Notes
Attachments

CMIC Benefit Enrollment - General Open Enrollment

Event Date Sep/15/2021
Enrollment Deadline Dec/15/2021
Days Remaining 72

Confirmation Number 3036
Confirmed On Oct/03/2021

PYUS-W4-02L | Tom Jackson
  
Jul/14/1992 | Single

Personal

Family

Benefits

Confirmation

Benefits Enrollment

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	
Dental Deduction							Not Enrolled	<button>Enroll</button>
FSA Medical							Not Enrolled	<button>Enroll</button>
Health Insurance M							Not Enrolled	<button>Enroll</button>
Health Insurance Plan							Not Enrolled	<button>Enroll</button>
Total			\$0.00	\$0.00	\$0.00			

Dental Deduction Plan Details

Currently Enrolled	Selected	Plan Code	Plan Description	Option Code	Option Description	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution
	<input type="radio"/>	DENRC	Dental Core	CDRC	Dental Core - Spouse	\$12.00	\$15.00	\$27.00	\$0.00
	<input type="radio"/>	DENRE	Dental Enhanced	ENHANCE1	Dental Enhanced Emp+Child	\$15.00	\$15.00	\$30.00	\$0.00
	<input type="radio"/>	DENRF	Dental Family	ENHANCE2	Dental Enhanced Family	\$18.00	\$29.00	\$36.00	\$0.00
	<input type="radio"/>	DENRS	Dental Single	SHOLE	Dental Single	\$8.00	\$10.00	\$18.00	\$0.00
	<input checked="" type="radio"/>		Not Enrolled			\$0.00			

Selected	Dependent	Relation	Gender	Date of Birth	Age	Start Date	End Date	Eligibility
<input type="checkbox"/>	Catherine Jackson	Wife	Female	Mar/14/1994	27 Years and 5 Months	NA	NA	Not Eligible
<input type="checkbox"/>	Mary Jackson	Child	Male	Oct/05/2020	0 Years and 11 Months	NA	NA	Not Eligible

Update Plan

Cancel

Benefit Enrollment
Notes
Attachments

CMIC Benefit Enrollment - General Open Enrollment

Event Date Sep/15/2021
Enrollment Deadline Dec/15/2021
Days Remaining 72

P/US-016-651 Tom Jackson
Jul/14/1962 Single

Personal
Family
Benefits
Confirmation

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	
Dental Deduction							Not Enrolled	Enroll
FSA Medical							Not Enrolled	Enroll
Health Insurance M							Not Enrolled	Enroll
Health Insurance Plan							Not Enrolled	Enroll
Total				\$0.00	\$0.00	\$0.00		

Dental Deduction Plan Details

Currently Selected	Selected	Plan Code	Plan Description	Option Code	Option Description	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution
	<input type="radio"/>	DENR1C	Dental Core	CORE	Dental Core - Spouse	\$12.00	\$15.00	\$27.00	\$0.00
	<input checked="" type="radio"/>	DENR1E	Dental Enhanced	ENHANCE1	Dental Enhanced Emp+Child	\$18.00	\$15.00	\$33.00	\$0.00
	<input type="radio"/>	DENR1F	Dental Family	ENHANCE2	Dental Enhanced Family	\$18.00	\$20.00	\$38.00	\$0.00
	<input type="radio"/>	DENR1S	Dental Single	SINGLE	Dental Single	\$8.00	\$10.00	\$18.00	\$0.00
	<input type="radio"/>	Not Enrolled				\$0.00			

Selected	Dependent	Relation	Gender	Date of Birth	Age	Start Date	End Date	Eligibility
<input type="checkbox"/>	Catherine Jackson	Wife	Female	Mar/14/1964	27 Years and 8 Months	NA	NA	Not Eligible
<input type="checkbox"/>	Mary Jackson	Child	Male	Oct/05/2020	9 Years and 11 Months	NA	NA	Eligible

Update Plan
Cancel

Based on the plan and plan options employee can enroll the eligible dependent only. In this example it is the child dependent that is eligible for enrollment into this plan.

Benefit Enrollment
Notes
Attachments

CMIC Benefit Enrollment - General Open Enrollment

Event Date Sep/15/2021
Enrollment Deadline Dec/15/2021
Days Remaining 72

P/US-016-651 Tom Jackson
Jul/14/1962 Single

Personal
Family
Benefits
Confirmation

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	
Dental Deduction							Not Enrolled	Enroll
FSA Medical							Not Enrolled	Enroll
Health Insurance M							Not Enrolled	Enroll
Health Insurance Plan							Not Enrolled	Enroll
Total				\$0.00	\$0.00	\$0.00		

Dental Deduction Plan Details

Currently Selected	Selected	Plan Code	Plan Description	Option Code	Option Description	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution
	<input checked="" type="radio"/>	DENR1C	Dental Core	CORE	Dental Core - Spouse	\$12.00	\$15.00	\$27.00	\$0.00
	<input type="radio"/>	DENR1E	Dental Enhanced	ENHANCE1	Dental Enhanced Emp+Child	\$18.00	\$15.00	\$33.00	\$0.00
	<input type="radio"/>	DENR1F	Dental Family	ENHANCE2	Dental Enhanced Family	\$18.00	\$20.00	\$38.00	\$0.00
	<input type="radio"/>	DENR1S	Dental Single	SINGLE	Dental Single	\$8.00	\$10.00	\$18.00	\$0.00
	<input type="radio"/>	Not Enrolled				\$0.00			

Selected	Dependent	Relation	Gender	Date of Birth	Age	Start Date	End Date	Eligibility
<input type="checkbox"/>	Catherine Jackson	Wife	Female	Mar/14/1964	27 Years and 8 Months	NA	NA	Not Eligible
<input type="checkbox"/>	Mary Jackson	Child	Male	Oct/05/2020	9 Years and 11 Months	NA	NA	Eligible

Update Plan
Cancel

**Benefit Enrollment** | Notes | Attachments

CMIC Benefit Enrollment - General Open Enrollment

Event Date Sep/15/2021 | Enrollment Deadline Dec/15/2021 | Days Remaining 72 | P105-016-021 | Tom Jackson | JUL/14/1992 | Single

Confirmation Number 3036 | Confirmed On 04/03/2021

Personal (1) | Family (1) | **Benefits (3)** | Confirmation (1)

**Benefits Enrollment**

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	
Dental Deduction							Not Enrolled	<button>Enroll</button>
FSA Medical							Not Enrolled	<button>Enroll</button>
Health Insurance M							Not Enrolled	<button>Enroll</button>
Health Insurance Plan							Not Enrolled	<button>Enroll</button>
<b>Total</b>				\$0.00	\$0.00	\$0.00		

**Dental Deduction Plan Details**

Currently Selected	Selected	Plan Code	Plan Description	Option Code	Option Description	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution
	<input type="radio"/>	DENTC	Dental Core	CORE	DentalC Emp + Spouse	\$12.00	\$15.00	\$27.00	\$0.00
	<input type="radio"/>	DENTE	Dental Enhanced	ENHANCE1	Dental Enhanced Emp+Child	\$18.00	\$15.00	\$33.00	\$0.00
	<input type="radio"/>	DENTF	Dental Family	ENHANCE2	Dental Enhanced Family	\$18.00	\$20.00	\$38.00	\$0.00
	<input checked="" type="radio"/>	DENTS	Dental Single	SINGLE	Dental Single	\$8.00	\$10.00	\$18.00	\$0.00
	<input type="radio"/>	Not Enrolled				\$0.00			

Selected	Dependent	Relation	Gender	Date of Birth	Age	Start Date	End Date	Eligibility
<input type="checkbox"/>	Catherine Jackson	Wife	Female	Mar/14/1994	27 Years and 6 Months	NA	NA	Not Eligible
<input type="checkbox"/>	Mary Jackson	Child	Male	Oct/05/2020	0 Years and 11 Months	NA	NA	Not Eligible

Update Plan Cancel

**Plan updated successfully.**

**Benefit Enrollment** | Notes | Attachments

CMIC Benefit Enrollment - General Open Enrollment

Event Date Sep/15/2021 | Enrollment Deadline Dec/15/2021 | Days Remaining 72 | P105-016-021 | Tom Jackson | JUL/14/1992 | Single

Confirmation Number 3036 | Confirmed On 04/03/2021

Personal (1) | Family (1) | **Benefits (3)** | Confirmation (1)

**Benefits Enrollment**

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	
Dental Deduction	Dental Single	Dental Single	\$0.00	\$10.00	\$10.00		New Enrollment	<button>Change</button>
FSA Medical							Not Enrolled	<button>Enroll</button>
Health Insurance M							Not Enrolled	<button>Enroll</button>
Health Insurance Plan							Not Enrolled	<button>Enroll</button>
<b>Total</b>			\$0.00	\$10.00	\$10.00			

**Benefit Enrollment** | Notes | Attachments

CMIC Benefit Enrollment - General Open Enrollment

Event Date Sep/15/2021 | Enrollment Deadline Dec/15/2021 | Days Remaining 72 | P105-016-021 | Tom Jackson | JUL/14/1992 | Single

Confirmation Number 3036 | Confirmed On 04/03/2021

Personal (1) | Family (1) | **Benefits (3)** | Confirmation (1)

**Benefits Enrollment**

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	
Dental Deduction	Dental Single	Dental Single	\$0.00	\$10.00	\$10.00		New Enrollment	<button>Change</button>
FSA Medical							Not Enrolled	<button>Enroll</button>
Health Insurance M							Not Enrolled	<button>Enroll</button>
Health Insurance Plan							Not Enrolled	<button>Enroll</button>
<b>Total</b>			\$0.00	\$10.00	\$10.00			

**Dental Deduction Plan Details**

Currently Selected	Selected	Plan Code	Plan Description	Option Code	Option Description	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution
	<input checked="" type="radio"/>	DENTC	Dental Core	CORE	DentalC Emp + Spouse	\$12.00	\$15.00	\$27.00	\$0.00
	<input type="radio"/>	DENTE	Dental Enhanced	ENHANCE1	Dental Enhanced Emp+Child	\$18.00	\$15.00	\$33.00	\$0.00
	<input type="radio"/>	DENTF	Dental Family	ENHANCE2	Dental Enhanced Family	\$18.00	\$20.00	\$38.00	\$0.00
	<input type="radio"/>	DENTS	Dental Single	SINGLE	Dental Single	\$8.00	\$10.00	\$18.00	\$0.00
	<input type="radio"/>	Not Enrolled				\$0.00			

Selected	Dependent	Relation	Gender	Date of Birth	Age	Start Date	End Date	Eligibility
<input checked="" type="checkbox"/>	Catherine Jackson	Wife	Female	Mar/14/1994	27 Years and 6 Months	NA	NA	Eligible
<input type="checkbox"/>	Mary Jackson	Child	Male	Oct/05/2020	0 Years and 11 Months	NA	NA	Not Eligible

Update Plan Cancel

Benefits Enrollment | Notes | Attachments

CMC Benefit Enrollment - General Open Enrollment

Event Date Sep15/2021 Enrollment Deadline Oct15/2021 Days Remaining 72  
Confirmation Number 3036 Confirmed On Oct05/2021

PTU00000001 | Tom Jackson  
Jul14/1992 | Single

Personal Family Benefits Confirmation

Benefits Enrollment

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	
Dental Deduction	Dental Core	Dental Core	\$12.00	\$15.00	\$27.00		New Enrollment	<a href="#">Change</a>
FSA Medical	FSA Medical	Med FSA	\$40.00	\$0.00	\$40.00		New Enrollment	<a href="#">Change</a>
Health Insurance M	Employee and Spouse	Spouse	\$21.00	\$0.00	\$21.00		New Enrollment	<a href="#">Change</a>
Health Insurance Plan							Not Enrolled	<a href="#">Enroll</a>
Total			\$73.00	\$15.00	\$88.00			

Health Insurance Plan Plan Details

Currently Elected	Selected	Plan Code	Plan Description	Option Code	Option Description	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution
	<input type="radio"/>	SHLT	Bronze Health Single	SINGLE	Health Ins Single	\$20.00	\$0.00	\$20.00	\$0.00
	<input checked="" type="radio"/>	SHLT	Gold Health Family	FAMILY	Health Ins Family	\$28.00	\$0.00	\$28.00	\$0.00
	<input type="radio"/>	SHLT	Silver Health Spouse	SPOUSE	Health Ins Spouse	\$23.00	\$0.00	\$23.00	\$0.00
	<input type="radio"/>	Not Enrolled				\$0.00			

Selected	Dependent	Relation	Gender	Date of Birth	Age	Start Date	End Date	Eligibility
<input checked="" type="checkbox"/>	Catherine Jackson	Wife	Female	Mar14/1994	27 Years and 5 Months	NA	NA	Eligible
<input checked="" type="checkbox"/>	Mary Jackson	Child	Male	Oct05/2020	9 Years and 11 Months	NA	NA	Eligible

[Update Plan](#) [Cancel](#)

Benefits Enrollment | Notes | Attachments

CMC Benefit Enrollment - General Open Enrollment

Event Date Sep15/2021 Enrollment Deadline Oct15/2021 Days Remaining 72  
Confirmation Number 3036 Confirmed On Oct05/2021

PTU00000001 | Tom Jackson  
Jul14/1992 | Single

Personal Family Benefits Confirmation

Benefits Enrollment

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	
Dental Deduction	Dental Core	Dental Core	\$12.00	\$15.00	\$27.00		New Enrollment	<a href="#">Change</a>
FSA Medical	FSA Medical	Med FSA	\$40.00	\$0.00	\$40.00		New Enrollment	<a href="#">Change</a>
Health Insurance M	Employee and Spouse	Spouse	\$21.00	\$0.00	\$21.00		New Enrollment	<a href="#">Change</a>
Health Insurance Plan							Not Enrolled	<a href="#">Enroll</a>
Total			\$73.00	\$15.00	\$88.00			

Health Insurance Plan Plan Details

Currently Elected	Selected	Plan Code	Plan Description	Option Code	Option Description	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution
	<input type="radio"/>	SHLT	Bronze Health Single	SINGLE	Health Ins Single	\$20.00	\$0.00	\$20.00	\$0.00
	<input checked="" type="radio"/>	SHLT	Gold Health Family	FAMILY	Health Ins Family	\$28.00	\$0.00	\$28.00	\$0.00
	<input type="radio"/>	SHLT	Silver Health Spouse	SPOUSE	Health Ins Spouse	\$23.00	\$0.00	\$23.00	\$0.00
	<input type="radio"/>	Not Enrolled				\$0.00			

Selected	Dependent	Relation	Gender	Date of Birth	Age	Start Date	End Date	Eligibility
<input checked="" type="checkbox"/>	Catherine Jackson	Wife	Female	Mar14/1994	27 Years and 5 Months	NA	NA	Eligible
<input checked="" type="checkbox"/>	Mary Jackson	Child	Male	Oct05/2020	9 Years and 11 Months	NA	NA	Eligible

[Update Plan](#) [Cancel](#)

Benefits Enrollment | Notes | Attachments

CMC Benefit Enrollment - General Open Enrollment

Event Date Sep15/2021 Enrollment Deadline Dec15/2021 Days Remaining 72  
Confirmation Number 3036 Confirmed On Oct05/2021

PTU00000001 | Tom Jackson  
Jul14/1992 | Single

Personal Family Benefits Confirmation

Benefits Enrollment

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	
Dental Deduction	Dental Core	Dental Core	\$12.00	\$15.00	\$27.00		New Enrollment	<a href="#">Change</a>
FSA Medical	FSA Medical	Med FSA	\$40.00	\$0.00	\$40.00		New Enrollment	<a href="#">Change</a>
Health Insurance M	Employee and Spouse	Spouse	\$21.00	\$0.00	\$21.00		New Enrollment	<a href="#">Change</a>
Health Insurance Plan	Gold Health Family	Health Ins FAM	\$28.00	\$0.00	\$28.00		New Enrollment	<a href="#">Change</a>
Total			\$101.00	\$15.00	\$116.00			

Health Insurance Plan Plan Details

Currently Elected	Selected	Plan Code	Plan Description	Option Code	Option Description	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution
	<input type="radio"/>	SHLT	Bronze Health Single	SINGLE	Health Ins Single	\$20.00	\$0.00	\$20.00	\$0.00
	<input checked="" type="radio"/>	SHLT	Gold Health Family	FAMILY	Health Ins Family	\$28.00	\$0.00	\$28.00	\$0.00
	<input type="radio"/>	SHLT	Silver Health Spouse	SPOUSE	Health Ins Spouse	\$23.00	\$0.00	\$23.00	\$0.00
	<input type="radio"/>	Not Enrolled				\$0.00			

Selected	Dependent	Relation	Gender	Date of Birth	Age	Start Date	End Date	Eligibility
<input checked="" type="checkbox"/>	Catherine Jackson	Wife	Female	Mar14/1994	27 Years and 5 Months	Jan01/2022	NA	Eligible
<input checked="" type="checkbox"/>	Mary Jackson	Child	Male	Oct05/2020	9 Years and 11 Months	Jan01/2022	NA	Eligible

[Update Plan](#) [Cancel](#)

**Plan updated successfully.**

Benefit Enrollment | Notes | Attachments

CMC Benefit Enrollment - General Open Enrollment

Event Date: Sep/15/2021 | Enrollment Deadline: Oct/15/2021 | Days Remaining: 72 | Confirmation Number: 3038 | Confirmed On: Oct/03/2021

P105-W4-03 | Tom Jackson | Jul/16/1982 | Single

Personal (✓) | Family (✓) | Benefits (5) | Confirmation (1)

**Benefits Enrollment**

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	
Dental Deduction	Dental Core	Dental Core	\$12.00	\$15.00	\$27.00		New Enrollment	<a href="#">Change</a>
FSA Medical	FSA Medical	Med FSA	\$40.00	\$0.00	\$40.00		New Enrollment	<a href="#">Change</a>
Health Insurance Plan	Gold Health Family	Health 1st FAM	\$20.00	\$0.00	\$20.00		New Enrollment	<a href="#">Change</a>
Health Insurance M							Not Enrolled	<a href="#">Enroll</a>
<b>Total</b>			<b>\$80.00</b>	<b>\$15.00</b>	<b>\$95.00</b>			

[Previous](#) [Next](#)

Benefit Enrollment | Notes | Attachments

CMC Benefit Enrollment - General Open Enrollment

Event Date: Sep/15/2021 | Enrollment Deadline: Oct/15/2021 | Days Remaining: 72 | Confirmation Number: 3038 | Confirmed On: Oct/03/2021

P105-W4-03 | Tom Jackson | Jul/16/1982 | Single

Personal (✓) | Family (✓) | Benefits (✓) | Confirmation (1)

**Family Members**

Name	Relation	Gender	Date of Birth	Age
Catherine Jackson	Wife	Female	Mar/16/1984	27 Years and 6 Months
Mary Jackson	Child	Male	Oct/05/2020	6 Years and 11 Months

**Benefits Enrollment**

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution	Status	Employee Variance
Dental Deduction	Dental Core	DentalC Core - Spouse	\$12.00	\$15.00	\$27.00	\$0.00	New Enrollment	\$12.00 ▲
FSA Medical	FSA Medical	Medical FSA	\$40.00	\$0.00	\$40.00	\$0.00	New Enrollment	\$40.00 ▲
Health Insurance Plan	Gold Health Family	Health 1st Family	\$20.00	\$0.00	\$20.00	\$0.00	New Enrollment	\$20.00 ▲
								Employee Contribution Fee increased

**Electronic Signature Verification Statement**

You have 30 days from your qualifying event effective date to elect changes to your benefits.  
I have read and agree to the above statement.

Signature: Tom Jackson | Sunday, October 3rd 2021 09:58:10 PM

[Previous](#) [Sign & Submit](#)

Benefit Enrollment
Notes
Attachments

CMIC Benefit Enrollment - General Open Enrollment

Event Date: Sep/15/2021
Enrollment Deadline: Dec/15/2021
Days Remaining: 72
Confirmation Number: 3036
Confirmed On: Oct/03/2021

PUS: 04/04/1 Tom Jackson
Jul/14/2002 | Single

Personal
Family
Benefits
Confirmations

Family Members

Name	Relation	Gender	Date of Birth	Age
Catherine Jackson	Wife	Female	Mar/14/1984	27 Years and 6 Months
Mary Jackson	Child	Male	Oct/05/2020	9 Years and 11 Months

Benefits Enrollment

Benefit	Plan	Options	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution	Status	Employee Variance									
Dental Deduction	Dental Core	DentalC Dnp - Spouse	\$12.00	\$15.00	\$27.00	\$0.00	New Enrollment	\$12.00 ▲									
<table> <thead> <tr> <th>Name</th> <th>Coverage Start Date</th> <th>Coverage End Date</th> </tr> </thead> <tbody> <tr> <td>Catherine Jackson</td> <td>Jan/01/2022</td> <td>NA</td> </tr> </tbody> </table>									Name	Coverage Start Date	Coverage End Date	Catherine Jackson	Jan/01/2022	NA			
Name	Coverage Start Date	Coverage End Date															
Catherine Jackson	Jan/01/2022	NA															
FSA Medical	FSA Medical	Medical FSA	\$40.00	\$0.00	\$40.00	\$0.00	New Enrollment	\$40.00 ▲									
Health Insurance Plan	Gold Health Family	Health Ins Family	\$28.00	\$0.00	\$28.00	\$0.00	New Enrollment	\$28.00 ▲									
<table> <thead> <tr> <th>Name</th> <th>Coverage Start Date</th> <th>Coverage End Date</th> </tr> </thead> <tbody> <tr> <td>Catherine Jackson</td> <td>Jan/01/2022</td> <td>NA</td> </tr> <tr> <td>Mary Jackson</td> <td>Jan/01/2022</td> <td>NA</td> </tr> </tbody> </table>									Name	Coverage Start Date	Coverage End Date	Catherine Jackson	Jan/01/2022	NA	Mary Jackson	Jan/01/2022	NA
Name	Coverage Start Date	Coverage End Date															
Catherine Jackson	Jan/01/2022	NA															
Mary Jackson	Jan/01/2022	NA															

Electronic Signature Verification Statement

You have 30 days from your qualifying event effective date to elect changes to your benefits. I have read and agree to the above statement.

☒ Signature  
Tom Jackson

Sunday, October 3rd 2021  
09:16:33 PM

Review
Sign & Submit

Open Enrollment submitted successfully.

Welcome To CMIC Open Enrollment

Please Note: All premiums shown are per pay period amounts and will not reflect any additional discounts you might receive for tobacco free status or the CMIC Wellness participation. There may be necessary adjustments for missed pay periods. You may be required to provide documentation regarding Dependents. If you have benefit plan questions, please reference Benefits Home Page or send an email to [benefits@cmicglobal.com](mailto:benefits@cmicglobal.com) or if you have technical issues, send an email to [helpdesk@cmicglobal.com](mailto:helpdesk@cmicglobal.com) Link to Qualifying Event Instructions Link to New Hire/Return Instructions

#	Status	Notes	Start Date	End Date	Days Left	Description	Action
3036	Submitted		Sep/15/2021	Dec/15/2021	72	General Open Enrollment	<a href="#">View Plans</a>

Benefit Enrollment
Notes
Attachments

PUS: 04/04/1 Tom Jackson

Benefit	Plan	Options	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution	Status	Employee Variance									
Dental Deduction	Dental Core	DentalC Dnp - Spouse	\$12.00	\$15.00	\$27.00	\$0.00	New Enrollment	\$12.00 ▲									
<table> <thead> <tr> <th>Name</th> <th>Coverage Start Date</th> <th>Coverage End Date</th> </tr> </thead> <tbody> <tr> <td>Catherine Jackson</td> <td>Jan/01/2022</td> <td>NA</td> </tr> </tbody> </table>									Name	Coverage Start Date	Coverage End Date	Catherine Jackson	Jan/01/2022	NA			
Name	Coverage Start Date	Coverage End Date															
Catherine Jackson	Jan/01/2022	NA															
FSA Medical	FSA Medical	Medical FSA	\$40.00	\$0.00	\$40.00	\$0.00	New Enrollment	\$40.00 ▲									
Health Insurance Plan	Gold Health Family	Health Ins Family	\$28.00	\$0.00	\$28.00	\$0.00	New Enrollment	\$28.00 ▲									
<table> <thead> <tr> <th>Name</th> <th>Coverage Start Date</th> <th>Coverage End Date</th> </tr> </thead> <tbody> <tr> <td>Catherine Jackson</td> <td>Jan/01/2022</td> <td>NA</td> </tr> <tr> <td>Mary Jackson</td> <td>Jan/01/2022</td> <td>NA</td> </tr> </tbody> </table>									Name	Coverage Start Date	Coverage End Date	Catherine Jackson	Jan/01/2022	NA	Mary Jackson	Jan/01/2022	NA
Name	Coverage Start Date	Coverage End Date															
Catherine Jackson	Jan/01/2022	NA															
Mary Jackson	Jan/01/2022	NA															

Back

Note: After submission user can still make more changes. Once the enrollment is approved no further changes are allowed.

Make More Changes

## Approval process

CMIC ENTERPRISE TESTR12

Enterprise Time ESS HCM CMIC Field EE Console Edit Mode

Employee Self Service

Training Request

Recruiting

Enter Requisition

Review Requisition Activity

Review Applicants

Applicant Self Service

Corporate Information

Forms Request

Security

Manager Self Service

Request Approval

Auto Approved Request List

Manager Change Request

On Board Action

Open Enrollment Control Setup

Open Enrollment Period Setup

Quality Event Setup

Benefit Enrollment Approval

Benefit Enrollment Approval Log

Search

Approve Report Reset Export

Drag a column header and drop it here to group by that column

Employee No	Employee Name	Name	Event Description	Event Date	Confirmation Date	Confirmation Number	Status
PYUS-MJBW-003	Shawn H Diamond	MJBW	General Open Enrollment	2020-01-01		1271	Submitted
PYUS-W4-G2L	Tom Jackson	MDWK	General Open Enrollment	2022-01-01	2021-10-03	3036	Submitted

1 records selected

1 - 2 of 2 items

CMIC ENTERPRISE TESTR12

Enterprise Time ESS HCM CMIC Field EE Console Edit Mode

Employee Self Service

Training Request

Recruiting

Enter Requisition

Review Requisition Activity

Review Applicants

Applicant Self Service

Corporate Information

Forms Request

Security

Manager Self Service

Request Approval

Auto Approved Request List

Manager Change Request

On Board Action

Open Enrollment Control Setup

Open Enrollment Period Setup

Quality Event Setup

Benefit Enrollment Approval

Tom Jackson

Enrollment Approval

Notes Attachments

Use This Effective Date 2021-10-03

Approve Report Mark Reversal

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution	Status	Employee Variance
Dental Deduction	Dental Core	DentalC Emp + Spouse	\$12.00	\$15.00	\$27.00	\$0.00	New Enrollment	\$12.00
FSA Medical	FSA Medical	Medical FSA	\$40.00	\$0.00	\$40.00	\$0.00	New Enrollment	\$40.00
Health Insurance Plan	Gold Health Family	Health Ins Family	\$28.00	\$0.00	\$28.00	\$0.00	New Enrollment	\$28.00

Name	Coverage Start Date	Coverage End Date
Catherine Jackson	01-Jan-2022	NA

Name	Coverage Start Date	Coverage End Date
Catherine Jackson	01-Jan-2022	NA
Mary Jackson	01-Jan-2022	NA

CMIC ENTERPRISE TESTR12

Enterprise Time ESS HCM CMIC Field EE Console Edit Mode

Employee Self Service

Training Nomination

Training Request

Recruiting

Enter Requisition

Review Requisition Activity

Review Applicants

Applicant Self Service

Corporate Information

Forms Request

Security

Manager Self Service

Request Approval

Auto Approved Request List

Manager Change Request

On Board Action

Open Enrollment Control Setup

Open Enrollment Period Setup

Quality Event Setup

Benefit Enrollment Approval

Tom Jackson

Enrollment Approval

Notes Attachments

Use This Effective Date 2021-10-04

Approve Report Mark Reversal

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution	Status	Employee Variance
Dental Deduction	Dental Core	DentalC Emp + Spouse	\$12.00	\$15.00	\$27.00	\$0.00	New Enrollment	\$12.00
FSA Medical	FSA Medical	Medical FSA	\$40.00	\$0.00	\$40.00	\$0.00	New Enrollment	\$40.00
Health Insurance Plan	Gold Health Family	Health Ins Family	\$28.00	\$0.00	\$28.00	\$0.00	New Enrollment	\$28.00

Name	Coverage Start Date	Coverage End Date
Catherine Jackson	2022-01-01	NA

Name	Coverage Start Date	Coverage End Date
Catherine Jackson	2022-01-01	NA
Mary Jackson	2022-01-01	NA

test2v12.cmic.ca8888

Approve without effective date?

OK Cancel



## Your request for open enrollment has been approved



test2v12@cmic.ca

To Marjan Dehghani



If there are problems with how this message is displayed, click here to view it in a web browser.

### External Email Proceed with Caution

Dear Tom Jackson,  
Your request for open enrollment has been approved.  
Sincerely,  
The CMIC Employee Self-Service Team

## Approved Plan – View Plans

Employee Self Service

Program Search: Employee Self Service(PYUS-W4-02L - Tom Jackson)

Personal Information

- Profile Information
- HR Information
- W-4 Information
- Td1 Information
- Emergency Contacts
- Dependent
- Skills
- Certification and Licenses
- Degrees
- Memberships
- Interim Evaluation
- Annual Evaluation
- Discipline History
- Modify and Review Dependent

Payment Administration

- Benefit Enrollment

Welcome To CMIC Open Enrollment

Please Note: All premiums shown are per pay period amounts and will not reflect any additional discounts you might receive for tobacco free status or the CMIC Wellness participation. There may be necessary adjustments for missed pay periods. You may be required to provide documentation regarding Dependents. If you have benefit plan questions, please reference Benefits Home Page or send an email to [benefits@cmicglobal.com](mailto:benefits@cmicglobal.com) If you have technical issues, send an email to [helpdesk@cmicglobal.com](mailto:helpdesk@cmicglobal.com) Link to Qualifying Event Instructions Link to New Hire/Rehire Instructions

#	Status	Notes	Start Date	End Date	Days Left	Description	Action
3036	Approved		Sep/15/2021	Dec/15/2021	71	General Open Enrollment	<a href="#">View Plans</a>

Employee Self Service

Program Search: Employee Self Service(PYUS-W4-02L - Tom Jackson)

Benefit Enrollment

Notes Attachments

PYUS-W4-02L | Tom Jackson

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution	Status	Employee Variance	
Dental Deduction	Dental Core	DentalC Emp - Spouse	\$12.00	\$15.00	\$27.00	\$0.00	New Enrollment	\$12.00 ▲	
							Name	Coverage Start Date	Coverage End Date
							Catherine Jackson	Jan/01/2022	NA
FSA Medical	FSA Medical	Medical FSA	\$40.00	\$0.00	\$40.00	\$0.00	New Enrollment	\$40.00 ▲	
Health Insurance Plan	Gold Health Family	Health Ins Family	\$28.00	\$0.00	\$28.00	\$0.00	New Enrollment	\$28.00 ▲	
							Name	Coverage Start Date	Coverage End Date
							Catherine Jackson	Jan/01/2022	NA
							Mary Jackson	Jan/01/2022	NA

Back

## Overview of 'Adding' and 'Deleting' Family Members during Open Enrollment process:

**Benefit Enrollment** | Notes | Attachments

**CMC Benefit Enrollment - General Open Enrollment**

Event Date: 15-Sep-2021 | Enrollment Deadline: 15-Oct-2021 | Days Remaining: 70  
 Confirmation Number: 3081 | Confirmed On: 05-Oct-2021

PRYS-WH-01L | Eric Henderson  
 07-Jul-1992 | Single

1 Personal 2 Family 3 Benefits 4 Confirmation

**Family Members**

Name	Relation	Gender	Date of Birth	Age		
Matilda Henderson	Wife	Female	09-Jun-1979	42 Years and 3 Months		
John Henderson	Child	Male	01-Mar-2021	0 Years and 7 Months		
Cassandra Henderson	Child	Female	03-Mar-2021	0 Years and 7 Months		

**Add Family Member**

**Previous** **Next**

**New Family Member added successfully**

**Benefit Enrollment** | Notes | Attachments

**CMC Benefit Enrollment - General Open Enrollment**

Event Date: 15-Sep-2021 | Enrollment Deadline: 15-Oct-2021 | Days Remaining: 70  
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PRYS-WH-01L | Eric Henderson  
 07-Jul-1992 | Single

1 Personal 2 Family 3 Benefits 4 Confirmation

**Family Members**

Name	Relation	Gender	Date of Birth	Age		
Matilda Henderson	Wife	Female	09-Jun-1979	42 Years and 3 Months		
Sonia Henderson	Child	Female	20-Oct-2003	17 Years and 11 Months		
John Henderson	Child	Male	01-Mar-2021	0 Years and 7 Months		
Cassandra Henderson	Child	Female	03-Mar-2021	0 Years and 7 Months		

**Add Family Member**

**Previous** **Next**

The added family member is included and enrolled in the plans:

Benefit Enrollment | Notes | Attachments

Benefits Enrollment

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	
Dental Deduction	Dental Core	Dental Core	\$12.00	\$15.00	\$27.00		New Enrollment	<a href="#">Change</a>
FSA DEF CARE	DEFAULT PLAN	DEFAULT	\$175.00	\$0.00	\$175.00		New Enrollment	<a href="#">Change</a>
Health Insurance Plan	Gold Health Family	Health Ins FAM	\$28.00	\$0.00	\$28.00		New Enrollment	<a href="#">Change</a>
Life Insurance	Employee + One	Medical	\$45.00	\$0.00	\$45.00		New Enrollment	<a href="#">Change</a>
FSA Medical							Not Enrolled	<a href="#">Enroll</a>
Health Insurance M							Not Enrolled	<a href="#">Enroll</a>
<b>Total</b>			<b>\$260.00</b>	<b>\$15.00</b>	<b>\$275.00</b>			

Dental Deduction Plan Details

Currently Elected	Selected	Plan Code	Plan Description	Option Code	Option Description	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution
	<input type="radio"/>	DENTC	Dental Core	CORE	DentalC Emp + Spouse	\$12.00	\$15.00	\$27.00	\$0.00
	<input type="radio"/>	DENTE	Dental Enhanced	ENHANCE1	Dental Enhanced Emp+Child	\$15.00	\$15.00	\$30.00	\$0.00
	<input checked="" type="radio"/>	DENTF	Dental Family	ENHANCE2	Dental Enhanced Family	\$18.00	\$20.00	\$38.00	\$0.00
	<input type="radio"/>	DENTS	Dental Single	SINGLE	Dental Single	\$8.00	\$10.00	\$18.00	\$0.00
	<input type="radio"/>	Not Enrolled				\$0.00			

Selected	Dependent	Relation	Gender	Date of Birth	Age	Start Date	End Date	Eligibility
<input checked="" type="checkbox"/>	Matilda Henderson	Wife	Female	09-Jun-1979	42 Years and 3 Months	10-Mar-2021	NA	Eligible
<input checked="" type="checkbox"/>	Sonia Henderson	Child	Female	20-Oct-2003	17 Years and 11 Months	NA	NA	Eligible
<input type="checkbox"/>	John Henderson	Child	Male	01-Mar-2021	0 Years and 7 Months	10-Mar-2021	31-Dec-2021	Eligible
<input type="checkbox"/>	Cassandra Henderson	Child	Female	03-Mar-2021	0 Years and 7 Months	10-Mar-2021	31-Dec-2021	Eligible

[Update Plan](#) [Cancel](#)

Deleting the added family member after his/her inclusion in the plan:

Benefit Enrollment | Notes | Attachments

CMIC Benefit Enrollment - General Open Enrollment

Event Date 15-Sep-2021 | Enrollment Deadline 15-Dec-2021 | Days Remaining 70

Confirmation Number 3081 | Confirmed On 05-Oct-2021

PRUS-W4-01L | Eric Henderson | 07-Jul-1992 | Single

1 Personal | 2 Family | 3 Benefits | 4 Confirmation

Family Members

Name	Relation	Gender	Date of Birth	Age	
Matilda Henderson	Wife	Female	09-Jun-1979	42 Years and 3 Months	
Sonia Henderson	Child	Female	20-Oct-2003	17 Years and 11 Months	
John Henderson	Child	Male	01-Mar-2021	0 Years and 7 Months	
Cassandra Henderson	Child	Female	03-Mar-2021	0 Years and 7 Months	

[Add Family Member](#)

[Previous](#) [Next](#)

Deleting the added new family member dependent.

Benefit Enrollment
Notes
Attachments

CMC Benefit Enrollment - General Open Enrollment

Event Date 15-Sep-2021
Enrollment Deadline 15-Dec-2021
Days Remaining 70

Confirmation Number 3081
Confirmed On 05-Oct-2021

PRVUS-W401L | Eric Henderson  
07-Jul-1992 | Single

1 Personal
2 Family
3 Benefits
4 Confirmation

Family Members

Name	Relation	Gender	Date of Birth	Age		
Malinda Henderson	Wife	Female	09-Jun-1979	42 Years and 3 Months		
Sonia Henderson	Child	Female	20-Oct-2003	17 Years and 11 Months		
John Henderson	Child	Male	01-Mar-2021	0 Years and 7 Months		Delete Family Member
Cassandra Henderson	Child	Female	03-Mar-2021	0 Years and 7 Months		

Add Family Member

PreviousNext

CMC Benefit Enrollment - General Open Enrollment

Event Date 15-Sep-2021
Enrollment Deadline 15-Dec-2021
Days Remaining 70

Confirmation Number 3081
Confirmed On 05-Oct-2021

PRVUS-W401L | Eric Henderson  
07-Jul-1992 | Single

1 Personal
2 Family
3 Benefits
4 Confirmation

Family Members

Name	Relation	Gender	Date of Birth	Age		
Malinda Henderson	Wife	Female	09-Jun-1979	42 Years and 3 Months		
Sonia Henderson	Child	Female	20-Oct-2003	17 Years and 11 Months		
John Henderson	Child	Male	01-Mar-2021	0 Years and 7 Months		
Cassandra Henderson	Child	Female	03-Mar-2021	0 Years and 7 Months		

Add Family Member

PreviousNext

Benefit Enrollment Notes Attachments

**Benefits Enrollment**

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	
Dental Deduction	Dental Family	Dental Family	\$18.00	\$20.00	\$38.00		New Enrollment	<button>Change</button>
FSA DEP CARE	DEFAULT PLAN	DEFAULT	\$175.00	\$0.00	\$175.00		New Enrollment	<button>Change</button>
Health Insurance Plan	Gold Health Family	Health Ins FAM	\$28.00	\$0.00	\$28.00		New Enrollment	<button>Change</button>
Life Insurance	Employee + One	Medical	\$45.00	\$0.00	\$45.00		New Enrollment	<button>Change</button>
FSA Medical							Not Enrolled	<button>Enroll</button>
Health Insurance M							Not Enrolled	<button>Enroll</button>
<b>Total</b>			<b>\$266.00</b>	<b>\$20.00</b>	<b>\$286.00</b>			

**Dental Deduction Plan Details**

Currently Elected	Selected	Plan Code	Plan Description	Option Code	Option Description	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution
	<input checked="" type="radio"/>	DENTC	Dental Core	CORE	DentalC Emp + Spouse	\$12.00	\$15.00	\$27.00	\$0.00
	<input type="radio"/>	DENTE	Dental Enhanced	ENHANCE1	Dental Enhanced Emp+Child	\$15.00	\$15.00	\$30.00	\$0.00
	<input type="radio"/>	DENTF	Dental Family	ENHANCE2	Dental Enhanced Family	\$18.00	\$20.00	\$38.00	\$0.00
	<input type="radio"/>	DENTS	Dental Single	SINGLE	Dental Single	\$8.00	\$10.00	\$18.00	\$0.00
	<input type="radio"/>	Not Enrolled				\$0.00			

**Changed Plan DENTF to DENTC**

Selected	Dependent	Relation	Gender	Date of Birth	Age	Start Date	End Date	Eligibility
<input checked="" type="checkbox"/>	Matilda Henderson	Wife	Female	09-Jun-1979	42 Years and 3 Months	10-Mar-2021	NA	Eligible
<input type="checkbox"/>	Sonia Henderson	Child	Female	20-Oct-2003	17 Years and 11 Months	01-Jan-2022	NA	Not Eligible
<input type="checkbox"/>	John Henderson	Child	Male	01-Mar-2021	0 Years and 7 Months	10-Mar-2021	31-Dec-2021	Not Eligible
<input type="checkbox"/>	Cassandra Henderson	Child	Female	03-Mar-2021	0 Years and 7 Months	10-Mar-2021	31-Dec-2021	Not Eligible

Update Plan Cancel

Benefit Enrollment Notes Attachments

**Benefits Enrollment**

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Documents	Status	
Dental Deduction	Dental Core	Dental Core	\$12.00	\$15.00	\$27.00		New Enrollment	<button>Change</button>
FSA DEP CARE	DEFAULT PLAN	DEFAULT	\$175.00	\$0.00	\$175.00		New Enrollment	<button>Change</button>
Health Insurance Plan	Gold Health Family	Health Ins FAM	\$28.00	\$0.00	\$28.00		New Enrollment	<button>Change</button>
Life Insurance	Employee + One	Medical	\$45.00	\$0.00	\$45.00		New Enrollment	<button>Change</button>
FSA Medical							Not Enrolled	<button>Enroll</button>
Health Insurance M							Not Enrolled	<button>Enroll</button>
<b>Total</b>			<b>\$260.00</b>	<b>\$15.00</b>	<b>\$275.00</b>			

**Health Insurance Plan Details**

Currently Elected	Selected	Plan Code	Plan Description	Option Code	Option Description	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution
	<input type="radio"/>	BHLT	Bronze Health Single	SINGLE	Health Ins Single	\$20.00	\$0.00	\$20.00	\$0.00
	<input checked="" type="radio"/>	GHLT	Gold Health Family	FAMILY	Health Ins Family	\$28.00	\$0.00	\$28.00	\$0.00
	<input type="radio"/>	SHLT	Silver Health Spouse	SPOUSE	Health Ins Spouse	\$23.00	\$0.00	\$23.00	\$0.00
	<input type="radio"/>	Not Enrolled				\$0.00			

Selected	Dependent	Relation	Gender	Date of Birth	Age	Start Date	End Date	Eligibility
<input checked="" type="checkbox"/>	Matilda Henderson	Wife	Female	09-Jun-1979	42 Years and 3 Months	01-Mar-2021	NA	Eligible
<input type="checkbox"/>	Sonia Henderson	Child	Female	20-Oct-2003	17 Years and 11 Months	01-Jan-2022	NA	Eligible
<input checked="" type="checkbox"/>	John Henderson	Child	Male	01-Mar-2021	0 Years and 7 Months	01-Mar-2021	NA	Eligible
<input checked="" type="checkbox"/>	Cassandra Henderson	Child	Female	03-Mar-2021	0 Years and 7 Months	10-Mar-2021	NA	Eligible

**Removed from plan**

Update Plan Cancel

The added family member is now removed successfully.

Benefit Enrollment | Notes | Attachments









CMC Benefit Enrollment - General Open Enrollment

Event Date 15-Sep-2021 Enrollment Deadline 15-Dec-2021 Days Remaining 70  
Confirmation Number 3081 Confirmed On 05-Oct-2021

PRUS-04-016 | Eric Henderson  
07-Jul-1992 | Single

1 Personal 2 Family 3 Benefits 4 Confirmation

Family Members

Name	Relation	Gender	Date of Birth	Age	
Malinda Henderson	Wife	Female	09-Jun-1979	42 Years and 3 Months	 
Bonita Henderson	Child	Female	20-Oct-2003	17 Years and 11 Months	 
John Henderson	Child	Male	01-Mar-2021	0 Years and 7 Months	 
Cassandra Henderson	Child	Female	03-Mar-2021	0 Years and 7 Months	 

Add Family Member

Previous Next

Delete Family Member

Family Member removed successfully

Benefit Enrollment | Notes | Attachments







CMC Benefit Enrollment - General Open Enrollment

Event Date 15-Sep-2021 Enrollment Deadline 15-Dec-2021 Days Remaining 70  
Confirmation Number 3081 Confirmed On 05-Oct-2021

PRUS-04-016 | Eric Henderson  
07-Jul-1992 | Single

1 Personal 2 Family 3 Benefits 4 Confirmation

Family Members

Name	Relation	Gender	Date of Birth	Age	
Malinda Henderson	Wife	Female	09-Jun-1979	42 Years and 3 Months	 
John Henderson	Child	Male	01-Mar-2021	0 Years and 7 Months	 
Cassandra Henderson	Child	Female	03-Mar-2021	0 Years and 7 Months	 

Add Family Member

Previous Next

Benefit Enrollment | Notes | Attachments

CMC Benefit Enrollment - General Open Enrollment

Event Date 15-Sep-2021 Enrollment Deadline 15-Dec-2021 Days Remaining 70  
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1 Personal 2 Family 3 Benefits 4 Confirmation

Family Members

Name	Relation	Gender	Date of Birth	Age
Malinda Henderson	Wife	Female	09-Jun-1979	42 Years and 3 Months
John Henderson	Child	Male	01-Mar-2021	0 Years and 7 Months
Cassandra Henderson	Child	Female	03-Mar-2021	0 Years and 7 Months

Benefits Enrollment

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution	Status	Employee Version
Dental Deduction	Dental Core	DentalC Emp + Spouse	\$12.00		\$12.00	\$27.00	\$0.00	New Enrollment
PSA DEP CARE	DEFAULT PLAN	DEFAULT	\$175.00	\$0.00	\$175.00	\$0.00	New Enrollment	\$175.00
Health Insurance Plan	Gold Health Family	Health Ins Family	\$38.00	\$0.00	\$38.00	\$0.00	New Enrollment	\$38.00
Life Insurance	Employee + One	Medial	\$45.00	\$0.00	\$45.00	\$0.00	New Enrollment	\$45.00

Electronic Signature Verification Statement

You have 30 days from your qualifying event effective date to elect changes to your benefits.

Benefit Enrollment Notes Attachments

PR12-04-01-1 [Lisa Henderson]

Notes

1/1

Wagon Delivered 10-Oct-2021 04:26 PM  
 (Notification in HR Database and HR Self-Decl)

Add Reply Edit Note Delete Note

Final Note

Save Clear Comment

Benefit Enrollment Notes Attachments

Personal Family Benefits Certification

Family Members

Name	Relationship	Gender	Date of Birth	Age
Madeline Henderson	Spouse	Female	09-Jun-1979	42 Years and 3 Months
John Henderson	Child	Male	01-Nov-2021	0 Years and 7 Months
Cassandra Henderson	Child	Female	03-Nov-2021	0 Years and 7 Months

Benefits Enrollment

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution	Status	Employee Variance											
Dental Deduction	Dental Core	DentalC Emp + Spouse	\$12.00	\$10.00	\$22.00	\$27.00	\$5.00 New Enrollment	\$12.00 ▲											
			<table border="1"> <thead> <tr> <th>Name</th> <th>Coverage Start Date</th> <th>Coverage End Date</th> </tr> </thead> <tbody> <tr> <td>Madeline Henderson</td> <td>10-Mar-2021</td> <td>N/A</td> </tr> </tbody> </table>			Name	Coverage Start Date	Coverage End Date	Madeline Henderson	10-Mar-2021	N/A								
Name	Coverage Start Date	Coverage End Date																	
Madeline Henderson	10-Mar-2021	N/A																	
PSA SEP CARE	DEFAULT PLAN	DEFAULT	\$175.00	\$0.00	\$175.00	\$175.00	\$0.00 New Enrollment	\$175.00 ▲											
			<table border="1"> <thead> <tr> <th>Name</th> <th>Coverage Start Date</th> <th>Coverage End Date</th> </tr> </thead> <tbody> <tr> <td>Madeline Henderson</td> <td>01-Jan-2022</td> <td>N/A</td> </tr> <tr> <td>John Henderson</td> <td>01-Jan-2022</td> <td>N/A</td> </tr> <tr> <td>Cassandra Henderson</td> <td>01-Jan-2022</td> <td>N/A</td> </tr> </tbody> </table>			Name	Coverage Start Date	Coverage End Date	Madeline Henderson	01-Jan-2022	N/A	John Henderson	01-Jan-2022	N/A	Cassandra Henderson	01-Jan-2022	N/A		
Name	Coverage Start Date	Coverage End Date																	
Madeline Henderson	01-Jan-2022	N/A																	
John Henderson	01-Jan-2022	N/A																	
Cassandra Henderson	01-Jan-2022	N/A																	
Health Insurance Plan	Gold Health Family	Health Ins Family	\$28.00	\$0.00	\$28.00	\$28.00	\$0.00 New Enrollment	\$28.00 ▲											
			<table border="1"> <thead> <tr> <th>Name</th> <th>Coverage Start Date</th> <th>Coverage End Date</th> </tr> </thead> <tbody> <tr> <td>Madeline Henderson</td> <td>01-Mar-2021</td> <td>N/A</td> </tr> <tr> <td>John Henderson</td> <td>01-Mar-2021</td> <td>N/A</td> </tr> <tr> <td>Cassandra Henderson</td> <td>10-Mar-2021</td> <td>N/A</td> </tr> </tbody> </table>			Name	Coverage Start Date	Coverage End Date	Madeline Henderson	01-Mar-2021	N/A	John Henderson	01-Mar-2021	N/A	Cassandra Henderson	10-Mar-2021	N/A		
Name	Coverage Start Date	Coverage End Date																	
Madeline Henderson	01-Mar-2021	N/A																	
John Henderson	01-Mar-2021	N/A																	
Cassandra Henderson	10-Mar-2021	N/A																	
Life Insurance	Employee + One	Medical	\$45.00	\$0.00	\$45.00	\$45.00	\$0.00 New Enrollment	\$45.00 ▲											
			<table border="1"> <thead> <tr> <th>Name</th> <th>Beneficiary Type</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Madeline Henderson</td> <td>Primary</td> <td>100</td> </tr> </tbody> </table>			Name	Beneficiary Type	Percentage	Madeline Henderson	Primary	100								
Name	Beneficiary Type	Percentage																	
Madeline Henderson	Primary	100																	

Electronic Signature Verification Statement

You have 30 days from your qualifying event of hire date to elect changes to your benefits. Please read and sign to the above statement.

1/1 Signatures Lisa Henderson

Tuesday, October 05, 2021 04:26:15 PM

Previous Revert Enrollment Sign & Submit

Open Enrollment submitted successfully

Welcome To CMIC Open Enrollment

Please Note: All premiums shown are per pay period amounts and will not reflect any additional discounts you might receive for tobacco free status or the CMIC Wellness participation. There may be necessary adjustments for missed pay periods. You may be required to provide documentation regarding Dependents. If you have benefit plan questions, please reference Benefits Home Page or send an email to [benefits@cmicglobal.com](mailto:benefits@cmicglobal.com). If you have technical issues, send an email to [hrsupport@cmicglobal.com](mailto:hrsupport@cmicglobal.com). Link to Qualifying Event Instructions Link to New Hire/Return Instructions

#	Status	Notes	Start Date	End Date	Days Left	Description	Action
0001	Submitted		10-Sep-2021	10-Dec-2021	70	General Open Enrollment	View Plans

Benefit Enrollment Notes Attachments

PR12-04-01-1 [Lisa Henderson]

Benefit	Plan	Option	Employee Contribution	Employer Contribution	Total Contribution	Current Contribution	Status	Employee Variance											
Dental Deduction	Dental Core	DentalC Emp + Spouse	\$12.00	\$10.00	\$22.00	\$27.00	\$5.00 New Enrollment	\$12.00 ▲											
			<table border="1"> <thead> <tr> <th>Name</th> <th>Coverage Start Date</th> <th>Coverage End Date</th> </tr> </thead> <tbody> <tr> <td>Madeline Henderson</td> <td>10-Mar-2021</td> <td>N/A</td> </tr> </tbody> </table>			Name	Coverage Start Date	Coverage End Date	Madeline Henderson	10-Mar-2021	N/A								
Name	Coverage Start Date	Coverage End Date																	
Madeline Henderson	10-Mar-2021	N/A																	
PSA SEP CARE	DEFAULT PLAN	DEFAULT	\$175.00	\$0.00	\$175.00	\$175.00	\$0.00 New Enrollment	\$175.00 ▲											
			<table border="1"> <thead> <tr> <th>Name</th> <th>Coverage Start Date</th> <th>Coverage End Date</th> </tr> </thead> <tbody> <tr> <td>Madeline Henderson</td> <td>01-Jan-2022</td> <td>N/A</td> </tr> <tr> <td>John Henderson</td> <td>01-Jan-2022</td> <td>N/A</td> </tr> <tr> <td>Cassandra Henderson</td> <td>01-Jan-2022</td> <td>N/A</td> </tr> </tbody> </table>			Name	Coverage Start Date	Coverage End Date	Madeline Henderson	01-Jan-2022	N/A	John Henderson	01-Jan-2022	N/A	Cassandra Henderson	01-Jan-2022	N/A		
Name	Coverage Start Date	Coverage End Date																	
Madeline Henderson	01-Jan-2022	N/A																	
John Henderson	01-Jan-2022	N/A																	
Cassandra Henderson	01-Jan-2022	N/A																	
Health Insurance Plan	Gold Health Family	Health Ins Family	\$28.00	\$0.00	\$28.00	\$28.00	\$0.00 New Enrollment	\$28.00 ▲											
			<table border="1"> <thead> <tr> <th>Name</th> <th>Coverage Start Date</th> <th>Coverage End Date</th> </tr> </thead> <tbody> <tr> <td>Madeline Henderson</td> <td>01-Mar-2021</td> <td>N/A</td> </tr> <tr> <td>John Henderson</td> <td>01-Mar-2021</td> <td>N/A</td> </tr> <tr> <td>Cassandra Henderson</td> <td>10-Mar-2021</td> <td>N/A</td> </tr> </tbody> </table>			Name	Coverage Start Date	Coverage End Date	Madeline Henderson	01-Mar-2021	N/A	John Henderson	01-Mar-2021	N/A	Cassandra Henderson	10-Mar-2021	N/A		
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Cassandra Henderson	10-Mar-2021	N/A																	
Life Insurance	Employee + One	Medical	\$45.00	\$0.00	\$45.00	\$45.00	\$0.00 New Enrollment	\$45.00 ▲											
			<table border="1"> <thead> <tr> <th>Name</th> <th>Beneficiary Type</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Madeline Henderson</td> <td>Primary</td> <td>100</td> </tr> </tbody> </table>			Name	Beneficiary Type	Percentage	Madeline Henderson	Primary	100								
Name	Beneficiary Type	Percentage																	
Madeline Henderson	Primary	100																	

Save Make More Changes





HR Relatives screen displaying the 'Active' dependents/relatives.

**RELATIVES**

**Selection Criteria**

Emp # PYUS-W4-01L Last Name Henderson First Name Eric  
 SSN 854125588 Status Active Date of Birth 07-Jul-1992

**Relative**

View Freeze Detach Search Insert Delete Workflows Report Options Export ECM Documents User Extensions

Find Go

	* First Name	Middle Name	* Last Name	* Status	Status Effective Date	Date of Birth	Place of Birth	* Gender	* Relationship	Relationship Desc.
<input checked="" type="checkbox"/>	Matilda		Henderson	Active		09-Jun-1979		<input type="radio"/> Male <input checked="" type="radio"/> Female	WIFE	Wife
<input checked="" type="checkbox"/>	John		Henderson	Active		01-Mar-202		<input checked="" type="radio"/> Male <input type="radio"/> Female	CHILD	Child
<input checked="" type="checkbox"/>	Cassandra		Henderson	Active		03-Mar-202		<input type="radio"/> Male <input checked="" type="radio"/> Female	CHILD	Child

HR Election By Employee screen displaying the 'Elected' plans after the benefit General Open Enrollment process approval.

**ELECTION BY EMPLOYEE**

**Selection Criteria**

Employee PYUS-W4-01L Eric Henderson

**Eligible Plan(s)**

View Freeze Detach Search Insert Delete Workflows Report Options Export ECM Documents User Extensions

Status	* Code	* Vendor	Comp.	Pay Run	Pay GRP	* Type	* Eligibility Date	* Plan Code	* Plan Option	Remittance Frequency	Eligible Amount	Employee Amount	Select Flag
Elected	ADAD	AETNA	PYUS	MDWK	PYS	DE	01-Jun-2021	EMP+ONE	MEDICAL	Bi-Weekly		45.00	<input type="checkbox"/>
Elected	MDEN	AETNA	PYUS	MDWK	PYS	DE	01-Feb-2021	DENTC	CORE	Bi-Weekly		12.00	<input type="checkbox"/>
Elected	NPFA	AETNA	PYUS	MDWK	PYS	DE	31-May-2021	DEFAULT	DEFAULT	Bi-Weekly		0.00	<input type="checkbox"/>
Elected	HINS	AETNA	PYUS	MDWK	PYS	DE	01-Jan-2022	GHLT	FAMILY	Bi-Weekly		28.00	<input type="checkbox"/>
	HINS	AETNA	PYUS	MDWK	PYS	DE	01-Jan-2022	SHLT	SPOUSE	Bi-Weekly		23.00	<input type="checkbox"/>
	HINS	AETNA	PYUS	MDWK	PYS	DE	01-Jan-2022	BHLT	SINGLE	Bi-Weekly		20.00	<input type="checkbox"/>

Description Life Insurance Type Lump Sum Show Eligible History Elect

**Elected Plan(s)**

View Freeze Detach Search Insert Delete Workflows Report Options Export ECM Documents User Extensions

Status	Code	Vendor	Description	Plan Code	Plan Option	* Effective Date	Eligible Amount	Amount	Life-to-Date Total Amount	End Date	Employer Portion Effective Date	Company	Employee	Pay Run	Comments
Elected	HINS	AETNA	Health Insurance Plan	GHLT	FAMILY	01-Jan-2022		28.00				PYUS	PYUS-V	MDWK	
Elected	MDEN	AETNA	Dental Deduction	DENTC	CORE	01-Jan-2022		12.00				PYUS	PYUS-V	MDWK	
Elected	NPFA	AETNA	FSA DEP CARE	DEFAULT	DEFAULT	01-Jan-2022		175.00				PYUS	PYUS-V	MDWK	
Elected	ADAD	AETNA	Life Insurance	EMP+ONE	MEDICAL	01-Jan-2022		45.00				PYUS	PYUS-V	MDWK	
Ended	MDEN	AETNA	Dental Deduction	DENTC	CORE	01-Jan-2020		10.75		02-Jan-2020		PYUS	PYUS-V	MDWK	
Ended	MDEN	AETNA	Dental Deduction	DENTC	CORE	01-Mar-2021		10.75		09-Mar-2021		PYUS	PYUS-V	MDWK	

Type Lump Sum Enroll Dependents Save & Refresh

**ELECTION BY EMPLOYEE**

Selection Criteria: Employee: P102-04471, Bio: Henderson

**Eligible Plans**

Status	Code	Vendor	Comp	Plan Code	Plan Option	Effective Date	Plan Code	Plan Option	Benefit Frequency	Eligible Amount	Employee Amount	Selected Plan
Eligible	ACAD	AETNA	P102	MDW	P15	DE	01-Jan-2021	EMP-ONE	MEDICAL	Bi-Weekly	45.00	<input type="checkbox"/>
Eligible	MDEN	AETNA	P102	MDW	P15	DE	01-Feb-2021	DENTAL	CORE	Bi-Weekly	12.00	<input type="checkbox"/>
Eligible	HFSA	AETNA	P102	MDW	P15	DE	01-May-2021	DEFAULT	DEFAULT	Bi-Weekly	0.00	<input type="checkbox"/>
Eligible	HRS	AETNA	P102	MDW	P15	DE	01-Jan-2022	SHLT	SHLT	Bi-Weekly	20.00	<input type="checkbox"/>
Eligible	HRS	AETNA	P102	MDW	P15	DE	01-Jan-2022	SHLT	SHLT	Bi-Weekly	20.00	<input type="checkbox"/>
Eligible	HRS	AETNA	P102	MDW	P15	DE	01-Jan-2022	SHLT	SHLT	Bi-Weekly	20.00	<input type="checkbox"/>

**Selected Plan(s)**

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life to Date Total Amount	End Date	Report Period
Eligible	HRS	AETNA	Health Insurance Plan	SHLT	FAMILY	01-Jan-2022	20.00				
Eligible	MDEN	AETNA	Dental Deduction	DENTAL	CORE	01-Jan-2022	12.00				
Eligible	HFSA	AETNA	PFA DEP CARE	DEFAULT	DEFAULT	01-Jan-2022	179.00				
Eligible	ACAD	AETNA	Life Insurance	EMP-ONE	MEDICAL	01-Jan-2022	45.00				
Eligible	MDEN	AETNA	Dental Deduction	DENTAL	CORE	01-Jan-2022	10.75		02-Jan-2022		
Eligible	MDEN	AETNA	Dental Deduction	DENTAL	CORE	01-Mar-2021	10.75		09-Mar-2021		

**DEPENDENT ENROLLMENT**

**Employee and Plan Criteria**

Company: P102 Consultations/MorganUSA, Related Plan Code:   
 Employee: P102-04471, Bio: Henderson, Max Age for School:   
 Deduction/Benefit Code: ACAD, LIFE INSUR:   
 Far Dependent: ☐ Far Beneficiary: ☐

**Relatives**

First Name	Middle Name	Last Name	Date of Birth	Gender	Relationship	Dependent	Beneficiary	Benefit
Calvin		Henderson	03-Mar-2021	Female	Child	<input type="checkbox"/>	<input type="checkbox"/>	
John		Henderson	01-Mar-2021	Male	Child	<input type="checkbox"/>	<input type="checkbox"/>	Contingent
Marilee		Henderson	09-Jun-1979	Female	Wife	<input type="checkbox"/>	<input type="checkbox"/>	Primary

**Coverage Detail**

Effective Date: 01-Jan-2022, End Date:   
☐ Out of Area  
☐ Covered under another Policy  
 Percentage: 100

## Azure Authentication Enabled for ESS (21.40302 & 21.52029)

### Overview

CMiC has added a new checkbox in the Self Service tab of System Options. This box, 'Azure Authentication enabled for ESS', should be checked to ensure Azure Authentication is enabled for the Employee Self Service module.

**SYSTEM OPTIONS**

System Options

General Licenses Reports Global Financials Projects Forecast Assets Payroll Human Resource **Self Service** Help Logo Path

☐ Require PIN Code to Login to ESS

☒ **Azure Authentication Enabled for ESS**

Email to Use for ESS Notification: Personal

### Prerequisites

1. Check the 'Access To Self Service' box for the employee in the Employee Self Service Maintenance screen. This checkbox determines the workflow when an employee is invited to ESS.

**EMPLOYEE SELF SERVICE MAINTENANCE**

Employee Number:  First Name:  Last Name:   
 Employee Type:  Payroll Company:  Payroll Department:   
 Trade:  Pay Run:  Union:

Total Records: 3374

Employee No	First Name	Last Name	Email Address	Manager No	Manager Name	Manager Access Code	Senior Manager No	Senior Manager Name	Company Code	Company	User ID	Registered (ESS)	Registered (Elms)	Access To Self Service	Access To Elms
1079494-EX-SBMP	MIKE	KORS	zohreh.aliem@cmic.ca	1220	Saman Khan				TRH2	TRH2 Company	KORS	N	N	<input type="checkbox"/>	<input type="checkbox"/>
1079494-EVP/AF	PAUL	COOK							TRH2	TRH2 Company		N	N	<input type="checkbox"/>	<input type="checkbox"/>
1079494-EX-SBMP	LORANA	O'CONNOR							TRH2	TRH2 Company		N	N	<input type="checkbox"/>	<input type="checkbox"/>
20-25235-UNION	Mary	Samanah							TRH2	TRH2 Company		N	N	<input type="checkbox"/>	<input type="checkbox"/>
20-31256-HR1	COMPANY2	HOME	zohreh.aliem@cmic.ca						TRH2	TRH2 Company	HOME	Y	N	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

2. Set the employee email address in the Employee Profile.

## Modifications

If the 'Azure Authentication Enabled for ESS' box is checked, the Employee Self Service Maintenance screen will validate the below information before it allows users to enable ESS registration.

1. The ESS Maintenance screen will validate if the email address is set up on the Employee Profile.
2. If found, the screen will then search for that email address in the LDAP directory to see if it corresponds to a USERID.  
If multiple USERIDs are found for the same email address the program will display an error message, shown below, prompting the user to clean up their AD account setup. Please note that if emails are set up with multiple USERIDs, then AD may fail.

The screenshot shows the 'Employee Self Service Maintenance' screen in the CMIC Enterprise application. The left sidebar contains a navigation menu with options like 'Certifications and Licenses', 'Class Status', 'Course Types', etc. The main content area has a form for employee details and a table of records. A red error message is displayed: '[Another employee "MP00" is already assigned to the USERID "ZOHREHR12" (personal email "Azurehcmqa@gmail.com") in CMIC System Contact (Contact Code "ZALLAME"). Please contact IT]'. Below the error message, a table shows one record for employee 'AZURE-TRH2-TEST' with email 'Azurehcmqa@gmail.com'.

Employee No	First Name	Last Name	Email Address	Manager No	Manager Name	Manager Access Code	Senior Manager No	Senior Manager Name	Senior Manager Access Code	Company Code	Company	User ID	Registered (ESS)	Registered (Etime)	Access To Self Service	Access To Etime
AZURE-TRH2-TEST	TEST1	AZURE	Azurehcmqa@gmail.com							TRH2	TRH2 Company		N	N	<input type="checkbox"/>	<input type="checkbox"/>

If the email address is not found in the LDAP directory, then an error appears stating that an AD account is not set up for this employee and email address.

The screenshot shows the 'Employee Self Service Maintenance' screen in the CMIC Enterprise application. The left sidebar contains a navigation menu with options like 'File Maintenance', 'Employee Console Maintenance', 'Application Questions', etc. The main content area has a form for employee details and a table of records. A red error message is displayed: '[The USERID for employee "20122088" (personal email "za12345678@gmail.com") does not exist in Azure directory. Please contact IT]'. Below the error message, a table shows one record for employee '20122088' with email 'za12345678@gmail.com'.

Employee No	First Name	Last Name	Email Address	Manager No	Manager Name	Manager Access Code	Senior Manager No	Senior Manager Name	Senior Manager Access Code	Company Code	Company	User ID	Registered (ESS)	Registered (Etime)	Access To Self Service	Access To Etime
20122088	F996796	L290844	za12345678@gmail.com							TRH2	TRH2 Company		N	N	<input type="checkbox"/>	<input type="checkbox"/>

3. The program will then search the portal sec user in CMIC for the same USERID found in the LDAP directory. If the USERID already exists in the portal sec table for another employee, the program will display an error.  
If the USERID already exists in the portal sec table without an employee, then the program will sync the employee number in the SYSCONTACT table.  
If the information is not found, the program will create a portal sec user and contact for the USERID and sync with the employee number.
4. If all the above conditions are met, the program will then display the USERID on the screen and will allow the user to check the ESS box if all the above conditions are met. The registration email containing the ESS link and USERID is then sent to the employee.

## Implementation

This section provides examples of using the new functionality.

TESTR12 ZOHREHR12AZURE

HCM EMPLOYEE CONSOLE Edit Mode

Employee Self Service Maintenance

EMPLOYEE SELF SERVICE MAINTENANCE

Employee Number: **AZURE-TRH12-TEST** [icon]

First Name: [ ] Last Name: [ ]

Employee Type: [Select-] Payroll Company: [ ] Payroll Department: [ ]

Pay Group: [ ] Pay Run: [ ] Union: [ ]

Trade: [ ]

Total Records - 1

Employee No	First Name	Last Name	Email Address	Manager No	Manager Name	Manager Access Code	Senior Manager No	Senior Manager Name	Company Code	Company	User ID	Registered (ESS)	Registered (Etime)	Access To Self Service <input type="checkbox"/> Select All	Access To Etime <input type="checkbox"/> Select All
AZURE-TRH12-TEST	TEST1	AZURE	Azurehcmqa@gmail.com						TRH12	TRH12 Company	ZOHREHR12AZURE	N	N	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents

\* Employee #: **AZURE-TRH12-TEST** Employee Full Name: AZURE TEST1 Copy Employee

Personal Company Rates/Salary **Address** Tax HR Info HCM Exclude Other Hours Security Project History Work Category

\* Geo Code From: Mailing Address

**Mailing Address**

☐ Foreign Address

[ ]

[ ]

[ ]

\* Zip Code: 60601

\* Country Code: US United States of America

\* State/Province: IL Illinois

County/Region: [ ]

City/Town: [ ]

Home Phone: [ ] Work Phone: [ ]

Home Fax: [ ] Work Fax: [ ]

Cell Phone: [ ] Work Cell Phone: [ ]

**Email Address:** Azurehcmqa@gmail.com Work Email Address: [ ]

Pager: [ ]

Latitude: [ ] Business Partner Code: [ ] Create BP/Vendor

Longitude: [ ] AP EFT Distribution Method: Email

**Physical Address**

☐ Foreign Address

[ ]

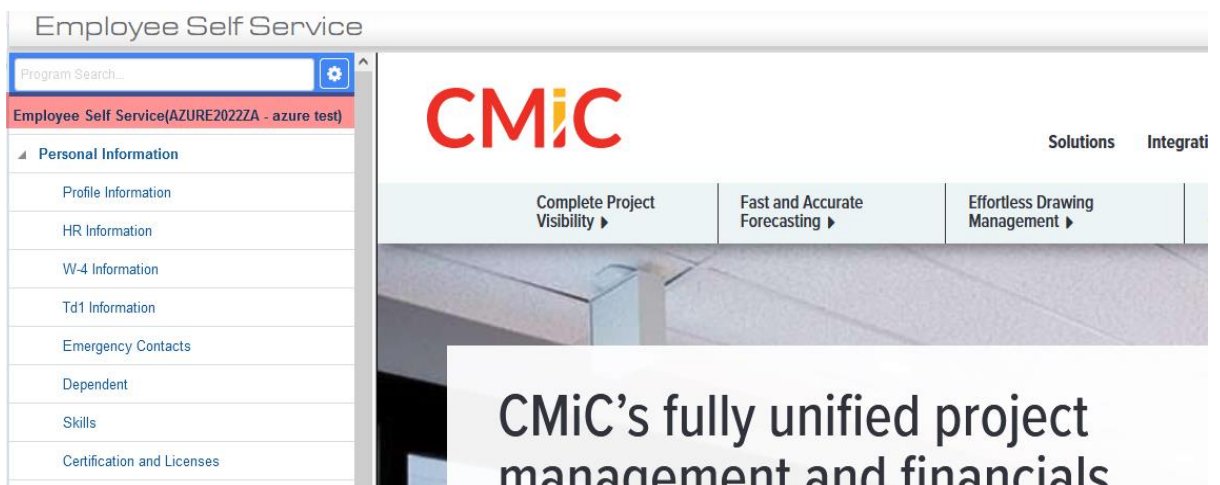
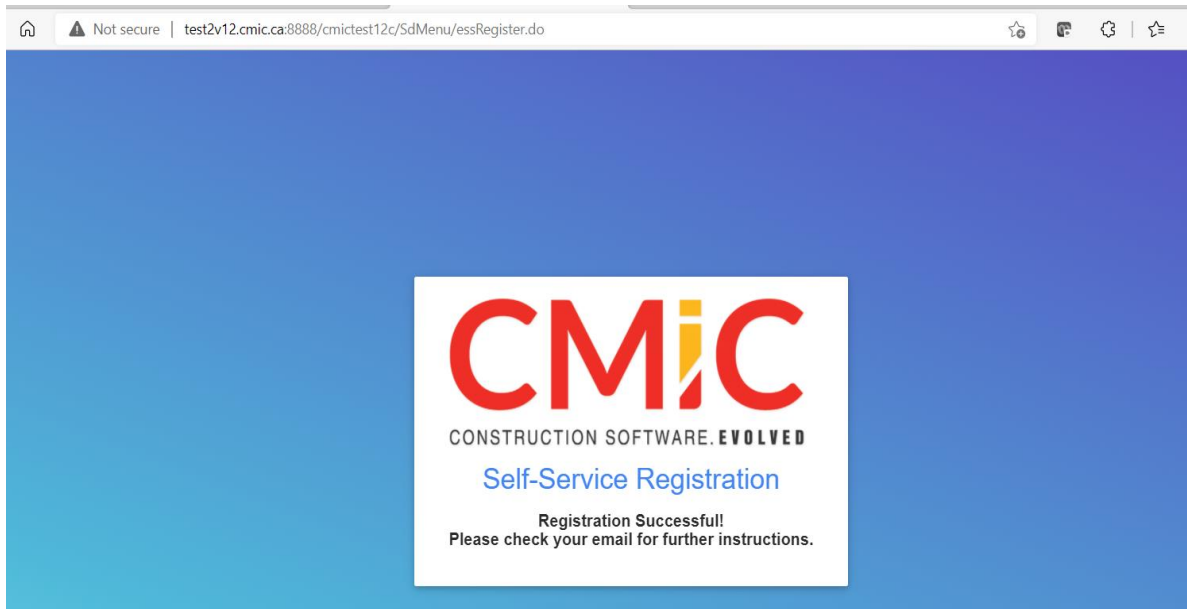
[ ]

[ ]

Physical Zip Code: [ ]

Country Code: [ ]

State/Province: [ ]



## ESS & E Time New Enhancements (21.45876 – Beta Release)

**NOTE:** E-time & ESS new enhancements are under development and QA testing. This is a Beta Release.

When creating new employee as a new hire, user now has the option to create a contact code on Employee profile.

E-time and ESS Changes.

Create contact code manually by pressing “Create Contact” button in Employee profile under “HCM” Tab:

EMPLOYEE PROFILE

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # TRHI-TRHW-SAL1 Employee Full Name Bright Melanie Copy Employee Notes

Personal Company Rates/Salary Address Tax HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

Evaluated As

Requisition Type

Job Classification

Direct Report To

Comment

☐ Contact Created Create Contact

EMPLOYEE PROFILE Table Mode

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # TRHI000000000001 Employee Full Name Alishia Mike Copy Employee Notes

Personal Company Rates/Salary Address Tax HR Info HCM Exclude Other Hours Security Project History Work Category User D

Evaluated As

Requisition Type

Job Classification

Direct Report To

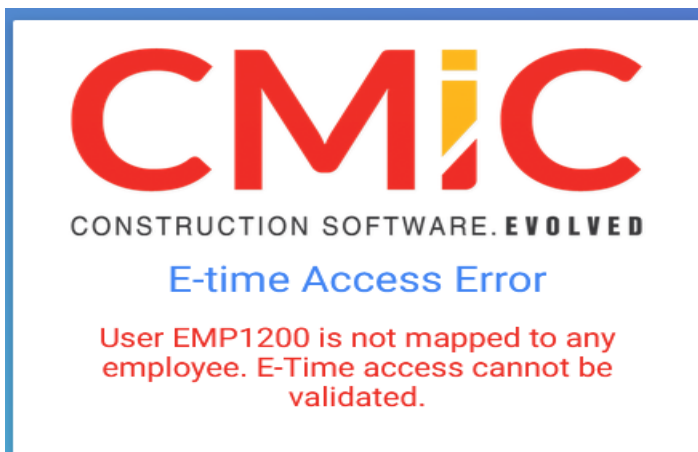
Comment

☒ Contact Created Contact Code MA Contact Company TRHI

When using the E-time registration

User mapped to employee validation

This means every user must be mapped to the employee.

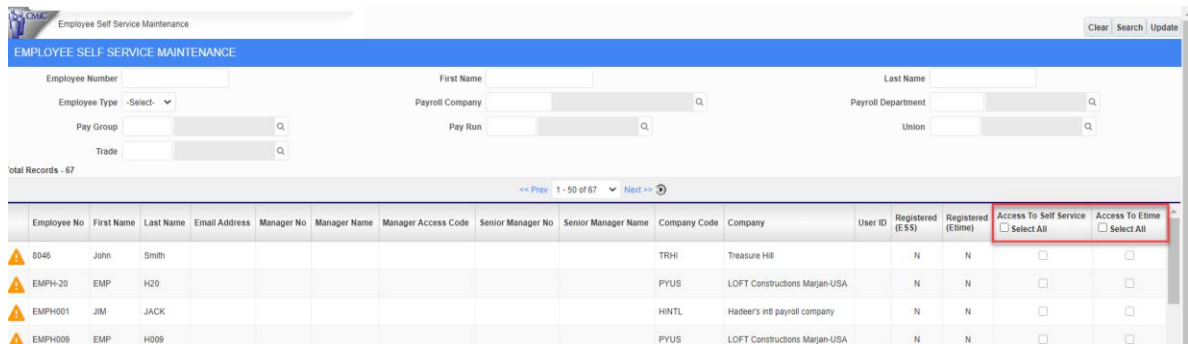


### Upon Failure:

User will get the error "User XXXXX is not mapped to any employee. E-Time access cannot be validated" (This only happens when there is a broken link between Contact and employee ID).

### E-time Access validation.

This means very user /Employee must have the E-time Access enabled under HR>Employee Maintenance.



Employee Self Service Maintenance

EMPLOYEE SELF SERVICE MAINTENANCE

Employee Number: [ ] First Name: [ ] Last Name: [ ]

Employee Type: [Select] Payroll Company: [ ] Payroll Department: [ ]

Pay Group: [ ] Pay Run: [ ] Union: [ ]

Trade: [ ]

Total Records - 67

<< Prev 1 - 50 of 67 Next >>

Employee No	First Name	Last Name	Email Address	Manager No	Manager Name	Manager Access Code	Senior Manager No	Senior Manager Name	Company Code	Company	User ID	Registered (ESS)	Registered (Etime)	Access To Self Service <input type="checkbox"/> Select All	Access To Etime <input type="checkbox"/> Select All
8045	John	Smith							TRHI	Treasure Hill		N	N	<input type="checkbox"/>	<input type="checkbox"/>
EMPH-20	EMP	H20							PYUS	LOFT Constructions Marjan-USA		N	N	<input type="checkbox"/>	<input type="checkbox"/>
EMPH001	JIM	JACK							HINTL	Hadeer's int payroll company		N	N	<input type="checkbox"/>	<input type="checkbox"/>
EMPH009	EMP	H009							PYUS	LOFT Constructions Marjan-USA		N	N	<input type="checkbox"/>	<input type="checkbox"/>

### Upon Failure

Employee gets the error "Employee 'XXXXX' does not have access to e-time.



### E-Time Registration

Once give the E-time Access employee must go through the E-time registration process to be able to successfully log into E-time.

### Upon Failure

For any reason employee does not complete the registration process employee will get the error "Employee XXXX has not completed the E-Time Registration"



Disabled Access code.

This error only appears when access code is being disabled manually for the personal access code.

ACCESS CODE DETAIL			
Code	ZOHREHPTFR12	Type	Personal
Employee No	TRHI0000012456	SSO User	ZOHREHPTFR12
E-Time Roles		Disabled	<input checked="" type="checkbox"/>
Maximum Hours		Days Until Password Expires	
Timesheet Approver E-Mail		Expense Approver E-Mail	
E-Mail For Unapproved Timesheets/Expense ZALLAMEH@YAHOO.COM			
		Project Manager	<input type="checkbox"/>



With the new changes now, the system will look in the Access code to check if the employee is linked to the personal access code or to the Group access code.



**ACCESS CODE SETUP**

Code\*

Password\*

Employee No

E-Time Roles

Maximum Hours

Timesheet Approver E-Mail

E-Mail For Unapproved Timesheets/Expense

Type **Group**

Confirm Password\*

SSO User

Disabled ☐

Days Until Password Expires

Expense Approver E-Mail

Project Manager ☐

The access code screen only allows creating a Group access code, the user will not be able to create any personal access codes. The personal access codes are for view and allow making limited edits such as.

Maximum Hours

Disabled the Access code flag

Specify Days until the password expires

Change password

Project manager flag

Group Access Code.

**ACCESS CODE DETAIL**

Code EPAYROLL

**Employee No**

E-Time Roles ADMIN,E-APPROVER

Maximum Hours

Timesheet Approver E-Mail

E-Mail For Unapproved Timesheets/Expense

Type **Group**

SSO User

Disabled ☐

Days Until Password Expires

Expense Approver E-Mail

Project Manager ☐

No employee number is assigned to the group access code.

No SSO user is assigned to the group access code.

The Group access code has access to the company and pay-runs under the Access code administration screen.

## **Pay Runs**

**ASSIGN ACCESS CODE**

**Selection Criteria**

Administrative Access Code  Password

Access Code (to be modified)

Employees **Payruns** Jobs Approver Accounts

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Company	* PayRun	Description	* Pay Group	Description	Allow Expenses	Default
TRHI	*	<input type="text"/>	*	All Pay Group	<input type="checkbox"/>	<input type="checkbox"/>

Jobs.

**ASSIGN ACCESS CODE**

**Selection Criteria**

Administrative Access Code: EPAYROLL Password: \*\*\*\*\*

Access Code (to be modified): EPAYROLL

Employees Payruns **Jobs** Approver Accounts

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Company	* Job	Job Name	* Cost Code	* Category	Default
TRHI	*	All Job	*	*	<input checked="" type="checkbox"/>

## Accounts.

**ASSIGN ACCESS CODE**

**Selection Criteria**

Administrative Access Code: EPAYROLL Password: \*\*\*\*\*

Access Code (to be modified): EPAYROLL

Employees Payruns Jobs Approver **Accounts**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Company	* Dept	* Account	Description	Default
TRHI	*	*		<input checked="" type="checkbox"/>

## Approver.

**ASSIGN ACCESS CODE**

**Selection Criteria**

Administrative Access Code: EPAYROLL Password: \*\*\*\*\*

Access Code (to be modified): EPAYROLL

Employees Payruns Jobs **Approver** Accounts

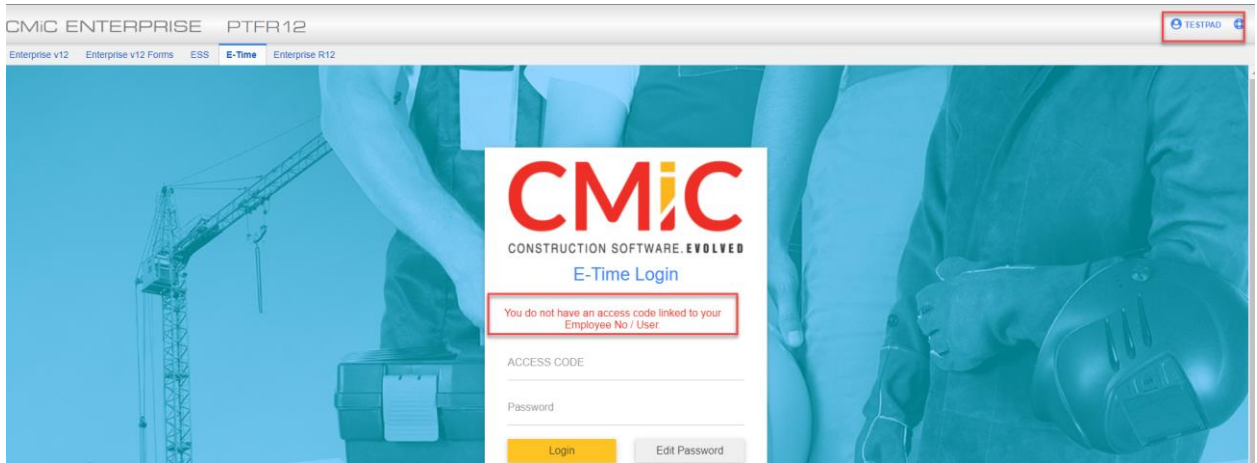
View Freeze Detach Search Insert Insert Multiple Delete Workflows

* Approver	Priority Level
EPAYROLL	1

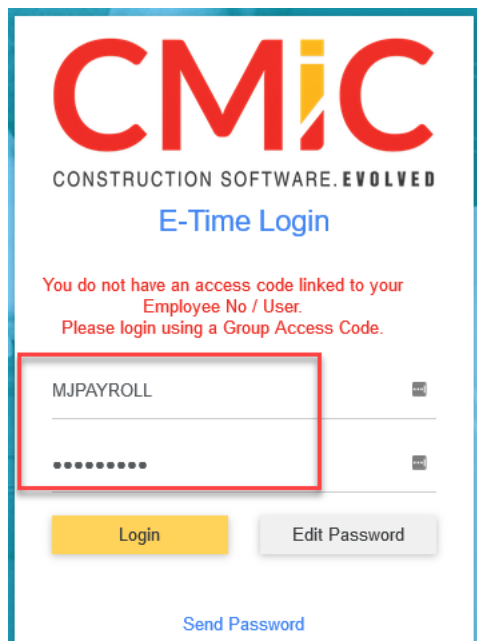
## Group Access Code Logins.

### Employee without E-time Access code.

When an employee/ user logs into E-time who does not have the Access code, the system will prompt for the access code and password, the user will only be able to use the Group access code to log into the E-timesheet.



Employee Login using the Group Access code and Password.



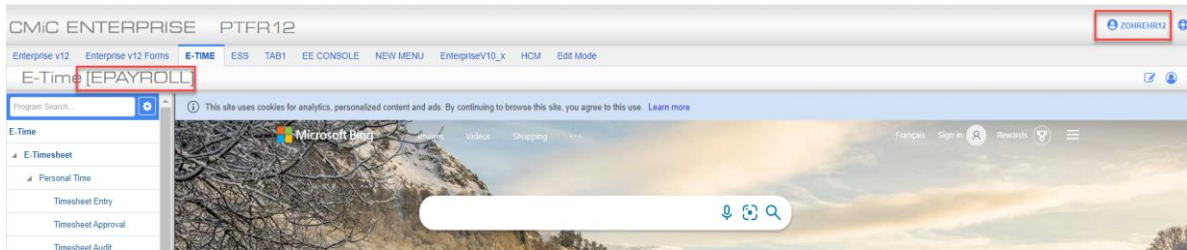
Employee With E-Time Access Code.

#### Switching Between Access Codes.

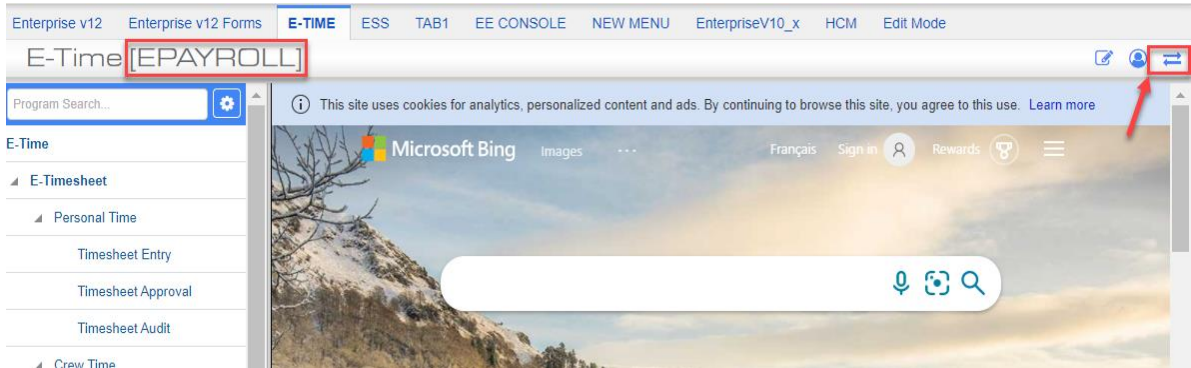
Employee / User logs in with their Username and password, because their Access code is linked with the SSO system does not ask for the E-time access code and password.

As indicated below we are now showing the access code.

As highlighted below the Username is different from the access code.



A new icon is introduced to switch the personal access to a group access code by clicking on the double arrow keys.



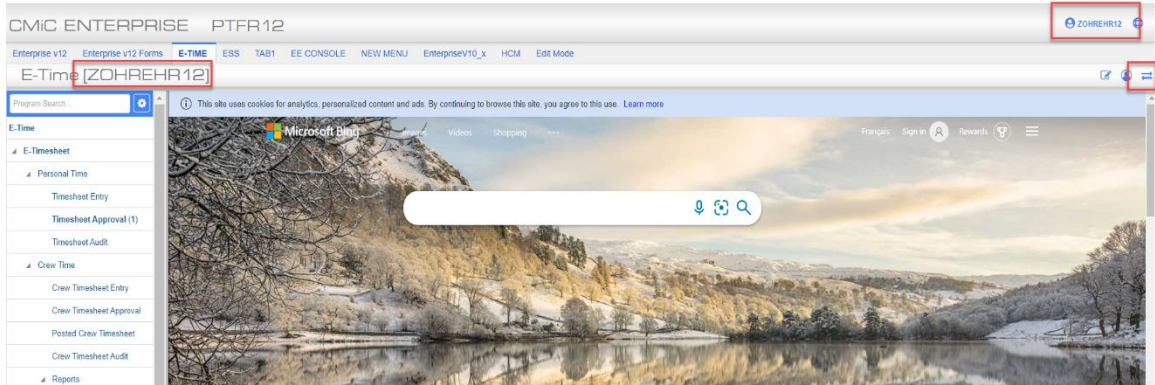
As soon this icon is clicked system will ask for the group access code and password and login.

 This screenshot shows a login screen for the CMiC system. The header displays the CMiC logo and the text 'CONSTRUCTION SOFTWARE. EVOLVED'. Below this, it says 'Switch Group Access Code'. There are two input fields: one for the group access code (labeled 'EPAYROLL') and one for the password (represented by dots). At the bottom, there are two buttons: 'Login' (yellow) and 'Edit Password' (grey).

Same User is now shown logged in as Group Access code.

Switch Back to Personal access code.

User can click on the double arrow to switch back to their personal acc code and system will automatically take user back to their personal access code.



E-mail notification-Personal access code:

Setup unapproved Email address from employee profile- Email in access code screen coming from Employee Profile:

**EMPLOYEE PROFILE**

**Employee Detail**

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents

\* Employee # TRHI-ACCESS1 Employee Full Name Access code1 Copy Employee

Personal Company Rates/Salary **Address** Tax HR Info HCM Exclude Other Hours Security Project History Work C

\* Geo Code From Mailing Address

**Mailing Address**

☐ Foreign Address

\* Zip Code 60601

\* Country Code US United States of America

\* State/Province IL Illinois

**Physical Address**

☐ Foreign Address

Physical Zip Code

Country Code

State/Province

County/Region

City/Town

Home Phone

Home Fax

Cell Phone

**Email Address** marjan.dehghani@cmic.ca

Pager

Latitude

Longitude

Work Phone

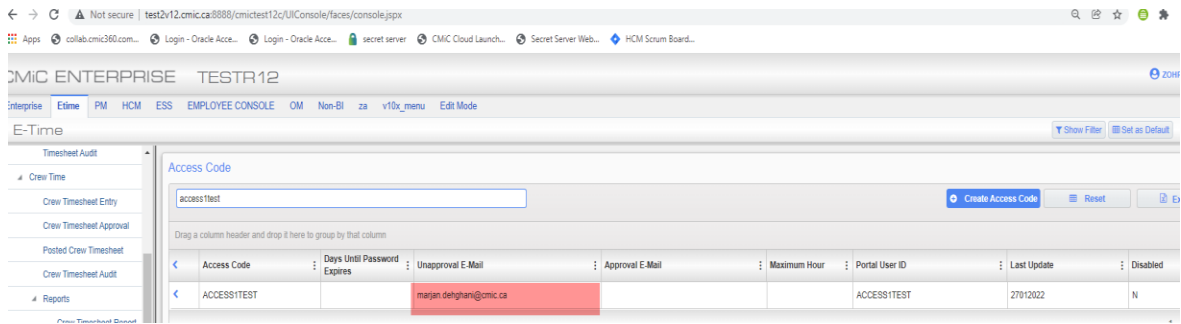
Work Fax

Work Cell Phone

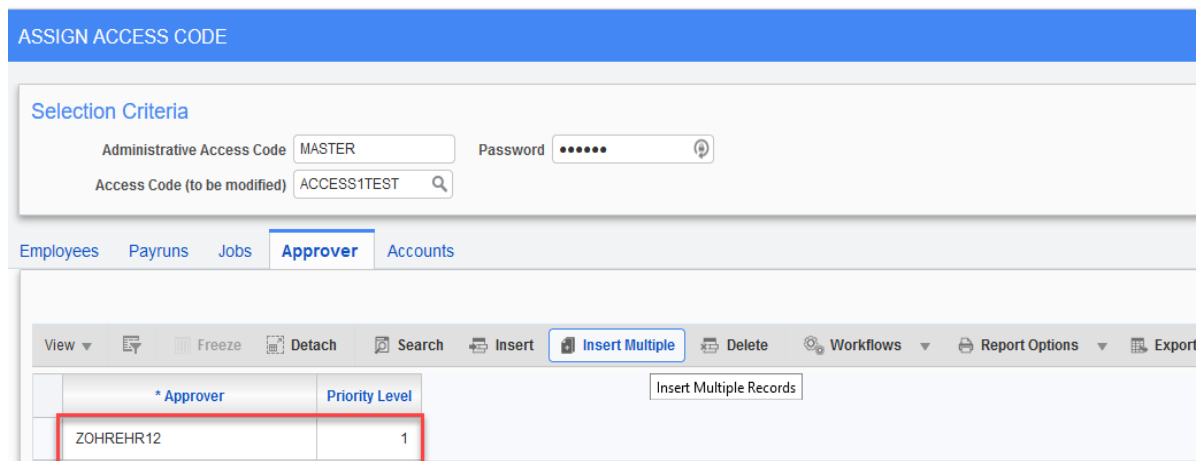
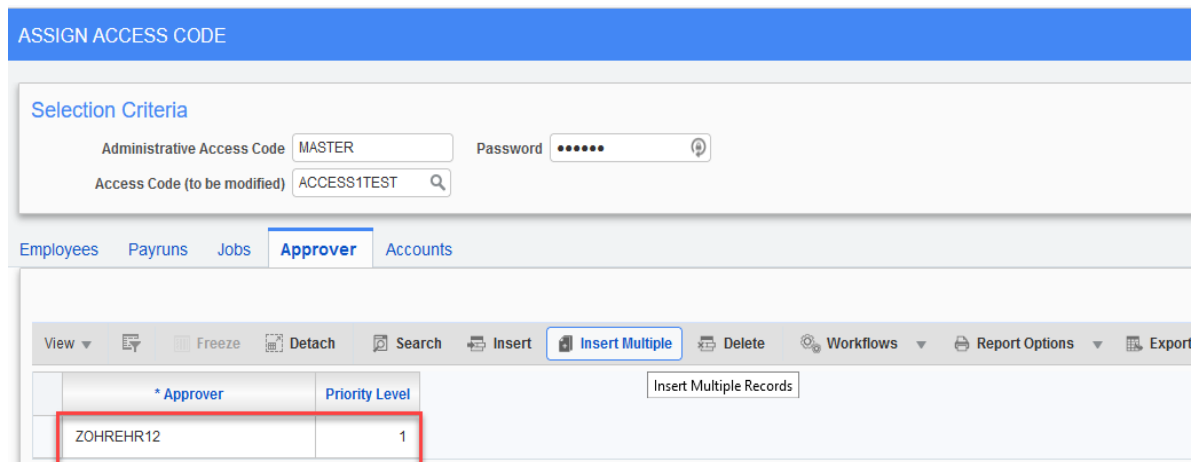
Work Email Address

Business Partner Code Create BP

AP EFT Distribution Method Email







As soon as you setup approver in access code administration, then Email address will be populated in access code table mode:



When Employee submit the timesheet, Email notification will be send out to approver:

Time Sheet(s) for Company TRHI2 found, which needs to be approved.

marjan.dehghani@cmic.ca  
To  Zohreh Allameh

 Reply  Re

External Email Proceed with Caution

---

ZOHREHR12:

Time Sheet(s) for Company TRHI2 found, which needs to be approved.  
Time Sheets Entered Date: 01/27/2022  
Pay Period(s): 52

Sincerely,

(TRHI-ACCESS1) CODE1 ACCESS

Employee will get notification for unapproved timesheet:

Please consider your environmental responsibility before printing this e-mail

-----Original Message-----

From: [zohreh.allameh@cmic.ca](mailto:zohreh.allameh@cmic.ca) <[zohreh.allameh@cmic.ca](mailto:zohreh.allameh@cmic.ca)>

Sent: January-27-22 11:23 PM

To: Marjan Dehghani <[Marjan.Dehghani@cmic.ca](mailto:Marjan.Dehghani@cmic.ca)>

Subject: Time Sheet(s) for Company TRHI2 unapproved.

External Email Proceed with Caution

---

(TRHI-ACCESS1) code1 Access:

Time Sheet(s) for Company TRHI2 unapproved.  
Time Sheets Entered Date: 01/27/2022  
Pay Period(s): 52

Sincerely,

ZOHREHR12

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# Enterprise Content Management

## Outlook Plugin (19.74990)

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Notifications for ECM Outlook Plugin - creation of pull notification web services that will return the newly created documents in CMiC system after a particular timestamp.

## ECM (Desktop) Explorer (21.41433)

---

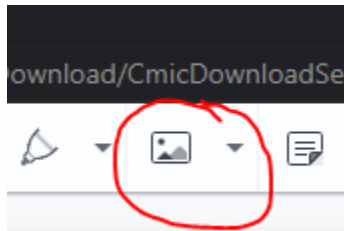
Specifications Management (Hyperlink support) - added feature to navigate to document record via Link Annotations for SPECMGMT type documents. The ECM explorer is generating the Links on PDF files for SPECMGMT document types. When these PDF files are opened in PSPDF viewer, and when user clicks on Link Annotations, we are navigating to the respective document.

## PSPDF Viewer - Enabled Image Annotations; Publish Link Annotations (21.39616, DMW-59)

---

### Drawing Management Enhancements

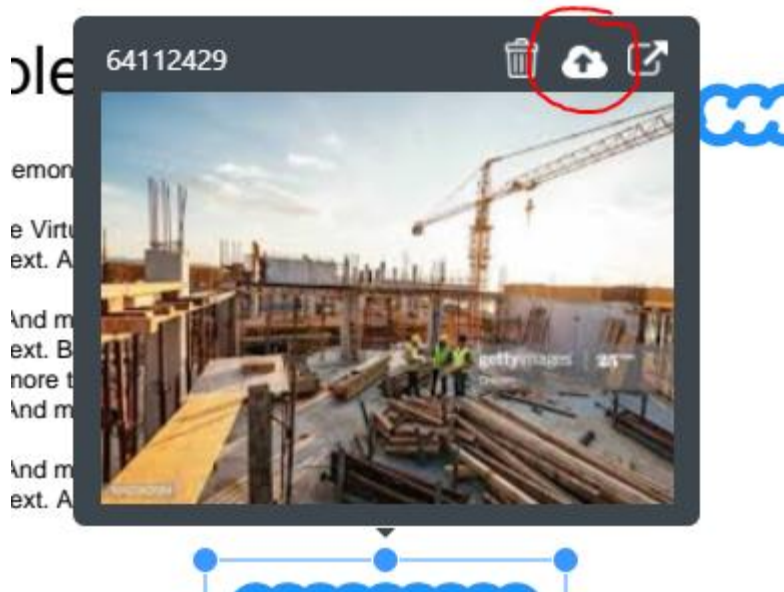
1. Enabled Image annotations on PSPDF Toolbar.



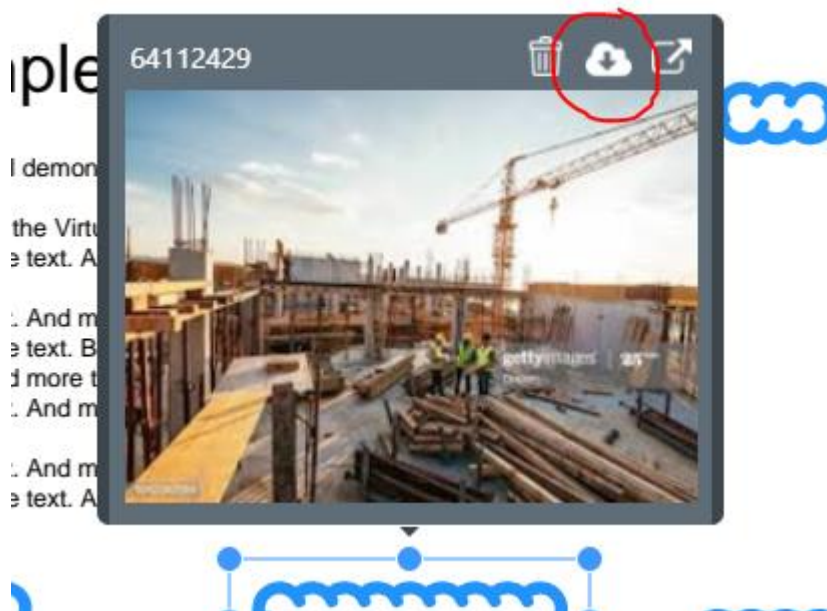
2. Allowed user to Publish/UnPublish Link annotations; buttons have been added to Thumbnail header of linked document.

### Publish Button:





**Un-Publish Button:**



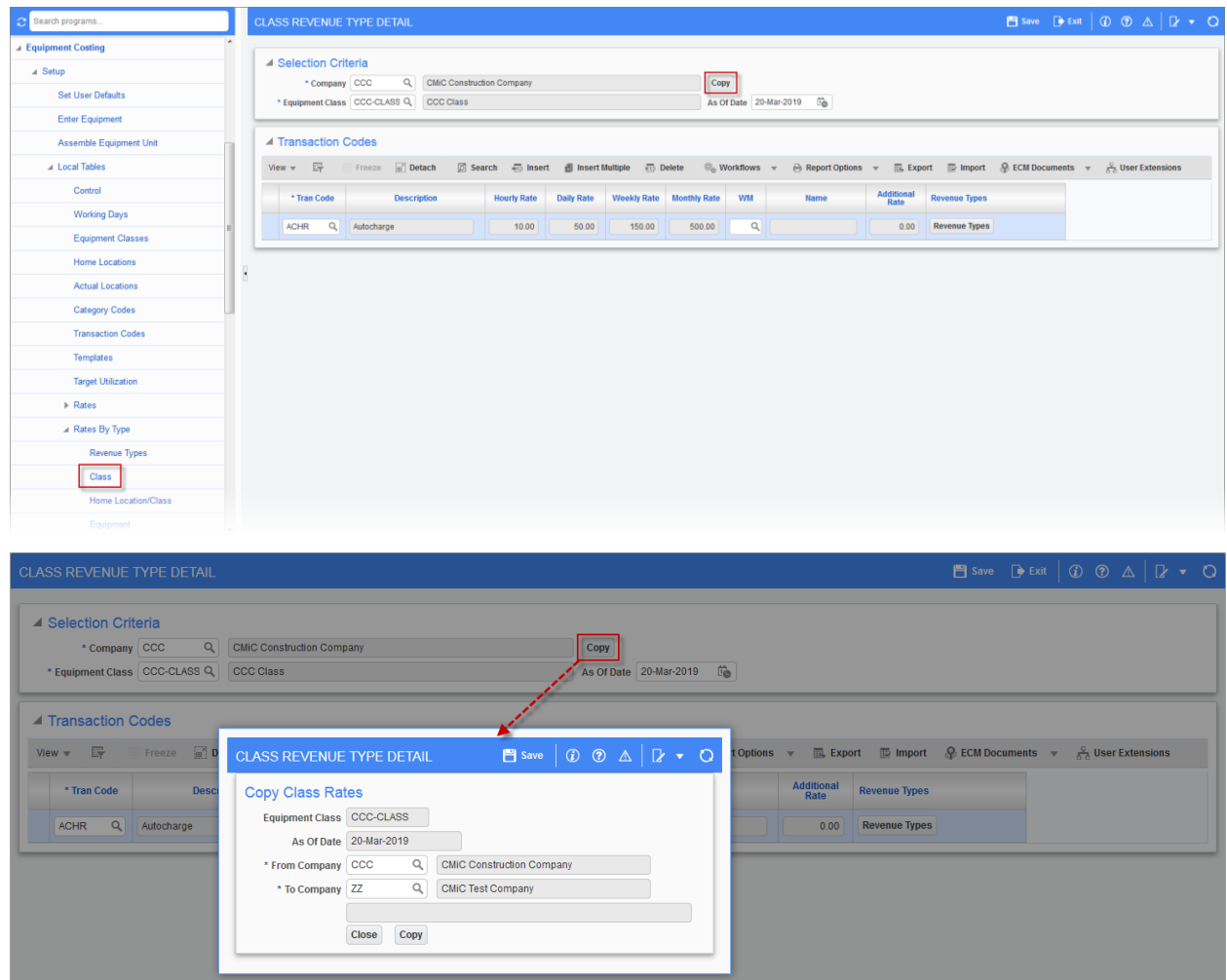
## Equipment Costing

### **Ability to Copy Equipment Class Revenue Rates** (15.01986)

The Equipment Class Revenue Type Detail screen in ADF is modified with the addition of a button in the header block to copy the equipment class rates along with allocation overrides if any, from one company to another.

The pre-requisite for a full copy is that, the target company must also have the same transaction codes and the Revenue Types defined with Revenue Allocation for 'Target Company'. If the target company does NOT have all transaction codes or Revenue allocation, then only those matching in both source and target companies will be copied over.

Users must note that, if there are any rates that is 'in-active' then they will NOT be copied over. 'As of Date' all those 'active' rate definitions will be copied over.



## Ability to Copy EQ Rates at the Job/Class Level (19.84735)

### Overview

Ability to copy equipment rates from one job to another job at Job/Class level.

### Modifications

- Added a new button 'Copy Job/Class Rate' on 'Equipment Job/Class' rate setup screen in 'Equipment Rate by Type' program.
- A new pop-up program 'Equipment Class/Job Revenue Type Detail' is created for this purpose.

The following screen shows the modification performed.

EQUIPMENT CLASS / JOB REVENUE TYPE DETAIL

Save Exit

**Selection Criteria**

Company ZZ CMIC Test Company As Of Date 10-Jun-2020

Equipment

Charge Company

Charge Job

Copy Job/Class Rate

**Transaction Codes**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import

Tran Code	Description	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate	WM	Name	Additional Rate	Revenue Type
No rows yet.									

Equipment Costing > Setup > Local Table > Rates by Type > Job/Class

## Copying Process

Users must enter the selection criteria in the main screen in order to start the copy process.

### Enterable Fields:

**Equipment Class:** The class value is defaulted from the main screen.

**Effective Date:** Users must enter a date value, from which the copied rates would be effective in the new job.

**Job Company/Job Code:** Enter the Company /Job Code to which the rates are to be copied.

**[Copy Job/Class Rates]:** Click on this button to complete the copy process.

**[Cancel]:** Exit without copy process.

After successful copy, an alert message is displayed as “Rates copied successfully to job”.

EQUIPMENT CLASS / JOB REVENUE TYPE DETAIL

Company ZZ CMIC Test Company

Equipment Class

As of Date 10-Jun-2020

\* Effective Date

**Copy From**

Job Company

Job Code

**Copy To**

Job Company

Job Code

Copy Job/Class Rates Cancel

Equipment Costing > Setup > Local Table > Rates by Type > Job/Class – [Copy Job/Class Rates] pop-up

## Implementation

The following example shows the copy feature at job/class level.

Copying rates to a job where no rates exist.

Rates at Job 1000.

The screenshot shows the 'EQUIPMENT CLASS / JOB REVENUE TYPE DETAIL' form. The 'Selection Criteria' section includes fields for Company (ZZ), Equipment (ZZ-TRUCKS), Charge Company (CCC), and Charge Job (1000). The 'Transaction Codes' section displays a table with columns: Tran Code, Description, Hourly Rate, Daily Rate, Weekly Rate, Monthly Rate, VM, Name, Additional Rate, and Revenue Type. The table contains one row with Tran Code 'AUTO', Description 'AUTO', and various rates.

Tran Code	Description	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate	VM	Name	Additional Rate	Revenue Type
AUTO	AUTO	25.00	130.00	450.00	1,400.00	NA	Not Applic	0.00	Revenue Type

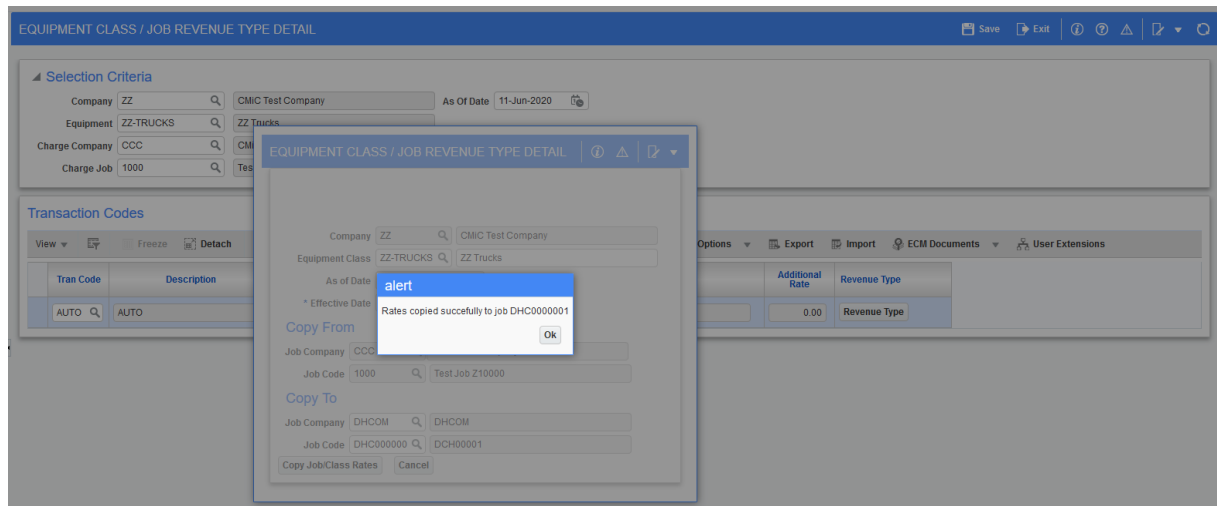
*Equipment Costing > Setup > Local Table > Rates by Type > Job/Class*

Copying rate from job 1000 to job DHC0000001.

The screenshot shows the 'EQUIPMENT CLASS / JOB REVENUE TYPE DETAIL' form with a pop-up dialog titled 'EQUIPMENT CLASS / JOB REVENUE TYPE DETAIL'. The dialog has sections for 'Copy From' and 'Copy To'. The 'Copy From' section includes fields for Company (ZZ), Equipment Class (ZZ-TRUCKS), As of Date (11-Jun-2020), and Effective Date (11-Jun-2020). The 'Copy To' section includes fields for Job Company (DHC0000001), Job Code (DCH000001), and buttons for 'Copy Job/Class Rates' and 'Cancel'.

*Equipment Costing > Setup > Local Table > Rates by Type > Job/Class – [Copy Job/Class Rates] pop-up*

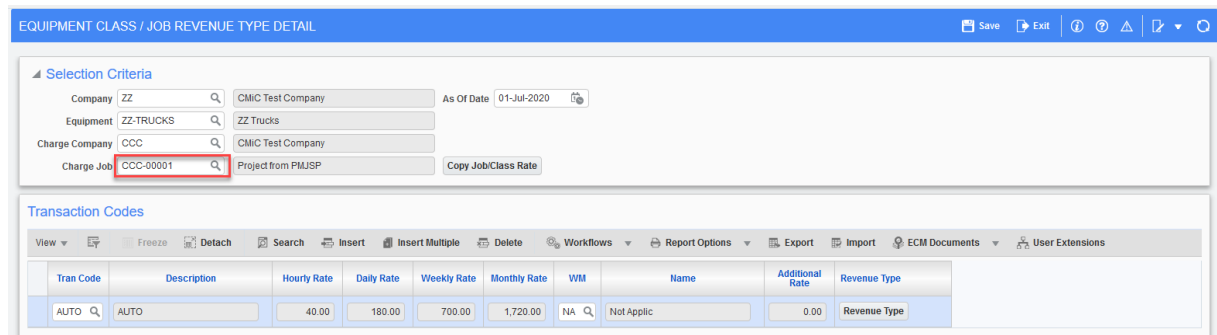
Alert message is displayed when the rates are copied successfully. Click [OK].



*Equipment Costing > Setup > Local Table > Rates by Type > Job/Class – [Copy Job/Class Rates] pop-up*

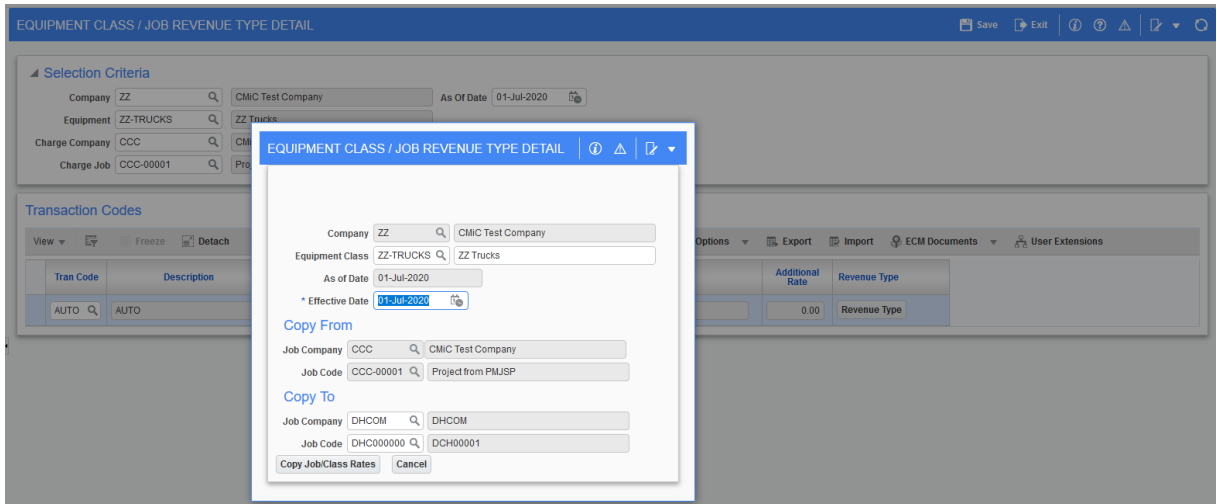
Rates copied successfully.

Rate at job CCC-00001.

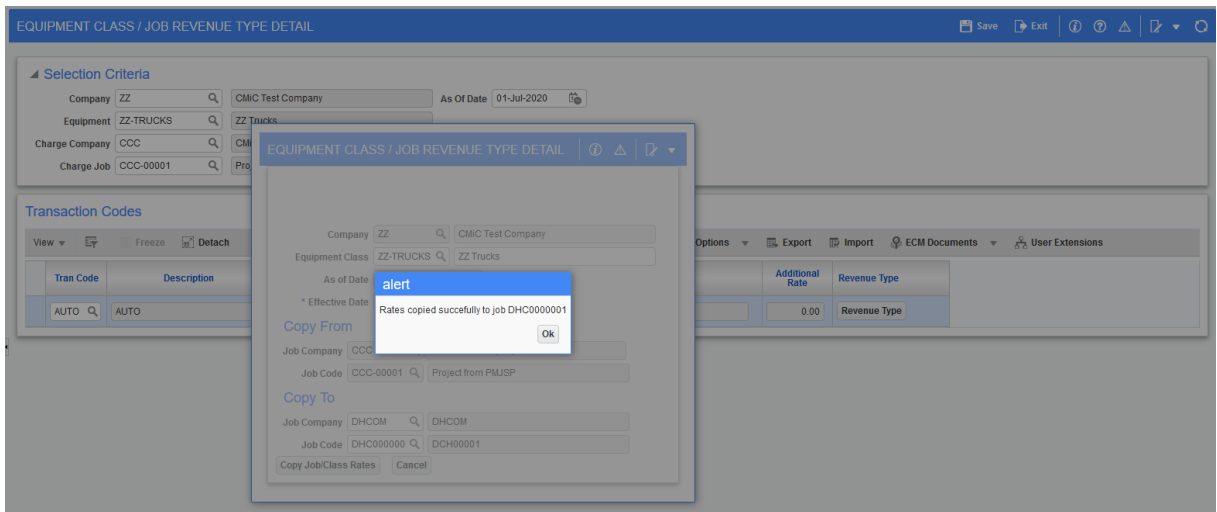


*Equipment Costing > Setup > Local Table > Rates by Type > Job/Class*

Copying the rates to DHC0000001, where same revenue type rate exist but the effective date is 1<sup>st</sup> July.



*Equipment Costing > Setup > Local Table > Rates by Type > Job/Class – [Copy Job/Class Rates] pop-up*



*Equipment Costing > Setup > Local Table > Rates by Type > Job/Class – [Copy Job/Class Rates] pop-up*

Rates copied successfully for 1<sup>st</sup> July.

EQUIPMENT CLASS / JOB REVENUE TYPE DETAIL

Selection Criteria

Company: ZZ, CMC Test Company, As Of Date: 01-Jul-2020

Equipment: ZZ-TRUCKS, ZZ Trucks

Charge Company: DHCOM, DHCOM

Charge Job: DHC000001, DCH00001

Copy Job/Class Rate

Transaction Codes

Tran Code	Description	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate	VM	Name	Additional Rate	Revenue Type
AUTO	AUTO	40.00	180.00	700.00	1,720.00	NA	Not Applic	0.00	Revenue Type

Equipment Costing > Setup > Local Table > Rates by Type > Job/Class

EQUIPMENT CLASS / JOB REVENUE TYPE DETAIL

Selection Criteria

Company: ZZ, CMC Test Company, As Of Date: 11-Jun-2020

Equipment: ZZ-TRUCKS, ZZ Trucks

Charge Company: DHCOM, DHCOM

Charge Job: DHC000001, DCH00001

Copy Job/Class Rate

Transaction Codes

Tran Code	Description	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate	VM	Name	Additional Rate	Revenue Type
AUTO	AUTO	25.00	130.00	450.00	1,400.00	NA	Not Applic	0.00	Revenue Type

Equipment Costing > Setup > Local Table > Rates by Type > Job/Class

Revenue Type rates at job CCC00004.

EQUIPMENT CLASS / JOB REVENUE TYPE DETAIL

Selection Criteria

Company: ZZ, CMC Test Company, As Of Date: 11-Jun-2020

Equipment: ZZ-TRUCKS, ZZ Trucks

Charge Company: CCC, CMC Test Company

Charge Job: CCC00004, ccc-dh-job

Copy Job/Class Rate

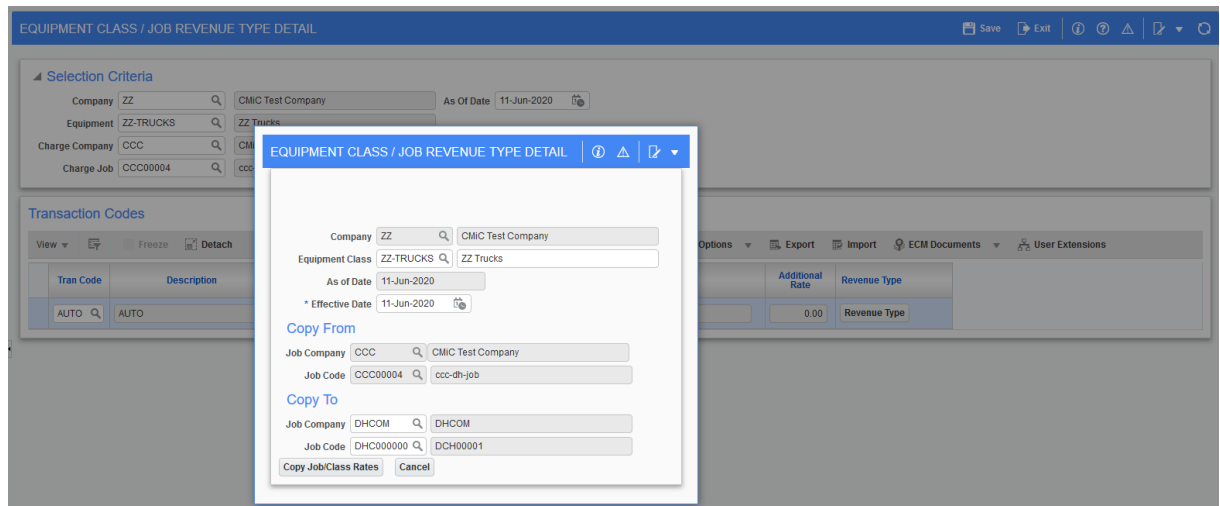
Revenue Type Detail

* Revenue Type	Type Description	* Start Date	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate	Additional Rate	Active
BILLING	billing	11-Jun-2020	50.00	250.00	750.00	4,520.00	0.00	<input checked="" type="checkbox"/>
IDLE	IDLE	11-Jun-2020	10.00	100.00	500.00	2,800.00	0.00	<input checked="" type="checkbox"/>

Save Cancel

Equipment Costing > Setup > Local Table > Rates by Type > Job/Class

Copying the rates to DHC0000001, where IDLE revenue type rate exists in 11<sup>th</sup> June.

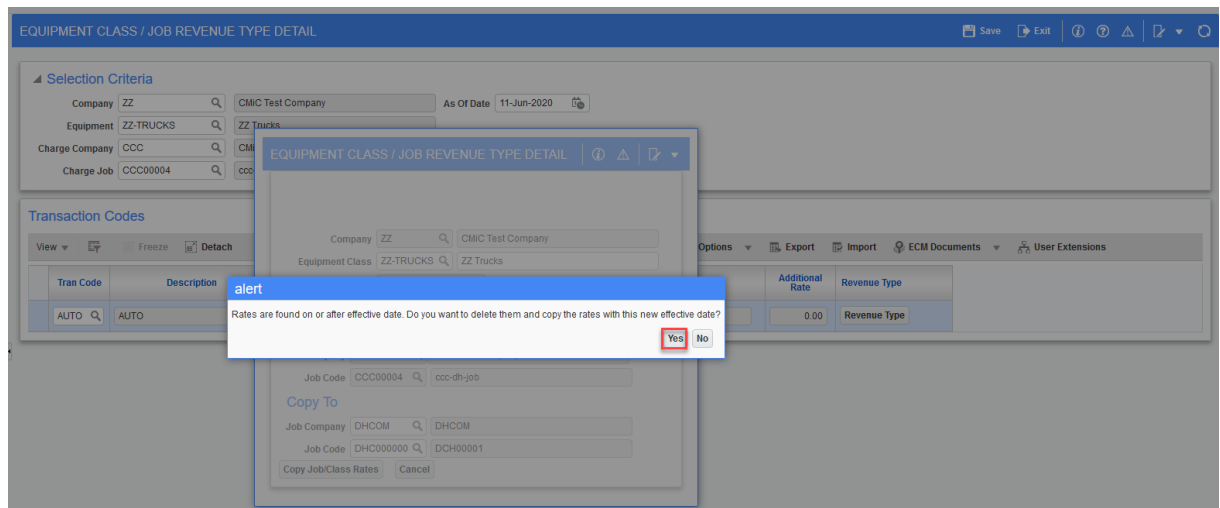


*Equipment Costing > Setup > Local Table > Rates by Type > Job/Class – [Copy Job/Class Rates] pop-up*

If same revenue type rate exists on the destination job, an alert message is prompted. Rates are found on or after effective date. Do you want to delete them and copy the rates with this new effective date?

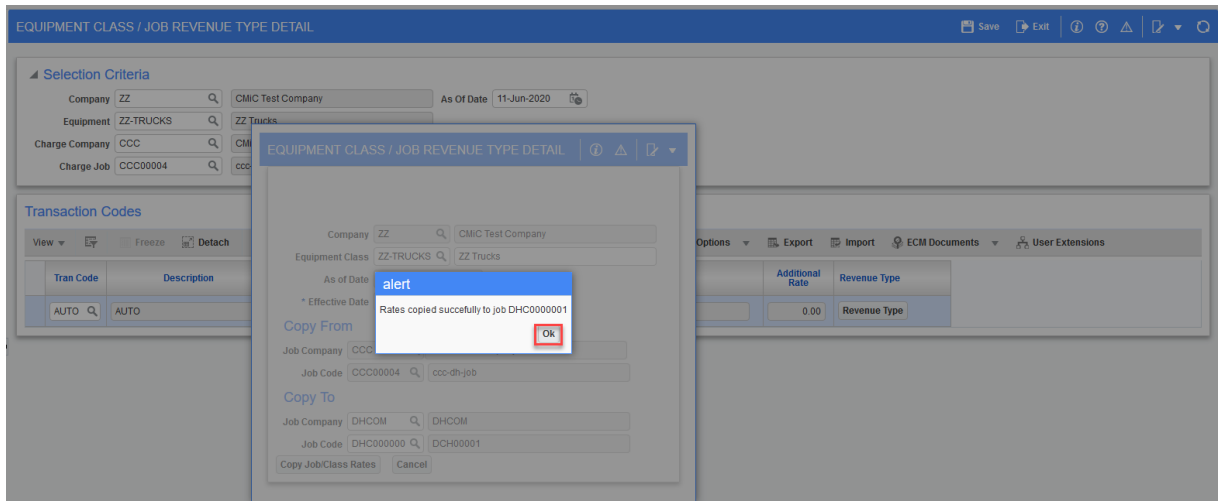
Yes: It will delete the same revenue type rate on destination job and copy the new rates.

No: Copying process will be aborted.



*Equipment Costing > Setup > Local Table > Rates by Type > Job/Class – [Copy Job/Class Rates] pop-up*

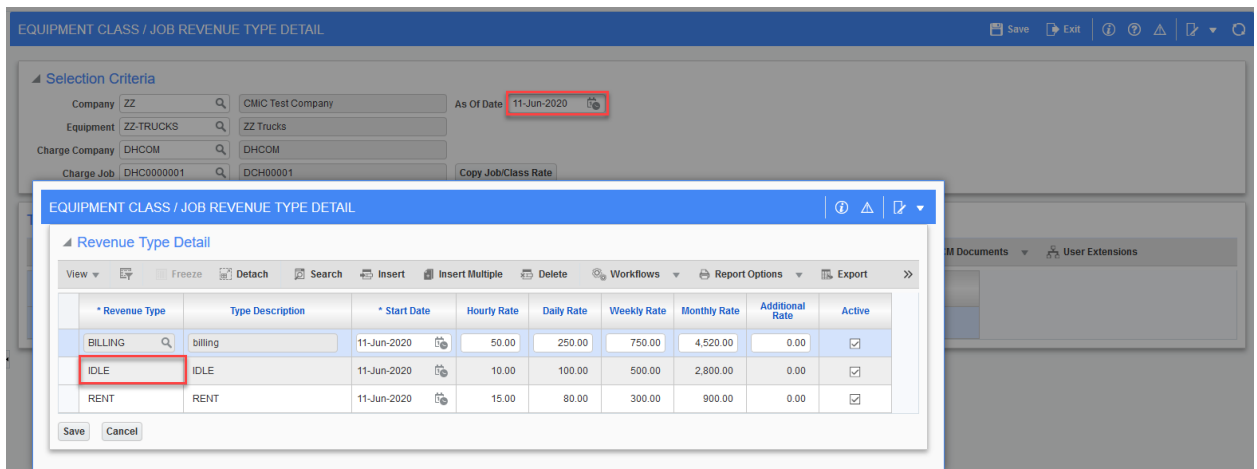




*Equipment Costing > Setup > Local Table > Rates by Type > Job/Class – [Copy Job/Class Rates] pop-up*

Verified the rate at Job DHC0000001.

'IDLE' revenue type is copied with new rates.



*Equipment Costing > Setup > Local Table > Rates by Type > Job/Class*

It will also override the rates for 1<sup>st</sup> July as the rates were copied with effective date of 11<sup>th</sup> June.

## **Ability to Restrict Transfer of Equipment on the Same Day (19.91100)**

Added a control file flag to allow same day transfer of equipment.

### **Overview**

This functionality restricts user to transfer the equipment on the same day.

### **Modifications**

Flag 'Allow Same Day Transfer' is added to Equipment Costing Control File.

Allow Same Day Transfer – Checked (Y)

User can transfer the equipment on the same day it is commissioned.

#### Allow Same Day Transfer – Un-checked (N)

User will be restricted, and transfer of equipment is not allowed on the same day it is commissioned.

The screenshot shows the 'EQUIPMENT COSTING CONTROL FILE' window for Company CCC. The 'Control' tab is active. Under 'Charge/Reconciliation', the 'Allow Same Day Transfer' checkbox is unchecked. Other settings include: Default Journal EC, Equipment Costing; VM for 'Hourly' Rate HR, Hour; VM for 'Daily' Rate DY, Day; VM for 'Weekly' Rate WK, Week; VM for 'Monthly' Rate MT, Month; VM For Equipment Status Inquiry DY, Day; Default Transaction Code ACHR, Autocharge; Define Month Days; Allow All Transaction Codes in Journal Entry (checked); Automatically Activate New Rates (unchecked); Current Year And Period 2020 1; Allow To Post To Future Periods (checked); Equipment Transfer Number Is Required (checked); Post Auto-Charge In Hours (unchecked); Show Zero Bill Rate Warning On Time Entry (checked); Default Post Date (checked); Default Charge Job To Be Auto Checked (checked); and Allow Same Day Transfer (unchecked).

Asset Management > Equipment Costing > Setup > Local Tables > Control File

## Implementation

Company: DHCOM, added a new equipment CYBER-T3

Allow Same Day Transfer: Checked (Y) – Equipment can be transferred on the same day it is commissioned.

The screenshot shows the 'EQUIPMENT COSTING CONTROL FILE' window for Company DHCOM. The 'Control' tab is active. Under 'Charge/Reconciliation', the 'Allow Same Day Transfer' checkbox is checked. Other settings include: Default Journal EC, Equipment Costing; VM for 'Hourly' Rate HR, Hour; VM for 'Daily' Rate DY, Day; VM for 'Weekly' Rate WK, Week; VM for 'Monthly' Rate MT, Month; VM For Equipment Status Inquiry DY, Day; Default Transaction Code AUTO, Autocharges; Define Month Days; Allow All Transaction Codes in Journal Entry (checked); Automatically Activate New Rates (unchecked); Current Year And Period 2020 5; Allow To Post To Future Periods (checked); Equipment Transfer Number Is Required (checked); Post Auto-Charge In Hours (unchecked); Show Zero Bill Rate Warning On Time Entry (checked); Default Post Date (checked); Default Charge Job To Be Auto Checked (checked); and Allow Same Day Transfer (checked).

Asset Management > Equipment Costing > Setup > Local Tables > Control File

New equipment CYBER-T3 is added on 12-05-2020.

**EQUIPMENT MAINTENANCE**

Query Parameter 1 Row

Selection Criteria

\* Company DHCOM Q DHRUV-COMPANY

**Equipment**

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User Extensions

\* Equipment CYBER-T3 Bulk Equipment

Description CYBER-T3 Fixed Asset

**General** Transaction Codes Budgets Asset Type Equipment Truck Detail Accumulators

Controlling Equipment

\* Class DH-TRUCKS Q DHCOM TRUCKS

Serial # 147851

Location of Serial # DB

\* Home Location DH-HOME Q DHCOM HOME LOCATION

\* Original Location Home Location

Current Actual Location Home Location

Job Cost Code

Job Category

Vendor

\* Commission Date & Time 12-05-2020 00:00

Total Quantity 1

Truck Class

Trade Code

Target Utilization Code

Crew Code Valid Y

☒ Automatic Chargeout

☐ Staging Scale

☐ Billing Rate Required

☐ Use External Meter Reading ☒ Active Create PO

Maximum charge out will be

of Equipment Value

Asset Management > Equipment Costing > Setup > Enter Equipment

Transferring 'CYBER-T3' on 12-05-2020 to BEJOB location.

**ACTUAL LOCATION TRANSFER ENTRY**

Enter Location Transfers Print Edit List Post

Selection Criteria

\* Company DHCOM Q DHRUV-COMPANY

\* Batch 14032 Q DHRUV 2020-05-12 ACTLOC Create Batch View Batch

**Selection**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions

* Transfer Date	Time	Transfer Number	Equipment	* Current Location	* Start Date	New Location	Quantity
12-05-2020	18:38	1	CYBER-T3	BEJOB	12-05-2020	BEJOB	1

Equipment Name CYBER-T3

**Current Location**

Name Home Location

Company DHCOM Customer TOPRES

Job BEJOB Job Name BEATS JOB

Cost Code 21-100 Category 3000

City State

Available Qty 1

Trans Code

**New Location**

Name BEJOB LOC

Company DHCOM Customer TOPRES

Job BEJOB Job Name BEATS JOB

Cost Code 21-100 Category 3000

City State

Trans Code AUTO ☒ Charge Job

Return Date 14-05-2020

Asset Management > Equipment Costing > Transaction > Actual Location Transfer > Enter Transfer Transaction

Equipment transferred successfully.

EQUIPMENT COSTING POSTING

Enter Location Transfers    Print Edit List    Post

**Selection Criteria**

- \* Company: DHCOM    DHRUN-COMPANY
- \* Batch Type: ACTLOC    Actual Location Transfer Batch
- \* Batch: 14352    DHRUN 2020-05-12 ACTLOC
- \* Post Date: 12-05-2020    12/5/2020
- \* Journal: EC    Equipment Costing

Preview Posting    ☒ Print Reports Immediately

Posting completed successfully

Post

**Report Configuration**

Select Reports: ☒ EM

Destination: Preview

Format: PDF

Locale: US English

Run Report    Close

*Asset Management > Equipment Costing > Transaction > Actual Location Transfer > Enter Transfer Transaction*

Allow Same Day Transfer: Un-checked (N) - User will be restricted, and transfer of equipment is not allowed on the same day it is commissioned.

EQUIPMENT COSTING CONTROL FILE

Table Mode    Save    Exit    Help    Print    Zoom

**Selection Criteria**

\* Company: DHCOM    DHRUN-COMPANY

**Control    Mobilization Charges    Charge/Reconciliation**

Search    Insert    Delete    Previous    Next    Workflows    Report Options    ECM Documents    User Extensions

Default Journal: EC    Equipment Costing

WM for 'Hourly' Rate: HR    Hour

WM for 'Daily' Rate: DY    Day

WM for 'Weekly' Rate: WK    Week

WM for 'Monthly' Rate: MT    Month

WM For Equipment Status Inquiry: DY    Day

Default Transaction Code: AUTO    Autocharges

☐ Define Month: Days

☒ Allow All Transaction Codes in Journal Entry

☐ Automatically Activate New Rates

Current Year And Period: 2020    5

☒ Allow To Post To Future Periods

☐ Equipment Transfer Number Is Required

☐ Post Auto-Charge In Hours

☒ Show Zero Bill Rate Warning On Time Entry

☒ Default Post Date

☒ Default Charge Job To Be Auto Checked

☐ Allow Same Day Transfer

*Asset Management > Equipment Costing > Setup > Local Tables > Control File*

Added new equipment: CYBER-T6 with commission date 13-05-2020.

**EQUIPMENT MAINTENANCE**

Selection Criteria  
 \* Company: DHCOM | DHRUV-COMPANY

**Equipment**

\* Equipment: CYBER-T6 | Bulk Equipment  
 Description: CYBER-T6 | Fixed Asset

**General** | Transaction Codes | Budgets | Asset Type Equipment | Truck Detail | Accumulators

Controlling Equipment  
 \* Class: DH-TRUCKS | DHCOM TRUCKS  
 Serial #: 745874587  
 Location of Serial #: DB  
 \* Home Location: DH-HOME | DHCOM HOME LOCATION  
 \* Original Location: Home Location  
 Current Actual Location: Home Location  
 Job Cost Code:  
 Job Category:  
 Vendor:  
 \* Commission Date & Time: 13-05-2020 | 00:00  
 Total Quantity: 1  
 Truck Class:  
 Trade Code:  
 Target Utilization Code:  
 Crew Code: Valid Y  
☒ Automatic Chargeout  
☐ Sliding Scale  
☐ Billing Rate Required  
☐ Use External Meter Reading ☒ Active [Create PO](#)  
 Maximum charge out will be  
 of Equipment Value

Asset Management > Equipment Costing > Setup > Enter Equipment

Transferring equipment on 13-05-2020.

**ACTUAL LOCATION TRANSFER ENTRY**

Transfer to the New Location cannot be on the Current Location Start Date

**Selection Criteria**  
 \* Company: DHCOM | DHRUV-COMPANY  
 \* Batch: 14415 | DHRUV 2020-05-13 ACTLOG [Create Batch](#) [View Batch](#)

**Selection**

* Transfer Date	Time	Transfer Number	Equipment	* Current Location	* Start Date	New Location	Quantity
13-05-2020	0:00	1	CYBER-T6				

Equipment Name:

**Current Location**

Name:  
 Company:  
 Customer:  
 Job:  
 Job Name:  
 Cost Code:  
 Category:  
 City:  
 State:  
 Available Qty:  
 Trans Code:

**New Location**

Name:  
 Company:  
 Customer:  
 Job:  
 Job Name:  
 Cost Code:  
 Category:  
 City:  
 State:  
 Trans Code:  
 Return Date:  
☐ Charge Job

Asset Management > Equipment Costing > Transaction > Actual Location Transfer > Enter Transfer Transaction

Equipment cannot be transferred on the same day it is commissioned and the 'Allow Same Day Transfer' flag is un-checked.

Error is thrown 'Transfer to the new location cannot be on the Current Location Start Date'.

If an equipment is transferred to a job and user wants to transfer the same equipment to another job, then the 'Allow Same Day Transfer' flag must be checked.

Transferring equipment 'CYBER-T3' from 'BEJOB LOC' to 'LOC1' on 25-05-2020.

The screenshot shows the 'ACTUAL LOCATION TRANSFER ENTRY' form. The 'Selection Criteria' section includes 'Company: DHCOM' and 'Batch: 14311'. The 'Selection' table shows a transfer of equipment 'CYBER-T3' from 'BEJOB' to 'LOC1' on '25-05-2020'. The 'Current Location' and 'New Location' sections are populated with details for 'BEJOB LOC' and 'LOC1' respectively. The 'Allow Same Day Transfer' checkbox is checked.

Asset Management > Equipment Costing > Transaction > Actual Location Transfer > Enter Transfer Transaction

Unchecking the 'Allow Same Day Transfer' flag: N

Transferring equipment 'CYBER-T3' to 'BEJOB-2' location.

The screenshot shows the 'ACTUAL LOCATION TRANSFER ENTRY' form with an error message at the top: 'Transfer to the New Location cannot be on the Current Location Start Date'. The 'Selection Criteria' section includes 'Company: DHCOM' and 'Batch: 15098'. The 'Selection' table shows a transfer of equipment 'CYBER-T3' from 'BEJOB' to 'BEJOB-2' on '25-05-2020'. The 'Current Location' and 'New Location' sections are populated with details for 'BEJOB' and 'BEJOB-2' respectively. The 'Allow Same Day Transfer' checkbox is unchecked.

Asset Management > Equipment Costing > Transaction > Actual Location Transfer > Enter Transfer Transaction

Error is thrown 'Transfer to the New Location cannot be on the Current Location Start Date'



Enterprise R12 Enterprise R12 (Forms) ETME HCM PM ESR Mode

HOME LOCATIONS

View Freeze Details Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Code	* Name	* Company Code	* Equipment Code	EREK Flag
AA-HOME	Home location	ADHPTF	00	<input type="checkbox"/>
CCC-HOME	CCC-HOMR	CCC	00	<input type="checkbox"/>
CMC-HOME	CMC-HOME	RAC	00	<input type="checkbox"/>
DHC-HOME	DHC-HOME	DHC001	00	<input type="checkbox"/>
JS-HOME	JS HOME	JS	00	<input type="checkbox"/>
LI-HOME	Lincoln Home	LINC001	00	<input type="checkbox"/>
ROH-HOME	Home location	ROHPTF	00	<input type="checkbox"/>
RVI-HOME	RVI12455 Home	RVI12455	00	<input type="checkbox"/>
SP-HOME	SP Home	SP	00	<input type="checkbox"/>
ZZ-HOME	Company ZZ- Home	ZZ	00	<input checked="" type="checkbox"/>

Company Name: Astar PTF construction company  
Department Name: Company Level

Asset Management > Equipment Costing > Setup > Local Tables > Home Locations

If the 'Available for Transfer Trans Code' on 'Ownership Reconciliation Setup' screen matches with the Actual Location Transfer Transaction Code and equipment stayed for 7 days of a period with the same transaction code on a job, then it will be included in the EREC process.

OWNERSHIP RECONCILIATION SETUP

Job Reconciliation Setup

\* Charge Cost Code : 003-001  
\* Charge Category Code : 2000

Equipment Reconciliation Setup

* Equipment's Company	Name	* Working Trans Code	Working (2) Trans Code	Working (3) Trans Code	* Under Charge Trans Code	* Over Charge Trans Code	* Out of Service Trans Code	* Available for Transfer Trans Code	* Parked Trans Code
ZZ	CMC Test Company	999			IDLE	OVER	999	OWN	999

Working Trans Name: Rental  
Working (2) Trans Name:   
Under Charge Trans Name: IDLE  
Out of Service Trans Name: Rental

Working (3) Trans Name:   
Over Charge Trans Name: OVER  
Available for Transfer Trans Name: OWN  
Parked Trans Name: Rental

Asset Management > Equipment Costing > Setup > Local Tables > Ownership Reconciliation Setup

ACTUAL LOCATION TRANSFER ENTRY

Enter Location Transfers Print Edit List Post

Selection Criteria

\* Company : ZZ CMC Test Company  
\* Batch : 4202 DHRUV 2020-05-25 ACTLOC

Selection

* Transfer Date	Time	Transfer Number	Equipment	* Current Location	* Start Date	New Location	Quantity
25-May-2020	0:00	1	EQP-1		25-May-2020	ZZ-JOB	1

Equipment Name : EQP-1

Current Location

Name: Home Location  
Company: ZZ  
Job:   
Cost Code:   
City:   
Available Qty: 1  
Trans Code:   
Customer:   
Job Name:   
Category:   
State:   
Charge Job: ☐

New Location

Name: ZZ-Job Site  
Company: ZZ  
Job:   
Cost Code:   
City:   
Trans Code: OWN  
Return Date:   
Customer:   
Job Name:   
Category:   
State:   
Charge Job: ☐

Asset Management > Equipment Costing > Transactions > Actual Location Transfer > Enter Transfer Transactions



## Restrict Sub Class Only on Equipment (20.24578)

The System Options>Assets tab is modified with an addition of a new flag 'Restrict Sub Class only on Equipment'. When checked, Equipment Class program and Equipment Maintenance will not allow any controlling class being selected. When un-checked the standard functionality applies, allowing any class in equipment. The standard Rule of only two levels of hierarchy of classes, Controlling and a sub class are allowed.

New System Options Flag under Assets tab: 'Restrict Sub Class only on Equipment'.

SYSTEM OPTIONS

System Options

General Licenses Reports Global Financials Projects Forecast **Assets** Payroll Human Resource

Workflows Report Options ECM Documents User Extensions

General

- ☐ Automatic Switch to Direct Tax
- ☐ Use Billing Revenue Cap

Equipment

How Many Days = 1 Week

How Many Weeks = 1 Month

How Many Days in a Billing Cycle

- ☐ Create \$0 Over Charge Cap Transaction
- ☐ Use Auto Charge Cycle
- ☒ Use Equipment Revenue Rate Types
- ☐ **Restrict Sub Class only on Equipment**

When the Flag: 'Restrict Sub Class only on Equipment' is checked, the following will happen:

1. Enabled the Controlling Class field on Equipment Classes setup screen and added the validation, not to allow to enter controlling class if it is already been used on any of the equipment as a class.

Search for programs...

FINANCIALS PROJECT CONTROLS HUMAN CAPITAL MANAGEMENT ASSET MANAGEMENT

Fixed Assets Equipment Costing Setup

Set User Defaults Enter Equipment Assemble Equipment Unit Local Tables Control Working Days Equipment Classes Home Locations Actual Locations Category Codes Transaction Codes Templates Target Utilization Rates Rates By Type

EQUIPMENT MAINTENANCE

Selection Criteria

\* Company RV123456 RV123456 - Test Company

Equipment

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User

\* Equipment ASSET51 Bulk Equipment

Description TEST Fixed Asset

General Transaction Codes Budgets Asset Type Equipment Truck Detail Accumulators Billing Cap

Controlling Equipment

\* Class: AUTO

\* Serial # 14578

Location of Serial #

\* Home Location RV-HOME RV-HOME

\* Original Location Home Location

Current Actual Location Home Location

Job Cost Code

Job Category

Vendor

\* Commission Date & Time 29-Aug-2019 00:00

Total Quantity 1

Truck Class

Trade Code

Target Utilization Code

Crew Code Valid Y

Shows that an equipment already has a class "AUTO" cannot be used as a Controlling Class in Equipment Class

Search for programs...

**EQUIPMENT CLASSES**

Equipment controlling class is already been used on the equipment as a class.

Equipment Classes

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | ECM Documents | User Extensions

* Code	* Name	Controlling Class	Name	Inherit	Cost Code	Cost Code Name	Trade	Trade Name
1.0-HIGH	High Level Class	BOOMTRUCK	Boom Truck Cranes	<input type="checkbox"/>				
1.1-LOW	Low Level Class	2020	cricket	<input checked="" type="checkbox"/>				
1000	Excavators	DISPATCH	Dispatch Equipment	<input type="checkbox"/>				
1001	Excavators - CAT	1000	Excavators	<input checked="" type="checkbox"/>				
1002	Excavators - JOHN DEERE	1000	Excavators	<input checked="" type="checkbox"/>				
1003	Excavators - KOMATSU	1000	Excavators	<input checked="" type="checkbox"/>				
2020	cricket	ELECTRICAL	Electrical Equipment	<input type="checkbox"/>				
20DAY	20 Day Auto Charge Cycle			<input type="checkbox"/>				
AIR	Air Compressors / Equipment	BOOMTRUCK	Boom Truck Cranes	<input type="checkbox"/>				
ALI-TRUCKS	ALI Trucks	2020	cricket	<input type="checkbox"/>				
AUTO	Automobiles	VEHICLES	Vehicles	<input checked="" type="checkbox"/>				
BOOMTRUCK	Boom Truck Cranes	CRANES	Cranes	<input checked="" type="checkbox"/>				
BULK	BULK Equipment - Owned	AUTO	Automobiles	<input type="checkbox"/>				
BULK-R	Bulk Equipment - Rented			<input type="checkbox"/>				
CARRYDECK	Carry Deck Cranes			<input type="checkbox"/>				

1. Shows the enabled controlling class field

2. Validation since the controlling class "AUTO" is used as a class for the equipment

- Modified the Equipment Entry program, where validation was added on equipment class field, not to allow to enter equipment class if it was already used as a Controlling Class on Equipment Class setup screen.

Search for programs...

**EQUIPMENT CLASSES**

Equipment Classes

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | ECM Documents | User Extensions

* Code	* Name	Controlling Class	Name	Inherit	Cost Code	Cost Code Name	Trade	Trade Name
1.0-HIGH	High Level Class	BOOMTRUCK	Boom Truck Cranes	<input type="checkbox"/>				
1.1-LOW	Low Level Class	2020	cricket	<input checked="" type="checkbox"/>				
1000	Excavators	DISPATCH	Dispatch Equipment	<input type="checkbox"/>				
1001	Excavators - CAT	1000	Excavators	<input checked="" type="checkbox"/>				
1002	Excavators - JOHN DEERE	1000	Excavators	<input checked="" type="checkbox"/>				
1003	Excavators - KOMATSU	1000	Excavators	<input checked="" type="checkbox"/>				
2020	cricket	ELECTRICAL	Electrical Equipment	<input type="checkbox"/>				
20DAY	20 Day Auto Charge Cycle			<input type="checkbox"/>				
AIR	Air Compressors / Equipment	BOOMTRUCK	Boom Truck Cranes	<input type="checkbox"/>				
ALI-TRUCKS	ALI Trucks	2020	cricket	<input type="checkbox"/>				
AUTO	Automobiles	VEHICLES	Vehicles	<input checked="" type="checkbox"/>				
BOOMTRUCK	Boom Truck Cranes	CRANES	Cranes	<input checked="" type="checkbox"/>				
BULK	BULK Equipment - Owned			<input type="checkbox"/>				
BULK-R	Bulk Equipment - Rented			<input type="checkbox"/>				

"2020" used as Controlling Class in Equipment Class

Search for programs...

**EQUIPMENT MAINTENANCE**

Equipment class is already been used as a controlling class on equipment class setup.

Selection Criteria

\* Company RV123456 RV123456 - Test Company

Equipment

Search | Insert | Delete | Previous | Next | Workflows | Report Options | Import | Attachments | Notes | ECM Documents

\* Equipment ASSET26 ASSET26 Bulk Equipment

Description ASSET26 Fixed Asset

General | Transaction Codes | Budgets | Asset Type Equipment | Truck Detail | Accumulators | Billing Cap

Controlling Equipment

\* Class 2020 cricket

\* Serial # 456

Location of Serial #

\* Home Location RV-HOME RV-HOME

\* Original Location Home Location

Current Actual Location Home Location

Job Cost Code

Job Category

Vendor

\* Commission Date & Time 12-Aug-2019 00:00

Total Quantity 1

Truck Class

Trade Code

Target Utilization Code

Crew Code Valid Y

Validation as the equipment cannot have the Class "2020" since it is the Controlling Class in Equipment Class.

## Ability to Copy EQ Rates to Controlling Job and/or Sub Job (20.23790)

### Overview

Added the feature to copy equipment class rates to controlling job and/or sub job.  
User can copy billing rates and/or charge rates.

### Modifications

The following fields are added.

**Rate:** Rate radio button is used to select the rates to be copied. By default, 'Both' is selected.

- Both: Billing Rates and Charge Rates are copied
- Billing: Only Billing Rates are copied
- Charge: Only Charge Rates are copied

**Copy Rates to Controlling Jobs Only Checkbox** -Default state of the flag is checked.

- Checked – Rates are only copied to 'Controlling Jobs'.
  - Un-checked – Rates are copied to controlling job and sub job.
- Rates must exist for the selected 'As of Date'.
- If rates already exist for the destination class on the selected 'As of Date', the rates will not be modified/copied.

The screenshot displays the 'EQUIPMENT CLASS RATES' application window. At the top, there's a 'Selection Criteria' section with fields for 'Company' (DHCOM) and 'Class' (DHRUV-COMPANY). A 'Copy to Job/Class' button is highlighted with a red box. Below this is a 'Rates By Equipment Class' section with a table showing 'No rows yet'. A 'Copy To' dialog box is open in the foreground, featuring fields for 'Class', 'Charge Cap %', and 'As Of Date' (21-10-2020). The 'Rate Type' section has three radio buttons: 'Both' (selected), 'Billing', and 'Charge'. A checkbox labeled 'Copy Rates To Controlling Jobs Only' is checked. The dialog box has 'Process' and 'Cancel' buttons at the bottom.

Asset Management > Equipment Costing > Local Tables > Rates > Class – EQ Class Rates: [Copy to Job/Class] pop-up

### Implementation

**Main Job:** DH0006

**Sub Job:** DH000601

Rates does not exist in both the jobs.

**RATES BY CLASS/JOB**

Selection Criteria

\* Company: DHCOM | DHRUV-COMPANY

\* Job Company: DHCOM | DHRUV-COMPANY

\* Job Code: CH0008 | Main Job - 1510

Copy Job/Class Rate

Rates By Class/Job

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | Import | ECM Documents | User Extensions

* Rate Type	* Equipment Class	Class Name	* Tran Code	* Start Date	* End Date	Charge Cap %	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate	VM	Additional Rate
No rows yet.												

Tran Code Name:

VM Name:

Asset Management > Equipment Costing > Local Tables > Rates > Job/Class - Rates by Class/Job

**RATES BY CLASS/JOB**

Selection Criteria

\* Company: DHCOM | DHRUV-COMPANY

\* Job Company: DHCOM | DHRUV-COMPANY

\* Job Code: CH00051 | Sub Job - 1510

Copy Job/Class Rate

Rates By Class/Job

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | Import | ECM Documents | User Extensions

* Rate Type	* Equipment Class	Class Name	* Tran Code	* Start Date	* End Date	Charge Cap %	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate	VM	Additional Rate
No rows yet.												

Tran Code Name:

VM Name:

Asset Management > Equipment Costing > Local Tables > Rates > Job/Class - Rates by Class/Job 'DH-TRUCKS' Class Rates

**EQUIPMENT CLASS RATES**

Enterprise | Field | ETIME | Non-BI | OM | HCM | Enterprise V10\_X | Edit Mode

Search for programs:

Transaction Entry

Templates

Target Utilization

Rates

Class

Home Location/Class

Equipment

Job Company/Class

Job/Class

Job

Rates By Type

Truck Information Maintenance

Ownership Reconciliation Setup

Transactions

Selection Criteria

\* Company: DHCOM | DHRUV-COMPANY

Class: DH-TRUCKS | DHCOM TRUCKS

Copy to Job/Class

Query Data

Rates By Equipment Class

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | Import | ECM Documents | User Extensions

Company	* Rate Type	* Equipment Class	Name	* Tran Code	* Start Date	* End Date	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate	VM	Additional Rate
DHCOM	Charge	DH-TRUCKS	DHCOM TRUCKS	AUTO	01-10-2020	31-10-2020	10.000	20.000	30.000	40.000	DY	0.000
DHCOM	Billing	DH-TRUCKS	DHCOM TRUCKS	AUTO	01-10-2020	31-10-2020	20.000	40.000	60.000	80.000	DY	0.000

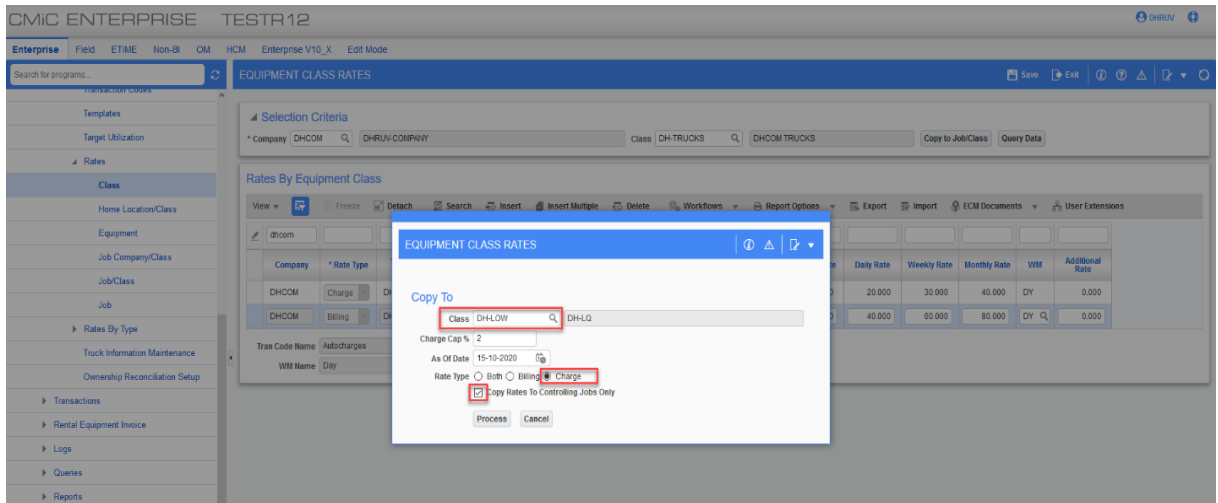
Tran Code Name: Autocharges

VM Name: Day

Asset Management > Equipment Costing > Local Tables > Rates > Class – Rates by Class/Job

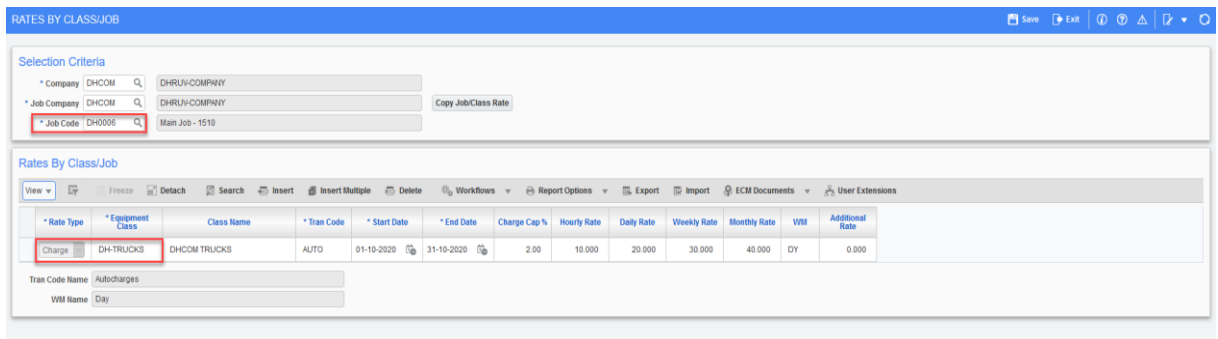
[Copy to Job/Class]

Copying rates to 'DH-LOW' class, only charge rates are being copied.

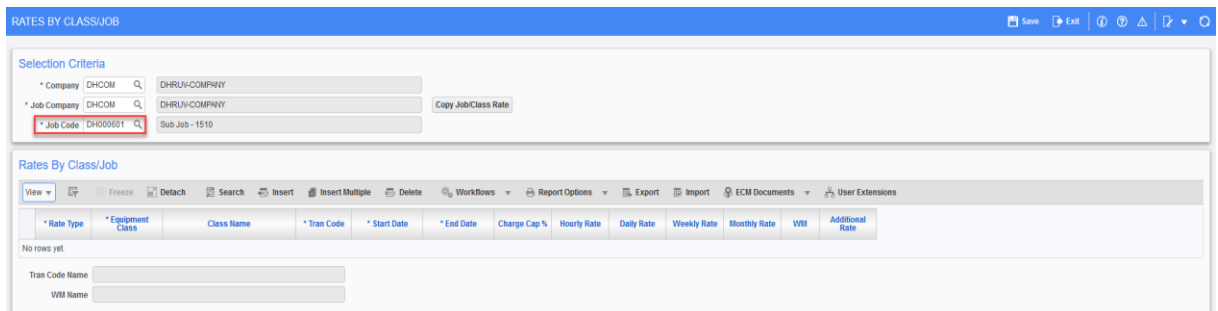


Asset Management > Equipment Costing > Local Tables > Rates > Class – Copy Job/Class Rates pop-up

Charge Rate copied to controlling job only.

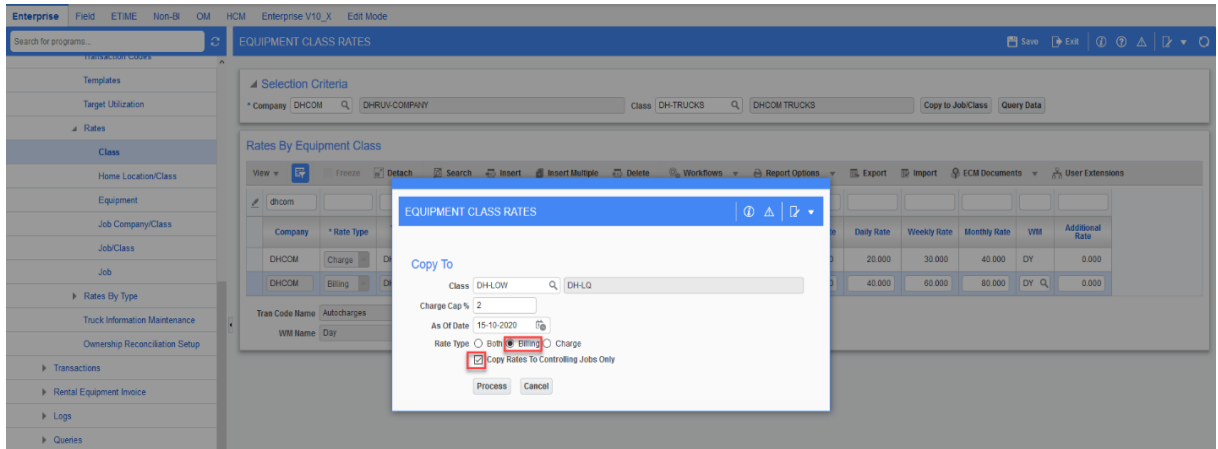


Asset Management > Equipment Costing > Local Tables > Rates > Job/Class - Rates by Class/Job



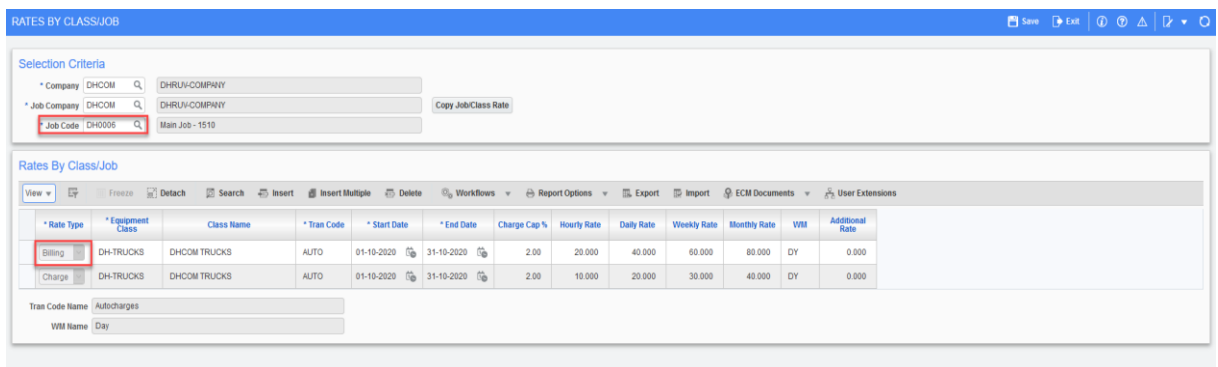
Asset Management > Equipment Costing > Local Tables > Rates > Job/Class - Rates by Class/Job

Copying Billing Rates to controlling job only.

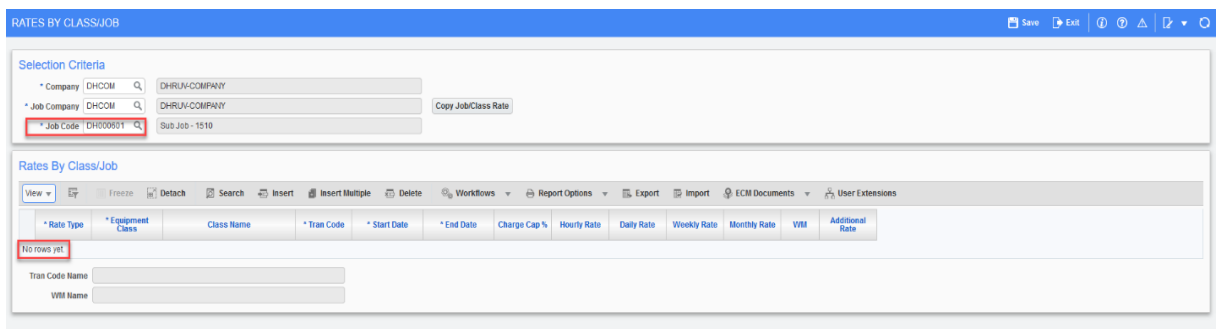


Asset Management > Equipment Costing > Local Tables > Rates > Class – Copy Job/Class Rates pop-up

Billing Rate copied successfully to controlling job.



Asset Management > Equipment Costing > Local Tables > Rates > Job/Class - Rates by Class/Job



Asset Management > Equipment Costing > Local Tables > Rates > Job/Class - Rates by Class/Job

Added NEW RATES for 'DH-TRUCKS' with new effective date.

**EQUIPMENT CLASS RATES** Save Exit ? ? ?

**Selection Criteria**

\* Company   Class   Copy to Job/Class Query Data

**Rates By Equipment Class**

View

Company	* Rate Type	* Equipment Class	Name	* Tran Code	* Start Date	* End Date	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate	VM	Additional Rate
DHCOM	Charge	DH-TRUCKS	DHCOM TRUCKS	AUTO	01-10-2020	31-10-2020	10.000	20.000	30.000	40.000	DY	0.000
DHCOM	Billing	DH-TRUCKS	DHCOM TRUCKS	AUTO	01-10-2020	31-10-2020	20.000	40.000	60.000	80.000	DY	0.000
DHCOM	Charge	DH-TRUCKS	DHCOM TRUCKS	AUTO	01-11-2020	30-11-2020	1.000	2.000	3.000	4.000	DY	0.000
DHCOM	Billing	DH-TRUCKS	DHCOM TRUCKS	AUTO	01-11-2020	30-11-2020	2.000	4.000	6.000	8.000	DY	0.000
DHCOM	Charge	DH-TRUCKS	DHCOM TRUCKS	AUTO	05-12-2020	31-12-2020	100.000	200.000	300.000	400.000	DY	0.000
DHCOM	Billing	DH-TRUCKS	DHCOM TRUCKS	AUTO	05-12-2020	31-12-2020	200.000	400.000	600.000	800.000	DY	0.000

Tran Code Name    
 VM Name

Asset Management > Equipment Costing > Local Tables > Rates > Class

**Scenario 1:** Copied only Billing Rates to DH-LOW with 2.5% cap – As of Date '15-10-2020'

**Scenario 2:** Copied Both Rates to 'DH-LOW' with 2.5% cap – As of Date '01-11-2020'

- Billing Rate should exist for sub job as of 15/10.
- New Rates (Billing & Charge) should exist for sub job as of 01/11
- New Rates (Billing & Charge) should exist for controlling job as of 01/11

**Enterprise**        Save Exit ? ? ?

**RATES BY CLASS/JOB**

**Selection Criteria**

\* Company   Copy Job/Class Rate

\* Job Company     
 \* Job Code

**Rates By Class/Job**

View

* Rate Type	* Equipment Class	Class Name	* Tran Code	* Start Date	* End Date	Charge Cap %	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate	VM	Additional Rate
Billing	DH-TRUCKS	DHCOM TRUCKS	AUTO	01-10-2020	31-10-2020	2.50	20.000	40.000	60.000	80.000	DY	0.000
Billing	DH-TRUCKS	DHCOM TRUCKS	AUTO	01-11-2020	30-11-2020	2.50	2.000	4.000	6.000	8.000	DY	0.000
Charge	DH-TRUCKS	DHCOM TRUCKS	AUTO	01-11-2020	30-11-2020	2.50	1.000	2.000	3.000	4.000	DY	0.000

Tran Code Name    
 VM Name

Asset Management > Equipment Costing > Local Tables > Rates > Job/Class– Rates by Class/Job

Enterprise Field ETIME Non-BI OM HCM Enterprise V10\_X Edit Mode

Search for programs...

RATES BY CLASS/JOB

Selection Criteria

\* Company DHCOM DHCOM COMPANY

\* Job Company DHCOM DHCOM COMPANY

\* Job Code DH0005 Main Job - 1510

Copy Job/Class Rate

Rates By Class/Job

View	Print	Detach	Search	Insert	Insert Multiple	Delete	Workflows	Report Options	Export	Import	ECM Documents	User Extensions
* Rate Type	* Equipment Class	Class Name	* Tran Code	* Start Date	* End Date	Charge Cap %	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate	VM	Additional Rate
Charge	DH-TRUCKS	DHCOM TRUCKS	AUTO	01-10-2020	31-10-2020	2.00	10.000	20.000	30.000	40.000	DY	0.000
Billing	DH-TRUCKS	DHCOM TRUCKS	AUTO	01-10-2020	31-10-2020	2.00	20.000	40.000	60.000	80.000	DY	0.000
Billing	DH-TRUCKS	DHCOM TRUCKS	AUTO	01-11-2020	30-11-2020	2.50	2.000	4.000	6.000	8.000	DY	0.000
Charge	DH-TRUCKS	DHCOM TRUCKS	AUTO	01-11-2020	30-11-2020	2.50	1.000	2.000	3.000	4.000	DY	0.000

Tran Code Name Autocharges

VM Name Day

Asset Management > Equipment Costing > Local Tables > Rates > Job/Class – Rates by Class/Job

## Added 'Quantity' in Actual Location Transfer Bulk Item Import (21.41989)

### Overview

Added quantity field to Actual Location Transfer bulk item import. (Program-EMALTR)

### Modifications

Added quantity field to Actual Location Transfer bulk item import file EMTRAN\_ACTLOC.

### Implementation

Quantity field is added in import table as well as import file da\_emtran\_actloc.



ACTUAL LOCATION TRANSFER ENTRY

Enter Location Transfers    Print Edit List    Post

Selection Criteria

Company 121 VT-test corp2

Batch 30955

Selection

View

Transfer Date

No rows yet.

Equipment Name

Current Location

Name

Company

Job

Cost Code

City

Available Qty

Trans Code

**Data Import**

Data to Import into Table EMTRAN\_ACTLOC

Table Description: Equipment Actual Location Transfer View

Quick Mode ☒

View

Action	Transfer Date	Time	Transfer Num	Equipment	Current Location	New Location	Quantity	Customer	Job
No data to display.									

Validation Message:

Summary:

\*\*Date values in import should be in dd/MM/yyyy format

Asset Management> Equipment Costing> Transactions> Actual Location Transfer> Enter Transfer Transactions

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Transfer Date	Time	Transfer Num	Equipment	Current Location*	New Location	Quantity	Customer	Job	Cost Code	Cat	Trans Cod	Charge Job	
2														
3														
4														
5														
6														

EMTRAN\_ACTLOC

## Copy Equipment (20.34147)

### Overview

Added 'Copy Equipment' functionality in equipment maintenance program.

### Modifications

'Copy Equipment' button is added to equipment maintenance program.

EQUIPMENT MAINTENANCE

Selection Criteria  
 \* Company DHCOM Q DHRLV-COMPANY

Equipment  
 \* Equipment ASSET2808 ASSET2808 Bulk Equipment  
 Description ASSET2808 Fixed Asset **Copy Equipment**

General Transaction Codes Budgets Asset Type Equipment Truck Detail Accumulators

Controlling Equipment  
 \* Class DH-TRUCKS Q DHCOM TRUCKS  
 Serial # 2808199  
 Location of Serial #  
 \* Home Location DH-HOME Q DHCOM HOME LOCATION  
 \* Original Location \* Home Location  
 Current Actual Location \* Home Location  
 Job Cost Code  
 Job Category  
 Vendor  
 \* Commission Date & Time 14-05-2021 09:00  
 Total Quantity 1  
 Truck Class  
 Trade Code  
 Target Utilization Code  
 Crew Code Valid Y  
☒ Automatic Chargeout  
☐ Sliding Scale  
☐ Billing Rate Required  
☐ Use External Meter Reading ☒ Active Create PO  
 Maximum charge out will be  
 of Equipment Value

*Equipment Costing > Setup > Enter Equipment*

Mandatory fields in Copy Equipment pop-up:

**Copy From Equipment:** Select the equipment code which is to be copied. The equipment from which the [Copy Equipment] button is accessed/clicked will be defaulted in this field.

**Copy To Equipment:** Enter the new equipment code and equipment name.

**Serial Number:** Enter a unique serial number.

**Actual Location:** Select the actual location of the equipment from LOV.

---

**NOTE:** Equipment code must be entered in upper case

---

EQUIPMENT MAINTENANCE Save

Copy Equipment

Copy From Equipment ASSET1808 ASSET1808  
 Copy To Equipment ASSET2808 ASSET2808  
 Serial Number 2808199  
 Actual Location \* Home Location

Process Close

*Equipment Costing > Setup > Enter Equipment > Copy Equipment pop-up*

## Implementation

Equipment: CYBER-T3

EQUIPMENT MAINTENANCE

Selection Criteria  
\* Company DHCOM

Equipment  
\* Equipment CYBER-T3  
Description CYBER-T3

General Transaction Codes Budgets Asset Type Equipment Truck Detail Accumulators

Controlling Equipment  
\* Class DH-TRUCKS  
Serial # 147851  
Location of Serial # DB  
\* Home Location DH-HOME  
\* Original Location \*  
Current Actual Location BEJOB  
Job Cost Code  
Job Category  
Vendor  
\* Commission Date & Time 12-05-2020 00:00  
Total Quantity 1  
Truck Class  
Trade Code  
Target Utilization Code  
Crew Code  
Automatic Chargeout  
Sliding Scale  
Billing Rate Required  
Use External Meter Reading  
Maximum charge out will be of Equipment Value

Equipment costing > Setup > Enter Equipment

EQUIPMENT MAINTENANCE

Selection Criteria  
\* Company DHCOM

Equipment  
\* Equipment CYBER-T3  
Description CYBER-T3

General Transaction Codes Budgets Asset Type Equipment Truck Detail Accumulators

Template

Category Setup  
\* Category Description Ctl. Category Active  
ALL ALL ALL

Transaction Codes  
\* Code Name Ctl. Code VM Auto Charge Out Production Revenue  
100 Labor ALL HR  
AUTO Autocharges ALL DY  
FUEL FUEL COST ALL GL  
NEW new transaction ALL HR

Enter Equipment Rates Enter Job Rates View Rates Tasks

Equipment costing > Setup > Enter Equipment – Transaction Codes

**EQUIPMENT MAINTENANCE** Table Mode Save Exit Help Print Refresh Close

**Selection Criteria**

\* Company:

**Equipment**

\* Equipment:  ☐ Bulk Equipment  
 Description:  ☐ Fixed Asset

**General** **Transaction Codes** **Budgets** **Asset Type Equipment** **Truck Detail** **Accumulators**

Truck Type:   
 Insurance Carrier Name:   
 Insurance Policy No:   
 Tare Type:   
 Tare Weight:   
 Tare Date:   
 Tare Time:   
 Minimum Load:   
 Maximum Gross Weight:   
 Number of Drops:   
 Drop % Breakdown:   
 Drop % Breakdown:   
 Drop % Breakdown:   
 Drop % Breakdown:   
 Drop % Breakdown:   
 Drop % Breakdown:

*Equipment costing > Setup > Enter Equipment – Truck Detail*

**EQUIPMENT RATE MAINTENANCE** Save Exit Help Print Refresh Close

**Selection Criteria**

\* Company:

**Rates By Equipment**

* Rate Type	* Equipment Code	Equipment Name	* Tran Code	* Start Date	* End Date	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate	WM	Additional Rate
Charge	CYBER-T3	CYBER-T3	AUTO	01-01-2021	31-12-2022	10,000	100,000	500,000	2,000,000	NA	
Billing	CYBER-T3	CYBER-T3	AUTC	01-01-2021	31-12-2022	20,000	180,000	750,000	2,750,000	NA	

Tran Code Description:   
 WM Name:

*Equipment Costing > Local Tables > Rates > Equipment*

[Copy Equipment]  
 Copy To Equipment: EQP-109  
 Click on [PROCESS]

**EQUIPMENT MAINTENANCE** Table Mode Save Exit Help Print Refresh Close

**Selection Criteria**

\* Company:

**Equipment**

\* Equipment:  ☐ Bulk Equipment  
 Description:  ☐ Fixed Asset

**General** **Transaction Codes** **Budgets** **Asset Type Equipment** **Truck Detail** **Accumulators**

Controlling Equipment:   
 \* Class:   
 Serial #:   
 Location of Serial #:   
 \* Home Location:   
 \* Original Location:   
 Current Actual Location:   
 Job Cost Code:   
 Job Category:   
 Vendor:   
 \* Commission Date & Time:    
 Total Quantity:   
 Truck Class:   
 Trade Code:   
 Target Utilization Code:   
 Crew Code:   
☒ Automatic Chargeout  
☐ Sliding Scale  
☐ Billing Rate Required  
☐ Use External Meter Reading ☒ Active   
 Maximum charge out will be   
 of Equipment Value

**EQUIPMENT MAINTENANCE** Save Exit Help Print Refresh Close

**Copy Equipment**

Copy From Equipment:    
 Copy To Equipment:    
 Serial Number:   
 Actual Location:

*Equipment costing > Setup > Enter Equipment – Copy Equipment pop-up*

Query for the new equipment 'EQP-109'  
Equipment is copied successfully. Transaction code and Truck Detail tabs are also copied.

EQUIPMENT MAINTENANCE

Selection Criteria  
\* Company: DHCOM | DHRLVCOMPANY

Equipment  
\* Equipment: EQP-109 | Description: EQP-109 | Bulk Equipment: ☐ | Fixed Asset: ☐ | Copy Equipment:

General | Transaction Codes | Budgets | Asset Type Equipment | Truck Detail | Accumulators

Controlling Equipment:   
 \* Class: DH-TRUCKS | DHCOM TRUCKS  
 Serial #: 0007109  
 Location of Serial #: DB  
 \* Home Location: DH-HOME | DHCOM HOME LOCATION  
 \* Original Location: Home Location  
 Current Actual Location: Home Location  
 Job Cost Code:   
 Job Category:   
 Vendor:   
 \* Commission Date & Time: 12-05-2020 | 00:00  
 Total Quantity: 1  
 Truck Class:   
 Trade Code:   
 Target Utilization Code:   
 Crew Code:  Valid: ☒  
☒ Automatic Chargeout  
☐ Sliding Scale  
☐ Billing Rate Required  
☐ Use External Meter Reading ☒ Active   
 Maximum charge out will be   
 of Equipment Value

*Equipment costing > Setup > Enter Equipment*

EQUIPMENT MAINTENANCE

Selection Criteria  
\* Company: DHCOM | DHRLVCOMPANY

Equipment  
\* Equipment: EQP-109 | Description: EQP-109 | Bulk Equipment: ☐ | Fixed Asset: ☐ | Copy Equipment:

General | Transaction Codes | Budgets | Asset Type Equipment | Truck Detail | Accumulators

Template:

Category Setup  
View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | ECM Documents | User Extensions

* Category	Description	Cst. Category	Active
ALL	ALL	ALL	<input checked="" type="checkbox"/>

Transaction Codes  
View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | ECM Documents | User Extensions

* Code	Name	Cst. Code	VM	Auto Charge Out	Production Revenue
100	Labor	ALL	HR	<input type="checkbox"/>	<input type="checkbox"/>
AUTO	Autocharges	ALL	DY	<input checked="" type="checkbox"/>	<input type="checkbox"/>
FUEL	FUEL COST	ALL	GL	<input type="checkbox"/>	<input type="checkbox"/>
NEW	new transaction	ALL	HR	<input type="checkbox"/>	<input type="checkbox"/>

*Equipment costing > Setup > Enter Equipment – Transaction codes*

**EQUIPMENT MAINTENANCE** Table Mode Save Exit Help Info Search

Selection Criteria  
 \* Company CHCOM Q DHRUV/COMPANY

**Equipment**  
 \* Equipment EQP-109 EQP-109 Bulk Equipment  
 Description EQP-109 Fixed Asset Copy Equipment

General Transaction Codes Budgets Asset Type Equipment **Truck Detail** Accumulators

Truck Type TRIAXLE (ASPHALT) Q  
 Insurance Carrier Name AXA INSURANCE Q  
 Insurance Policy No 4578154  
 Tare Type 1 Q  
 Tare Weight 1,000.000  
 Tare Date 07-06-2021 Q  
 Tare Time 00:00  
 Minimum Load  
 Maximum Gross Weight  
 Number of Drops  
 Drop % Breakdown  
 Drop % Breakdown  
 Drop % Breakdown  
 Drop % Breakdown  
 Drop % Breakdown

Equipment costing > Setup > Enter Equipment – Truck Detail

## Equipment Rates for 'EQP-109'

**EQUIPMENT RATE MAINTENANCE** Save Exit Help Info Search

Selection Criteria  
 \* Company CHCOM Q DHRUV/COMPANY

**Rates By Equipment**  
 View Filter Details Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions

* Rate Type	* Equipment Code	Equipment Name	* Tran Code	* Start Date	* End Date	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate	VSM	Additional Rate
Billing	EQP-109	EQP-109	AUTO	01-01-2021	31-12-2022	20.000	180.000	750.000	2,750.000	NA	0.000
Charge	EQP-109	EQP-109	AUTO	01-01-2021	31-12-2022	10.000	100.000	500.000	2,000.000	NA	0.000

Tran Code Description Autocharges  
 VSM Name Not Applicable

Equipment Costing > Local Tables > Rates > Equipment

# Group Location Transfer Entry- Adding Transfer time and LOVs to Job, Phase, and Category Code (21.42282)

## Overview

Added Transfer time to control block and basic table block, and LOVs to job, phase and category code.

## Modifications

1. Transfer time field is added to Group Location Transfer entry screen.
2. Added LOVs to job, phase, and category code.

**EQUIPMENT GROUP LOCATION TRANSFER** [Save] [Exit] [Help] [Info]

**Selection Criteria**

Company: RV123456 [Search] RV123456 - Test Company

Batch: 30103 [Search] VIKAS 2021-07-16 ACTLOC [Create Batch] [View Batch] Transfer Date: 16-Jul-2021 [19:00]

From Location: [Search] [Search] [Search] [Search] [Search] [Search]

To Location: [Search] [Search] [Search] [Search] [Search] [Search]

From Job Name: [Search] [Search] [Search] [Search] [Search] [Search]

To Job Name: [Search] [Search] [Search] [Search] [Search] [Search]

From City: [Search] [Search] [Search] [Search] [Search] [Search]

To City: [Search] [Search] [Search] [Search] [Search] [Search]

From State: [Search] [Search] [Search] [Search] [Search] [Search]

To State: [Search] [Search] [Search] [Search] [Search] [Search]

[Go]

**Equipment Selection**

View [Freeze] [Detach] [Search] [Insert] [Insert Multiple] [Delete] [Workflows] [Report Options] [Export] [ECM Documents] [User Extensions]

Sel	Equipment	Quantity	To Job	Cost Code	Cat	Return Date	Time	Chg	WBS Code1	WBS Code2	WBS Code3	WBS Code4
<input type="checkbox"/>	[Search]	[Search]	[Search]	[Search]	[Search]	[Search]	[19:00]	<input type="checkbox"/>	[Search]	[Search]	[Search]	[Search]

Equipment: [Search] Quantity On From Location: [Search]

Job: [Search] Cost Code: [Search] Category: [Search]

Customer: [Search] City: [Search] State: [Search]

[Unselect All] [Select All] [Process]

Asset Management > Equipment Costing> Transactions > Actual Location Transfer> Group Transfer Selection

## Implementation

Transfer time field is added with a default value of '19:00' in it.

**EQUIPMENT GROUP LOCATION TRANSFER** [Save] [Exit] [Help] [Info] [Alert]

**Selection Criteria**

Company: 121 [Search] VT-test corp2

Batch: 30122 [Search] VIKAS 2021-07-19 ACTLOC [Create Batch] [View Batch] Transfer Date: 20-Jul-2021 [19:00]

From Location: VT PROJ1 [Search] [Search] [Search] [Search] [Search] [Search]

To Location: VT PROJ2 [Search] [Search] [Search] [Search] [Search] [Search]

From Job Name: VTs Project1 [Search] [Search] [Search] [Search] [Search] [Search]

To Job Name: VTs Project2 [Search] [Search] [Search] [Search] [Search] [Search]

From City: New York [Search] [Search] [Search] [Search] [Search] [Search]

To City: [Search] [Search] [Search] [Search] [Search] [Search]

From State: New York [Search] [Search] [Search] [Search] [Search] [Search]

To State: [Search] [Search] [Search] [Search] [Search] [Search]

[Go]

**Entered Transfer time and Selected Job, phase and category code from LOVs.**

**Equipment Selection**

View [Freeze] [Detach] [Search] [Insert] [Insert Multiple] [Delete] [Workflows] [Report Options] [Export] [ECM] [User Extensions]

Sel	Equipment	Quantity	To Job	Cost Code	Cat	Return Date	Time	Chg	WBS Code1	WBS Code2	WBS Code3	WBS Code4	From Job	Cost Code	Cat	Start Date	Time	Chg
<input type="checkbox"/>	ASSET-VT1	1	VT PROJ1	01-100	2000	22-Jul-2021	10:00	<input checked="" type="checkbox"/>					VT PROJ1	01-100	1000	20-Jul-2021	10:00	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	ASSET-VT2	1	VT PROJ2	01-100	2000	21-Jul-2021	9:00	<input checked="" type="checkbox"/>					VT PROJ1	01-100	1000	20-Jul-2021	09:00	<input checked="" type="checkbox"/>

Equipment: VT equipment1 Quantity On From Location: 1.00

Job: VTs Project2 Cost Code: Temporary Structures Category: Subcontract

Customer: VTB1 [Search] VT BusinessPartner

[Unselect All] [Select All] [Process]

Asset Management > Equipment Costing> Transactions > Actual Location Transfer> Group Transfer Selection

Make the Equipment Selection and click on 'Process' button to post the transaction. After clicking on 'Process', go to 'Enter Transfer Transactions' and it prompts the same batch number with the selected equipment with all the records pre-filled except for 'Transfer Number'.

**ACTUAL LOCATION TRANSFER ENTRY**

Enter Location Transfers | Print Edit List | Post

**Selection Criteria**

\* Company 121 VT-test corp2.  
 \* Batch 30122 VIKAS 2021-07-19 ACTLOC  
 Create Batch View Batch

**Selection**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Im

* Transfer Date	Time	Transfer Number	Equipment	* Current Location	* Start Date	New Location	Quantity
20-Jul-2021	19:00		ASSET-VT2	VTPROJ1	20-Jul-2021	VTPROJ2	1

Equipment Name VT asset2

**Current Location**

\* Name vtproj1  
 Company 121 Customer  
 Job VTPROJ1 Job Name VTs Project1  
 Cost Code 01-100 Category 1000  
 City New York State New York  
 Available Qty  
 Trans Code ACHR

**New Location**

Name vtproj2  
 Company 121 Customer VTB1  
 Job VTPROJ2 Job Name VTs Project2  
 Cost Code 01-100 Category 2000  
 City State  
 Trans Code ACHR ☒ Charge Job  
 Return Date 21-Jul-2021  
 WBS Code1  
 WBS Code2  
 WBS Code3  
 WBS Code4

Asset Management > Equipment Costing> Transactions > Actual Location Transfer> Group Transfer Selection

Fill the 'Transfer Number' and check all the details and click on 'Post' button in the train.

**EQUIPMENT COSTING POSTING**

Enter Location Transfers | Print Edit List | Post

**Selection Criteria**

\* Company 121 VT-test corp2.  
 \* Batch Type ACTLOC Actual Location Transfer Batch  
 \* Batch 30122 VIKAS 2021-07-19 ACTLOC  
 \* Post Date 20-Jul-2021  
 \* Journal EC Equipment Costing  
☐ Preview Posting ☒ Print Reports Immediately

Post

Asset Management > Equipment Costing> Transactions > Actual Location Transfer> Group Transfer Selection

Check the 'Batch Number' and 'Post Date' and click on 'Post' button to get the batch posted.

## EC Program/Manual- Sensitive Terminology Replacement (21.47732)

### Overview

All References to the Terminology 'Master/Slave' is replaced with 'Primary/Secondary' throughout the software and the Equipment Costing Manual.

### Modification



Following screen shows the updated terminology:

## Assemble Equipment Unit:

The screenshot shows the 'ASSEMBLE EQUIPMENT UNIT' window. The 'Selection Criteria' section has 'Company' set to 'CCC' (CMIC Test Company) and 'Equipment' set to 'PRM1' (Primary Equipmnet 1). The 'As Of Date' is '17-Nov-2021'. The 'Unit Detail' section has a table with columns: \* Secondary Unit, Name, \* Start Date, and End Date. The first row shows 'SEC1' for the secondary unit, 'Secondary Equipment 1' for the name, and dates '17-Nov-2021' and '30-Nov-2021'.

* Secondary Unit	Name	* Start Date	End Date
SEC1	Secondary Equipment 1	17-Nov-2021	30-Nov-2021

*Equipment Costing > Setup > Assemble Equipment Unit*

This screenshot is identical to the previous one, but with a red box highlighting the 'Search: Secondary Unit' text at the bottom of the table.

*Equipment Costing > Setup > Assemble Equipment Unit – Tool tip*

The screenshot shows the 'ASSEMBLE EQUIPMENT UNIT' window with the 'As Of Date' updated to '19-Nov-2021'. The 'Unit Detail' table now has two rows: 'SEC1' for 'Secondary Equipment 1' and 'SEC2' for 'Secondary Equipment 2'. A red box highlights the 'Enter Secondary Equipment Code' text next to the 'SEC1' row.

* Secondary Unit	Name	* Start Date	End Date
SEC1	Secondary Equipment 1	17-Nov-2021	30-Nov-2021
SEC2	Secondary Equipment 2	17-Nov-2021	26-Nov-2021

*Equipment Costing > Setup > Assemble Equipment Unit – Tool tip*

The screenshot shows the 'ASSEMBLE EQUIPMENT UNIT' window with the 'As Of Date' at '19-Nov-2021'. A red box highlights the 'Enter Primary Equipment Code' text above the 'Unit Detail' table.

* Secondary Unit	Name	* Start Date	End Date
SEC1	Secondary Equipment 1	17-Nov-2021	30-Nov-2021
SEC2	Secondary Equipment 2	17-Nov-2021	26-Nov-2021

*Equipment Costing > Setup > Assemble Equipment Unit – Tool tip*

ASSEMBLE EQUIPMENT UNIT

Save Exit [Icons]

**Selection Criteria**

\* Company CCC CMC Test Company \* As Of Date 17-Nov-2021

\* Equipment PRM1

**Unit Detail**

View [Icons] Freeze

\* Secondary Unit

SEC1

**Data Filters**

Filter Profile Quick

Match All Apply Filter

**Values**

Secondary Unit Equals

Name Secondary Unit

Add Value... Reset Values Reorder Values...

Save Profile Save Profile As... Delete Profile

Report Options Export ECM Documents User Extensions

Equipment Costing > Setup > Assemble Equipment Unit – [Search]

ASSEMBLE EQUIPMENT UNIT

Save Exit [Icons]

**Selection Criteria**

\* Company CCC CMC Test Company \* As Of Date 17-Nov-2021

\* Equipment PRM1

**Unit Detail**

View [Icons] Freeze

\* Secondary Unit

SEC1

**Data Filters**

Filter Profile Quick

Match All Apply Filter

**Values**

Secondary Unit Equals

Name Starts with

Add Value... Reset Values Reorder Values...

Save Profile Save Profile As... Delete Profile

Report Options Export ECM Documents User Extensions

Equipment Costing > Setup > Assemble Equipment Unit – [Search]

ASSEMBLE EQUIPMENT UNIT

Save Exit [Icons]

Equipment SEC1 is already defined as a secondary unit for equipment PRM1 on start date 17-NOV-2021

**Selection Criteria**

\* Company CCC CMC Test Company \* As Of Date 17-Nov-2021

\* Equipment ASSET06 ASSET06 View Rates

**Unit Detail**

View [Icons] Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Secondary Unit	Name	* Start Date	End Date
SEC1	Secondary Equipment 1	17-Nov-2021	

Equipment Costing > Setup > Assemble Equipment Unit – Validation

**ASSEMBLE EQUIPMENT UNIT**

Equipment PRM1 is already defined as a **primary** unit for dates 17-NOV-2021 and 30-NOV-2021

**Selection Criteria**

\* Company: CCC CMC Test Company \* As Of Date: 17-Nov-2021

\* Equipment: ASSET06 ASSET06 **View Rates**

**Unit Detail**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Secondary Unit	Name	* Start Date	End Date
PRM1	Primary Equipmet 1	17-Nov-2021	25-Nov-2021

*Equipment Costing > Setup > Assemble Equipment Unit – Validation*

Actual Location Transfer Entry:

**ACTUAL LOCATION TRANSFER ENTRY**

Equipment SEC1 is defined as a **secondary** unit for equipment PRM1 on start date 17-NOV-2021

Enter Location Transfers Print Edit List Post

**Selection Criteria**

\* Company: CCC CMC Test Company

\* Batch: 10680 DHRUV 2021-11-17 ACTLOC **Create Batch View Batch**

**Selection**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions

* Transfer Date	Time	Transfer Number	Equipment	* Current Location	* Start Date	New Location	Quantity
17-Nov-2021	0.00	1	SEC1				

Equipment Name

**Current Location**

\* Name

Company Customer

Job Job Name

Cost Code Category

City State

Available Qty

Trans Code

**New Location**

Name

Company Customer

Job Job Name

Cost Code Category

City State

Trans Code

Return Date Charge Job

WBS Code1

WBS Code2

WBS Code3

WBS Code4

*Equipment Costing > Transaction > Actual Location Transfer > Enter Transfer Transaction – Validation*

EC - EQUIPMENT UNIT HISTORY LOG

Data Filters

Filter Profile: All Fields

Match: All

Apply Filter

Auto-Hide

Values

Company: Starts with

Equipment: Starts with

Equipment Name: Starts with

Used As: Starts with

Primary/Secondary: Starts with

Primary/Secondary Name: Starts with

Start Date: Equals

End Date: Equals

EmuUnitOraseq: Equals

Add Value...

Reset Values

Reorder Values...

Save Profile

Save Profile As...

Delete Profile

View

Format

Freeze

Detach

Wrap

Clear Query

Export

ECM Documents

Find

Go

Company	Equipment	Equipment Name	Used As	Primary/Secondary	Primary/Secondary Name	Start Date	End Date
CCC	ASSET101	ASSET101	MASTER	E1000	Equipment E1000	01-Feb-2021	18-Feb-2021
CCC	E1000	Equipment E1000	SLAVE	ASSET101	ASSET101	01-Feb-2021	18-Feb-2021
CCC	PRM1	Primary Equipment 1	MASTER	SEC1	Secondary Equipment 1	01-Nov-2021	30-Nov-2021
CCC	SEC1	Secondary Equipment 1	SLAVE	PRM1	Primary Equipment 1	01-Nov-2021	30-Nov-2021
DHCOM	CYBER-T1	CYBER TRUCK	MASTER	CYBER-T2	CYBER TRUCK	01-Sep-2021	30-Sep-2021
DHCOM	CYBER-T1	CYBER TRUCK	MASTER	NEW	NEW	01-Sep-2021	30-Sep-2021
DHCOM	CYBER-T1	CYBER TRUCK	MASTER	P.EQP	P.EQP	01-Sep-2021	30-Sep-2021
DHCOM	CYBER-T2	CYBER TRUCK	SLAVE	CYBER-T1	CYBER TRUCK	01-Sep-2021	30-Sep-2021
DHCOM	EQP1	EQP1	MASTER	NEW	NEW	01-Nov-2021	30-Nov-2021
DHCOM	NEW	NEW	SLAVE	CYBER-T1	CYBER TRUCK	01-Sep-2021	30-Sep-2021
DHCOM	NEW	NEW	SLAVE	EQP1	EQP1	01-Nov-2021	30-Nov-2021

Equipment Costing > Logs > Equipment Units History Log

Search for programs...

- Setup
- Transactions
- Rental Equipment Invoice
- Logs
- Queries
- Reports
  - Auto Charge Edit List
  - Time Entry Edit List
  - Time Reallocation Edit List
  - Actual Location Transfer Edit List
  - Act. Location Adjustment Edit List
  - Home Loc Transfer Edit List
  - Transaction Report
  - Summary Utilization Report
  - Equipment Cost Report
  - Charge Out Report
  - Equipment Rental Charge Report
  - Detailed Utilization Report
  - Profit and Loss Report
  - Equipment List by Location Report
  - Equipment Primary/Secondary Report**
  - Equipment Listing Report

Enter Parameters for Equipment Primary/Secondary Report (EMMSTSLV)

\* Company: CCC

From Equipment Class:

To Equipment Class:

From Equipment:

To Equipment:

\* As Of Date:


Destination: Preview

Output Format: PDF

Locale: English United States

Edit Defaults Run Report Cancel

Equipment Primary/Secondary Report



CCC - CMiC Test Company

Equipment - Primary/Secondary Report

As of Date: 17-Nov-2021

Page: 1 of 1

Date: Nov 17, 2021

Time: 3:04 PM EST

	Equipment Code	Equipment Name	Description	Class	Start Date	End Date	HR Charge Rate	Total Rate
Primary Unit	PRM1	Primary Equipmnet 1	Primary Equipmnet 1	CCC-CLASS			\$ 10.00	\$ 30.00
Secondary Unit	SEC1	Secondary Equipment 1	Secondary Equipment 1	CCC-CLASS	17-Nov-2021	30-Nov-2021	\$ 10.00	
	SEC2	Secondary Equipment 2	Secondary Equipment 2	CCC-CLASS	17-Nov-2021	28-Nov-2021	\$ 10.00	
Primary Unit	PRM2	Primary Equipment 2	Primary Equipment 2	CCC-CLASS			\$ 10.00	\$ 20.00
Secondary Unit	SEC3	Secondary Equipment 3	Secondary Equipment 3	CCC-CLASS	17-Nov-2021	26-Nov-2021	\$ 10.00	
Primary Unit	PRM3	Primary Equipment 3	Primary Equipment 3	CCC-CLASS			\$ 10.00	\$ 10.00
Secondary Unit	ASSET201	ASSET201	ASSET201	CCC-CLASS	17-Nov-2021	02-Dec-2021	\$ 0.00	
Total Rate								\$ 60.00

Equipment Primary/Secondary Report

## Purge Non-Chargeable Auto Charge Transactions (21.43479)

### Overview

New fields have been introduced in EC control file to purge non-chargeable equipment list. They are hidden by default and user must use lite editor to make them visible.

**Suppress Non-Chargeable records in Review Auto-Charge out program:** Flag is un-checked (N) by default. If the flag is checked, Cut-off date field will be enabled. Once checked, user must specify the cut-off date to filter the non-chargeable equipment list in auto-charge out program.

**Cut-off Date:** This field is only enabled when 'Suppress Non-Chargeable records in Review Auto-Charge out program' flag is checked.

While processing auto-charge out, non-chargeable equipment whose location transfer date is less than the cut-off date will not be generated and hence not displayed in the non-Chargeable section in Review auto-charge out program.

EQUIPMENT COSTING CONTROL FILE

Selection Criteria

\* Company CCC CMiC Test Company

Control
Mobilization Charges
Charge/Reconciliation

☐ Use Equipment Revenue Rate Types
☐ Use Auto Charge Cycle

How Many Days = 1 Week

How Many Weeks = 1 Month

How Many Days in a Billing Cycle

☐ Suppress Non-Chargeable records in Review Auto-Charge out program

Cut-off Date

Equipment Costing > Setup > Local Tables > Control File > Charge/Reconciliation tab

EQUIPMENT COSTING CONTROL FILE

Selection Criteria

\* Company CCC CMiC Test Company

Control Mobilization Charges Charge/Reconciliation

☐ Use Equipment Revenue Rate Types  
☐ Use Auto Charge Cycle  
 How Many Days = 1 Week  
 How Many Weeks = 1 Month  
 How Many Days in a Billing Cycle  
☒ Suppress Non-Chargeable records in Review Auto-Charge out program  
 Cut-off Date 01/Dec/2021

*Equipment Costing > Setup > Local Tables > Control File > Charge/Reconciliation tab*

## Modifications

The following screen i.e EC control file is modified.

When **Suppress Non-Chargeable records in Review Auto-Charge out program** flag is checked, **cut-off date** field is enabled.

User must specify cut-off date if the field is enabled.

EQUIPMENT COSTING CONTROL FILE

Selection Criteria

\* Company CCC CMiC Test Company

Control Mobilization Charges Charge/Reconciliation

☐ Use Equipment Revenue Rate Types  
☐ Use Auto Charge Cycle  
 How Many Days = 1 Week  
 How Many Weeks = 1 Month  
 How Many Days in a Billing Cycle  
☒ Suppress Non-Chargeable records in Review Auto-Charge out program  
 Cut-off Date 02/Nov/2021

*Equipment Costing > Setup > Local Tables > Control File > Charge/Reconciliation tab*

## Implementation

Equipment: SCL55, SCL56 & SCL57.

Transfer Date to job location 1050.

**SCL55:** 1<sup>st</sup> Nov 2021

**SCL56:** 1<sup>st</sup> Nov 2021

**SCL57:** 1<sup>st</sup> Dec 2021

**EQUIPMENT/LOCATION QUERY**

Equipment/Location

Company: CCC CMIC Test Company

Transaction Code:

Equipment Class:

\* Query By: Location Location Company:

Equipment/Location: 1050 1050 Total Bulk Quantity:

From Date: To Date: Assigned To:

Query

---

**History**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

From Date	To Date	Tran Code	Comp	Equipment	Assigned Name	Location	Customer	Job	Job Name	City	State
12/09/21 00:00		AUTO	CCC	SCL21		1050	ABC100	1050	1050 - WBS Setup at Company L		
12/01/21 00:00		AUTO	CCC	SCL57		1050	ABC100	1050	1050 - WBS Setup at Company L		
11/01/21 00:00		AUTO	CCC	SCL56		1050	ABC100	1050	1050 - WBS Setup at Company L		
11/01/21 00:00		AUTO	CCC	SCL55		1050	ABC100	1050	1050 - WBS Setup at Company L		

Equipment Name: SCL 21 Transfer Number: 2 Return Date:

Location Name: 1050 Transaction Name: Autocharge

*Equipment Costing > Queries > Equipment/Location Query*

EC Control file: Suppress Non-Chargeable records in Review Auto-Charge out program field is not checked. Non-chargeable equipment will not be purged in this case.

**EQUIPMENT COSTING CONTROL FILE**

Selection Criteria

\* Company: CCC CMIC Test Company

Control Mobilization Charges **Charge/Reconciliation**

☐ Use Equipment Revenue Rate Types

☐ Use Auto Charge Cycle

How Many Days = 1 Week:

How Many Weeks = 1 Month:

How Many Days in a Billing Cycle:

☐ Suppress Non-Chargeable records in Review Auto-Charge out program

Cut-off Date:

*Equipment Costing > Setup > Local Tables > Control File > Charge/Reconciliation tab*

Auto-charge out is carried from 1<sup>st</sup> Nov 2021 to 30<sup>th</sup> Nov 2021.

**AUTOMATIC CHARGE OUT**

Save | ? | ? | ? | ? | ?

Create Transactions | Review Transactions | Print Edit List | Post

**Selection**

Company: CCC | CMIC Test Company

Batch: 11862 | DHRUV 2022-01-10 AC | Create Batch | View Batch

From Date: 01-Nov-2021 | To Date: 30-Nov-2021

From Home Location: | To Home Location: |

From Department: | To Department: |

From Class: | To Class: |

From Equipment: SCL55 | To Equipment: SCL56

Job Company: CCC | CMIC Test Company

From Job: | To Job: |

Process

*Equipment Costing > Transactions > Automatic Charge-outs*

Auto-charge out is processed successfully, SCL55 and SCL56 equipment has non-chargeable transactions as shown in the screenshot below.

**CHARGE OUT REVIEW**

Save | ? | ? | ? | ? | ?

Create Transactions | Review Transactions | Print Edit List | Post

Company: CCC | CMIC Test Company

Batch: 11862 | DHRUV 2022-01-10 AC

**Chargeable**

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | ECM Documents | User Extensions

Chg	* Equipment	Tran Code	Comp	Job	Cost Code	Category	Charge Amount	Quantity	WM	Charge Rate	Eqp Quantity	Number of Days
No rows yet.												

\* Equipment Name: | Job Name: |

Transaction Code Name: | Cost Code Name: |

Category Name: |

WBS

**Non-Chargeable**

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | ECM Documents | User Extensions

Chg	* Equipment	Tran Code	Comp	Job	Cost Code	Category	Charge Amount	Quantity	WM	Charge Rate	Eqp Quantity	Number of Days
<input type="checkbox"/>	SCL55	AUTO	CCC	1050	01-100	3000	2,400.00	30.00	DY	80.0000	1.00	30.00
<input type="checkbox"/>	SCL56	AUTO	CCC	1050	01-103	3000	2,250.00	30.00	DY	75.0000	1.00	30.00
							4,650.00					

\* Equipment Name: SCL55 | Job Name: 1050 - WBS Setup at Company Level

Transaction Code Name: Autocharge | Cost Code Name: Temporary Structures

Category Name: Equipment

*Equipment Costing > Transactions > Automatic Charge-outs – Review Transactions*

**Case 1:**

**Suppress Non-Chargeable records in Review Auto-Charge out program: Checked (Y)**

**Cut-off Date: 31<sup>st</sup> Oct 2021**



**EQUIPMENT COSTING CONTROL FILE**

**Selection Criteria**

\* Company CCC CMIC Test Company

**Control Mobilization Charges Charge/Reconciliation**

☐ Use Equipment Revenue Rate Types

☐ Use Auto Charge Cycle

How Many Days = 1 Week

How Many Weeks = 1 Month

How Many Days in a Billing Cycle

☒ Suppress Non-Chargeable records in Review Auto-Charge out program

Cut-off Date 31/Oct/2021

*Equipment Costing > Setup > Local Tables > Control File > Charge/Reconciliation tab*

Since the equipment transfer date is greater than the cut-off date, non-chargeable equipment list will be shown in auto-charge out review program.

**CHARGE OUT REVIEW**

Company CCC CMIC Test Company

Batch 11882 DHRUV 2022-01-10 AC

**Chargeable**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

Chg	Equipment	Tran Code	Comp	Job	Cost Code	Category	Charge Amount	Quantity	WM	Charge Rate	Eqp Quantity	Number of Days
No rows yet.												

\* Equipment Name Job Name

Transaction Code Name Cost Code Name

Category Name

WBS

**Non-Chargeable**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

Chg	Equipment	Tran Code	Comp	Job	Cost Code	Category	Charge Amount	Quantity	WM	Charge Rate	Eqp Quantity	Number of Days
<input type="checkbox"/>	SCL55	AUTO	CCC	1050	01-100	3000	2,400.00	30.00	DY	80.0000	1.00	30.00
<input type="checkbox"/>	SCL56	AUTO	CCC	1050	01-103	3000	2,250.00	30.00	DY	75.0000	1.00	30.00
							4,650.00					

\* Equipment Name SCL55 Job Name 1050 - WBS Setup at Company Level

Transaction Code Name Autocharge Cost Code Name Temporary Structures

Category Name Equipment

*Equipment Costing > Transactions > Automatic Charge-outs – Review Transactions*

## Case 2:

**Suppress Non-Chargeable records in Review Auto-Charge out program: Checked (Y)**

**Cut-off Date: 2<sup>nd</sup> Nov 2021**

The cut-off date is greater than the equipment transfer date, in this case non-chargeable equipment list will be purged. Since the auto-charge out is processed for SCL55 and SCL56, no transactions will be created in this case.

**EQUIPMENT COSTING CONTROL FILE**

Selection Criteria

\* Company CCC CMIC Test Company

Control Mobilization Charges **Charge/Reconciliation**

☐ Use Equipment Revenue Rate Types  
☐ Use Auto Charge Cycle  
 How Many Days = 1 Week   
 How Many Weeks = 1 Month   
 How Many Days in a Billing Cycle   
☒ Suppress Non-Chargeable records in Review Auto-Charge out program  
 Cut-off Date 02/Nov/2021

*Equipment Costing > Setup > Local Tables > Control File > Charge/Reconciliation tab*

SCL55 an SCL56 equipment transactions will not be created.

**AUTOMATIC CHARGE OUT**

Save Print Help ? ? ? ? ? ? ? ?

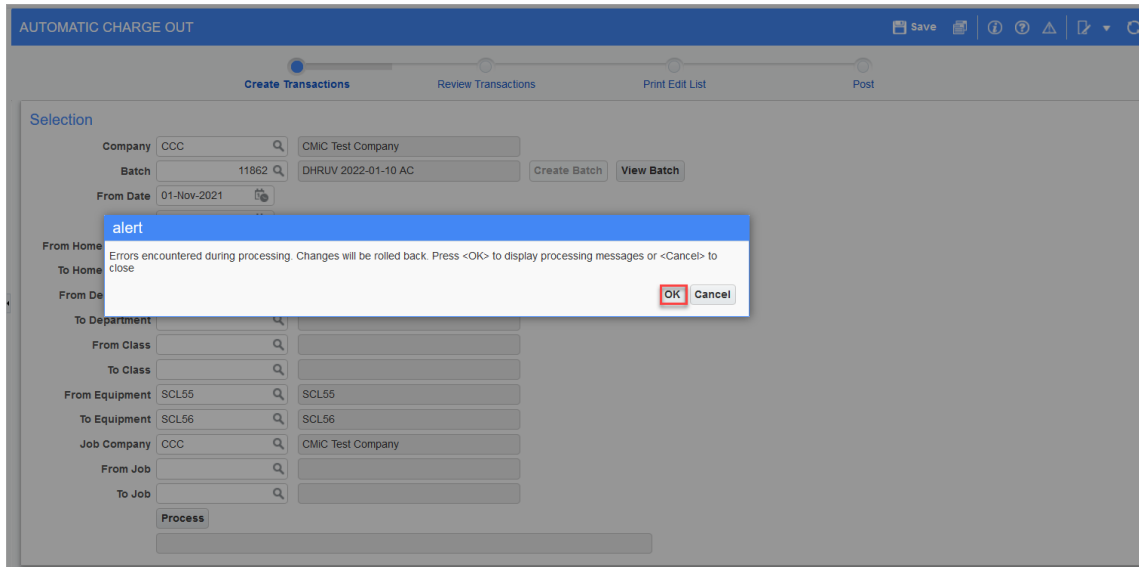
Create Transactions Review Transactions Print Edit List Post

Selection

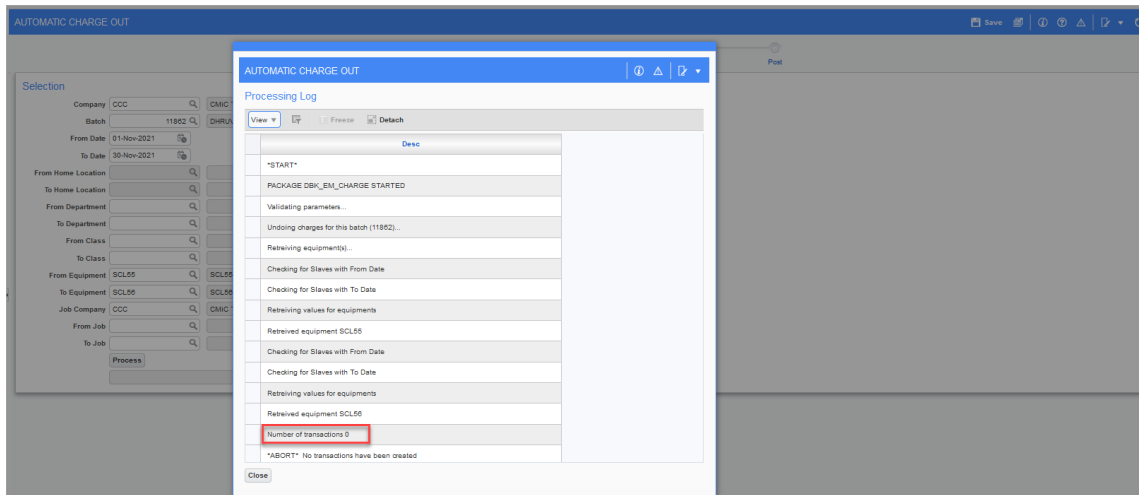
Company CCC CMIC Test Company  
 Batch 11862 DHRUV 2022-01-10 AC Create Batch View Batch  
 From Date 01-Nov-2021 To Date 30-Nov-2021  
 From Home Location To Home Location  
 From Department To Department  
 From Class To Class  
 From Equipment SCL55 SCL55  
 To Equipment SCL56 SCL56  
 Job Company CCC CMIC Test Company  
 From Job To Job  
 Process

*Equipment Costing > Transactions > Automatic Charge-outs*

Alert message is displayed since no transaction are created in this case of auto-charge out process.



*Equipment Costing > Transactions > Automatic Charge-outs – Alert message*



*Equipment Costing > Transactions > Automatic Charge-outs – Processing Log*

### Case 3:

**Suppress Non-Chargeable records in Review Auto-Charge out program: Checked (Y)**

**Cut-off Date:** 2<sup>nd</sup> Nov 2021

Equipment used in auto-charge out process:

SCL55: Transfer Date 1<sup>st</sup> Nov 2021

SCL56: Transfer Date 1<sup>st</sup> Nov 2021

SCL57: Transfer Date 1<sup>st</sup> Dec 2021

Here, SCL57 equipment is non-chargeable but will be processed in the auto-charge out program as its transfer date is greater than the cut-off date.

From Equipment: SCL55

To Equipment: SCL57

**AUTOMATIC CHARGE OUT**

Company: CCC | OMIC Test Company

Batch: 11852 | DHRUV 2022-01-10 AC

From Date: 01-Nov-2021 | To Date: 31-Dec-2021

From Home Location: | To Home Location: |

From Department: | To Department: |

From Class: | To Class: |

From Equipment: SCL55 | To Equipment: SCL57

Job Company: CCC | OMIC Test Company

From Job: | To Job: |

Process

Review Transactions: Not Visited Step

*Equipment Costing > Transactions > Automatic Charge-outs*

Processing completed successfully and 1 transaction is created.

**AUTOMATIC CHARGE OUT**

Company: CCC | OMIC Test Company

Batch: | Create Batch | View Batch

From Date: | To Date: |

From Home Location: | To Home Location: |

From Department: | To Department: |

From Class: | To Class: |

From Equipment: | To Equipment: |

Job Company: CCC | OMIC Test Company

From Job: | To Job: |

Process

Processing complete: 1 transaction created

*Equipment Costing > Transactions > Automatic Charge-outs*

SCL57 equipment is processed for auto-charge out program. SCL55 and SCL56 are non-chargeable equipment, which are purged in the review transaction program as the cut-off date is greater than the equipment transfer date.

**CHARGE OUT REVIEW**

Company: CCC, CMIC Test Company  
Batch: 11882, DHRUV 2022-01-10 AC

Chargeable

Chg	Equipment	Tran Code	Comp	Job	Cost Code	Category	Charge Amount	Quantity	WM	Charge Rate	Eqp Quantity	Number of Days
No rows yet.												

Non-Chargeable

Chg	Equipment	Tran Code	Comp	Job	Cost Code	Category	Charge Amount	Quantity	WM	Charge Rate	Eqp Quantity	Number of Days
<input type="checkbox"/>	SCL57	AUTO	CCC	1050	01-100	3000	4,774.00	31.00	DY	154.0000	1.00	31.00

Equipment Costing > Transactions > Automatic Charge-outs – Review Transactions

## Estimate Management

### Estimating Markup Enhancements (18.56073)

The following enhancements have been made for Markups for Cost/Revenue:

1. A new checkbox has been added in the Base Job Markups screen:

#### “Use % Revenue/ Estimate (Cost)”

Field security can be applied to the checkbox. The default value is set as HIDDEN on the \*ALL\* security role. Possible values are: Unrestricted, Read-only, Hidden:

Project Management

Programs: Estimate Markup

Item Name	Column/Field Security	Security Level
Labor PTH % Field	Unrestricted	Unrestricted
Use % Revenue/Estimate(Cost) Checkbox	Hidden	Hidden

2. When the field security is set as Unrestricted or Read-only, the checkbox is visible on the Markups screen:

**Estimate Management**

Project Management Menu

Company: 0100 Pepper Construction Company

Job: OCTD418 Review for import - Oct 04 2018

Revision: 1

Sub Job: A01 ENTRY VILLAGE - GENERAL SITE

Job / Revision / Subjob

Base Job Markups

Use % Revenue/Estimate(Cost) ☐

Active	Order	Ctrl Phase	Description	Phase	%	Lump Sum	Owner Group	PP Bond	Special Markup	Action
<input type="checkbox"/>	1	8990	Subguard	Subguard	0.985					
<input type="checkbox"/>	2	9000	General Conditions	General Conditions						
<input type="checkbox"/>	3	9910	Special Insurance	Special Insurance						
<input type="checkbox"/>	4	9920	Contingency	Contingency						
<input type="checkbox"/>	5	9930	Architect/Engineer Fees	Architect/Engineer Fees						
<input type="checkbox"/>	6	9950	Builders Risk	Builders Risk						
<input type="checkbox"/>	7	9960	Performance Bond	Performance Bond						
<input type="checkbox"/>	8	9980	Escalation	Escalation						
<input type="checkbox"/>	9	9990	User Defined	User Defined						
<input type="checkbox"/>	10	9900	General Liability Insurance	General Liability Insurance	1					
<input type="checkbox"/>	11	9940	Fee	Fee						

3. When the checkbox is checked the **%Cost** column is added to the Markups screen, and the original % column is further distinguished as **%Revenue**:

**Estimate Management**

Project Management Menu

Company: 0100 Pepper Construction Company

Job: OCTD418 Review for import - Oct 04 2018

Revision: 1

Sub Job: A01 ENTRY VILLAGE - GENERAL SITE

Job / Revision / Subjob

Base Job Markups

Use % Revenue/Estimate(Cost) ☒

Active	Order	Ctrl Phase	Description	Phase	% Revenue	% Cost	Lump Sum	Owner Group	PP Bond	Special Markup	Action
<input type="checkbox"/>	1	8990	Subguard	Subguard	0.985						
<input type="checkbox"/>	2	9000	General Conditions	General Conditions							
<input type="checkbox"/>	3	9910	Special Insurance	Special Insurance							
<input type="checkbox"/>	4	9920	Contingency	Contingency							
<input type="checkbox"/>	5	9930	Architect/Engineer Fees	Architect/Engineer Fees							
<input type="checkbox"/>	6	9950	Builders Risk	Builders Risk							
<input type="checkbox"/>	7	9960	Performance Bond	Performance Bond							
<input type="checkbox"/>	8	9980	Escalation	Escalation							
<input type="checkbox"/>	9	9990	User Defined	User Defined							
<input type="checkbox"/>	10	9900	General Liability Insurance	General Liability Insurance	1						
<input type="checkbox"/>	11	9940	Fee	Fee							

Only Markup lines which are set as 'Active' are included in the markup calculations. If a figure is included in the **%Cost** column, and the markup is active, the markup is applied to **Estimate Amount** when the sub-job is **released**, and the resulting bid item is created for the markup.

The %Revenue is calculated as before and updates the Revenue Amount column of the bid item created when the sub-job is released.

Estimate Management
Save   Total Page

### Project Management Menu

- Search
- Project Review for import - Oct 04 2018 (0)
- Communication Management
- Document Management
- Subcontractor Prequalification
- Estimate Management
  - Owners Group Maintenance
  - Craft & Trade Rates Maintenance
  - Detail Markup Default
  - Estimator Management
  - Copy Est Objects
  - Location Maintenance
- Bid Management
  - Invitation To Bid
  - Bid Items
  - Bid Packages
  - Buyout Items Log
  - Buyout Items
  - Bidders
  - Addenda
  - Enter Bid
  - Analyze Bids
  - Analyze Bids (Buyside Form)
  - Bid Item Group Maintenance
  - Bid Item Markup Rules
- Budget & Cost Management
- Site Management
- Reports
- User-Defined Logs
- File Maintenance
- Security

### Job / Revision / Subjob

Company  Pepper Construction Company  
 Revision

Job  Review for Import - Oct 04 2018  

Sub Job  SB Subjob - 18.56073

Job
Revision/Subjob
Markups
Estimate
SA / VE

Labor P/T %   
 Material OH %   
 Material Tax %

Labor OH %   
 Equipment OH %   
 Equipment Tax %

Use % Revenue Estimate(Cost) ☒

Active	Order	Ctr Phase	Description	Phase	% Revenue	% Cost	Lump Sum	Owner Group	PP Band	Special Markup	Action
<input type="checkbox"/>	1	9990	Subguard	Subguard					CDI	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	2	9000	General Conditions	General Conditions	0.985	1				<input checked="" type="checkbox"/>	
<input type="checkbox"/>	3	9910	Special Insurance	Special Insurance						<input checked="" type="checkbox"/>	
<input type="checkbox"/>	4	9920	Contingency	Contingency						<input checked="" type="checkbox"/>	
<input type="checkbox"/>	5	9930	Architect/Engineer Fees	Architect/Engineer Fees		4				<input checked="" type="checkbox"/>	
<input type="checkbox"/>	6	9950	Bidders Risk	Bidders Risk		6				<input checked="" type="checkbox"/>	
<input type="checkbox"/>	7	9960	Performance Bond	Performance Bond		7				<input type="checkbox"/>	X
<input type="checkbox"/>	8	9980	Escalation	Escalation		8				<input checked="" type="checkbox"/>	
<input type="checkbox"/>	9	9990	User Defined	User Defined		9				<input type="checkbox"/>	X
<input checked="" type="checkbox"/>	10	9900	General Liability Insurance	General Liability Insurance		3.2	1.3			<input checked="" type="checkbox"/>	
<input type="checkbox"/>	11	9940	Fee	Fee		100				<input checked="" type="checkbox"/>	

## Example 2

### Markups

**Estimate Management**

Save Total Page

**Project Management Menu**

Search:

**Job / Revision / Subjob**

Company: 0100  Pepper Construction Company

Job: OCT0418  Review for Import - Oct 04 2018

Revision: 1  1

Sub Job: 503  ENTRY VILLAGE - GENERAL SITE

**Job** **Revision/Subjob** **Markups** **Estimate** **SA / VE**

**Base Job Markups**

Labor P/T %  0

Labor O/H %  0

Material O/H %  0

Equipment O/H %  0

Material Tax %  0

Equipment Tax %  0

Use % Revenue/Estimate(Cost)

Active	Order	Ctrl Phase	Description	Phase	% Revenue	% Cost	Lump Sum	Owner Group	PP Band	Special Markup	Action
<input checked="" type="checkbox"/>	1	8990	Subguard	Subguard	0.985	0.2		▲	CCS	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	2	9000	General Conditions	General Conditions				▲		<input checked="" type="checkbox"/>	
<input type="checkbox"/>	3	9910	Special Insurance	Special Insurance				▲		<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	4	9920	Contingency	Contingency	10	4.8		▲		<input checked="" type="checkbox"/>	
<input type="checkbox"/>	5	9930	Architect/Engineer Fees	Architect/Engineer Fees				▲		<input checked="" type="checkbox"/>	
<input type="checkbox"/>	6	9950	Builders Risk	Builders Risk				▲		<input checked="" type="checkbox"/>	
<input type="checkbox"/>	7	9960	Performance Bond	Performance Bond	4	3		▲		<input type="checkbox"/>	✗
<input checked="" type="checkbox"/>	8	9980	Escalation	Escalation	5	2.5		▲		<input checked="" type="checkbox"/>	
<input type="checkbox"/>	9	9990	User Defined	User Defined				▲		<input type="checkbox"/>	✗
<input checked="" type="checkbox"/>	10	9900	General Liability Insurance	General Liability Insurance	1	0.5		▲		<input checked="" type="checkbox"/>	
<input type="checkbox"/>	11	9940	Fee	Fee				▲		<input checked="" type="checkbox"/>	

## Estimate Summary

Estimate Management

Calculate MarkupsAdd Ctrl PhaseSaveTotal PageCopy Objects

Project Management Menu

Search:

Project Review for Import - Oct 04 2018 (1)

Communication Management

Document Management

Subcontractor Prequalification

Estimate Management

Owners Group Maintenance

Cost & Trade Rates Maintenance

Detail Markup Default

Estimate Management

Copy Ctrl Objects

Location Maintenance

Bid Management

Budget & Cost Management

Site Management

Reports

User-Defined Logs

File Maintenance

Security

Job / Revision / Subjob

Company: 0100Pepper Construction Company

Job: OCT0418Review for Import - Oct 04 2018

Revision: 1Sub Job: 503ENTRY VILLAGE - GENERAL SITE

JobRevision/SubjobMarkupsEstimateSA / VE

























Estimate Summary

Ctrl Phase	Description	Raw					Sub	Total w/Markups	CDI	Bid Day		Ctrl Phase Unit Cost					Comments
		Labor	Material	Equipment	Sub	Total w/Markups				Sub Name	Sub Adjust	Total w/Markups	Qty	WM	Cost/WM	Cost/SF	
✗ 0159	Temporary Site Construction	0.00	0.00	0.00	45,375.00	45,375.00	<input checked="" type="checkbox"/>	0.00	45,375.00	0.00	LS	0.00	2.50	45,375.00			
✗ 0220	Field Engineering & Layout	25,000.00	30,000.00	11,300.00	7,200.00	73,500.00	<input type="checkbox"/>	0.00	73,500.00	0.00	LS	0.00	4.05	73,500.00			
✗ 0300	Concrete	21,000.00	0.00	0.00	12,600.00	33,600.00	<input type="checkbox"/>	0.00	33,600.00	0.00	LS	0.00	1.85	33,600.00			
✗ 1319	Animal Containment	0.00	0.00	0.00	5,000.00	5,000.00	<input type="checkbox"/>	0.00	5,000.00	0.00	LS	0.00	0.28	5,000.00	New Gate and Pen		
✗ 2300	HVAC	0.00	0.00	0.00	15,000.00	15,000.00	<input type="checkbox"/>	0.00	15,000.00	0.00	LS	0.00	0.83	15,000.00	Cap Existing Wells		
✗ 2600	Electrical	0.00	0.00	0.00	132,500.00	132,500.00	<input checked="" type="checkbox"/>	0.00	132,500.00	0.00	LS	0.00	7.30	132,500.00	Convert to Shade C		
✗ 3100	Earthwork	0.00	0.00	0.00	66,601.00	66,601.00	<input type="checkbox"/>	0.00	66,601.00	0.00	LS	0.00	3.67	66,601.00			
✗ 3201	Asphalt Paving	0.00	0.00	0.00	5,341.00	5,341.00	<input type="checkbox"/>	0.00	5,341.00	0.00	LS	0.00	0.29	5,341.00			
✗ 3214	Und Paving	0.00	0.00	0.00	103,200.00	103,200.00	<input type="checkbox"/>	0.00	103,200.00	0.00	LS	0.00	5.69	103,200.00			
✗ 3216	Site Concrete	0.00	0.00	0.00	6,375.00	6,375.00	<input type="checkbox"/>	0.00	6,375.00	0.00	LS	0.00	0.35	6,375.00			
✗ 3290	Landscaping	0.00	0.00	0.00	0.00	0.00	<input type="checkbox"/>	0.00	0.00	0.00	LS	0.00	0.00	0.00	In Owner Horticult		
✗ 3300	Site Utilities	0.00	11,000.00	0.00	40,000.00	51,000.00	<input type="checkbox"/>	0.00	51,000.00	0.00	LS	0.00	2.61	51,000.00			
8990	Subguard	0.00	0.00	0.00	1,792.97	1,792.97		0.00	1,792.97	1.00	LS	0.00	8.16	1,792.97			
9920	Contingency	0.00	0.00	0.00	53,924.41	53,924.41		0.00	53,924.41	1.00	LS	0.00	2.97	53,924.41			
9980	Escalation	0.00	0.00	0.00	29,658.42	29,658.42		0.00	29,658.42	1.00	LS	0.00	1.63	29,658.42			
9900	General Liability Insurance	0.00	0.00	0.00	6,228.27	6,228.27		0.00	6,228.27	1.00	LS	0.00	0.34	6,228.27			

114100



## Bid Items after sub-job released

Bid Items														Enter Query    Cancel    Save    Recalc Totals    Add Bid Items    Delete Selected    Import    Pricing Sets    Configure View    Update Budget    Copy Job Structure    Calculate Markup    Print Report 									
Project Management Menu																							
<input type="text" value="Search"/>																							
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Line#	Task Code	Item Name	Purchase Date	WM	Job Code	Pha Code	Cat Code	Estimate			Revenue					
															Quantity	Price	Amount	Quantity	Price	Amount			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	107	3212.160.01	Asphalt Pavement, St...	2018-12-07	NA	503RML01	3212.160	S	218.00		24.50	5,341.00	218.00	24.50	5,341.00		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	108	3214.160.01	Pervious Pavers	2018-12-07	NA	503RML01	3214.000	S	174.00		15.00	2,610.00	174.00	15.00	2,610.00		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	109	3214.000.01	Unit Pavers - Vehicle	2018-12-07	NA	503RML01	3214.000	S	6,706.00		15.00	100,590.00	6,706.00	15.00	100,590.00		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	110	3216.121.01	Concrete Barrier Cur...	2018-12-07	NA	503RML01	3216.121	S	425.00		15.00	6,375.00	425.00	15.00	6,375.00		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	112	3300.000.01	Additional Storm Sew...	2018-12-07	NA	503RML01	3300.000	M	1.00	18,000.00	1.00	11,000.00	1.00	11,000.00			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	113	3300.000.01	Additional Storm Sew...	2018-12-07	NA	503RML01	3300.000	S	1.00	40,000.00	1.00	40,000.00	1.00	40,000.00			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	114	1319.000.01	10" Barrier Fence	2018-12-07	NA	503RML01	1319.000	S	1.00	5,000.00	1.00	5,000.00	1.00	5,000.00			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	115	0300.000.01	Labor for Cleanups/Pl...	2018-12-07	HR	503RML01	0300.000	L	219.00		100.00	21,000.00	219.00	100.00	21,000.00		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	116	0300.000.01	Labor for Cleanups/Pl...	2018-12-07	NA	503RML01	0300.000	S	219.00		60.00	12,600.00	219.00	60.00	12,600.00		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	117	2600.000.01	Site Electrical	2018-12-07	NA	503RML01	2600.000	S	3.00	12,500.00	37.500	3.00	12,500.00	37.500	3.00	12,500.00	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	118	2600.000.02	Relocate Existing Tra...	2018-12-07	NA	503RML01	2600.000	S	1.00	65,000.00	65.000	1.00	65,000.00	65.000	1.00	65,000.00	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	119	2600.000.03	Relocate Existing P...	2018-12-07	NA	503RML01	2600.000	S	2.00	15,000.00	30.000	2.00	15,000.00	30.000	2.00	15,000.00	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	120	2300.000.01	GeoThermal Wells	2018-12-07	NA	503RML01	2300.000	S	1.00	15,000.00	15.000	1.00	15,000.00	15.000	1.00	15,000.00	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	121	3100.000.01	General Site Grading...	2018-12-07	NA	503RML01	3100.000	S	18,150.00		2.00	36,300.00	18,150.00	2.00	36,300.00		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	122	3100.000.02	Curb Demo	2018-12-07	NA	503RML01	3100.000	S	319.00		7.00	2,177.00	319.00	7.00	2,177.00		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123	3100.000.03	Demo Asphalt Pav...	2018-12-07	NA	503RML01	3100.000	S	6,978.00		32.00	13,156.00	6,978.00	32.00	13,156.00		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	124	3100.000.05	Curb/Gut & Gutter G...	2018-12-07	NA	503RML01	3100.000	S	22.00		32.00	784.00	22.00	32.00	784.00		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	125	3100.000.06	Insert C&S Demo, R...	2018-12-07	NA	503RML01	3100.000	S	191.00		32.00	6,112.00	191.00	32.00	6,112.00		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	126	3100.000.07	Paver Grade & Plac...	2018-12-07	NA	503RML01	3100.000	S	8,880.00		40.00	2,752.00	8,880.00	40.00	2,752.00		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	127	3100.000.08	First Grade Paver Lay...	2018-12-07	NA	503RML01	3100.000	S	8,880.00		1.00	1,632.00	8,880.00	1.00	1,632.00		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	128	3100.000.04	Spread Topsoil - 30 D...	2018-12-07	NA	503RML01	3100.000	S	728.00		8.00	4,368.00	728.00	8.00	4,368.00		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	129	0159.160.01	Temp Site Construction	2018-12-07	NA	503RML01	0159.160	S	18,150.00		5.00	45,375.00	18,150.00	5.00	45,375.00		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	130	0221.120.01	Site Layout	2018-12-07	HR	503RML01	0221.120	L	4.00		6,250.00	25.000	4.00	6,250.00	25.000	4.00	6,250.00
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	131	0221.120.01	Site Layout	2018-12-07	NA	503RML01	0221.120	M	4.00		7,500.00	30.000	4.00	7,500.00	30.000	4.00	7,500.00
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	132	0221.120.01	Site Layout	2018-12-07	NA	503RML01	0221.120	E	4.00		2,825.00	11,300.00	4.00	2,825.00	11,300.00	4.00	2,825.00
Current Selection Total															682,394.04			639,656.17					
Project Total															2,403,716.93			2,408,539.19					

Per Page

page 1 of 2, records 1 - 25 of 30

## Rates by Phases for Cost and Billing (18.59602)

Added new functionality where users can define separate rates by phases for cost and for billing in Estimate Management.

The changes of the enhancements include the following:

- Enhanced the Craft Rate Maintenance screen to be named “Craft & Trade Rates Maintenance” since it now includes a tab for “Trade”:

Use this screen to create and maintain Trade Rates.

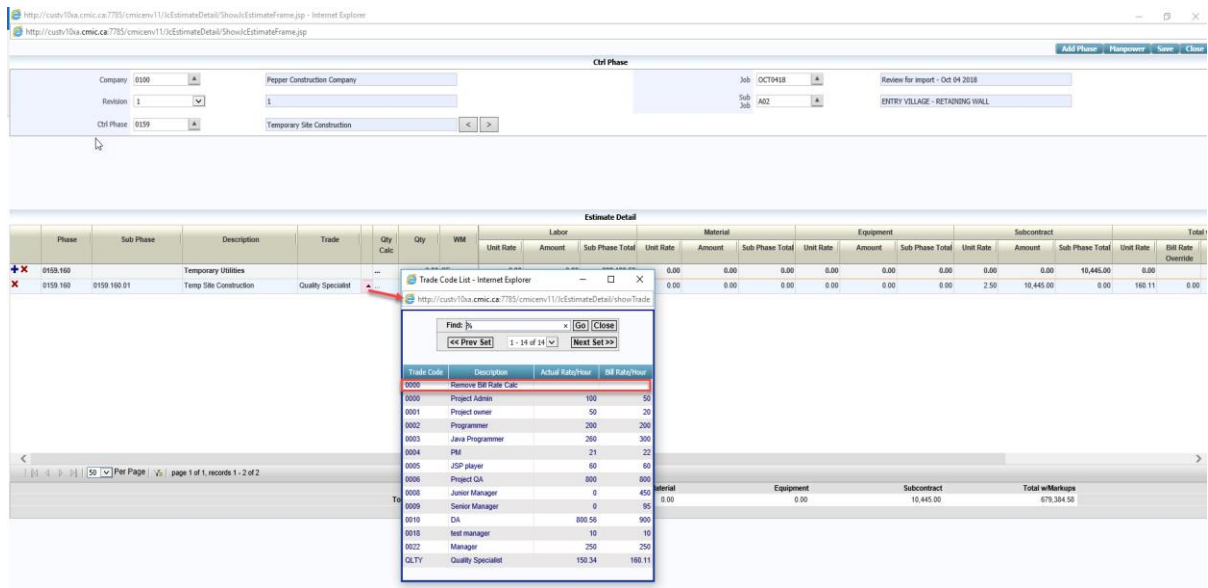
Craft & Trade Rate Maintenance														Add			
Project Management Menu																	
Search																	
Project Review for Import - Oct 04 2018 (Oct)																	
Communication Management																	
Document Management																	
Subcontractor Prequalification																	
Estimate Management																	
Owners Group Maintenance																	
Craft & Trade Rates Maintenance																	
Detail Markup Detail																	
Estimate Management																	
Copy EM Objects																	
Location Maintenance																	
Bid Management																	
Budget & Cost Management																	
Site Management																	
Reports																	
User Defined Logs																	
File Maintenance																	
Security																	
Company																	
Company * 0000																	
Name Pepper Construction Company																	
Craft																	
Trade																	
Trade Rates																	
Actual Rate/Hour																	
Bill Rate/Hour																	
Action																	
0000 Project Admin																	
0001 Project Owner																	
0002 Programmer																	
0003 Java Programmer																	
0004 PM																	
0005 JSP Programmer																	
0006 Project CA																	
0008 Junior Manager																	
0009 Senior Manager																	
0010 DA																	
0018 Test Manager																	
0022 Manager																	
0024 Quality Specialist																	

The Trade Code, Description, Actual Rate/Hour and Bill Rate/Hour are fields to maintain. Trade Code and Trade Description are mandatory.



Once the Trade is selected, the rates are pulled in where appropriate, and the calculations adjusted accordingly.

To remove a Trade Code without deleting the Estimate Detail Line, select the Trade Code with Description "Remove Bill Rate Calc" :



## Fixed Assets

### Modification in Depreciation Calculation Using Straight Line Method Only (19.88769)

To modify the depreciation calculation, if an asset is activated on any date other than first day of the month. This modification is requested when using Straight Line method only.

#### Modifications:

Straight Line method will be using a proportional calculation, if an asset is activated on any date, other than the first day of the month. Proportional calculation will be based on number of days an asset was active in the initial month.

#### The new proportional calculation ratio is as follows:

(Number of Depreciable days / Number of days in initial month) \* Monthly Depreciation amount

Ex: An asset activated on 16th day of January:  $(16/31) * 10,000.00 = 5,161.29$

Insurance, license and interest amounts will also be using proportional calculation based on the activation days and number of days in the initial month.

#### Posting of the Difference of depreciation Amounts:

Since this modification potentially reduces the depreciation amount for the initial month, the difference or remaining amount will be posted in the month after the last month as per the expected life of asset ends.

Ex: The difference Amount due to reduced initial depreciation =  $10,000 - 5,161.29 = 4,838.71$

This will be posted after the last month as per expected life.

### Example:

ASSET: TRUCK

Activation Date: 10th March 2020

Number of days in initial month: 31

Monthly depreciation: 7500

Depreciable days in initial month: 22

Depreciation in initial month:  $[(22 / 31) * 7500] = 5322.58$

Interest monthly: 333.33

Interest in initial month:  $[(22/31) * 333.33] = 236.559$

License monthly: 16.67

License in initial month:  $[(22/31) * 16.67] = 11.83$

Monthly Insurance: 320.83

Insurance in initial month:  $[(22/31) * 320.83] = 227.69$

The screenshot shows the 'ASSET MAINTENANCE' form with the 'General' tab selected. The 'Asset' field is 'TRUCK' and the 'Type' is 'Equipment'. The 'Activation Date' is '10-03-2020'. The 'Fair Market Value' is '110000' and the 'Replacement Value' is '120000'. The 'Interest Type' is 'Fixed' and the 'Interest Rate Override' is '4'. The 'Lien Notes' field is empty.

Asset Management > Fixed Assets > Enter Asset (Asset Maintenance)

The screenshot shows the 'ASSET MAINTENANCE' form with the 'Depreciation' tab selected. The 'Category' is 'EQUIPMENT'. The 'Depreciation Method' is 'Straight Line'. The 'Economic Life' is '12' and the 'Expected Life in Months' is '12'. The 'Declining Balance Percent' is '10'. The 'Original Cost' is '100,000.00'. The 'Initial Depreciation' is '100,000.00'. The 'Initial Months' is '12'. The 'Charge Depreciation in:' is checked for all months from Jan to Dec. The 'Default Method' is 'Straight Line'. The 'CCA Class' is '90,000.00'. The 'Residual Value' is '10,000.00'. The 'Adjusted Cost Base' is '100,000.00'. The 'Accumulated Depreciation' is '100,000.00'. The 'Net Book Value' is '100,000.00'.

Asset Management > Fixed Assets > Enter Asset (Asset Maintenance) > Depreciation

**CALCULATE MONTHLY EXPENSES**

Save | ? | ? | ? | ? | ?

Calculate Monthly Expenses | Edit Monthly Expenses | Post Batch

**Selection Criteria**

Company: DHCOM | DHRUV-COMPANY

Batch: 12110 | FIRST MONTH DEPRECIATION CALC | Create Batch

Date of Record: 31-03-2020

**Selection Criteria**

From Category: | To Category: | Asset Type: All

From Asset: TRUCK | To Asset: TRUCK

Depreciation expense calculations are done for 1 asset(s)

Process

Fixed Assets > Transaction > Calculate Monthly Expense

**EDIT DEPRECIATION AND EXPENSE**

Save | ? | ? | ? | ? | ?

Calculate Monthly Expenses | Edit Monthly Expenses | Post Batch

**Selection Criteria**

Company: DHCOM | DHRUV-COMPANY

Batch: 12110 | FIRST MONTH DEPRECIATION CALC

Date of Record: 31-03-2020

**Edit Depreciation And Expense**

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | ECM Documents | User Extensions

* Category	* Asset	Amount	License Amount	Interest Amount	Insurance Amount
EQUIPMENT	TRUCK	5,322.58	11.83	236.56	227.69

Cat Name: Equipment

Asset Name: TRUCK

Fixed Assets > Transaction > Calculate Monthly Expense – Edit Monthly Expense

DHCOM - DHRUV-COMPANY FIXED ASSETS - DEPRECIATION POSTING REPORT						Page: 1 of 1
						Date: 10-03-2020
						Time: 2:58 PM EDT
Asset	Asset Name	Post Date	Curr Depreciation	Acc Depreciation	Net Book Value	
Category	EQUIPMENT	Equipment				
TRUCK	TRUCK	31-03-2020	5,322.58	5,322.58	94,677.42	
Total			5,322.58	5,322.58	94,677.42	

Depreciation Posting Report (31-02-2020)

As the asset was not activated on 1st of the month, it will calculate proportional charges for the first month and the remaining amount will be posted in subsequent month when the expected life of asset ends.

Last posting for asset 'TRUCK' would be as follow:

Remaining amount:  $7500 - 5322.58 = 2177.42$

Asset	Asset Name	Post Date	Curr Depreciation	Acc Depreciation	Net Book Value
Category	EQUIPMENT	Equipment			
TRUCK	TRUCK	31-03-2021	2,177.42	90,000.00	10,000.00
Total			2,177.42	90,000.00	10,000.00

### Depreciation Posting Report (31-03-2021)

The asset was activated in March 2020, with an expected life of 12 months. The asset was fully depreciated in March 2021. The depreciation in March 2021 would be the remaining amount from the proportional calculation of 1st month.

Note: Proportional calculation will not apply to License, Interest and Insurance amount in the last month of depreciation. These amounts will be calculated fully.

ASSET TRANSACTION DETAIL QUERY							
<div>           Selection Criteria            * Company: DHCOM            * Asset: TRUCK            From: 01-03-2020 To: 01-04-2021         </div>							
Asset Transactions							
Date Entered	Date Posted	* Batch	Depreciation	Insurance	Interest	License	
10-03-2020	31-03-2021	12128	2,177.42	320.83	333.33	16.67	
10-03-2020	28-02-2021	12127	7,500.00	320.83	333.33	16.67	
10-03-2020	31-01-2021	12126	7,500.00	320.83	333.33	16.67	
10-03-2020	31-12-2020	12125	7,500.00	320.83	333.33	16.67	
10-03-2020	30-11-2020	12124	7,500.00	320.83	333.33	16.67	
10-03-2020	31-10-2020	12123	7,500.00	320.83	333.33	16.67	
10-03-2020	30-09-2020	12122	7,500.00	320.83	333.33	16.67	
10-03-2020	31-08-2020	12121	7,500.00	320.83	333.33	16.67	
10-03-2020	31-07-2020	12120	7,500.00	320.83	333.33	16.67	
10-03-2020	30-06-2020	12119	7,500.00	320.83	333.33	16.67	
10-03-2020	31-05-2020	12112	7,500.00	320.83	333.33	16.67	
10-03-2020	30-04-2020	12111	7,500.00	320.83	333.33	16.67	
10-03-2020	31-03-2020	12110	5,322.58	227.69	236.56	11.83	
			90,000.00	4,077.65	4,236.52	211.87	

Fixed Assets > Query > Asset Transaction Detail Query

### Addition and Betterment

Resetting Expected Life: The expected life cycle will be renewed from the month when betterment is added, and expected life is reset.

ASSET	EXPECTED LIFE	ACTIVATION	BETTERMENT	MONTH IN WHICH ASSET IS TOTALLY DEPRECIATED
ASSET-1	12	1ST FEB 2020	N/A	JAN 2021
ASSET-2	12	15TH FEB 2020	N/A	FEB 2021
ASSET-3	12	1ST FEB 2020	MAY 2020 – RESET LIFE	APRIL 2021
ASSET-4	12	15TH FEB 2020	MAY 2020 – RESET LIFE	MAY 2021
ASSET-5	12	15TH FEB 2020	MAY 2020 – NO RESET	MAY 2020

## Ability to Create Journal Entries for Activation, Addition and Betterment, and Disposal of an Asset (19.88705)

Ability to create journal entries for activation, addition and betterment, and disposal of an asset. The Journal entries created must be automatically posted to GL.

### Modifications

Fixed Assets > Control File: Added the following new fields to the control. These fields will be used as default values when creating new assets.

- Default Asset Department
- Default Asset Account
- Asset Acquisition/Betterment Department
- Asset Acquisition/Betterment Account
- Asset Disposal Department
- Asset Disposal Account

Asset Maintenance > Distribution Tab: Added new fields

- Distribution Tab:
  - Asset (Department, Account, Account Name)
  - Acquisition/Betterment (Department, Account, Account Name)
  - Disposal (Department, Account, Account Name)
  - Asset Acquisition Value
  - Asset Acquisition Override Amount
  - Create and Post Transaction button

System > Security > Role Privileges

- A new privilege 'FACHGACVAL' is added to 'System Privileges'.



- When checked, allows to adjust the Asset Acquisition Value.
- The 'Asset Acquisition Override Amount' field will be enabled, when the flag is 'checked' and disabled if it is 'un-checked'.

#### Additions and Betterments:

- Added [**Create and Post Transaction**] button and 'Batch' display column.
- Batch column will display the batch number of the posted transactions.
- Create and Post Transaction button will post the selected additions and betterment to GL.

#### Disposal of Fixed Assets:

- Debit Department & Account
- Credit Department & Account
- Post Date
- Batch
- Create and Post Transaction button

**NOTE:** The new fields may be hidden as default for all users. When required, users may use the Lite Editor to make them available.

#### Following screens show modifications performed:

The screenshot shows the 'FA COMPANY CONTROL' window with the 'Control Detail' section. The 'Fixed Assets' tab is selected. The following fields are visible:

Field	Value	Field	Value
Journal Code	FA	Fixed Assets	
* Interest Rate	4.00		
* Interest Expense Department	00	Company Level	
* Interest Expense Account	5000.104	APIAR Insurance Expense	
* Interest Cost Category	ALL	ALL	
Interest Cost Transaction Code	AUTO	Autocharges	
* Interest Offset Department	00	Company Level	
* Interest Offset Account	1500.300	Interest Receivable	
* License Cost Category	ALL	ALL	
License Cost Transaction Code	AUTO	Autocharges	
* License Offset Department	00	Company Level	
* License Offset Account	5200.100	Job Cost Expenses	
Default Asset Department	00	Company Level	
Default Asset Account	1100.200	ASSET ACCOUNT	
Asset Acquisition/Betterment Department	00	Company Level	
Asset Acquisition/Betterment Account	1100.300	ASSET BETTERMENT	
Asset Disposal Department	00	Company Level	
Asset Disposal Account	1100.400	ASSET DISPOSAL	

*Fixed Assets >Setup> Local Tables> Control File*

**ASSET MAINTENANCE** Table Mode Save Exit Help Print Refresh Close

**Selection Criteria**  
Company: DHCOM  DHRUV-COMPANY

**Asset Details**  
\* Asset: TRUCK  \* Type: Equipment   
Description: TRUCK

**General** **Depreciation** **Distribution** **Note** **Real Estate** **Equipment Detail**

Default Depreciation Expense: Department 00, Account 5200.101, Name DEPRECIATION EXPENSE  
Depreciation Expense:     
Default Accumulated Depreciation: Department 00, Account 1100.101, Name ACCUMULATED DEPRECIATION  
Accumulated Depreciation:     
The following replaces the depreciation expense account for equipment assets:  
Default Equipment Category: ALL   
Equipment Category:   
Default Equipment Transaction Code: AUTO   
Equipment Transaction Code:   
Asset: 00  1100.200  ASSET ACCOUNT  
Acquisition/Betterment: 00  1100.300  ASSET BETTERMENT  
Asset Disposal Gain/Loss Account: 00  1100.400  ASSET DISPOSAL  
Asset Acquisition Value: 10000  Asset Acquisition Override Value:   
Create and Post Transaction Batch

*Fixed Asset > Enter Asset > Distribution Tab*

**ADDITIONS AND BETTERMENTS** Save Exit Help Print Refresh Close

**Selection Criteria**  
Company: DHCOM  DHRUV-COMPANY

**Additions and Betterments**  
View  Freeze  Detach  Search  Insert  Insert Multiple  Delete  Workflows  Report Options  Export  ECM Documents  User Extensions

Select	* Asset Code	Asset Name	Description	* Date	Amount	Batch	Reset Expected Life
<input type="checkbox"/>	ABC <input type="text"/>	ABC	TEST ADD	01-04-2020 <input type="text"/>	40000.00	<input type="text"/>	Reset Expected Life
<input type="checkbox"/>	BIG-TRUCK	BIG-TRUCK	TEST ADD1	01-04-2020 <input type="text"/>	40000.00	12041	Reset Expected Life

Create and Post Transaction

*Fixed Asset > Assets > Enter Additions and Betterments*

**DISPOSAL OF FIXED ASSETS** Table Mode Save Exit Help Print Refresh Close

**Selection Criteria**  
Company: DHCOM  DHRUV-COMPANY

**Asset Being Disposed**  
\* Asset Code: CYBER   
Asset Name: 123   
Asset Description: 123   
\* Asset Type: Equipment   
\* Category: EQUIP   
Only the following fields can be updated:  
Disposal Date: 11-03-2020   
Disposal Approval Code:   
Customer for Sale of Asset:   
Invoice for Sale of Asset:   
Amount Recovered: 10,000.00   
Debit Department: 00  Account: 1100.200  ASSET ACCOUNT  
Credit Department: 00  Account: 1100.400  ASSET DISPOSAL  
Post Date:  Batch:   
Create and Post Transaction

*Fixed Asset > Assets > Disposal of Assets*

## Processing & Posting

### 1. Acquisition Value & posting:

When a new asset is activated, the asset is facilitated to make journal entry and automatically post transaction to GL.

Asset Maintenance > Distribution – If the account and department fields for 'Asset', 'Acquisition/Betterment', and 'Asset Disposal' are not entered, the values will be defaulted from control file.

If department and account fields are mentioned in the distribution tab, then this will override the values in the control file.

**The posting distribution will be as follows:**

	Department	Account	Account Name
<b>Asset</b>	00	1100.200	Asset Account
<b>Acquisition/Betterment</b>	00	1100.300	Asset Acquisition Betterment Account
<b>Asset Disposal</b>	00	1100.400	Asset Disposal Account

Asset Acquisition Value	12500.00
-------------------------	----------

Department	Account	Account Name	Debit	Credit
00	1100.200	Asset Account	125,000.00	0.00
00	1100.300	Asset Acquisition Betterment Account	0.00	125,000.00

If the asset acquisition value is to be adjusted, enter the new value in 'Asset Acquisition Override Value' field and click on 'Create and Post Transaction'.

Asset Acquisition Value	12500.00
<b>Asset Acquisition Override Value</b>	150000.00

Department	Account	Account Name	Debit	Credit
00	1100.200	Asset Account	0.00	125,000.00
00	1100.300	Asset Acquisition Betterment Account	125,000.00	0.00
00	1100.200	Asset Account	150,000.00	0.00
00	1100.300	Asset Acquisition Betterment Account	0.00	150,000.00

## 2. Additions and Betterments

When Additions and Betterment are performed on an asset, it would create a journal entry and automatically post transaction to GL. Add the betterment to the asset:

Select	* Asset Code	Asset Name	Description	* Date	Amount	Batch
N	EXCAVATOR	EXCAVATOR	PARTS CHANGED #1278	11-03-2020	42300.00	12210.00

Select the asset and click on 'Create and Post Transaction' button.

The posting distribution will be as follows:

Department	Account	Account Name	Debit	Credit
00	1100.200	Asset Account	42300.00	00
00	1100.300	Asset Acquisition Betterment Account	00	42300.00

The accounts are defaulted from the control file.

## 3. Disposal of Assets

Select the asset to be disposed, enter the 'Disposal Date' and click on Save.

If an asset has 'Amount Recovered' it must be entered. If there is a value in 'Amount Recovered' field, the 'Debit' & 'Credit' department, and account field is enabled. Enter the department and account to which the recovered amount is to be posted.

**NOTE:** User can use the Asset Acquisition Override Value even if the asset is disposed.

There can be four cases of posting while disposing an asset, as follows:

a)

<b>Net Book Value</b>	<b>AMOUNT RECOVERED</b>
7500	0

<b>Department</b>	<b>Account</b>	<b>Account Name</b>	<b>Debit</b>	<b>Credit</b>
00	1000.100	Operating account	0.00	7500
00	1100.400	Asset Disposal Account	7500	0.00

b)

Recovered amount is posted to the accounts entered in the 'Disposal of Fixed Asset' screen.

	<b>Department</b>	<b>Account</b>	<b>Account Name</b>
<b>Debit</b>	00	1100.400	Asset Disposal Account
<b>Credit</b>	00	1100.200	Asset Account

<b>Net Book Value</b>	<b>AMOUNT RECOVERED</b>
7500	5000

<b>Department</b>	<b>Account</b>	<b>Account Name</b>	<b>Debit</b>	<b>Credit</b>
00	1000.100	Operating Account	0.00	7500
00	1100.200	Asset Account	0.00	5000
00	1100.400	Asset disposal Account	7500	0.00
00	1100.400	Asset disposal	5000	0.00

Department	Account	Account Name	Debit	Credit
		Account		

c)

Net Book Value	AMOUNT RECOVERED
0	0

No GL line is created for '0' line.

d)

Net Book Value	AMOUNT RECOVERED
0	5000

Department	Account	Account Name	Debit	Credit
00	1100.200	Asset Account	0.00	5000
00	1100.400	Asset Disposal Account	5000	0.00

### Examples:

A new asset 'TRUCK-M' is added in fixed asset. In 'Distribution' tab of fixed asset, enter the asset acquisition value and click on 'Create and Post Transaction' to make a journal entry posting to GL.

**ASSET MAINTENANCE** [Table Mode] [Save] [Exit] [Help] [Print] [Refresh]

**Selection Criteria**  
 Company: DHCOM [DHRUV-COMPANY]

**Asset Details**  
 \* Asset: TRUCK-M MODERN TRUCK \* Type: Equipment  
 Description: TRUCK M CLASS

**General** **Depreciation** **Distribution** **Note** **Real Estate** **Equipment Detail**

Default Depreciation Expense: Department 00 Account 5200.101 Name DEPRECIATION EXPENSE  
 Depreciation Expense: [Search] [Search] [Search]  
 Default Accumulated Depreciation: Department 00 Account 1100.101 Name ACCUMULATED DEPRECIATION  
 Accumulated Depreciation: 00 [Search] 1100.101 [Search] ACCUMULATED DEPRECIATION

The following replaces the depreciation expense account for equipment assets:

Default Equipment Category: ALL ALL  
 Equipment Category: [Search]  
 Default Equipment Transaction Code: AUTO Autocharges  
 Equipment Transaction Code: [Search]

Asset: 00 [Search] 1100.200 [Search] ASSET ACCOUNT  
 Acquisition/Betterment: 00 [Search] 1100.300 [Search] ASSET BETTERMENT  
 Asset Disposal Gain/Loss Account: 00 [Search] 1100.400 [Search] ASSET DISPOSAL

Asset Acquisition Value: 100000 Asset Acquisition Override Value: [Search]  
 [Create and Post Transaction] Batch: [Search]

If the 'Asset', 'Addition/Betterment', and 'Asset Disposal' department and account are entered here, they will override the default accounts in the control file. If no department and accounts are mentioned, the control file department and accounts are defaulted here.

Upon clicking on 'Create and Post Transaction', a pop-up launches which prompts user to enter the posting date.

**ASSET MAINTENANCE** [Table Mode] [Save] [Exit] [Help] [Print] [Refresh]

**Selection Criteria**  
 Company: DHCOM [DHRUV-COMPANY]

**Asset Details**  
 \* Asset: TRUCK-M MODERN TRUCK \* Type: Equipment  
 Description: TRUCK M CLASS

**General** **Depreciation** **Distribution** **Note** **Real Estate** **Equipment Detail**

Default Depreciation Expense: Department 00 Account 5200.101 Name DEPRECIATION EXPENSE  
 Depreciation Expense: [Search] [Search] [Search]  
 Default Accumulated Depreciation: Department 00 Account 1100.101 Name ACCUMULATED DEPRECIATION  
 Accumulated Depreciation: 00 [Search] 1100.101 [Search] ACCUMULATED DEPRECIATION

The following replaces the depreciation expense account for equipment assets:

Default Equipment Category: ALL ALL  
 Equipment Category: [Search]  
 Default Equipment Transaction Code: AUTO Autocharges  
 Equipment Transaction Code: [Search]

Asset: 00 [Search] 1100.200 [Search] ASSET ACCOUNT  
 Acquisition/Betterment: 00 [Search] 1100.300 [Search] ASSET BETTERMENT  
 Asset Disposal Gain/Loss Account: 00 [Search] 1100.400 [Search] ASSET DISPOSAL

Asset Acquisition Value: 100,000.00 Asset Acquisition Override Value: [Search]  
 [Create and Post Transaction] Batch: [Search]

**ASSET MAINTENANCE** [Help] [Print] [Refresh]  
 Enter Post Date  
 Date: 14-04-2023 [Calendar Icon]  
 [Post] [Close]

After clicking on POST, an alert message is displayed 'Asset Acquisition Transaction Created and Posted successfully against batch number:'. Batch number is generated, and corresponding posting is done in GL.

ASSET MAINTENANCE

Table Mode Save Exit

Selection Criteria  
Company: DHCOM DHRUV-COMPANY

Asset Details  
Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Asset: TRUCK-M MODERN TRUCK \* Type: Equipment

Description: TRUCK M CLASS

General Depreciation Distribution

Default Depreciation: Depreciation

Default Accumulated Depreciation: 00

Accumulated Depreciation: 00

The following replaces the depreciation expense account for equipment assets:

Default Equipment Category: ALL ALL

Equipment Category: Q

Default Equipment Transaction Code: AUTO Autocharges

Equipment Transaction Code: Q

Asset: 00 Q 1100.200 Q ASSET ACCOUNT

Acquisition/Betterment: 00 Q 1100.300 Q ASSET BETTERMENT

Asset Disposal Gain/Loss Account: 00 Q 1100.400 Q ASSET DISPOSAL

Asset Acquisition Value: 100,000.00 Asset Acquisition Override Value:

Create and Post Transaction Batch

Alert: Asset Acquisition Transaction Created and Posted successfully against batch Number: 13480

Click 'OK' to go to 'Report Configuration' pop-up.

ASSET MAINTENANCE

Table Mode Save Exit

Selection Criteria  
Company: DHCOM DHRUV-COMPANY

Asset Details  
Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Asset: TRUCK-M MODERN TRUCK \* Type: Equipment

Description: TRUCK M CLASS

General Depreciation Distribution

Default Depreciation: Depreciation

Default Accumulated Depreciation: 00

Accumulated Depreciation: 00

The following replaces the depreciation expense account for equipment assets:

Default Equipment Category: ALL ALL

Equipment Category: Q

Default Equipment Transaction Code: AUTO Autocharges

Equipment Transaction Code: Q

Asset: 00 Q 1100.200 Q ASSET ACCOUNT

Acquisition/Betterment: 00 Q 1100.300 Q ASSET BETTERMENT

Asset Disposal Gain/Loss Account: 00 Q 1100.400 Q ASSET DISPOSAL

Asset Acquisition Value: 100,000.00 Asset Acquisition Override Value:

Create and Post Transaction Batch

Report Configuration for: General Ledger Summary Posting Report (GLPOST)

Destination: Preview

Format: PDF

Locale: US English

Run Report Close

Click 'Run Report' to view the report, click 'close' to close the pop-up. After generating the report or closing the report configuration pop-up, batch number is shown on distribution tab of the asset.



**ASSET MAINTENANCE** Table Mode Save Exit Help Print Refresh

**Selection Criteria**  
 Company: DHC0M  DHRU/COMPANY

**Asset Details**  
 Search  Insert  Delete  Previous  Next  Workflows  Report Options  ECM Documents  User Extensions

\* Asset: TRUCK-M MODERN TRUCK \* Type: Equipment  
 Description: TRUCK M CLASS

**General** **Depreciation** **Distribution** **Note** **Real Estate** **Equipment Detail**

Default Depreciation Expense Department: 00 Account: 5200.101 Name: DEPRECIATION EXPENSE  
 Depreciation Expense

Default Accumulated Depreciation Department: 00 Account: 1100.101 Name: ACCUMULATED DEPRECIATION  
 Accumulated Depreciation

The following replaces the depreciation expense account for equipment assets:

Default Equipment Category: ALL ALL  
 Equipment Category

Default Equipment Transaction Code: AUTO Autocharges  
 Equipment Transaction Code

Asset: 00  1100.200  ASSET ACCOUNT  
 Acquisition/Betterment: 00  1100.300  ASSET BETTERMENT  
 Asset Disposal Gain/Loss Account: 00  1100.400  ASSET DISPOSAL

**Asset Acquisition Value** 100,000.00 **Asset Acquisition Override Value**  
 Create and Post Transaction  Batch: 13480

Also, the Asset Acquisition Override Values field is now enabled, as the 'FACHGACVAL' flag is checked in System Privileges.

**USER MAINTENANCE** Table Mode Exit Help Print Refresh

**User**  
 \* User: DHRUV Save/Refresh

**General** **Assign Roles** **System Privileges** **Configuration Privileges** **Consolidations Access** **Company Access** **Employee Security** **Compliance Security**

View  Freeze  Detach  Search  Workflows  Report Options  Export  ECM Documents  User Extensions

* Code	* Name	Select
EMAUREPLVL	EM: Allows the user to update Replacement Value for Equipment	<input checked="" type="checkbox"/>
EMPB	EM: Allows the user access to EM batches belonging to other users	<input checked="" type="checkbox"/>
ETACCESSCD	E-TIME: Allows the user to define Access Codes	<input checked="" type="checkbox"/>
EXPINVISBL	SD: Allows the user to export invisible columns to spreadsheet	<input checked="" type="checkbox"/>
FACHGACVAL	FA: Allows the user to adjust the Asset Acquisition value	<input checked="" type="checkbox"/>
FAPB	FA: Allows the user access to FA batches belonging to other users	<input checked="" type="checkbox"/>

The 'Asset Acquisition Override Value' field is only enabled in the following cases:

- 1) 'FACHGACVAL' flag is check in System Privileges
- 2) The asset has 'Asset Acquisition Value' and acquisition value transaction is posted in GL

**NOTE:** If there is no 'Asset Acquisition Value', then there is no value to be overridden.

If the 'Asset Acquisition Value' needs to be adjusted, then enter the new adjusted asset acquisition value in 'Asset Acquisition Override Value' and click on 'Create and Post Transaction' to make a journal entry and post the transaction to GL. While posting system will reverse the transaction of old batch against new batch if any and create a new transaction under the new batch with new amount.

**ASSET MAINTENANCE** Table Mode Save Exit Help Print Refresh

**Selection Criteria**  
 Company: DHC0M  DHRUV-COMPANY

**Asset Details**  
 \* Asset: TRUCK-M MODERN TRUCK \* Type: Equipment  
 Description: TRUCK M CLASS

**General** **Depreciation** **Distribution** **Note** **Real Estate** **Equipment Detail**

Default Depreciation Expense: Department 00 Account 5200.101 Name DEPRECIATION EXPENSE  
 Depreciation Expense:

Default Accumulated Depreciation: Department 00 Account 1100.101 Name ACCUMULATED DEPRECIATION  
 Accumulated Depreciation:

The following replaces the depreciation expense account for equipment assets:

Default Equipment Category: ALL ALL  
 Equipment Category:

Default Equipment Transaction Code: AUTO Autocharges  
 Equipment Transaction Code:

Asset: 00  1100.200  ASSET ACCOUNT  
 Acquisition/Betterment: 00  1100.300  ASSET BETTERMENT  
 Asset Disposal Gain/Loss Account: 00  1100.400  ASSET DISPOSAL

Asset Acquisition Value: 100,000.00 Asset Acquisition Override Value: 120,000.00  
 Create and Post Transaction Batch: 13480

If the asset value is needed to be adjusted, enter the 'Asset Acquisition Override Value' and click on 'Create and Post Transaction'.

**ASSET MAINTENANCE** Table Mode Save Exit Help Print Refresh

**Selection Criteria**  
 Company: DHC0M  DHRUV-COMPANY

**Asset Details**  
 \* Asset: TRUCK-M MODERN TRUCK \* Type: Equipment  
 Description: TRUCK M CLASS

**General** **Depreciation** **Distribution** **Note** **Real Estate** **Equipment Detail**

Default Depreciation Expense: Department 00 Account 5200.101 Name DEPRECIATION EXPENSE  
 Depreciation Expense:

Default Accumulated Depreciation: Department 00 Account 1100.101 Name ACCUMULATED DEPRECIATION  
 Accumulated Depreciation:

The following replaces the depreciation expense account for equipment assets:

Default Equipment Category: ALL ALL  
 Equipment Category:

Default Equipment Transaction Code: AUTO Autocharges  
 Equipment Transaction Code:

Asset: 00  1100.200  ASSET ACCOUNT  
 Acquisition/Betterment: 00  1100.300  ASSET BETTERMENT  
 Asset Disposal Gain/Loss Account: 00  1100.400  ASSET DISPOSAL

Asset Acquisition Value: 100,000.00 Asset Acquisition Override Value: 120,000.00  
 Create and Post Transaction Batch: 13480

**ASSET MAINTENANCE** Help Print Refresh  
 Enter Post Date  
 Date: 14-04-2020   
 Post Close

ASSET MAINTENANCE

Table Mode Save Exit

Selection Criteria

Company DHRUV COMPANY

Asset Details

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Asset TRUCK-M MODERN TRUCK \* Type Equipment

Description TRUCK M CLASS

General Depreciation Distribution

Default Depreciation Asset Acquisition Transaction Created and Posted successfully against batch Number : 13481

Default Accumulated Depreciation 00

Accumulated Depreciation 00

The following replaces the depreciation expense account for equipment assets:

Default Equipment Category ALL ALL

Equipment Category

Default Equipment Transaction Code AUTO Autocharges

Equipment Transaction Code

Asset 00 1100.200 ASSET ACCOUNT

Acquisition/Betterment 00 1100.300 ASSET BETTERMENT

Asset Disposal Gain/Loss Account 00 1100.400 ASSET DISPOSAL

Asset Acquisition Value 100,000.00 Asset Acquisition Override Value 120,000.00

Create and Post Transaction Batch 13480

ASSET MAINTENANCE

Table Mode Save Exit

Selection Criteria

Company DHRUV COMPANY

Asset Details

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Asset TRUCK-M MODERN TRUCK \* Type Equipment

Description TRUCK M CLASS

General Depreciation Distribution

Default Depreciation

Default Accumulated Depreciation 00

Accumulated Depreciation 00

The following replaces the depreciation expense account for equipment assets:

Default Equipment Category ALL ALL

Equipment Category

Default Equipment Transaction Code AUTO Autocharges

Equipment Transaction Code

Asset 00 1100.200 ASSET ACCOUNT

Acquisition/Betterment 00 1100.300 ASSET BETTERMENT

Asset Disposal Gain/Loss Account 00 1100.400 ASSET DISPOSAL

Asset Acquisition Value 100,000.00 Asset Acquisition Override Value 120,000.00

Create and Post Transaction Batch 13480

Report Configuration for: General Ledger Summary Posting Report (GLPOST)

Destination Preview

Format PDF

Locale US English

Run Report Close

The 'Asset Acquisition Value' and Batch number are updated with new values.

**ASSET MAINTENANCE** Table Mode Save Exit Help Print Refresh

**Selection Criteria**  
Company: DHCOM  DHRUV-COMPANY

**Asset Details**  
\* Asset: TRUCK-M MODERN TRUCK \* Type: Equipment  
Description: TRUCK M CLASS

**General** **Depreciation** **Distribution** **Note** **Real Estate** **Equipment Detail**

Department: 00 Account: 5200.101 Name: DEPRECIATION EXPENSE  
Depreciation Expense:

Department: 00 Account: 1100.101 Name: ACCUMULATED DEPRECIATION  
Accumulated Depreciation: 00  1100.101  ACCUMULATED DEPRECIATION

The following replaces the depreciation expense account for equipment assets:  
Default Equipment Category: ALL  ALL   
Equipment Category:   
Default Equipment Transaction Code: AUTO Autocharges   
Equipment Transaction Code:

Asset: 00  1100.200  ASSET ACCOUNT  
Acquisition/Betterment: 00  1100.300  ASSET BETTERMENT  
Asset Disposal Gain/Loss Account: 00  1100.400  ASSET DISPOSAL

**Asset Acquisition Value** 120,000.00 **Asset Acquisition Override Value**   
Create and Post Transaction **Batch** 13481

## ADDITIONS AND BETTERMENTS

Add the asset to which betterments are to be added in 'Additions and Betterments' screen.

**ADDITIONS AND BETTERMENTS** Save Exit Help Print Refresh

**Selection Criteria**  
Company: DHCOM  DHRUV-COMPANY

**Additions and Betterments**  
View  Freeze  Detach  Search  Insert  Insert Multiple  Delete  Workflows  Report Options  Export  ECM Documents  User Extensions

Select	* Asset Code	Asset Name	Description	* Date	Amount	Batch	Reset Expected Life
<input type="checkbox"/>	TRUCK	TRUCK	PARTS CHANGED #4512	01-02-2020	15699.00		<input type="button" value="Reset Expected Life"/>
<input type="checkbox"/>	EXCAVATOR	EXCAVATOR	PARTS CHANGED #1278	11-03-2020	42300		<input type="button" value="Reset Expected Life"/>

Create and Post Transaction

After adding betterments to the asset, click on Save. Saving the betterments would enable the 'Select' checkbox.

**ADDITIONS AND BETTERMENTS** Save Exit Help Print Refresh

**Selection Criteria**  
Company: DHCOM  DHRUV-COMPANY

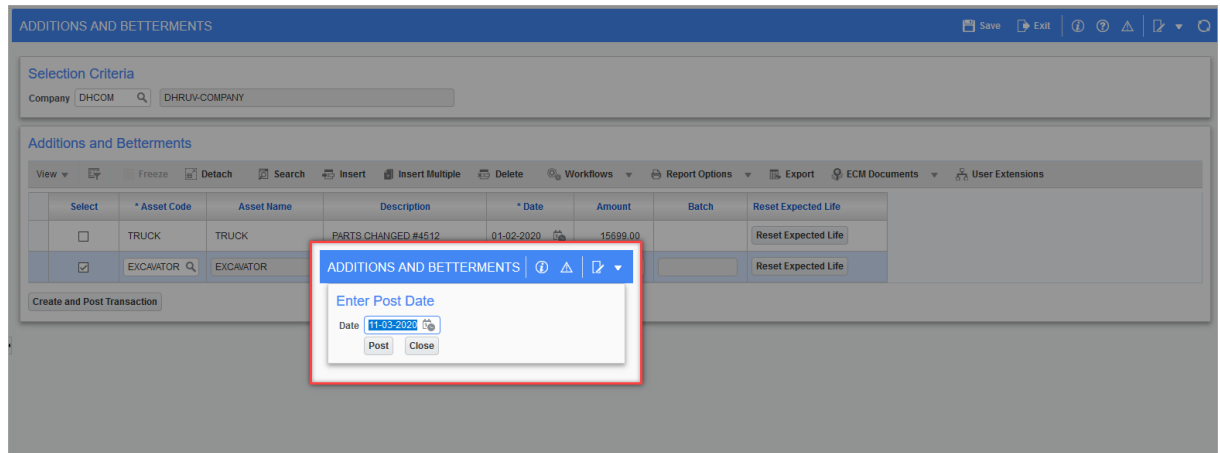
**Additions and Betterments**  
View  Freeze  Detach  Search  Insert  Insert Multiple  Delete  Workflows  Report Options  Export  ECM Documents  User Extensions

Select	* Asset Code	Asset Name	Description	* Date	Amount	Batch	Reset Expected Life
<input type="checkbox"/>	TRUCK	TRUCK	PARTS CHANGED #4512	01-02-2020	15699.00		<input type="button" value="Reset Expected Life"/>
<input checked="" type="checkbox"/>	EXCAVATOR	EXCAVATOR	PARTS CHANGED #1278	11-03-2020	42300.00		<input type="button" value="Reset Expected Life"/>

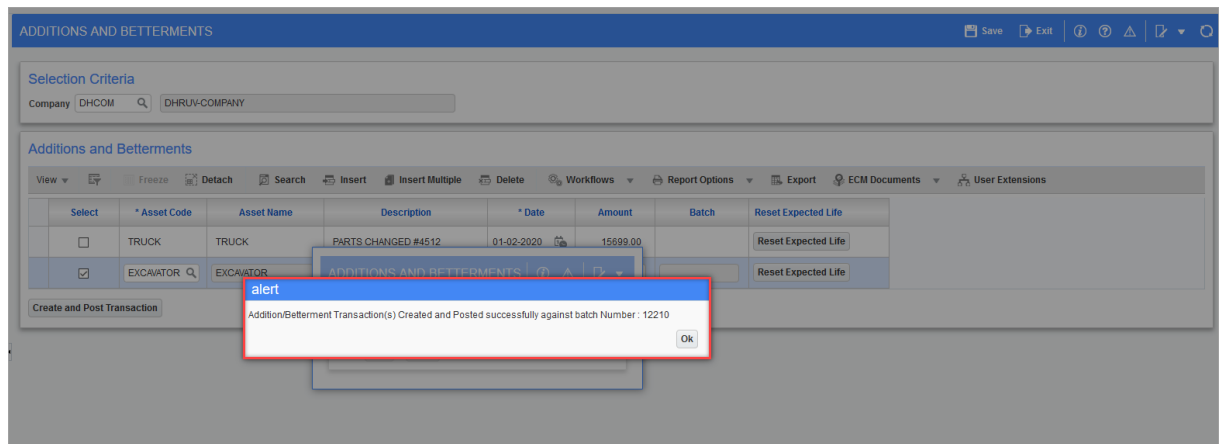
Create and Post Transaction

Select the asset to which additions and betterments are to be posted and click on 'Create and Post Transactions'.

Upon clicking 'Create and Post transaction', a pop-up launches to select the post date.



After clicking on POST, an alert message is displayed 'Addition/Betterment Transaction(s) Created and Posted successfully against batch number:'. Batch number is generated, and corresponding posting is done in GL.



Click 'OK' to go to 'Report Configuration' pop-up. Click 'Run Report' to view the report, click 'close' to close the pop-up. After generating the report or closing the report configuration pop-up, batch number is shown in the batch column against the corresponding asset.

**ADDITIONS AND BETTERMENTS**

Selection Criteria  
Company: DHCOM | DHRUV-COMPANY

Additions and Betterments

Select	* Asset Code	Asset Name	Description	* Date	Amount	Batch	Reset Expected Life
<input checked="" type="checkbox"/>	EXCAVATOR	EXCAVATOR	PARTS CHANGED #1278	11-03-2020	42300.00	12210	Reset Expected Life
<input type="checkbox"/>	TRUCK	TRUCK	PARTS CHANGED #4512	01-02-2020	15699.00		Reset Expected Life

Create and Post Transaction

Once the transaction is posted, the selected line is locked for update.

## DISPOSAL OF FIXED ASSETS

Select the asset to be disposed, enter the disposal date.

**DISPOSAL OF FIXED ASSETS**

Selection Criteria  
Company: DHCOM | DHRUV-COMPANY

Asset Being Disposed

\* Asset Code: NEWEGP  
Asset Name: NEWEGP  
Asset Description: NEWEGP  
\* Asset Type: Equipment  
\* Category: EQUIPMENT

Only the following fields can be updated:

Disposal Date:   
Disposal Approval Code:   
Customer for Sale of Asset:   
Invoice for Sale of Asset:   
Amount Recovered:   
Recovered Account:   
Gain/Loss Account:   
Post Date:  Batch:

Create and Post Transaction

Click on Save to enable all the fields

**DISPOSAL OF FIXED ASSETS**

Selection Criteria  
Company: DHCOM | DHRUV-COMPANY

Asset Being Disposed

\* Asset Code: NEWEGP  
Asset Name: NEWEGP  
Asset Description: NEWEGP  
\* Asset Type: Equipment  
\* Category: EQUIPMENT

Only the following fields can be updated:

Disposal Date: 14-04-2020  
Disposal Approval Code:   
Customer for Sale of Asset:   
Invoice for Sale of Asset:   
Amount Recovered:   
Recovered Account:   
Gain/Loss Account:   
Post Date:  Batch:

Create and Post Transaction

Enter the disposal approval code, customer for sale of asset and Invoice for sale of asset field. If there is any 'Amount Recovered' after sale of asset, it must be entered in the 'Amount Recovered' field. If there is no amount recovered, it should be left blank. The Debit and Credit Department and Account field will be enabled if there is a value in 'Amount Recovered'. Enter the department and accounts to which the recovered amount is posted.

**DISPOSAL OF FIXED ASSETS** Table Mode Save Exit Help Print Refresh

**Selection Criteria**

Company: DHCOM

**Asset Being Disposed**

Search Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Asset Code: NEWEQP  
 Asset Name: NEWEQP  
 Asset Description: NEWEQP  
 \* Asset Type: Equipment  
 \* Category: EQUIPMENT

**Only the following fields can be updated:**

Disposal Date: 14-04-2020  
 Disposal Approval Code:   
 Customer for Sale of Asset:   
 Invoice for Sale of Asset:   
 Amount Recovered: 5,000.00

Recovered Account	00	1100.200	ASSET ACCOUNT
Gain/Loss Account	00	1100.400	ASSET DISPOSAL

Post Date: 14-04-2020 Batch

**Create and Post Transaction**

Click on 'Create and Post Transaction' button to make a journal entry and post to GL. Upon clicking create and post transaction, an alert message is displayed 'Asset Disposal Transaction Created and Posted successfully against batch Number:'. Batch number is generated, and corresponding posting is done to GL.

**DISPOSAL OF FIXED ASSETS** Table Mode Save Exit Help Print Refresh

**Selection Criteria**

Company: DHCOM

**Asset Being Disposed**

Search Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Asset Code: NEWEQP  
 Asset Name: NEWEQP  
 Asset Description: NEWEQP  
 \* Asset Type: Equipment  
 \* Category: EQUIPMENT

**Only the following fields can be updated:**

Disposal Date: 14-04-2020  
 Disposal Approval Code:   
 Customer for Sale of Asset:   
 Invoice for Sale of Asset:   
 Amount Recovered: 5,000.00

Recovered Account	00	1100.200	ASSET ACCOUNT
Gain/Loss Account	00	1100.400	ASSET DISPOSAL

Post Date: 14-04-2020 Batch

**Create and Post Transaction**

**Alert**

Asset Disposal Transaction Created and Posted successfully against batch Number : 13492

OK

Click 'OK' to go to 'Report Configuration' pop-up. Click 'Run Report' to view the report, click 'close' to close the pop-up. After generating the report or closing the report configuration pop-up, batch number is shown in the batch column against the corresponding asset.

DISPOSAL OF FIXED ASSETS

Table Mode Save Exit

Selection Criteria  
Company DHCOR DHRLU-COMPANY

Asset Being Disposed

Search Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Asset Code NEWEQP  
Asset Name NEWEQP  
Asset Description NEWEQP  
\* Asset Type Equipment  
\* Category EQUIPMENT

Only the following fields can be updated:

Disposal Date 14-04-2020  
Disposal Approval Code  
Customer for Sale of Asset  
Invoice for Sale of Asset  
Amount Recovered 5,000.00  
Recovered Account  
Gain/Loss Account  
Post Date Batch 13492  
Create and Post Transaction

Report Configuration for: General Ledger Summary Posting Report (GLPOST)

Destination Preview  
Format PDF  
Locale US English  
Run Report Close

DISPOSAL OF FIXED ASSETS

Table Mode Save Exit

Selection Criteria  
Company DHCOR DHRLU-COMPANY

Asset Being Disposed

Search Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Asset Code NEWEQP  
Asset Name NEWEQP  
Asset Description NEWEQP  
\* Asset Type Equipment  
\* Category EQUIPMENT Equipment

Only the following fields can be updated:

Disposal Date 14-04-2020  
Disposal Approval Code  
Customer for Sale of Asset  
Invoice for Sale of Asset  
Amount Recovered 5,000.00  
Recovered Account  
Gain/Loss Account  
Post Date Batch 13492  
Create and Post Transaction

Disposal of Fixed Asset:

Asset	Net Book Value	Amount Recovered	Amount Posted
Asset-1	8000	0	8000
Asset-2	8000	8000	16000
Asset-3	0	0	0



Asset	Net Book Value	Amount Recovered	Amount Posted
Asset-4	0	8000	8000

No GL transaction would be created for '0' line.

The 'Net Book Value' amount is posted to the default accounts in control file.

## Asset Maintenance – Import Function (20.24714)

Added the ability to import records in Asset Maintenance program.

The following are the fields that can be imported for an asset.

Asset Code\*, Name, Description, Type\*, Capital Approval Code, Insurance Group, Activation Date\*, Interest Type, Fair Market Value, Interest Rate Override, Replacement Value, Lease Type\*, Tax Exempt\*, Is there a Lien? \*, Category\*, Depreciation Method, Economic Life, CCA Class, Expected Life in Months, Residual Value, Original Cost, Initial Depreciation, Initial Months, Equipment Class, Home Location, Actual Location.

The screenshot displays the 'ASSET MAINTENANCE' application window. At the top, there's a 'Table Mode' button. Below it, the 'Selection Criteria' section shows 'Company' set to 'DHCOM' and 'DHRUV-COMPANY'. The 'Asset Details' section includes a toolbar with 'Search', 'Insert', 'Delete', 'Previous', 'Next', 'Workflows', 'Report Options', 'Import' (highlighted with a red box), 'ECM Documents', and 'User Extensions'. The 'Asset' field is set to 'EXCAVATOR' and 'Type' is 'Equipment'. The 'Description' field contains 'EXCAVATOR-1'. The 'General' tab is active, showing fields for 'Capital Approval Code', 'PO Number', 'Activation Date' (11-Mar-2020), 'Date Entered' (11-Mar-2020), 'Fair Market Value', 'Replacement Value', 'Insurance Group' (INSGRP1), 'Interest Type' (Fixed), 'Interest Rate Override' (4), and checkboxes for 'Own', 'Lease', 'Rent', 'Tax Exempt', and 'Is there a Lien?'. A 'Lien Notes' field is also present.

Asset Management > Fixed Assets > Assets > Enter Assets

The import function follows standard CMiC Import process, where users will be able to download a csv template, create a csv file of asset records and upload for validation and import into the Asset Maintenance screen.

## Added “Include Disposed Off Assets” Checkbox in ‘Asset Query’ Program (22.54640)

New “Include Disposed Off Assets” Checkbox is added in ‘Asset Query’ Program.

When the Checkbox: “Include Disposed Off Assets” is **checked** then the Disposed off Assets will get displayed in the Assets Query.

When the Checkbox: “Include Disposed Off Assets” is **Unchecked** then the Disposed off Assets will **NOT** get displayed in the Assets Query.

Modification with an example:

Asset: ASSET201 – Not Disposed yet. No Disposal Date.

The screenshot shows the 'ASSET MAINTENANCE' form. The 'Selection Criteria' section has 'Company' set to 'RV123456 - RV Company'. The 'Asset Details' section has 'Asset' set to 'ASSET201' and 'Type' set to 'Equipment'. The 'Equipment Detail' tab is active, showing fields for Equipment Code, Class, Location, Make, Model, License, and Warranty. The 'Disposal Date' field is highlighted with a red box.

In Asset Query when User Unchecks the “Include Disposed Off Assets” Checkbox then Asset201 is displayed.

The screenshot shows the 'ASSET QUERY' form. The 'Selection Criteria' section has 'Company' set to 'RV123456 - RV Company' and 'Year' set to '2022'. The 'Include Disposed Off Assets' checkbox is unchecked and highlighted with a red box. The 'Details' section shows a table with columns for Code, Name, Category, Original Cost, Adjusted Cost Base, Depr to Date, Net Book Value, Curr Period Depr, Curr Year Depr, and Fair Market Value. The table contains one row for ASSET201.

Code	Name	Category	Original Cost	Adjusted Cost Base	Depr to Date	Net Book Value	Curr Period Depr	Curr Year Depr	Fair Market Value
ASSET201	ASSET201	EQUIPMENT	125,000.00	125,000.00	5,000.00	120,000.00	0.00	0.00	175,000.00

**Asset:** ASSET201 – Asset is Disposed successfully. Disposal Date: 27-05-2022

ASSET MAINTENANCE

Table Mode Save Exit

Selection Criteria

Company RV123456 RV123456 - RV Company

Asset Details

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Asset ASSET201 ASSET201 \* Type Equipment

Description ASSET201

General Depreciation Distribution Note Real Estate Equipment Detail

Equipment Code ASSET201 ASSET201

Equipment Class AL1-TRUCKS AL1 Trucks

Home Location RV-HOME RV-HOME

Actual Location \* Home Location

Make Year

Model License Number

Bought From License State

Serial Number 125478 License Expiry Date

\* Warranty Type None Cost of License

Warranty Expiry License Months

Registered Owner Capacity

Assigned to Gross Weight

Plate Owner Insured Value

Disposal Date 27-05-2022

Epp Oraseq 63862

In Asset Query when User Checks the “Include Disposed Off Assets” Checkbox then Asset201 is displayed.

ASSET QUERY

Save Exit

Selection Criteria

\* Company RV123456 RV123456 - RV Company

Category

\* Year 2022 \* Period 5 From 01-05-2022 To 31-05-2022

☒ Include Disposed Off Assets Query

Details

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Code	Name	Category	Original Cost	Adjusted Cost Base	Depr to Date	Net Book Value	Curr Period Depr	Curr Year Depr	Fair Market Value
ASSET201	ASSET201	EQUIPMENT	125,000.00	125,000.00	5,000.00	120,000.00	0.00	0.00	175,000.00

Description ASSET201

In Asset Query when User Unchecks the “Include Disposed Off Assets” Checkbox then Asset201 is NOT displayed.

ASSET QUERY

Save Exit

Selection Criteria

\* Company RV123456 RV123456 - RV Company

Category

\* Year 2022 \* Period 5 From 01-05-2022 To 31-05-2022

☐ Include Disposed Off Assets Query

Details

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Code	Name	Category	Original Cost	Adjusted Cost Base	Depr to Date	Net Book Value	Curr Period Depr	Curr Year Depr	Fair Market Value
No Rows Yet									

Description

---

## Form Letters

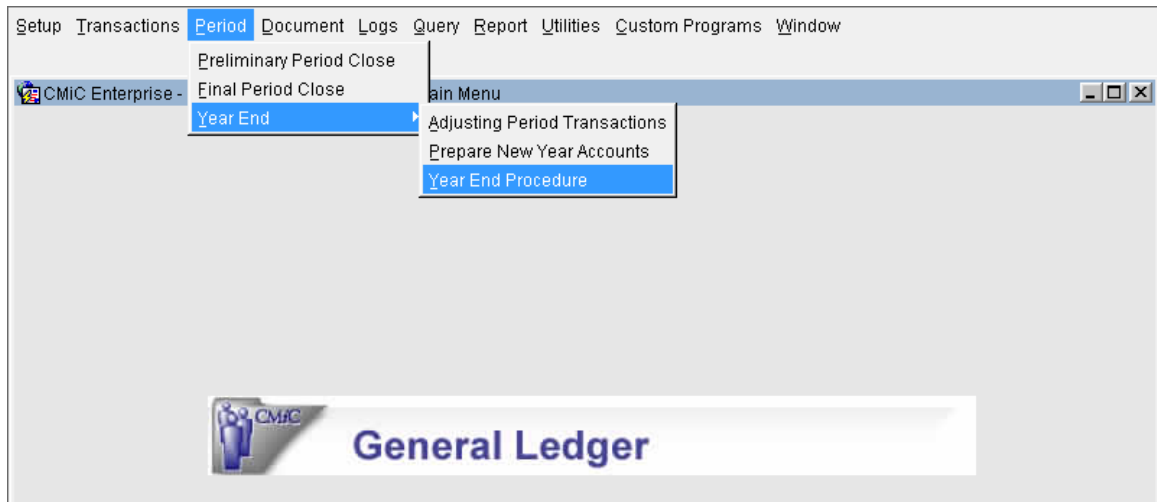
This section is currently under development.

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## General Ledger

### Year End Procedure – Reopen Previous Year Button (16.14184)

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Action Edit Block Field Record Query Utility Help Window

General Ledger - TESTV12 Year End Procedure

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**Batch Options**

Batch	68	User	RAVI
Type	YEAR END PROCEDURE	Batch Date	
Name	Re-Open Previous Year	Post Date	
		Retained Earnings	

---

**Company Options**

Journal	GJ	General Journal	Last Run	2015
Company	RV12345	RV123456 - Test Company		
Department	00	Company Level		
Account	00	3000.100	Retained Earnings	Equity

Transactions will be posted to Year  Period

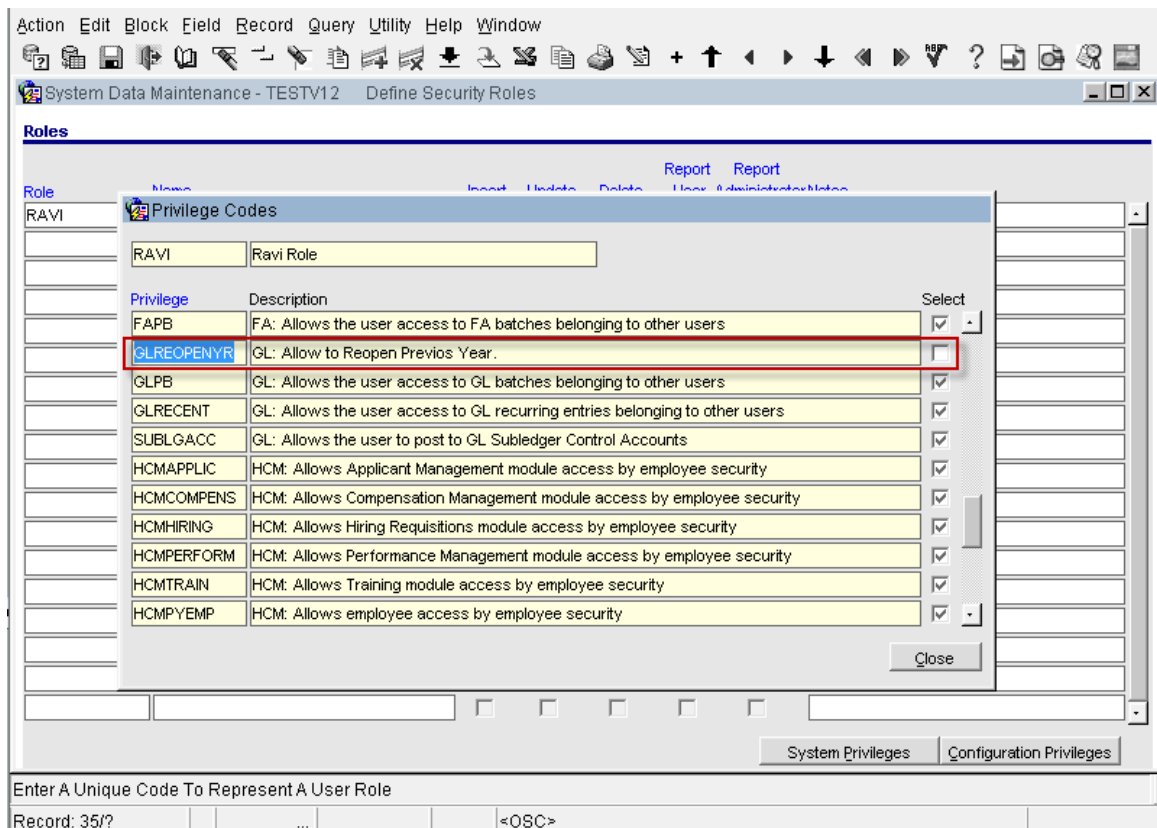
---

Enter The Journal Code.

Record: 1/1 ... List of Valu... <OSC>

*Retearn.fmx*

Added a button 'Re-Open Previous Year' to the Year End Procedure form. When pressed, the company current fiscal year (comp\_fiscal\_yr) will be kept equal to the current, the department current year (dept\_yr) to the current, and department closed year (dept\_close\_yr) to the one before previous. For example, if the company current year is 2016, then re-opening previous will do the following: comp\_fiscal\_yr = 2016, dept\_yr = 2016 and dept\_close\_yr = 2014



This button is secured with a privilege 'GLREOPENYR'. The default value is un-checked for all roles. Users have to assign this privilege to roles/users as required.

When pressed, will popup a confirmation message for the users to accept or cancel the action.

Action Edit Block Field Record Query Utility Help Window

General Ledger - TESTV12 Year End Procedure

**Batch Options**

Batch: 68  
 Type: YEAR END PROCEDURE  
 Name: Re-Open Previous Year

User: RAVI  
 Batch Date:  
 Post Date:  
 Retained Earnings:

**Company Options**

Journal: GJ General Journal Last Run: 2015  
 Company: RV12345 RV123456 - Test Company  
 Department: 00 Company Level  
 Account: 00 3000.100 Retained Earnings Equity

Transactions will be posted to Year: 2014 Period: 13

Re-Open Previous Year Start Procedure

**User Extensions** +

User Extension1  
 User Extension2  
 User Extension3  
 User Extension4  
 User Extension5  
 User Extension6  
 User Extension7  
 More Extensions ...

**Related Screens** +

**GL Main Menu**  
 Related Screen 2  
 Related Screen 3  
 Related Screen 4  
 Related Screen 5  
 Related Screen 6  
 Related Screen 7  
 More Related ...

Enabled with the privilege set as 'Y'

Enter The Department For Which Revenue And Expense Accounts Will Be Closed, Or Leave Blank For All

Record: 1/1 ... List of Valu... <OSC>

Action Edit Block Field Record Query Utility Help Window

General Ledger - TESTV12 Year End Procedure

**Batch Options**

Batch: 68  
 Type: YEAR END PROCEDURE  
 Name: Re-Open Previous Year

User: RAVI  
 Batch Date:  
 Post Date:  
 Retained Earnings:

**Company Options**

Journal: GJ General Journal  
 Company: RV12345 RV123456 - Test Comp  
 Department: 00 Company Level  
 Account: 00 3000.100 Retained Earnings Equity

Transactions will be posted to Year: 2014 Period: 13

Re-Open Previous Year Start Procedure

**User Extensions** +

User Extension1  
 User Extension2  
 User Extension3  
 User Extension4  
 User Extension5  
 User Extension6  
 User Extension7  
 More Extensions ...

**Related Screens** +

**GL Main Menu**  
 Related Screen 2  
 Related Screen 3  
 Related Screen 4  
 Related Screen 5  
 Related Screen 6  
 Related Screen 7  
 More Related ...

Forms

You have requested to Re-Open Year 2014 in company RV123456. Press <OK> to confirm.

Cancel OK

If a specific department is to be re-opened, then enter the value or else leave blank for all departments.

Action Edit Block Field Record Query Utility Help Window

General Ledger - TESTV12 Year End Procedure

**Batch Options**

Batch: 70  
 Type: YEAR END PROCEDURE  
 Name: DOC

User: RAVI  
 Batch Date:  
 Post Date:  
 Retained Earnings:

**Company Options**

Journal: General Journal  
 Company: RV12345 RV123456 - Test C  
 Department:  
 Account:

Transactions will be posted to Year: 2015 Period: 13

Re-Open Previous Year Start Procedure

**Forms**

Fiscal Year 2015 has been reopened. 2 department records have been updated.

**User Extensions**

User Extension1  
 User Extension2  
 User Extension3  
 User Extension4  
 User Extension5  
 User Extension6  
 User Extension7  
 More Extensions ...

**Related Screens**

GL Main Menu  
 Related Screen 2  
 Related Screen 3  
 Related Screen 4  
 Related Screen 5  
 Related Screen 6  
 Related Screen 7  
 More Related ...

Enter The Journal Code.

Record: 1/1 ... List of Valu... <OSC>

## Ability to Deactivate a Department – User Document (16.14679)

All examples and screenshots are from TESTV10\_X environment.

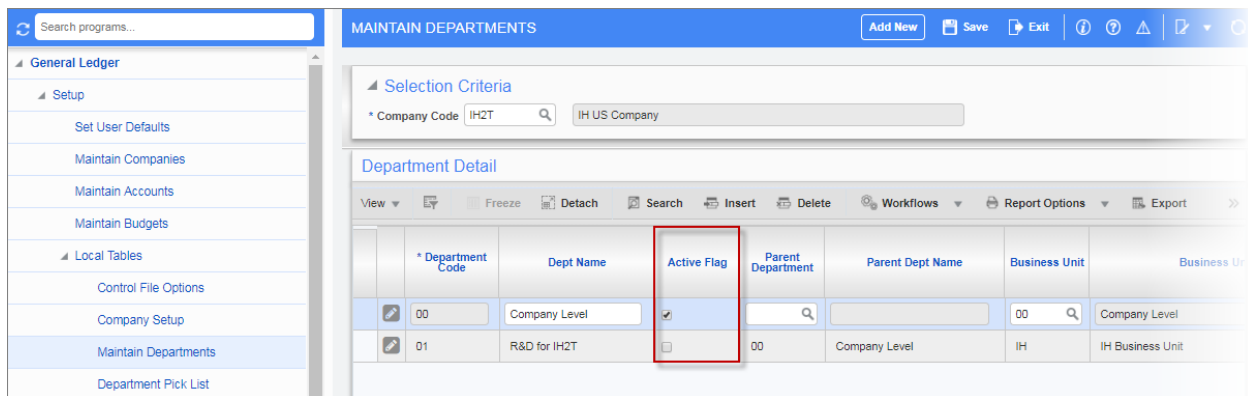
### Overview:

In order to provide the new functionality of deactivating a department, CMiC has added a new flag "Active" to the Department Entry program. Also, a new user privilege "View Inactive Departments" has been added to the system. This new privilege is used in the database view DA.DEPT, so the standard validation routines would validate only active departments.

If the user has this new privilege, then he will be able to see both active and inactive department codes in department LOVs for all screens where department LOVs exist (the same way how the system worked before incorporating these new changes). If the user does not have this privilege, then he will see only the active department codes in the department LOVs.

**Note:** The only exception from this rule is the Maintain Departments program (General Ledger -> Setup -> Local Tables -> Maintain Departments):



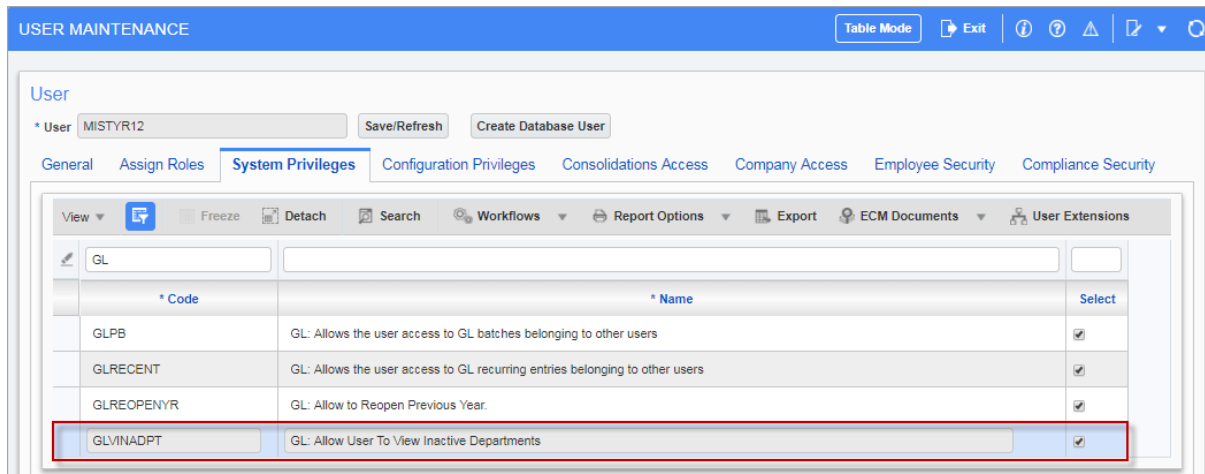


This program allows to change the status of a department by checking /unchecking the corresponding Active Flag; therefore, both active and inactive departments are visible for the users, *regardless* the user's privilege "View Inactive Department".

### Settings and Examples:

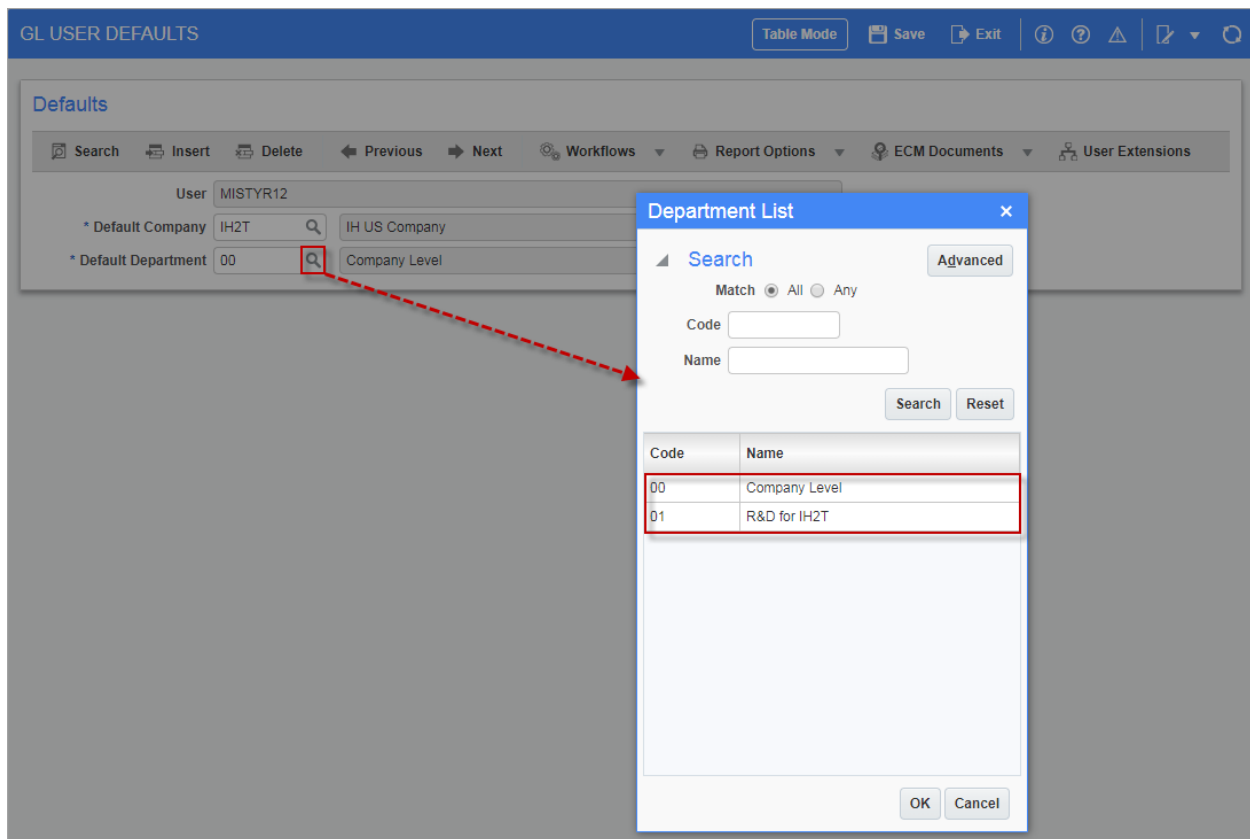
All examples below are using the settings above: there are only two department codes; the department code "00" is active and "01" is inactive.

**Example 1:** The user has the System Privilege GLVINADPT ("GL: Allow User To View Inactive Departments"):



In this case the user should see both "00" and "01" codes in the department LOVs. A couple of screenshots below would demonstrate this functionality:

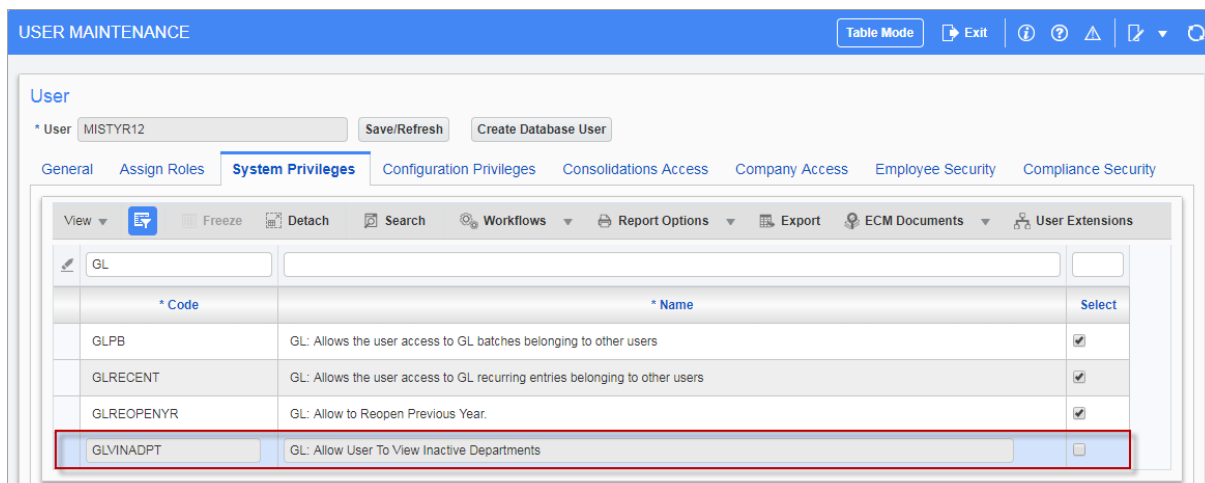
- a. GL User Defaults screen (LOV for Default Department):



b. Account by Department screen (LOV for Dept Code):

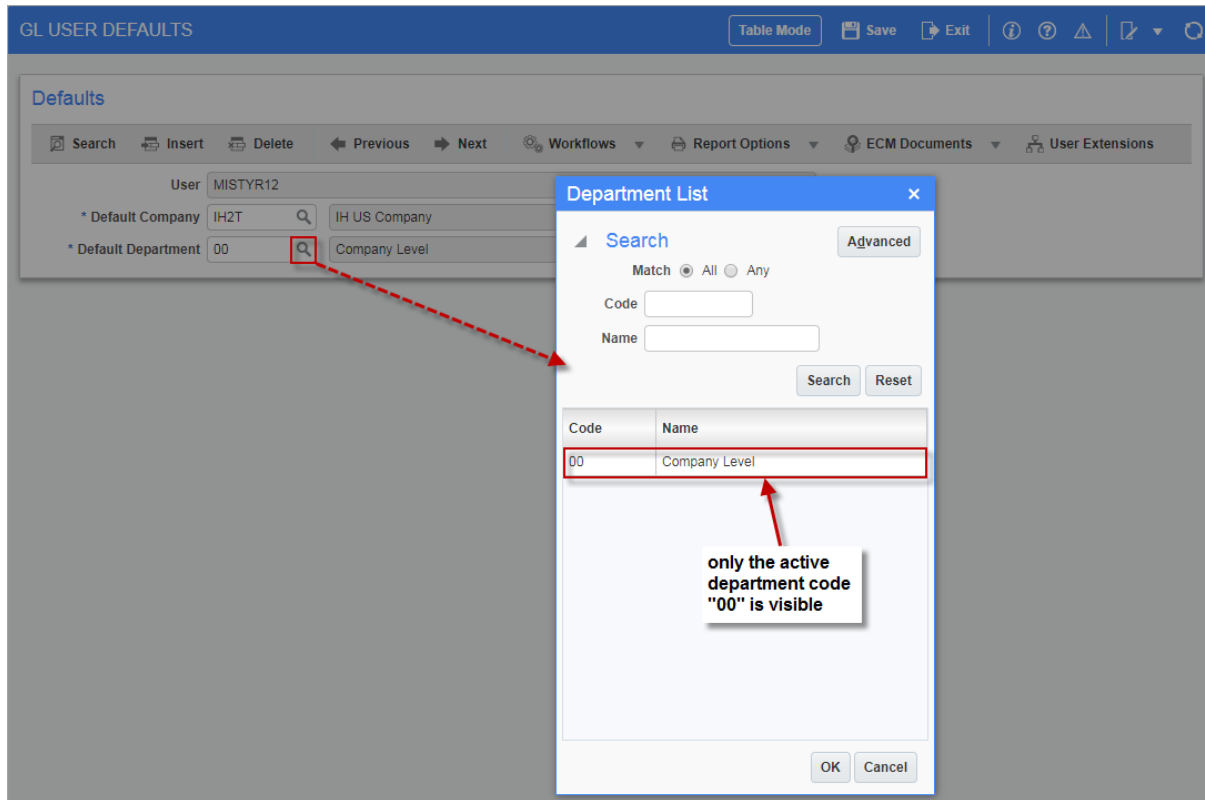
**Note:** The user will see the same Department List (both “00” and “01” codes) on all screens where department LOV exist.

**Example 2:** The user does not have the System Privilege GLVINADPT (“GL: Allow User To View Inactive Departments”):

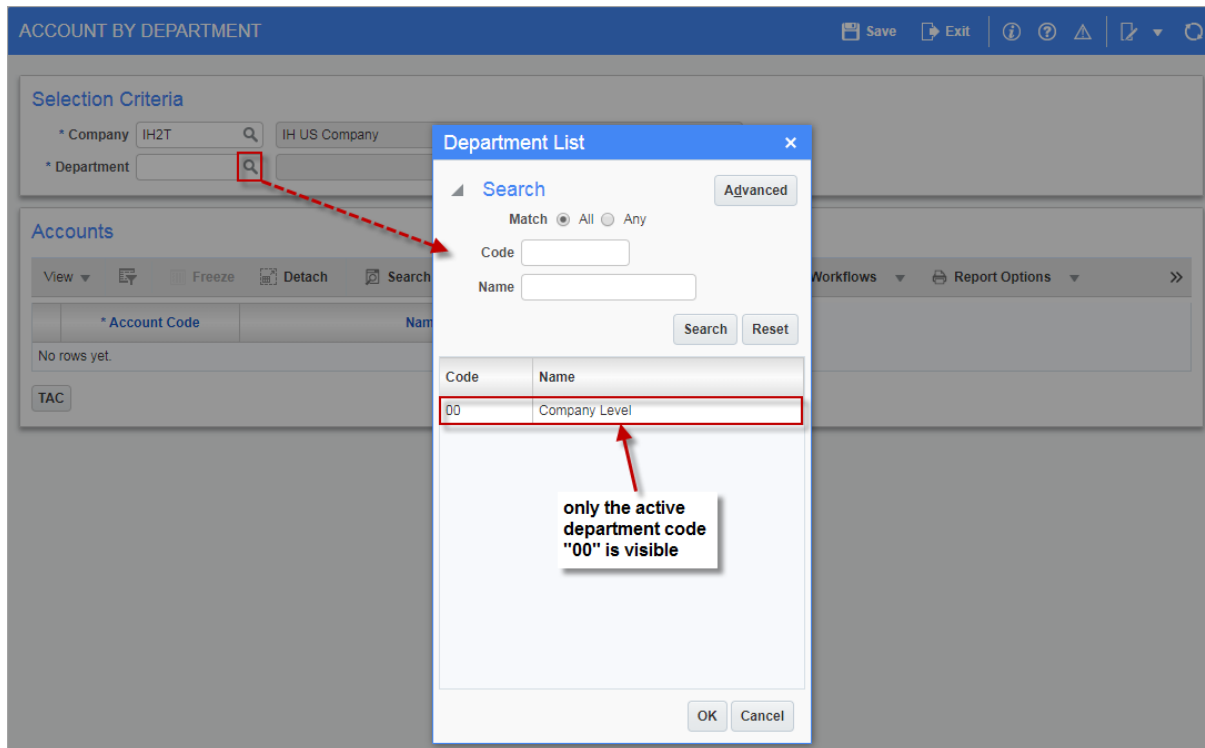


In this case the user should see only the department code “00” in the department LOVs. In order to demonstrate this, we would use the same screens as in the Example 1:

a. GL User Defaults screen (LOV for Default Department):



b. Account by Department screen (LOV for Dept Code):



**Note:** The user will see the same Department List (only the “00” department code) on all screens where department LOV exist except “Maintain Departments” screen.

**Summary:**

CMiC has introduced a new functionality: the ability to activating/deactivating a department. To implement it CMiC has added a new flag "Active" to the Department Entry program. The new user System Privilege "Allow Users To View Inactive Departments" has been added to the system. This new privilege is used in the database view DA.DEPT, so the standard validation routines validate only active departments.

The users with this privilege are able to see *both active and inactive* department codes in the department LOVs for all screens where the department LOVs exist; the users without the privilege could see *only active department codes* in the department LOVs.

The GL Maintain Departments program screen is the only exception: both active and inactive department codes are visible for all users *regardless* their status of “Allow Users To View Inactive Departments” privilege.

## Ability to Allocate Different Percentage for Each Account in ‘Cost Pool Allocation’ (19.90824)

Ability to add different allocation percentage for each account in ‘Accumulate’ pop-up screen for ‘Cost Pool Allocation’.

**Modifications**

- Added a new field ‘Allocation Percentage’ in accumulated pop-up screen.
- Use Lite Editor to display the new hidden field ‘Allocation Percentage’.

- Total allocation will be calculated on the new Allocation Percentage for each account defined in the accumulated pop-up screen.

### The following screen shows the modification performed

A new column added in 'Accumulated' pop-up screen. Allocation percentage can be mentioned to determine the amount to be calculated to prorate for each account. If allocation percentage is NULL, then it will be treated as 100%. 'Allocation Percentage' can be defined in the range of 0% - 100%.

The screenshot shows the 'COST POOL ALLOCATION' window. The 'Cost Pool' section has search filters for Code (ALCP), Company (DHCOM), Prorate Method (Q), and VM (NA). The 'Accumulate' button is highlighted with a red box. Below it, the 'Allocate' section shows a table with columns: Prorated By Type, Company, Job/Dept, CostCode/Account, Category, Percent, Prorated To Type, Company, Job/Dept, CostCode/Account, and Category. The table contains two rows of data. Below the table, there are input fields for Company Name, Job/Dept Name, CostCode/Account Name, and Category Name for both the 'Prorated By' and 'Prorated To' sections.

The screenshot shows the 'COST POOL ALLOCATION' window with the 'Cost Pool Ledger Accounts' section. A table with columns: \* Type, \* Company, Job/Dept, Cost Code/Account, Category, and Allocation Percentage is displayed. The 'Allocation Percentage' column is highlighted with a red box, and a red arrow points to it. The table contains two rows of data. Below the table, there are input fields for Cost Pool, Company Name, Job/Dept Name, Cost Code/Account Name, and Category Name. The 'Cost Pool' field is set to 'COST ALLOCATION BY PERCENTAGE'.

## Examples:

### Cost Pool Allocation screen

**COST POOL ALLOCATION** Table Mode Save Exit Help Search Print

**Cost Pool**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code

\* Company

\* Prorate Method

VM  ☐ Processed ☒ Active

Duplicate This Cost Pool Accumulate

**Allocate**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

Prorated By Type	Company	Job/Dept	CostCode/Account	Category	Percent	* Prorated To Type	* Company	Job/Dept	CostCode/Account	Category
G	DHCOM	00	5100.200			G	DHCOM	00	5200.125	

Company Name  Company Name

Job/Dept Name  Job/Dept Name

CostCode/Account Name  CostCode/Account Name

Category Name  Category Name

### Accumulate pop-up screen

**COST POOL ALLOCATION** Save Help Search Print

**Cost Pool Ledger Accounts**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Type	* Company	Job/Dept	Cost Code/Account	Category	Allocation Percentage
G	DHCOM	00	5000.185		50.00
G	DHCOM	00	1500.100		80.00

Cost Pool

Company Name

Job/Dept Name

Cost Code/Account Name

Category Name

Close

## Allocating cost pool

**GL ALLOCATE COST POOLS**

**Selection Criteria**

\* Company: DHC0M | DHRUV-COMPANY

Current Period: 2 | Starting: 01-02-2020 | Ending: 29-02-2020 | Currency: USD

\* Cost Pool Code: ALL-P | COST ALLOCATION BY PERCENTAGE

\* Cost Pool Start Date: 01-02-2020

\* Cost Pool End Date: 29-02-2020

\* Transaction Date: 29-02-2020

\* Journal: GJ | General Journal

Reference:

Reference Description:

☐ Print Schedule G Reports Immediately

Consolidation Code:

Schedule G User Line 1:

Schedule G User Line 3:

Cost Pool ALL-P for batch 11008, transaction 7155 has successfully re-allocated -3673.42 dollars.

**Allocate Cost Pool** | **Print Schedule G Reports**

## Leaving the allocation percentage null

**COST POOL ALLOCATION** | Table Mode | Save | Exit | ? | ? | ? | ? | ? | ?

**Cost Pool**

Search | Insert | Delete | Previous | Next | Workflows | Report Options | ECM Documents | User Extensions

\* Code: ALCP | ALLOCATION

\* Company: DHC0M | DHRUV-COMPANY

\* Prorate Method: P | Percentage

WM: NA | ☐ Processed ☒ Active

**Duplicate This Cost Pool** | **Accumulate**

**Allocate**

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | ECM Documents | User Extensions

Prorated By Type	Company	Job/Dept	CostCode/Account	Category	Percent	* Prorated To Type	* Company	Job/Dept	CostCode/Account	Category
G	DHC0M				100	G	DHC0M	00	5000.106	

Company Name: DHRUV-COMPANY | Company Name: DHRUV-COMPANY

Job/Dept Name: | Job/Dept Name: Company Level

CostCode/Account Name: | CostCode/Account Name:

Category Name: | Category Name:

**COST POOL ALLOCATION** | Save | ? | ? | ? | ? | ? | ?

**Cost Pool Ledger Accounts**

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | ECM Documents | User Extensions

* Type	* Company	Job/Dept	Cost Code/Account	Category	Allocation Percentage
G	DHC0M	00	5000.185	1000	

Cost Pool: ALLOCATION

Company Name: DHRUV-COMPANY

Job/Dept Name: Company Level

Cost Code/Account Name: 5000.185-JC Over Head Costs

Category Name: Labour

**Close**

**DHCOM - DHRUV-COMPANY**  
**GENERAL LEDGER - G/L TRANSACTION DETAIL REPORT**

Page: 1 of 1  
 Date: Feb 25, 2020  
 Time: 1:18 PM EST

JR	Post Date	Batch	Debit	Credit	Source Code	Source Description	Ref. Code	Ref. Description	Ref. Date
Department 00 - Company Level									
5000.185	18-02-2020	10493		20.00		Opening Balance	0.00	Closing Balance	-10,120.00
JC	18-02-2020	10493		10,000.00				oh 2 ADDED	18-02-2020
JC	24-02-2020	10780		100.00				OH TEST 2	24-02-2020
Total for period: 2020 - 2				10,120.00		Opening Balance	0.00	Closing Balance	-10,120.00
Total for Department: 00				10,120.00					
Grand Total:				10,120.00					

**GL ALLOCATE COST POOLS**

**Selection Criteria**

\* Company

Current Period  Starting  Ending  Currency

\* Cost Pool Code

\* Cost Pool Start Date

\* Cost Pool End Date

\* Transaction Date

\* Journal

Reference

Reference Description

☐ Print Schedule G Reports Immediately

Consolidation Code

Schedule G User Line 1

Schedule G User Line 3

Cost Pool ALCP for batch 10946, transaction 7083 has successfully re-allocated -10120 dollars.

**Allocation percentage 50%**

**COST POOL ALLOCATION**

**Cost Pool Ledger Accounts**

* Type	* Company	Job/Dept	Cost Code/Account	Category	Allocation Percentage
G	DHCOM	00	5000.185	1000	50.00

Cost Pool

Company Name

Job/Dept Name

Cost Code/Account Name

Category Name



**GL ALLOCATE COST POOLS**

**Selection Criteria**

\* Company: DHC0M | DHRUV-COMPANY

Current Period: 2 | Starting: 01-02-2020 | Ending: 29-02-2020 | Currency: USD

\* Cost Pool Code: ALCP | ALLOCATION

\* Cost Pool Start Date: 01-02-2020

\* Cost Pool End Date: 25-02-2020

\* Transaction Date: 29-02-2020

\* Journal: GJ | General Journal

Reference:

Reference Description:

☐ Print Schedule G Reports Immediately

Consolidation Code:

Schedule G User Line 1:

Schedule G User Line 3:

Cost Pool ALCP for batch 10947, transaction 7085 has successfully re-allocated -5060 dollars.

**Allocate Cost Pool** | Print Schedule G Reports

## Ability to Close Period for Individual Modules for Multiple Companies Simultaneously (19.86332)

A new program 'Multi company Period Close' is added in GL which allows users to close period for individual modules for multiple companies simultaneously.

### Modifications

General Ledger > Period End > Multi Company Period Close

Program added in GL > Period End > Multi Company Period Close

New program added: GL > Period End > Multi Company Period Close

**Enterprise** | Etime | PM | Edit Mode

Search for programs:

**FINANCIALS**

- General Ledger
- Setup
- Transactions
- Period End
- Perform Preliminary Close
- Perform Final Close
- Perform Year End
- Multi Company Period Close
- Query
- Reports
- Utilities
- Accounts Payable
- Accounts Receivable
- PROJECT CONTROLS
- HUMAN CAPITAL MANAGEMENT
- ASSET MANAGEMENT
- ENTERPRISE CONTENT MANAGEMENT
- CUSTOMER RELATIONSHIP MANAGEMENT
- ENTERPRISE RESOURCE PLANNING
- BUSINESS INTELLIGENCE
- SYSTEM DATA

**MULTI COMPANY PERIOD CLOSE**

Select Chart Code

Chart Code: RVCHART | RV-Test Chart Code

View | Freeze | Search | Workflows | Report Options | Export | ECM Documents | User Extensions

Company	Current Period	End Date	Next Year	Next Period	AP Current Period	Select	AR Current Period	Select	JC Current Period	Select	JC WIP Current Period	Select	JC Forecast Current Period	Select	EM Current Period	Select	PO Current Period	Select
DHC0M	2020-02	Feb 29, 2020			2020-01	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>
GL123456	2017-11	Nov 30, 2017			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>
HLTEST	2020-04	Apr 30, 2020			2021-01	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>
HLTEST1	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>
HLTEST2	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>
HLTEST3	2019-01	Jan 31, 2019			2018-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-13	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-01	<input type="checkbox"/>
LINCOM1	2020-02	Feb 29, 2020			2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>
RR	2018-12	Dec 31, 2018			2018-13	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	2018-03	<input type="checkbox"/>
RV123401	2020-01	Jan 31, 2020			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>
RV123456	2020-01	Jan 31, 2020			2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>
SS	2020-02	Feb 29, 2020			2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>
WRC	2020-03	Mar 31, 2020			2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>

Process

Select Char Code: Enter the chart code.

This program allows user to close period of multiple companies and different module simultaneously.

Next Year: Enterable field, enter the next fiscal year for the company or module.

Next Period: Enterable field, enter the next period for the company or module. This should be a valid period in period table.

Year-end procedures are not incorporated – user must manually perform year-end using Perform Year End program.

GL period cannot be closed individually for any company. GL period (Company current period) should be in sync with period of all modules and must be closed along with all the modules.

Modules current period can revert till Company Current Period

Period cannot be changed to a GL Period which is already closed

AP, AR period cannot close if unposted batch exist in the period

GL period of a company will be closed when following requirements are met:

All the modules should be in same period as of company current period

All modules checkbox should be selected and processed along with the GL

Note: Only GL period of a company cannot be updated

## Implementation

To change the GL period of HLTEST1:

Company	Current Period	End Date	Next Year	Next Period	AP Current Period	Select	AR Current Period	Select	JC Current Period	Select	JC WBP Current Period	Select	JC Forecast Current Period	Select	EM Current Period	Select	PO Current Period	Select	CI Current Period	Select	General Ledger
DHCOM	2020-02	Feb 29, 2020			2020-01	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	<input type="checkbox"/>
GL123456	2017-11	Nov 30, 2017			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST	2020-04	Apr 30, 2020			2021-01	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST1	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST2	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST3	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-13	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
LINCOM1	2020-02	Feb 29, 2020			2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RR	2018-12	Dec 31, 2018			2018-13	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	2018-03	<input type="checkbox"/>	2018-06	<input type="checkbox"/>	<input type="checkbox"/>
RV123401	2020-01	Jan 31, 2020			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RV123456	2020-01	Jan 31, 2020			2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
SS	2020-02	Feb 29, 2020			2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
WRC	2020-03	Mar 31, 2020			2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>

GL > Period End > Multi Company Period Close

Select all the checkboxes and enter valid Next Period and Year.

**MULTI COMPANY PERIOD CLOSE**

Select Chart Code  
Chart Code: RVCHART RV Test Chart Code

View: Process Search Workflows Report Options Export ECM Documents User Extensions

Company	Current Period	End Date	Next Year	Next Period	AP Current Period	Select	AR Current Period	Select	JC Current Period	Select	JC WIP Current Period	Select	JC Forecast Current Period	Select	EM Current Period	Select	PO Current Period	Select	CI Current Period	Select	General Ledger
DHCOM	2020-02	Feb 29, 2020			2020-01	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	<input type="checkbox"/>
OL123456	2017-11	Nov 30, 2017			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST	2020-04	Apr 30, 2020			2021-01	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST1	2019-01	Jan 31, 2019	2019	2	2019-01	<input checked="" type="checkbox"/>	2019-01	<input checked="" type="checkbox"/>	2019-01	<input checked="" type="checkbox"/>	2019-01	<input checked="" type="checkbox"/>	2019-01	<input checked="" type="checkbox"/>	2019-01	<input checked="" type="checkbox"/>	2019-01	<input checked="" type="checkbox"/>	2019-01	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
HLTEST2	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST3	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-13	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
LINCOM1	2020-02	Feb 29, 2020			2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RR	2018-12	Dec 31, 2018			2018-13	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	2018-03	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	<input type="checkbox"/>
RV123451	2020-01	Jan 31, 2020			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RV123456	2020-01	Jan 31, 2020			2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
SS	2020-02	Feb 29, 2020			2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
WRC	2020-03	Mar 31, 2020			2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>

Process

GL > Period End > Multi Company Period Close

Click on Process.

Period of all the modules and company GL period changed successfully.

**MULTI COMPANY PERIOD CLOSE**

Select Chart Code  
Chart Code: RVCHART RV Test Chart Code

View: Process Search Workflows Report Options Export ECM Documents User Extensions

Company	Current Period	End Date	Next Year	Next Period	AP Current Period	Select	AR Current Period	Select	JC Current Period	Select	JC WIP Current Period	Select	JC Forecast Current Period	Select	EM Current Period	Select	PO Current Period	Select	CI Current Period	Select	General Ledger
DHCOM	2020-02	Feb 29, 2020			2020-01	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	<input type="checkbox"/>
OL123456	2017-11	Nov 30, 2017			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST	2020-04	Apr 30, 2020			2021-01	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST1	2019-02	Feb 29, 2019			2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST2	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST3	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-13	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
LINCOM1	2020-02	Feb 29, 2020			2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RR	2018-12	Dec 31, 2018			2018-13	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	2018-03	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	<input type="checkbox"/>
RV123451	2020-01	Jan 31, 2020			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RV123456	2020-01	Jan 31, 2020			2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
SS	2020-02	Feb 29, 2020			2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
WRC	2020-03	Mar 31, 2020			2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>

Process

GL > Period End > Multi Company Period Close

## Multiple Company period change

MULTI COMPANY PERIOD CLOSE

Select Chart Code  
Chart Code: RYCHART | RY: Test Chart Code

View | Freeze | Search | Workflows | Report Options | Export | ECM Documents | User Extensions

Company	Current Period	End Date	Next Year	Next Period	AP Current Period	Select	AR Current Period	Select	JC Current Period	Select	JC WIP Current Period	Select	JC Forecast Current Period	Select	EM Current Period	Select	PO Current Period	Select	CI Current Period	Select	General Ledger
DHCOM	2020-02	Feb 29, 2020			2020-01	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	<input type="checkbox"/>
GL123456	2017-11	Nov 30, 2017			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST	2020-04	Apr 30, 2020	2020	5	2021-01	<input type="checkbox"/>	2020-04	<input checked="" type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input checked="" type="checkbox"/>	2020-04	<input checked="" type="checkbox"/>	<input type="checkbox"/>
HLTEST1	2019-02	Feb 28, 2019	2019	3	2019-02	<input type="checkbox"/>	2019-02	<input checked="" type="checkbox"/>	2019-02	<input checked="" type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST2	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST3	2019-01	Jan 31, 2019	2019	2	2019-01	<input checked="" type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-12	<input type="checkbox"/>	2019-13	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-01	<input checked="" type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
LINCOM1	2020-02	Feb 29, 2020			2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RR	2018-12	Dec 31, 2018			2018-13	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	2018-03	<input type="checkbox"/>	2018-06	<input type="checkbox"/>	<input type="checkbox"/>
RY123451	2020-01	Jan 31, 2020			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RY123455	2020-01	Jan 31, 2020			2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
SS	2020-02	Feb 29, 2020			2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
WRC	2020-03	Mar 31, 2020			2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>

Process

GL > Period End > Multi Company Period Close

Click on **[Process]** to change the company period.

MULTI COMPANY PERIOD CLOSE

Select Chart Code  
Chart Code: RYCHART | RY: Test Chart Code

View | Freeze | Search | Workflows | Report Options | Export | ECM Documents | User Extensions

Company	Current Period	End Date	Next Year	Next Period	AP Current Period	Select	AR Current Period	Select	JC Current Period	Select	JC WIP Current Period	Select	JC Forecast Current Period	Select	EM Current Period	Select	PO Current Period	Select	CI Current Period	Select	General Ledger
DHCOM	2020-02	Feb 29, 2020			2020-01	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	<input type="checkbox"/>
GL123456	2017-11	Nov 30, 2017			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST	2020-04	Apr 30, 2020			2021-01	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST1	2019-02	Feb 28, 2019			2019-02	<input type="checkbox"/>	2019-03	<input type="checkbox"/>	2019-03	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST2	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST3	2019-01	Jan 31, 2019			2019-02	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-12	<input type="checkbox"/>	2019-13	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
LINCOM1	2020-02	Feb 29, 2020			2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RR	2018-12	Dec 31, 2018			2018-13	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	2018-03	<input type="checkbox"/>	2018-06	<input type="checkbox"/>	<input type="checkbox"/>
RY123451	2020-01	Jan 31, 2020			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RY123455	2020-01	Jan 31, 2020			2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
SS	2020-02	Feb 29, 2020			2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
WRC	2020-03	Mar 31, 2020			2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>

Process

GL > Period End > Multi Company Period Close

Multiple modules period closed. Period of a module can be reopened till the current period of company.

MULTI COMPANY PERIOD CLOSE

Select Chart Code  
Chart Code: RYCHART RY: Test Chart Code

View: Process Search Workflows Report Options Export ECM Documents User Extensions

Company	Current Period	End Date	Next Year	Next Period	AP Current Period	Select	AR Current Period	Select	JC Current Period	Select	JC WSP Current Period	Select	JC Forecast Current Period	Select	EM Current Period	Select	PO Current Period	Select	CI Current Period	Select	General Ledger
DHOM	2020-02	Feb 29, 2020			2020-01	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	
SL123456	2017-11	Nov 30, 2017			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	
HLTEST	2020-04	Apr 30, 2020			2021-01	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	
HLTEST1	2019-02	Feb 28, 2019			2019-02	<input type="checkbox"/>	2019-03	<input type="checkbox"/>	2019-03	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	
HLTEST2	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	
HLTEST3	2019-01	Jan 31, 2019	2019	2	2019-02	<input checked="" type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-12	<input type="checkbox"/>	2019-13	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	
LINCOM1	2020-02	Feb 29, 2020			2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	
RR	2018-12	Dec 31, 2018			2018-13	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	2018-03	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	
RY123451	2020-01	Jan 31, 2020			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	
RY123456	2020-01	Jan 31, 2020			2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	
SS	2020-02	Feb 29, 2020			2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	
WRC	2020-03	Mar 31, 2020			2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	

Process

GL > Period End > Multi Company Period Close

AP Period of HLTEST3 company – reverting to 2019-01 period

MULTI COMPANY PERIOD CLOSE

Select Chart Code  
Chart Code: RYCHART RY: Test Chart Code

View: Process Search Workflows Report Options Export ECM Documents User Extensions

Company	Current Period	End Date	Next Year	Next Period	AP Current Period	Select	AR Current Period	Select	JC Current Period	Select	JC WSP Current Period	Select	JC Forecast Current Period	Select	EM Current Period	Select	PO Current Period	Select	CI Current Period	Select	General Ledger
DHOM	2020-02	Feb 29, 2020			2020-01	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	
SL123456	2017-11	Nov 30, 2017			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	
HLTEST	2020-04	Apr 30, 2020			2021-01	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	
HLTEST1	2019-02	Feb 28, 2019			2019-02	<input type="checkbox"/>	2019-03	<input type="checkbox"/>	2019-03	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	
HLTEST2	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	
HLTEST3	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-13	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	
LINCOM1	2020-02	Feb 29, 2020			2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	
RR	2018-12	Dec 31, 2018			2018-13	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	2018-03	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	
RY123451	2020-01	Jan 31, 2020			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	
RY123456	2020-01	Jan 31, 2020			2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	
SS	2020-02	Feb 29, 2020			2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	
WRC	2020-03	Mar 31, 2020			2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	

Process

GL > Period End > Multi Company Period Close

AP Period changed to previous period successfully.

Closing period 12 for a company (year-end)

MULTI COMPANY PERIOD CLOSE

Select Chart Code  
Chart Code: RYCHART RY: Test Chart Code

View Filter Search Workflows Report Options Export ECM Documents User Extensions

Company	Current Period	End Date	Next Year	Next Period	AP Current Period	Select	AR Current Period	Select	JC Current Period	Select	JC WIP Current Period	Select	JC Forecast Current Period	Select	EM Current Period	Select	PO Current Period	Select	CI Current Period	Select	General Ledger
DHCOM	2020-02	Feb 29, 2020			2020-01	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	<input type="checkbox"/>
SL123456	2017-11	Nov 30, 2017			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST	2020-04	Apr 30, 2020			2021-01	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST1	2019-02	Feb 28, 2019			2019-02	<input type="checkbox"/>	2019-03	<input type="checkbox"/>	2019-03	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST2	2018-12	Dec 31, 2018	2019	1	2018-12	<input checked="" type="checkbox"/>	2018-12	<input checked="" type="checkbox"/>	2018-12	<input checked="" type="checkbox"/>	2018-12	<input checked="" type="checkbox"/>	2018-12	<input checked="" type="checkbox"/>	2018-12	<input checked="" type="checkbox"/>	2018-12	<input checked="" type="checkbox"/>	2018-12	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
HLTEST3	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-13	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
LINCOM1	2020-02	Feb 29, 2020			2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RR	2018-12	Dec 31, 2018			2018-13	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	2018-03	<input type="checkbox"/>	2018-06	<input type="checkbox"/>	<input type="checkbox"/>
RV123451	2020-01	Jan 31, 2020			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RV123456	2020-01	Jan 31, 2020			2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
SS	2020-02	Feb 29, 2020			2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
WRC	2020-03	Mar 31, 2020			2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>

Process

MULTI COMPANY PERIOD CLOSE

Select Chart Code  
Chart Code: RYCHART RY: Test Chart Code

View Filter Search Workflows Report Options Export ECM Documents User Extensions

Company	Current Period	End Date	Next Year	Next Period	AP Current Period	Select	AR Current Period	Select	JC Current Period	Select	JC WIP Current Period	Select	JC Forecast Current Period	Select	EM Current Period	Select	PO Current Period	Select	CI Current Period	Select	General Ledger
DHCOM	2020-02	Feb 29, 2020			2020-01	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	<input type="checkbox"/>
SL123456	2017-11	Nov 30, 2017			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST	2020-04	Apr 30, 2020			2021-01	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST1	2019-02	Feb 28, 2019			2019-02	<input type="checkbox"/>	2019-03	<input type="checkbox"/>	2019-03	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST2	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST3	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-13	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
LINCOM1	2020-02	Feb 29, 2020			2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RR	2018-12	Dec 31, 2018			2018-13	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	2018-03	<input type="checkbox"/>	2018-06	<input type="checkbox"/>	<input type="checkbox"/>
RV123451	2020-01	Jan 31, 2020			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RV123456	2020-01	Jan 31, 2020			2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
SS	2020-02	Feb 29, 2020			2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
WRC	2020-03	Mar 31, 2020			2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>

Process

Company period and all modules period changed to next fiscal year and 1<sup>st</sup> period successfully.

**NOTE:** To perform Year-end procedure, user must manually perform year-end procedure in GL > Period > Perform Year End.

Module period cannot be closed if unposted batch exists for current period.

Unposted batch in AP for HLTEST1.

**ENTER VOUCHER** Table Mode Save Print Help Alert Refresh Close

Enter Invoices Print Edit List Post Invoices

**Selection Criteria**

\* Company HLTEST1  HLTEST1 COMP  
 \* Batch 12921  DHUV 2020-03-31 V Create Batch

**Voucher Detail** Defaults Joint Payee

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

\* Vendor BEATS  BEATS DHCOM  
 Address LONGRIDGE ST 785 REHO NV 87542  
 Series AP1  Accounts Payable  
 \* Invoice BEATS-2011  \* Voucher Num 122098  \* Amount 1,000.00  
 Invoice Date 31-03-2020  Expense Dept  Retainage 100.00  
 Due Date 30-04-2020  PO Selected ☐ Tax1 0.00  
 Disc Date 05-04-2020  EFT Flag ☐ Taxes 0.00  
 PO Number  Release  Gross Due 900.00  
 Retainage % 10.00  Discount 18.00  
 Discount % 2.00  Net 900.00  
 Description test  
☐ Pay When Paid  Days 0  Draw   
 TP Payment Mode   
 \* Distribution Type General Distribution  Department 00  Account 5000.100   
 Job Code  Cost Code   
 Compliance Address Release Retain. PO Selection Registration Re-Calc Distribution Save and New Payment

One Time Vendor Flag N   
 Address  Incident Number   
 Check Hdr  Payment Type   
 Status Normal   
 Override Status   
 Contract  Chg   
 Cash Dept 00   
 Cash Acc 1000.100   
 Retainage Release   
 Tax on Ret   
 AP Misc. Expense  Category

Changing period of AP in Multi Company Period Close.

**MULTI COMPANY PERIOD CLOSE** Exit Print Help Alert Refresh Close

**Select Chart Code**

Chart Code RVCHART  RV- Test Chart Code

View Freeze Search Workflows Report Options Export ECM Documents User Extensions

Company	Current Period	End Date	Next Year	Next Period	AP Current Period	Select	AR Current Period	Select	JC Current Period	Select	JC WIP Current Period	Select	JC Forecast Current Period	Select	EM Current Period	Select	PO Current Period	Select	CI Current Period	Select	General Ledger
DHCOM	2020-02	Feb 29, 2020			2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	<input type="checkbox"/>
GL123456	2017-11	Nov 30, 2017			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST	2020-04	Apr 30, 2020			2021-01	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST1	2019-02	Feb 28, 2019	2020	4	2020-03	<input checked="" type="checkbox"/>	2019-04	<input type="checkbox"/>	2019-03	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST2	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST3	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-12	<input type="checkbox"/>	2018-13	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
LINCOM1	2020-02	Feb 29, 2020			2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RR	2018-12	Dec 31, 2018			2018-13	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	2018-03	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	<input type="checkbox"/>
RV123401	2020-01	Jan 31, 2020			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RV123456	2020-01	Jan 31, 2020			2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
SS	2020-02	Feb 29, 2020			2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
WRC	2020-03	Mar 31, 2020			2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>

Progress

**MULTI COMPANY PERIOD CLOSE**

Select Chart Code  
Chart Code: RVCHART    RV-Test Chart Code

View    Freeze    Search    Workflows    Report Options    Export    ECM Documents    User Extensions

Company	Current Period	End Date	Next Year	Next Period	AP Current Period	Select	AR Current Period	Select	JC Current Period	Select	JC WIP Current Period	Select	JC Forecast Current Period	Select	EM Current Period	Select	PO Current Period	Select	CI Current Period	Select	General Ledger
DHCOM	2020-02	Feb 29, 2020			2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	<input type="checkbox"/>
GL123456	2017-11	Nov 30, 2017			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST	2020-04	Apr 30, 2020			2021-01	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST1	2019-02	Feb 28, 2019			2020-03	<input type="checkbox"/>	2019-04	<input type="checkbox"/>	2019-03	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST2	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST3	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-12	<input type="checkbox"/>	2018-13	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
LINCOM1	2020-02	Feb 29, 2020			2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RR	2018-12	Dec 31, 2018			2018-13	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	2018-03	<input type="checkbox"/>	2018-06	<input type="checkbox"/>	<input type="checkbox"/>
RV123401	2020-01	Jan 31, 2020			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RV123456	2020-01	Jan 31, 2020			2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
SS	2020-02	Feb 29, 2020			2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
WRC	2020-03	Mar 31, 2020			2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>

Process

HLTEST1 AP - The AP period can not be closed because there are unposted batches 12921,12938,12937,12922.

Alert message is shown if unposted batch exist in AP Current Period.

## Accounts Receivable

**AR INVOICE ENTRY**

Table Mode    Save    Print    Help    Info    Undo    Redo

Enter Invoices    Print Edit List    Print Invoices    Post Invoices

Selection Criteria

\* Company: HLTEST1    HL TEST1 COMP  
\* Batch: 12927    DHRUV 2020-03-31 N    Create Batch

Unposted batch in AR

Invoice Details    Defaults

Search    Insert    Delete    Previous    Next    Workflows    Report Options    Attachments    Notes    ECM Documents    User Extensions

\* Customer: A1ROOF    A1 Roofing Company  
Job:    Address:    Order Num:    Currency: USD    US Dollar  
Series Code: AR1    Sales: 100.00    Exchange Rate: 1.0000000  
\* Invoice: AR1-A1R-Q1    Retainage: 0.00    \* Interest Code: IR1    Interest Rate Code 1  
\* Inv Date: 31-03-2020    Taxes: 0.00    \* Collector: COL1    Collector Code 1  
Due Date: 30-04-2020    Other Taxes: 0.00    Tax1 Retainage: 0.00  
Retainage %: 0.00    Discount: 0.00    Tax Released:     
Discount Date: 05-04-2020    Net: 100.00  
Discount %: 0.00  
Ret. Released:     
Description: Unposted Invoice in AR

Release Retainage    Distribution    Details    Save and New    Print Invoice

Closing current AR period in Multi Company Period Close.



**MULTI COMPANY PERIOD CLOSE**

Select Chart Code  
Chart Code: RVCHART RV-Test Chart Code

View Freeze Search Workflows Report Options Export ECM Documents User Extensions

Company	Current Period	End Date	Next Year	Next Period	AP Current Period	Select	AR Current Period	Select	JC Current Period	Select	JC WIP Current Period	Select	JC Forecast Current Period	Select	EM Current Period	Select	PO Current Period	Select	CI Current Period	Select	General Ledger
DHCOM	2020-02	Feb 29, 2020			2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	<input type="checkbox"/>
GL123456	2017-11	Nov 30, 2017			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST	2020-04	Apr 30, 2020			2021-01	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST1	2019-02	Feb 28, 2019	2020	4	2020-03	<input type="checkbox"/>	2020-03	<input checked="" type="checkbox"/>	2019-03	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST2	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST3	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-13	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
LINCOM1	2020-02	Feb 29, 2020			2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RR	2018-12	Dec 31, 2018			2018-13	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	2018-03	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	<input type="checkbox"/>
RV123401	2020-01	Jan 31, 2020			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RV123456	2020-01	Jan 31, 2020			2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
SS	2020-02	Feb 29, 2020			2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
WRC	2020-03	Mar 31, 2020			2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>

Process

**MULTI COMPANY PERIOD CLOSE**

Select Chart Code  
Chart Code: RVCHART RV-Test Chart Code

View Freeze Search Workflows Report Options Export ECM Documents User Extensions

Company	Current Period	End Date	Next Year	Next Period	AP Current Period	Select	AR Current Period	Select	JC Current Period	Select	JC WIP Current Period	Select	JC Forecast Current Period	Select	EM Current Period	Select	PO Current Period	Select	CI Current Period	Select	General Ledger
DHCOM	2020-02	Feb 29, 2020			2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	<input type="checkbox"/>
GL123456	2017-11	Nov 30, 2017			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST	2020-04	Apr 30, 2020			2021-01	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-04	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	2020-05	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST1	2019-02	Feb 28, 2019			2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2019-03	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST2	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	<input type="checkbox"/>
HLTEST3	2019-01	Jan 31, 2019			2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2019-01	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-13	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	2019-02	<input type="checkbox"/>	<input type="checkbox"/>
LINCOM1	2020-02	Feb 29, 2020			2020-03	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RR	2018-12	Dec 31, 2018			2018-13	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-12	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	2018-03	<input type="checkbox"/>	2018-05	<input type="checkbox"/>	<input type="checkbox"/>
RV123401	2020-01	Jan 31, 2020			-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/>
RV123456	2020-01	Jan 31, 2020			2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
SS	2020-02	Feb 29, 2020			2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-02	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>
WRC	2020-03	Mar 31, 2020			2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-03	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	2020-01	<input type="checkbox"/>	<input type="checkbox"/>

Process

HLTEST1 AR-There are unposted batches for Company HLTEST1 for current period: Batches 12470,12927,12929

Alert message is shown if there are unposted batch in AR Current Period.

## Ability to Process Multiple Cost Pool Using Pick List (19.90825)

Ability to process multiple cost pool using pick list.

### Modifications

Added new program in GL > Setup > Local Tables: 'Cost Pool Pick List'.

New field is added in GL > Transaction > Allocate Cost Pool: 'Cost Pool Pick List'.

The following screen shows the modification performed.

General Ledger > Setup > Local Tables > Cost Pool Pick List

'Cost Pool Pick List' program will allow user to create a pick list for cost pool.

## Pick List Code – Section

This section is used to create pick lists. Use the Pick List Code and Description fields to enter a code and description for a pick list.

If the pick list being defined is to be dynamic, meaning that cost pools are added based on the specified criteria when the pick list is used (including any new ones), then check the 'Dynamic' checkbox.

To enter the selection criteria for creating a dynamic list, use the [Selection Criteria] button. If the list is small and not required to be dynamic, move directly to the Fixed Entity List section to manually enter the required cost pools for the pick list being defined.

## Dynamic – Checkbox

If the pick list being entered is to be dynamic, meaning that each time it is used, the module will re-create the list, ensuring that any new cost pool that match the entered criteria will be captured

in the list, check this box. If this box is unchecked, the list is to be static, meaning the module will not recreate the list each time it is used, and the cost pool in the list are manually entered in the Fixed Entry List section.

**NOTE:** If the list is dynamic, it is possible to still use the Fixed Entity List section to append cost pools to the cost pool selected by the selection criteria.

**[Selection Criteria] – Button**

*Pgm: SDPICKR – Selection Criteria*

This button's Pick List Selection Criteria pop-up window is used to build a pick list of cost pool based on the selection criteria lines specified in the second Selection Criteria section. All cost pools satisfying the specified criteria lines will be added to the pick list.

In the second Selection Criteria section, use the Field Code field to select a cost pool record's field to use to create a selection criteria line for finding the desired departments to add to the pick list. Only one field code is available for Cost Pool Pick List.

Use the Operator Code field to select the required comparison operator for the selection criteria line.

The Value field is used to enter the value to compare against the selected department record's field:

If the selected comparison operator is "=", the Value field's value needs to be literal.

If the "Like" operator is selected, use the % wildcard in the Value field (e.g., %23%).

If the "In" operator is selected, enter literal values in the Value field separated by commas.

To view the results of the selection, press the **[Show Matching]** button.

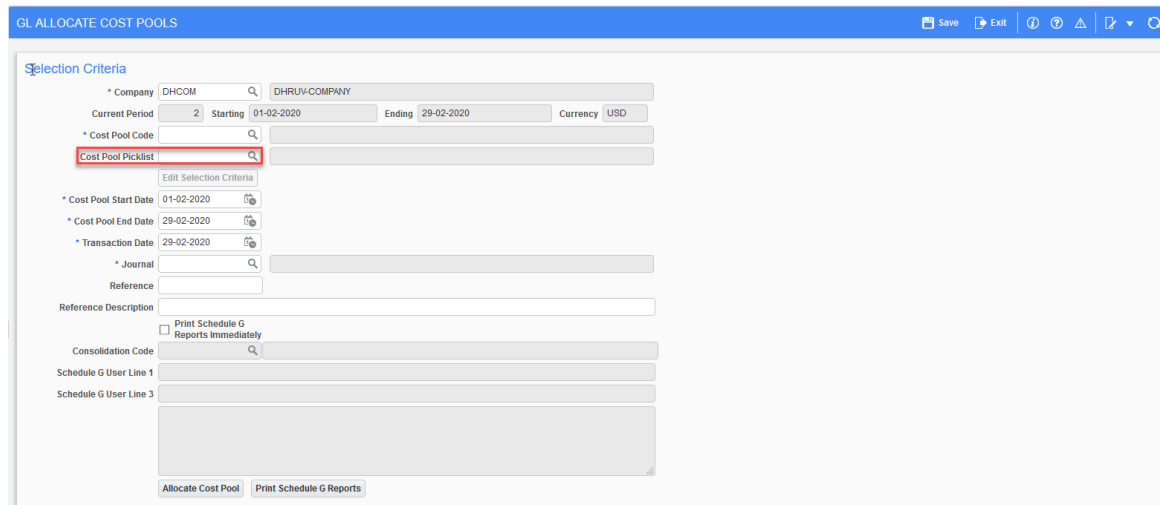
### [Delete Pick List] – Button

Select a pick list using the selection area and click on the [Delete Pick List] button to delete the pick list.

### Fixed Entity List – Section

This section is used to manually enter the required cost pool for a fixed pick list. It is also used to enter cost pool to append to a dynamic pick list of cost pools.

### Example:



*General Ledger > Transaction > Allocate Cost Pool*

To process a cost pool pick list, select the new field 'Cost Pool Pick List' in the 'Allocate Cost Pool' program.

All the cost pool in the cost pool pick list are processed together and allocated.

## Period End Unrealized Foreign Currency Gain/Loss Posting (19.90246) – Beta Version

A new program 'Accrue Unrealized FX Gain/Loss' is added to GL>Utilities menu.

This is to identify all open AP Vouchers & AR Invoices with the transaction currency being different from the Company currency, calculate the currency Gain/Loss on the outstanding amounts, and post as GL accrual transactions.

To print an edit list and posting reports of 'Unrealized FX Gain/Loss' transactions.

This program is added under the GL>Utilities menu in the CMIC standard tree view.

### Modifications:

Created a program to generate accrual transactions for unrealized foreign exchange Gain/Loss amounts on ALL 'open' AP Vouchers and AR Invoices and then post.

- Added AP Control > Accounting > Unrealized FX Gain/Loss Account Field.
- Added AR Control > Accounting > Unrealized FX Gain/Loss Account Field.
- Added a Program to the Menu > GL > Utilities > Accrue Unrealized FX Gain/Losses.



## Accrue unrealized FX Gain/Loss:

CMiC ENTERPRISE

Enterprise v12c Enterprise v12c Classic Edit Mode

Search for programs... ACCRUE UNREALIZED FX GAIN/LOSSES

Recalculate Balances  
Inter Departmental Clearing  
Reverse/Recreate Posted Transactions  
Balance Table Verification  
Delete Batches  
Reinstate Posting Reports  
F5 Tax Report Mapping  
F5 Tax Reporting  
Foreign Batch Import  
Accrue Unrealized FX Gain/Loss  
Accounts Payable  
Accounts Receivable

Create Transactions Print Edit List Post Transactions

Company ZZ CMiC Test Company  
Year 2020 Period 3 Start Date 01-Mar-2020 End Date 31-Mar-2020  
Process  
Processing Status

## Accrual Processing Example with distribution: Exchange Rate Setup:

EXCHANGE RATE MAINTENANCE

Save Exit

Exchange Rates

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions

* Bank	Bank Name	* From Currency	From Currency Name	* To Currency	To Currency Name	* Exchange Type	Exchange Type Name	* Adjustment Date	* Rate1	* Rate2	* Rate3
BOA	Bank of America	CAD	Canadian Dollar	USD	US Dollar	STD	Standard	01-Jan-2020	0.7702278	0.7702278	0.7702278
BOA	Bank of America	CAD	Canadian Dollar	USD	US Dollar	STD	Standard	01-Mar-2020	0.7461807	0.7461807	0.7461807
BOA	Bank of America	USD	US Dollar	CAD	Canadian Dollar	STD	Standard	01-Jan-2020	1.2983173	1.2983173	1.2983173
BOA	Bank of America	USD	US Dollar	CAD	Canadian Dollar	STD	Standard	01-Mar-2020	1.3401579	1.3401579	1.3401579
BOA	Bank of America	USD	US Dollar	MXN	Mexican Peso	STD	Standard	01-Jan-2020	18.9381151	18.9381151	18.9381151
BOA	Bank of America	MXN	Mexican Peso	USD	US Dollar	STD	Standard	01-Jan-2020	0.0528036	0.0528036	0.0528036
BOA	Bank of America	USD	US Dollar	MXN	Mexican Peso	STD	Standard	01-Mar-2020	19.6201217	19.6201217	19.6201217
BOA	Bank of America	MXN	Mexican Peso	USD	US Dollar	STD	Standard	01-Mar-2020	0.0509681	0.0509681	0.0509681

## AP / AR Voucher/Invoice Posting:

Comp	Business Partner Type	BP Code	Curr	Invoice#	AP/AR Invoice Posting	Amount	Currency Conversion	Exchange Rate
ZZ	Vendor	BP7777	CAD	BP7777-11	January 1, 2020	10000.00	CAD to USD	0.7702278
ZZ	Vendor	BP7777	CAD	BP7777-12	January 1, 2020	18000.00	CAD to USD	0.7702278
ZZ	Vendor	LENOVO	MXN	LENOVO-11	January 1, 2020	25000.00	MXN to USD	0.0528036
ZZ	Vendor	LENOVO	MXN	LENOVO-12	January 1, 2020	20000.00	MXN to USD	0.0528036
ZZ	Customer	CANCOM	CAD	AR000016	January 1, 2020	45000.00	CAD to USD	0.7702278
ZZ	Customer	CANCOM	CAD	AR000017	January 1, 2020	32000.00	CAD to USD	0.7702278
ZZ	Customer	ZZ-EANDL	MXN	AR000018	January 1, 2020	70000.00	MXN to USD	0.0528036
ZZ	Customer	ZZ-EANDL	MXN	AR000019	January 1, 2020	55000.00	MXN to USD	0.0528036

## Outstanding AP Vouchers /AR Invoices:

Comp	Business Partner Type	BP Code	Curr	Invoice#	AP/AR FX Gain/Loss Accrual as of	Vou/Inv Outstanding Amount	Currency Conversion	Exchange Rate
ZZ	Vendor	BP7777	CAD	BP7777-11	March 31, 2020	5000.00	CAD to USD	0.7461807
ZZ	Vendor	BP7777	CAD	BP7777-12	March 31, 2020	10000.00	CAD to USD	0.7461807
ZZ	Vendor	LENOVO	MXN	LENOVO-11	March 31, 2020	10000.00	MXN to USD	0.0509681
ZZ	Vendor	LENOVO	MXN	LENOVO-12	March 31, 2020	12000.00	MXN to USD	0.0509681
ZZ	Customer	CANCOM	CAD	CANCOM-11	March 31, 2020	10000.00	CAD to USD	0.7461807
ZZ	Customer	CANCOM	CAD	CANCOM-12	March 31, 2020	16000.00	CAD to USD	0.7461807
ZZ	Customer	ZZ-EANDL	MXN	EANDL-11	March 31, 2020	40000.00	MXN to USD	0.0509681
ZZ	Customer	ZZ-EANDL	MXN	EANDL-12	March 31, 2020	25000.00	MXN to USD	0.0509681

CMiC ENTERPRISE

Enterprise v12c Enterprise v12c Classic Edit Mode

Search for programs...

ACCUE UNREALIZED FX GAIN/LOSSES

Balance Table Verification

Delete Batches

Reinstate Posting Reports

F5 Tax Report Mapping

F5 Tax Reporting

Foreign Batch Import

Accrue Unrealized FX Gain/Loss

Accounts Payable

Setup

Voucher

Create Transactions

Print Edit List

Post Transactions

Company ZZ CMiC Test Company

Year 2020 Period 3 Start Date 01-Mar-2020 End Date 31-Mar-2020

Process

Processing Status Processing Successful. Transactions created for batch 1910

ZZ - CMiC Test Company
General Ledger Unposted Transaction
Edit List
Batch 1910 - Auto Batch - Accrue Unrealized FX Gain/Loss

Page: 1 of 1
Date: Mar 12, 2020
Time: 1:49 PM EDT

Journal	Entry Num	Ref Date	Post Date	Accrual						
GJ	1256	Mar 31, 2020		Y						
Comp.	Dept.	Account	Account Name	Debit	Credit	Units WM	Source	Source Description	Reference	Reference Description
ZZ	00	5000.105	APIAR Currency Gain/Loss	0.00	360.71		AP	AP FX Conversion CAD/USD	Gain/Loss	Unrealized FX Gain/Loss
ZZ	00	5000.105	APIAR Currency Gain/Loss	625.22	0.00		AR	AR FX Conversion CAD/USD	Gain/Loss	Unrealized FX Gain/Loss
ZZ	00	5000.115	5000.115 FX Cur Gain/Loss	360.71	0.00		AP	AP FX Conversion CAD/USD	Gain/Loss	Unrealized FX Gain/Loss
ZZ	00	5000.125	5000.125 FX Cur Gain/Loss	0.00	625.22		AR	AR FX Conversion CAD/USD	Gain/Loss	Unrealized FX Gain/Loss
Transaction Total				985.93	985.93					

Journal	Entry Num	Ref Date	Post Date	Accrual						
GJ	1257	Mar 31, 2020		Y						
Comp.	Dept.	Account	Account Name	Debit	Credit	Units WM	Source	Source Description	Reference	Reference Description
ZZ	00	5000.105	APIAR Currency Gain/Loss	0.00	40.38		AP	AP FX Conversion MXN/USD	Gain/Loss	Unrealized FX Gain/Loss
ZZ	00	5000.105	APIAR Currency Gain/Loss	119.31	0.00		AR	AR FX Conversion MXN/USD	Gain/Loss	Unrealized FX Gain/Loss
ZZ	00	5000.115	5000.115 FX Cur Gain/Loss	40.38	0.00		AP	AP FX Conversion MXN/USD	Gain/Loss	Unrealized FX Gain/Loss
ZZ	00	5000.125	5000.125 FX Cur Gain/Loss	0.00	119.31		AR	AR FX Conversion MXN/USD	Gain/Loss	Unrealized FX Gain/Loss
Transaction Total				159.69	159.69					

Report Total
1,145.62
1,145.62

## Accrual Posting Distribution:

Company	Department	Account	Account Name	Dr	Cr	Source	Currency
ZZ	00	5000.105	AP/AR Currency Gain/Loss		360.71	AP	CAD/USD
ZZ	00	5000.105	AP/AR Currency Gain/Loss	625.22		AR	CAD/USD
ZZ	00	5000.115	FX Currency Gain/Loss Accrual	360.71		AP	CAD/USD

Company	Department	Account	Account Name	Dr	Cr	Source	Currency
ZZ	00	5000.125	FX Currency Gain/Loss Accrual		625.22	AR	CAD/USD

Company	Department	Account	Account Name	Dr	Cr	Source	Currency
ZZ	00	5000.105	AP/AR Currency Gain/Loss		40.38	AP	MXN/USD
ZZ	00	5000.105	AP/AR Currency Gain/Loss	119.31		AR	MXN/USD
ZZ	00	5000.115	FX Currency Gain/Loss Accrual	40.38		AP	MXN/USD
ZZ	00	5000.125	FX Currency Gain/Loss Accrual		119.31	AR	MXN/USD

CMiC ENTERPRISE

Enterprise v12c Enterprise v12c Classic Edit Mode

Search for programs...

POST TRANSACTIONS

Create Transactions Print Edit List Post Transactions

Selection Criteria

\* Batch 1910 Auto Batch - Accrue Unrealized FX Gain/Loss

Batch Type Transaction

User RAVI

Batch Created Date 12-Mar-2020

Batch Control 0.00

☒ Print Reports Immediately

☒ Automatic Accrual Reversal

Post Batch

Accounts Payable

Page: 1 of 1  
Date: Mar 12, 2020  
Time: 2:31 PM EDT

**General Ledger Posting Report**  
**Batch 1910 - Auto Batch - Accrue Unrealized FX Gain/Loss**

Department	Account	Account Name	Post Date	Source	Reference	Debit	Credit	Exchange Amount	Currency	Rate
Company ZZ - CMiC Test Company										Currency USD
00	5000.105	API/AR Currency Gain/Loss	Mar 31, 2020	AR	Gain/Loss	119.31	0.00	119.31	USD	1.0000
00	5000.105	API/AR Currency Gain/Loss	Mar 31, 2020	AP	Gain/Loss	0.00	360.71	-360.71	USD	1.0000
00	5000.105	API/AR Currency Gain/Loss	Mar 31, 2020	AP	Gain/Loss	0.00	40.38	-40.38	USD	1.0000
00	5000.105	API/AR Currency Gain/Loss	Mar 31, 2020	AR	Gain/Loss	625.22	0.00	625.22	USD	1.0000
00	5000.115	5000.115 FX Cur Gain/Loss (AP)	Mar 31, 2020	AP	Gain/Loss	40.38	0.00	40.38	USD	1.0000
00	5000.115	5000.115 FX Cur Gain/Loss (AR)	Mar 31, 2020	AP	Gain/Loss	360.71	0.00	360.71	USD	1.0000
00	5000.125	5000.125 FX Cur Gain/Loss (AR)	Mar 31, 2020	AR	Gain/Loss	0.00	119.31	-119.31	USD	1.0000
00	5000.125	5000.125 FX Cur Gain/Loss (AR)	Mar 31, 2020	AR	Gain/Loss	0.00	625.22	-625.22	USD	1.0000
00	5000.105	API/AR Currency Gain/Loss	Apr 01, 2020	AP	Gain/Loss	360.71	0.00	360.71	USD	1.0000
00	5000.105	API/AR Currency Gain/Loss	Apr 01, 2020	AR	Gain/Loss	0.00	625.22	-625.22	USD	1.0000
00	5000.105	API/AR Currency Gain/Loss	Apr 01, 2020	AP	Gain/Loss	40.38	0.00	40.38	USD	1.0000
00	5000.105	API/AR Currency Gain/Loss	Apr 01, 2020	AR	Gain/Loss	0.00	119.31	-119.31	USD	1.0000
00	5000.115	5000.115 FX Cur Gain/Loss (AP)	Apr 01, 2020	AP	Gain/Loss	0.00	40.38	-40.38	USD	1.0000
00	5000.115	5000.115 FX Cur Gain/Loss (AP)	Apr 01, 2020	AP	Gain/Loss	0.00	360.71	-360.71	USD	1.0000
00	5000.125	5000.125 FX Cur Gain/Loss (AR)	Apr 01, 2020	AR	Gain/Loss	625.22	0.00	625.22	USD	1.0000
00	5000.125	5000.125 FX Cur Gain/Loss (AR)	Apr 01, 2020	AR	Gain/Loss	119.31	0.00	119.31	USD	1.0000
Total for Company ZZ - CMiC Test Company						2,291.24	2,291.24			
Total for Currency USD						2,291.24	2,291.24			

Accrual reversal





**DOCUMENT PRINTING**

Format Financial Documents | Copy Document | Create Document Groups | Print Documents

**Printing Options**

Year: 2020 | Period: 4 | Reporting Currency: **CAD** | Canadian Dollar

Group: | Save Description: | ☐ Suppress Zero Detail Lines | ☒ Suppress Zero Total Lines

**Documents**

* Code	* Name	Type	Year	Period	Print	View
INCOME1	Income Statement	Income Statement	2020	4	<input checked="" type="checkbox"/>	View
INCOME2	Income Statement	Income Statement	2020	1	<input type="checkbox"/>	View

View Log | Description | Modify | Process

**Report Configuration for: GL - Document Printer with Date (GL9000B)**

Destination: Preview | Format: PDF | Locale: US English

Run Report | Close

**Income Statement**

Page: 1 of 1

Date: Jun 15, 2020

	Prior Year 2018-12	Current Year 2019-8	Variance 2018 vs 2019
Construction Revenue	\$0	\$45,933	-\$45,933
<b>Total Revenue</b>	<b>\$0</b>	<b>\$45,933</b>	<b>-\$45,933</b>
AP Misc. Expense	\$0	-\$62,034	\$62,034
AP/AR Discounts Lost/Taken	\$0	-\$250	\$250
Job Cost Expenses	\$0	\$92,830	-\$92,830
EQUIPMENT	\$0	\$0	\$0
Equipment Insurance	\$0	\$416	-\$416
Equipment Gas and Oil	\$0	\$171	-\$171
Equipment Tools	\$0	\$2,949	-\$2,949
<b>Total Expenses</b>	<b>\$0</b>	<b>\$34,082</b>	<b>-\$34,082</b>
<b>Profit</b>	<b>\$0</b>	<b>-\$80,015</b>	<b>\$80,015</b>

The GL Document is presented in Reporting Currency CAD

## Restrict Posting of own batches in AP & GL (19.88285)

Created a system options flag and two role privileges that the users can be restricted to post their own batches in AP & GL application.

To provide a new functionality for controlling transaction batch postings in Accounts Payable and General Ledger applications. This modification is aimed at segregation of duties and to stop false/incorrect transactions.

The users who create AP/GL transaction batches, must NOT be allowed to post their own batches.

A system Options flag 'Restrict posting of current users own GL/AP batch' is created for this purpose.

When checked, the new functionality is applicable, and the following will happen:

- In Transaction Entry Programs: Users can Edit their own Batches but should NOT be able to view or Edit Other Users Batches.
- In Print Edit List Program: All the Users Batches Must be present in Print Edit List for view, for all the Users.

- In Posting Screens: Users can post Other Users batches but will NOT be allowed to Post their own Batches.
- Users will not be allowed to print their own AP manual checks only.

Two Role privileges are programed, one each for AP and GL.

- APPOSTCUR - Allow to post current users AP batches
- GLPOSTCUR - Allow to post current users GL batches

Only those users with the new privileges will be able to View/Edit other Users Transactions and allowed to post their own and other's batches as well.

The Programs where this modification applies are:

- GL Enter Transactions (TRANENT)
- GL Posting (GLPOST)
- GL Create Recurring Transactions (RECURPST)
- AP Prepare Vouchers Program (APRGPUSH)
- AP Voucher Entry program (VOUCHENT)
- AP Enter Debit Credit Memo (VMEMOENT)
- AP Adjust Voucher (VOUADJ)
- AP Process Recurring Entries (RECVCRE)
- AP Posting (APPST)
- AP Enter Manual Check (APCHQMAN)

When this modification is in effect with the System Options Flag checked (Y), the following existing role privileges will be ignored.

- APPB - Allows the user access to AP batches belonging to other users
- GLPB - Allows the user access to GL batches belonging to other users
- GLRECENT - Allows the user access to GL recurring entries belonging to other users

---

**NOTE:** No other programs in AP & GL are modified. This modification applies only when the System Options Flag is checked (Y).

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### Modification Details with Examples:

**System Options:** A flag 'Restrict posting of current users own GL/AP batch' option has been added to System Options > Financials Tab. The default Value is Un-Checked (N).

The screenshot shows the 'SYSTEM OPTIONS' window with the 'Financials' tab selected. Under the 'General' section, the 'Transaction Numbering Type' is set to 'GL numbering by Journal'. A list of options follows, with checkboxes for 'Auto-populate Batch Number', 'Change EFT Vouchers To Non-EFT When A Joint Payee Is Entered', 'Display Only Remit To Addresses For Alternate Address Codes', 'Display Selection Criteria on Invoice/Registry Query', 'Summarize GL Posting Report', 'System Wide Unique Vendor And Invoice Code on AP', and 'Restrict posting of current users own GL/AP batch'. The 'Restrict posting of current users own GL/AP batch' option is highlighted with a red box and is currently unchecked.

**Role Privileges:** Added two system privileges 'Allow to post current users GL batches' and 'Allow to post current users AP batches'. The default Value is Un-Checked (N).

**USER MAINTENANCE**

User

\* User DA Save/Refresh

General Assign Roles **System Privileges** Configuration Privileges Consolidations Access Company Access Employee Security Compliance Security

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

%CUR%

* Code	* Name	Select
APPOSTCUR	AP: Allows current user to post their own AP batches	<input type="checkbox"/>
GLPOSTCUR	GL: Allows current user to post their own GL batches	<input type="checkbox"/>

## Examples:

**GL Enter Transactions (TRANENT):** Batch LOV will show only those batches that have been created by the user

**ENTER TRANSACTION**

**Batch List**

Search Advanced

Match ☒ All ☐ Any

Batch

Name

Batchtype

User

Search Reset

Batch	Name	Batchtype	User
144	DA 2017-02-27 T	T	DA
200	Bank BOA Adjustments for statement...	T	DA
207	DA 2017-09-20 T	T	DA

**GL Posting (GLPOST):** Batch LOV will not display any batches created by the user.

**POST TRANSACTIONS**

**Unposted Batch/Name/Type**

Search Advanced

Match ☒ All ☐ Any

Number

Name

Type

User

Search Reset

No rows to display.

**POST TRANSACTIONS**

**Unposted Batch/Name/Type**

Search Advanced

Match ☒ All ☐ Any

Number

Name

Type

User

Search Reset

Number	Name	Type	User
561	INTER-COMP-2	Transaction	MISTYV12
568	2017-11-01-002 A	Adjusting Period	MISTYV12
3254	ZOHREH12C 2019-02-0...	Transaction	ZOHREH12C
3791	ZOHREH12 2019-04-0...	Transaction	ZOHREH12

The following error is returned if users try to post any batch created by themselves:

The screenshot shows the 'POST TRANSACTIONS' screen with a red error banner at the top stating 'You are not allowed to post batch 14925'. The interface includes tabs for 'Enter Transactions', 'Print Edit List', and 'Post Transactions'. Under 'Selection Criteria', fields for Batch (14925), Batch Type, User (DA), Batch Created Date, and Batch Control are visible. There are checkboxes for 'Print Reports Immediately' and 'Automatic Accrual Reversal' (checked). A 'Post Batch' button is at the bottom.

**GL Create Recurring Transactions (RECUPST):** Added condition on Batch Number LOV so that user cannot update transactions created by other users.

The screenshot shows the 'CREATE RECURRING TRANSACTIONS' screen. A 'Batch List' dialog box is open, displaying search criteria and a table of existing batches. The search criteria include Frequency (Monthly), Batch Number (7604), Batch User (DA), and Post Date (May 22, 2020). The 'Batch List' table has columns for Batch Number, Batch Description, and User.

Batch Number	Batch Description	User
7604	DA 2019-11-19 R	DA

**AP Prepare Vouchers Program (APRGPUSH):** Added condition on Batch Number LOV. Users can only view batches created by themselves.

The screenshot shows the 'AP PREPARE VOUCHERS' screen. A 'Batch List' dialog box is open, displaying search criteria and a table of existing batches. The search criteria include Company (ZZ), Batch, and various options for registration groups and vendors. The 'Batch List' table has columns for Batch No and Name.

Batch No	Name
9906	Import TEST
9907	DA 2020-02-10 V
9908	DA 2020-02-10 V

**AP Voucher Entry program (VOUCHENT):** Added condition on Batch Number LOV. Users can only view batches created by themselves.

The screenshot shows the 'ENTER VOUCHER' program interface. A 'Batch List' dialog box is open, displaying a table of batches. The dialog has search fields for Number, Name, and Amount, and a 'Match' dropdown set to 'All'. The table lists three batches:

Number	Name	Ar
9016	DA 2019-09-27 V	01
9017	DA 2019-09-27 V	01
9165	DA 2020-01-15 V	01

**AP Enter Debit Credit Memo (VMEMOENT):** Added condition on Batch LOV. Users can only view batches created by themselves.

The screenshot shows the 'AP ENTER MEMO' program interface. A 'Batch List' dialog box is open, displaying a table of batches. The dialog has search fields for Batch Number, Batch Name, and Amount, and a 'Match' dropdown set to 'All'. The table lists four batches:

Batch Number	Batch Name	Amount
12399	DA 2020-03-16 M	.00
12426	DA 2020-03-18 M	.00
12427	DA 2020-03-18 M	.00
12919	DA 2020-03-31 M	.00

**AP Adjust Voucher (VOUADJ):** Added condition on Batch LOV. Users can only view batches created by themselves.

The screenshot shows the 'VOUCHER ADJUSTMENT ENTRY' program interface. A 'Batch List' dialog box is open, displaying a table of batches. The dialog has search fields for Batch Code, Batch Description, and Amount, and a 'Match' dropdown set to 'All'. The table lists one batch:

Batch Code	Batch Description	Amount
11984	DA 2020-03-09 A	.00

**AP Process Recurring Entries (RECVCRE):** Added condition on Batch LOV. Users can only view batches created by themselves.

The screenshot shows the 'CREATE RECURRING VOUCHERS' screen with a 'Batch List' pop-up window. The pop-up window has a search bar and a table of batches.

Number	Name	Amount
6168	DA 2019-09-05 V	.00
492	DA 2018-04-13 V	.00

**AP Posting (APPST):** Batch LOV will not display any batches created by the user. User gets below error message when manually enters batch number created by themselves and tries to post it.

The screenshot shows the 'AP POST BATCH' screen with a red error message at the top: 'You are not allowed to post batch: 15401'. The screen has tabs for 'Enter Manual Checks', 'Print Edit List', and 'Post Checks'.

**AP Enter Manual Check (APCHQMAN):** Users will not be allowed to print their own AP manual checks. User gets below error when Print Check button is clicked, for the batch created by the user themselves.

The screenshot shows the 'MANUAL CHECK ENTRY' screen with a red error message at the top: 'You are not allowed to print checks for batch 6967'. The screen has tabs for 'Enter Manual Checks', 'Print Edit List', and 'Post Checks'.

## Month-End Foreign Currency Reporting (19.90246)

---

### Requirements

Provide utility to recognize unrealized foreign currency exchange gain/loss (further as FX Gain/Loss). This transaction is different from already existing Accrue FX Gain/Loss transaction as follows:

- It is not an accrual transaction
- It uses FX Gain/Loss and Owner Equity accounts
- It considers currency rate used in the previous transaction

### Important Notes:

1. *Existing program Accrue Unrealized FX Gain/Loss is further modified to allow for creation of non-accrual transactions that affects existing FX Gain/Loss account and an Owner Equity account (a new account).*
2. *Users can create such transaction as often as once per GL period.*
3. *Important element of recognizing unrealized FX Gain/Loss is that every time we can only recognize a gain or loss that occurred since previous recognition or invoice entry, whichever comes last.*
4. *In order to know when the previous recognition was and how gain/loss changed since then, system needs to store currency conversion rates used in previous recognition in the History Table.*

### Change Request

1. "Accrue Unrealized FX Gain/Losses" program under GL Utilities menu node has been labeled as "Process Unrealized FX Gain/Loss".
2. Window name of the program has been changed to "Process Unrealize FX Gain/Loss" so that it matches the menu node label.
3. A new Checkbox "Recognize FX Gain/Loss" has been added. Value of this checkbox will determine what kind of transaction is created. If the value is N (unchecked), then the program will create accrual transactions (current functionality). If the value is checked, then a non-accrual transaction
4. Each time FX Gain/Loss transactions are created (accrual and non-accrual) its information is stored in a new DB table GLFXRECHIST\_TN.
5. To keep information of Historical Rates, a new DB table GLFXRECHISTDET\_TN is created.
6. Added AP Control > Accounting > FX Gain/Loss Adjustment field.
7. Added AR Control > Accounting > FX Gain/Loss Adjustment field.
8. If checkbox "Recognize FX Gain/Loss" is unchecked, then the program continues functioning as before – creating accrual transaction.
9. If checkbox "Recognize FX Gain/Loss" is checked, then the program creates a non-accrual transaction as described in the Example below.



## Example

Company: CAN1; Currency: CAD						Vendor: A1Electric; Currency: USD					
Sl No.	Date	Transaction	Amount	Currency	Conv Rate	Account	DR	CR	Curr	Calculation Rule:	
1	5-Mar-20	AP Voucher	1000.00	USD	1.35	Accounts Payable		1350.00	CAD		
						Expense Account	1350.00		CAD		
2	31-Mar-20	Recognize FX Gain/Loss	1000.00	USD	1.38	FX Gain /Loss	30.00		CAD	Calculated as Outstanding Amount * (Current Conv Rate - latest (Historical Conv Rate, Invoice Conv Rate))	
						AP FX Adjustment		30.00	CAD	1000*(1.38 - 1.35) = 30.00	
		Store conversion rate 1.38 in a history table									
3	30-Apr-20	Recognize FX Gain/Loss	1000.00	USD	1.36	FX Gain /Loss		20.00	USD	Calculated as Outstanding Amount * (Current Conv Rate - latest (Historical Conv Rate, Invoice Conv Rate))	
						AP FX Adjustment	20.00		USD	1000*(1.36 - 1.38) = -20.00	
		Store conversion rate 1.36 in a history table									
4	11-May-20	Payment	700	USD	1.40						
		Recognize FX Gain/Loss on the fly					FX Gain /Loss	28.00		USD	Calculated as Payment Amount * (Current Conv Rate - latest (Historical Conv Rate, Invoice Conv Rate))
							AP FX Adjustment		28.00	USD	700*(1.40 - 1.36) = 28.00
		Payment					Accounts Payable	945.00		USD	Amount is calculated as Payment Amt * Invoice Conv Rate = 700 * 1.35 = 945.00
							Cash		980.00	USD	Amount is calculated as Payment Amt * Payment Conv Rate = 700 * 1.40 = 980.00
							AP FX Adjustment	7.00		USD	Offset of previously posted recognition = Payment Amount * ( latest (Historical Conv Rate, Invoice Conv Rate) - Invoice Conv Rate) = 700*(1.36 - 1.35) = 7.00
							AP FX Adjustment			USD	Offset of on the fly recognition = Payment Amount * (Payment Conv Rate - latest (Historical Conv Rate, Invoice Conv Rate)) = 700*(1.40 - 1.36) = 28.00
		5	31-May-20	Recognize FX Gain/Loss	300.00	USD	1.39	FX Gain /Loss		9.00	USD
AP FX Adjustment	9.00								USD	300*(1.39 - 1.36) = 9.00	
Store conversion rate 1.39 in a history table											
6	20-Jun-20	Payment	100.00	USD	1.41						
		Recognize FX Gain/Loss on the fly					FX Gain /Loss	2.00		CAD	Calculated as Payment Amount * (Current Conv Rate -latest (Historical Conv Rate, Invoice Conv Rate))
							AP FX Adjustment		2.00	CAD	100*(1.41 - 1.39) = 2.00
		Payment					Accounts Payable	135.00		CAD	Amount is calculated as Payment Amt * Invoice Conv Rate = 100 * 1.35 = 135.00
							Cash		141.00		Amount is calculated as Payment Amt * Payment Conv Rate = 100.00 * 1.41 = 141.00
							AP FX Adjustment	4.00			Offset of previously posted recognition = Payment Amount * ( latest (Historical Conv Rate, Invoice Conv Rate) - Invoice Conv Rate) = 100*(1.39 - 1.35) = 4.00
							AP FX Adjustment		2.00		Offset of on the fly recognition = Payment Amount * (Payment Conv Rate - latest (Historical Conv Rate, Invoice Conv Rate)) = 100*(1.41 - 1.39) = 2.00

Company CAN1, Currency CAD

1 invoice was entered in March of 2020:

Date	Item	Amount	Currency	FX Rate
5-Mar-20	AP Invoice 1	1,000.00	USD	1.35

At the end of March (Fiscal year 2020, fiscal period 3) currency conversion factor was as follows:

From Currency	To Currency	FX Rate
USD	CAD	1.38

Unrealized FX Gain/Loss was recognized at the end of March. Amount of gain or loss was determined using the following rule

**FX Gain/Loss = (Outstanding Invoice Amount) \* (Current Conversion Rate – Invoice Conversion Rate)**

For USD AP Invoice 1 FX Gain/Loss was equal to  $1,000.00 \times (1.38 - 1.35) = 30.00$  CAD

Distribution of this transaction was recorded as:

AP FX Gain/Loss	30.00		CAD
AP Realized FX Gain/Loss		30.00	CAD

At the time of posting of these transactions, current conversion rates used in calculations were stored in

**History log:**

Company	Year	Period	From Currency	To Currency	FX Rate	Rate Date
CAN1	2020	3.00	USD	CAD	1.38	31-Mar-20

Rate date is always recorded as the last date of the GL period.

By the end of April, 2020 outstanding amount in AP was:

Date	Item	Amount	Currency	FX Rate
5-Mar-20	AP Invoice 1	1,000.00	USD	1.35

At the end of April, 2020 (Fiscal year 2020, fiscal period 4) currency conversion factors were as follows:

From Currency	To Currency	FX Rate
USD	CAD	1.36

Unrealized FX Gain/Loss was recognized at the end of April. Since FX Gain/Loss was already recognized previously, we need to start using historical rates recorded at that time. If invoice date is prior to the historical rate date, then we can only recognize gain/loss relevant to that historical rate. If, however, invoice date is after the historical rate date, then we need to recognize loss relevant to the invoice rate. In our example historical rates were recorded as of March 31 2020. This rule can be formulated as follows:

***FX Gain/Loss = (Outstanding Invoice Amount) \* (Current Conversion Rate – Starting Rate)***

Where ***Starting Rate = latest of Historical Rate and Invoice Rate***

If Historical Rate does not exist, then ***Starting Rate = Invoice Rate***

Applying the rule to each invoice, still outstanding in April, we determine the starting rate:

Date	Item	Curr	Relation to Rate Date	Starting Rate	FX Rate
5-Mar-20	AP Invoice 1	USD	Before	Historical	1.38

For USD AP Invoice 1 FX Gain/Loss is equal to  $1,000.00 \times (1.36 - 1.38) = -20.00$  CAD

Distribution, related to USD invoices:

AP FX Gain/Loss		20.00	CAD
AP Realized FX Gain/Loss	20.00		CAD

Again, when these transactions are posted, currency conversion rates need to be recorded in **History Log:**

Company	Year	Period	From Currency	To Currency	FX Rate	Rate Date
CAN1	2020	4	USD	CAD	1.36	30-APR-20

## Programs and Changes

### AP Control:

**AP CONTROL FILE**

Selection Criteria

Company

System Defaults Voucher Check Accounting Other

* Department	00	<input type="button" value="Q"/>	Company Level			
* Accounts Payable	00	<input type="button" value="Q"/>	2000.100	<input type="button" value="Q"/>	L	Current Payables <input type="button" value="Update Vendors"/>
* Expense/WIP/Asset	00	<input type="button" value="Q"/>	5000.100	<input type="button" value="Q"/>	E	AP Misc. Expense <input type="button" value="Update Vendors"/>
* Sales Tax Expense	00	<input type="button" value="Q"/>	5000.101	<input type="button" value="Q"/>	E	AP Sales Tax Expense
* Miscellaneous Expense	00	<input type="button" value="Q"/>	5000.100	<input type="button" value="Q"/>	E	AP Misc. Expense
* Retainage Payable	00	<input type="button" value="Q"/>	2000.200	<input type="button" value="Q"/>	L	Retainage Payable <input type="button" value="Update Vendors"/>
* Cash	00	<input type="button" value="Q"/>	1050.600	<input type="button" value="Q"/>	A	FEX:Bank of Montreal (CDN) <input type="button" value="Update Vendors"/>
* Prepaid Expense	00	<input type="button" value="Q"/>	2000.300	<input type="button" value="Q"/>	L	Pre-paid AP (Deposits) <input type="button" value="Update Vendors"/>
* Freight Expense	00	<input type="button" value="Q"/>	5000.103	<input type="button" value="Q"/>	E	AP/AR Freight Expense
* Discount Lost Or Taken	00	<input type="button" value="Q"/>	5000.106	<input type="button" value="Q"/>	E	AP/AR Discounts Lost/Taken <input type="button" value="Update Vendors"/>
* Foreign Exchange Gain/Loss	00	<input type="button" value="Q"/>	5000.105	<input type="button" value="Q"/>	E	AP/AR Currency Gain/Loss
Unrealized FX Gain/Loss	00	<input type="button" value="Q"/>	5000.115	<input type="button" value="Q"/>	E	Un-realized FX Gain/Loss
FX Gain/Loss Adjustment	00	<input type="button" value="Q"/>	5000.130	<input type="button" value="Q"/>	E	Un-realized FX Gain/Loss Adj.
* Insurance Claim	00	<input type="button" value="Q"/>	5000.104	<input type="button" value="Q"/>	E	AP/AR Insurance Expense
* Purchase Order Variance	00	<input type="button" value="Q"/>	5000.110	<input type="button" value="Q"/>	E	MDR Subledger Account
External Suspense Liability	00	<input type="button" value="Q"/>	6001.102	<input type="button" value="Q"/>	E	Public Liability (DR)
Internal Suspense Liability	00	<input type="button" value="Q"/>	6001.102	<input type="button" value="Q"/>	E	Public Liability (DR)
Alternate Department	00	<input type="button" value="Q"/>		<input type="button" value="Q"/>		

## AR Control

**MAINTAIN AR CONTROL SETTINGS**

[Selection Criteria](#)

\* Company

System Defaults Receipt Statement **Accounting**

Search Insert Delete Workflows Report Options ECM Documents User Extensions

* Control Account	00	1500.100	A	Current Receivables	<input type="button" value="Update Customers"/>
* Sales Account	00	4000.800	R	Sales Revenue	<input type="button" value="Update Customers"/>
* Interest Income	00	4000.300	R	AR Interest Income	
* Interest Receivable	00	1500.300	A	Interest Receivable	
* Miscellaneous Acct	00	4000.200	R	Miscellaneous Income	<input type="button" value="Update Customers"/>
* Freight	00	5000.103	E	AP/AR Freight Expense	<input type="button" value="Update Customers"/>
* Insurance	00	5000.104	E	AP/AR Insurance Expense	<input type="button" value="Update Customers"/>
* Retainage	00	1500.200	A	Retainage Receivable	<input type="button" value="Update Customers"/>
* Cash For AR	00	1050.600	A	FEX:Bank of Montreal (CDN)	<input type="button" value="Update Customers"/>
* Cash For CR	00	1050.600	A	FEX:Bank of Montreal (CDN)	
* Deposits	00	1500.600	A	AR Deposits	
* Discounts Taken	00	5000.106	E	AP/AR Discounts Lost/Taken	<input type="button" value="Update Customers"/>
* Write Offs	00	5100.100	E	AR Write Offs	
* Tax Write Offs	00	5100.100	E	AR Write Offs	
* Allowance	00	5100.200	E	AR Allowance for Bad Debts	
* Currency Fluctuation	00	5000.105	E	AP/AR Currency Gain/Loss	
Unrealized FX Gain/Loss	00	5000.115	E	Un-realized FX Gain/Loss	
FX Gain/Loss Adjustment	00	5000.130	E	Un-realized FX Gain/Loss Adj.	

“Accrue Unrealized FX Gain/Losses” program renamed as “Process Unrealized FX Gain/Loss” & New Checkbox: “Recognize FX Gain/Loss”.

**Enterprise** Etime PM Edit Mode

Search for programs...

Create Transactions Print Edit List Post Transactions

**Selection Criteria**

Company

Year  Period  Start Date  End Date

☐ Recognize FX Gain/Loss

Processing Status

Inter Departmental Clearing  
Reverse/Recreate Posted Transactions  
Balance Table Verification  
Delete Batches  
Reinstate Posting Reports  
F5 Tax Report Mapping  
F5 Tax Reporting  
Foreign Batch Import  
**Process Unrealized FX Gain/Loss**  
Remeasure Foreign Currency  
Accounts Payable  
Accounts Receivable

## Added Attachments and Notes to Toolbar of Reverse/Recreate Posted Transactions program (20.24460)

### Requirement:

To retrieve documents attached to posted General Ledger Transaction, Attachments and Notes are added to Toolbar of Reverse/Recreate Posted Transactions program.

### Functionality Design:

When Attachments or Notes are added in any batch of GL Enter Transactions Program, after posting the batch, the Attachments or notes can be found under GL>Utilities>Reverse/Recreate Posted Transactions program with the same batch number.

Also, User will be able to add more attachments and Notes through Reverse/Recreate Posted Transactions program for the same batch Number.

### Example:

In GL Enter Transactions Program, User has added 1 Attachment and 1 Notes to Batch: 5303 and posted the batch.

**ENTER TRANSACTION** [Table Mode] [Save] [Print] [Edit] [Delete] [Undo] [Redo]

**Selection Criteria**

\* Batch: 5303 [Q] RAWI 2020-10-01 T [Q] [Create Batch] [View Batch]

Batch Ctrl: 0.00 Batch Proof: 0.00 Batch DR Total: 10.00

**Transaction**

[Search] [Insert] [Delete] [Previous] [Next] [Workflows] [Report Options] [Attachments(1)] [Notes(1)] [ECM Documents] [User Extensions]

\* Journal: GJ [Q] General Journal [Q] Trans Proof: 0.00

\* Post Date: 01/Oct/2020 [Q] \* Ref: 01/Oct/2020 [Q] [Accrual]

\* Trans Num: 4276 [Q]

Source Code: S1 [Q] Source Description: S2 [Q]

Reference: D1 [Q] Reference Description: D2 [Q]

**Detail**

[View] [Freeze] [Detach] [Search] [Insert] [Insert Multiple] [Delete] [Workflows] [Report Options] [Export] [Import] [ECM Documents] [User Extensions]

* Company	* Dept	* Account	Account Name	Debit	Credit	Units	WM	Source Code	Source Desc	Reference	R
RV123456	00	1000.100	Bank of America (Operating)		10.00		NA	S1	S2	D1	D2
RV123456	00	5000.100	AP Misc. Expense	10.00			NA	S1	S2	D1	D2
				10.00	10.00						

Company Name: RV123456 Construction Company Dept. Name: Company Level

Current Period: 9 Start Date: 01/Sep/2020 End Date: 30/Sep/2020

TAC

After Posting the Batch, User goes to GL>Utilities>Reverse/Recreate Posted Transactions program.

Batch: 5303 contains the same Attachment and Notes as attached in GL Enter Transactions Program.

Also, User can add more Attachments and Notes to the Batch.

REVERSE/RECREATE POSTED TRANSACTIONS

Posted Batch

Batch: 5303 Q RAVI 2020-10-01 T Post Date: Journal Code:

\* Choose Action: ☒ Reverse ☐ Recreate ☐ Both

Transaction Header

View Freeze Detach Search Workflows Report Options Export Attachments(1) Notes(1) ECM Documents User Extensions

Select	Journal Code	* Transaction Num	Post Date	Reference Date	Accru	Source Code	Source Description	Reference Code	Reference Description
<input type="checkbox"/>	GJ	4276	01/Oct/2020	01/Oct/2020	N	S1	S2	D1	D2

Process Message

Detail

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Company	Depart	Account	Debit	Credit	Unit	WM	Curr	Source Code	Reference Code	Exchange Amt	* Reference Date	Disc Code	Exchange Rate	TAV Code1	TAV Code2	TAV Code3	TAV Code4
RV123456	00	5000.100	10.00			NA		S1	D1		01/Oct/2020						
RV123456	00	1000.100		10.00		NA		S1	D1		01/Oct/2020						

Account Name: AP Misc. Expense Source Description: S2 Reference Description: D2

## Import Functionality added to Enter Bank Transfers Program (20.27483)

### Functionality Design:

Import Functionality has been added to Enter Bank Transfers Program.

BANK TRANSFERS

Bank Transfers Transfer Edit List GL Post Transfer

Selection Criteria

Batch: 6310 Q SWETA 2020-11-02 B Create Batch View Batch

Transfer Details

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions

* Trans Date	* From Company	* From Bank	* From Account	* From Currency	* Amount	* To Company	* To Bank	* To Account	* To Currency	* Conversion Factor	Conversion Amount	* Post Date	* Journal	Source C
No rows yet.														

Information

From

Company Name Bank Name Account Name Currency Name GL Department GL Account Company Currency Company Conversion

To

Company Name Bank Name Account Name Currency Name GL Department GL Account Company Currency Company Conversion

## Reports - Financial Document Formatter 2.0 (Beta Version) (21.42181)

### Overview:

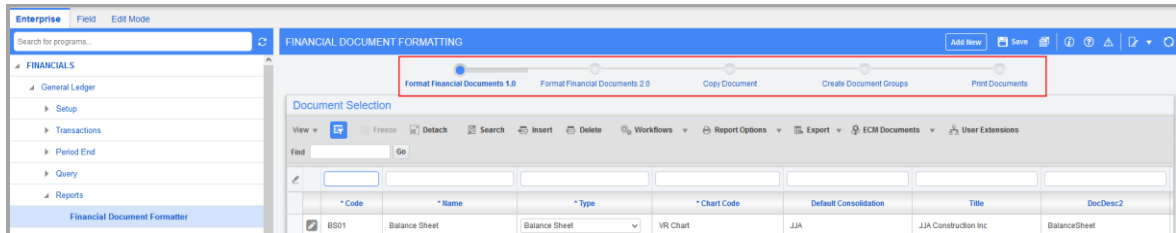
The Financial Document Formatter 2.0 will allow users to easily create financial statements to show trends and identify the business cash position. These operations are performed using the process train that runs along the top of the main page.

### Version 2.0

## Modifications:

## Process:

A new train process has been added to include Document Formatter 1.0 and 2.0 programs.



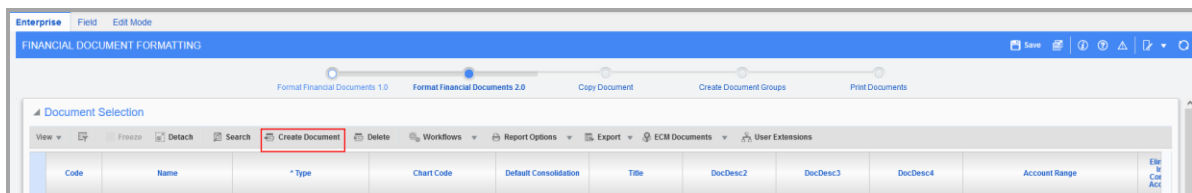
General Ledger> Reports> Financial Document Formatter

## Create Document:

To add a document in Financial Document Formatter 2.0 use the create document button in the toolbar.

Newly Created FDF 2.0 Documents automatically get version number 2 stamped on them.

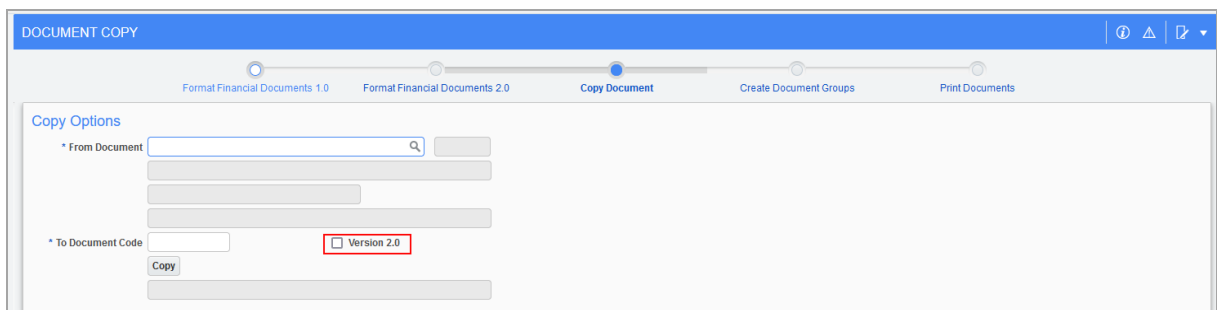
FDF 2.0 will not allow documents created in FDF 1.0 to open in FDF 2.0 directly. Those documents will have to be copied to Version 2 using Copy Document functionality.



General Ledger> Reports> Financial Document Formatter> Financial Document Formatter 2.0 window

## Version 2.0 Flag:

The copy program now has the conversion process to upgrade Documents created in Financial Document Formatter 1.0 to be accessible in the Financial Document Formatter 2.0 Program.



Copy Document window from Financial Document Formatter

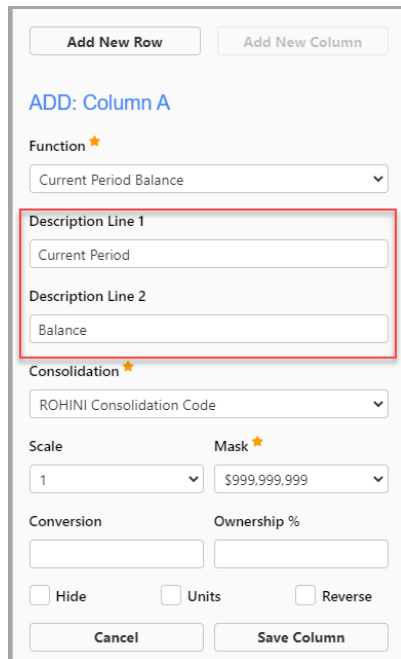
From Document Field Shows from Document version (1.0 or 2.0) while selecting the document to be copied from the LOV.

A checkbox "Version 2.0" beside the To Document field. If From Document is already of version 2.0, then this checkbox will be checked and disabled - user will not be able to downgrade 2.0 to 1.0.

### Column Title Filled in:

Description Line 1 and Description Line 2 are filled in by default while creating a new document in FDF 2.0 and are limited to 15 characters long. Users have the option to maintain the default description or change it based on the need. Unless entering Description Line 1 user cannot save the column created, meaning Description Line 1 cannot be left blank.

Column description is filled in FDF2.0 for those documents which previously did not have any descriptions/titles during Copy Document functionality from Version 1.0 to Version 2.0.



The screenshot shows the 'Add New Column' window. At the top are buttons for 'Add New Row' and 'Add New Column'. Below them is a blue header 'ADD: Column A'. The 'Function' dropdown is set to 'Current Period Balance'. The 'Description Line 1' field is highlighted with a red box and contains 'Current Period'. The 'Description Line 2' field is also highlighted with a red box and contains 'Balance'. Below these are 'Consolidation' (ROHINI Consolidation Code), 'Scale' (1), 'Mask' (\$999,999,999), 'Conversion', and 'Ownership %' fields. At the bottom are checkboxes for 'Hide', 'Units', and 'Reverse', and 'Cancel' and 'Save Column' buttons.

*Add New Column window while creating a new document.*

### T6 Total Line:

Ranges created in Financial Document Formatter 2.0 will automatically reserve T6 for Total lines. T1-T5 are available to store all other totals that are not applicable to ranges. T6 will no longer be accessible in the Total LOV.



The screenshot shows a 'New Document Creation' window. At the top, there are two buttons: 'Add New Row' and 'Add New Column'. Below them, 'Row 3' is selected. The 'Function' dropdown is set to 'Total'. The 'Description' field is empty. The 'Sub-total Level' dropdown is open, showing a list of options: 'T1', 'T2', 'T3', 'T4', and 'T5'. The 'T1' option is highlighted with a red box.

*Sub-total level in New Document Creation window.*

## Print:

The Print report setting allows for currency selection when executing a browser print.

The screenshot shows the 'New Document Creation' window with the 'Print Report Settings' dialog box open. The dialog box has fields for 'Year' (2020) and 'Period' (1). The 'Currency' dropdown is open, showing a list of options: 'US Dollars (DNU)', 'Canadian Dollar', 'Euro', 'British Pound', 'American Peso', 'Australian Dollar', 'Singapore Dollar', 'Greece', and 'Swiss Franc'. The 'US Dollars (DNU)' option is highlighted. The background window shows a 'BAL SHEET - Balance Sheet - DO NOT TOUCH' form with various fields and a table of accounts.

*New Document Creation window with print report settings for print preview*

Income Statement			
CMiC Construction Inc.			
As of October 31, 2020			
	YTD Balance	Prior Year QTD Balance	Variance
Revenue			
Revenue Accounts	-1,302,304	934,122	-2,236,426
REVENUE	0	0	0
Contract Revenue	-588,294	0	-588,294
A/R Interest Income	-346	0	-346
Inventory Revenue	-17,047	0	-17,047
Miscellaneous Revenue	-25,500	0	-25,500
Equipment Revenue	-14,386	0	-14,386
Rental Equipment Revenue	0	0	0
Small Tools Revenue	0	0	0
Material Sales Revenue	-5,579	0	-5,579
Delivery Charges Revenue	0	0	0
Trucker Backcharge Revenue	0	0	0
Expenses			
Expense Accounts	54,948,130	467,576	54,480,554
Trade Labor	25,275,976	0	25,275,976
Professional Labor	0	0	0
Labor Burden	103,533	0	103,533
Materials	18,600	0	18,600
Equipment	0	0	0
Subcontracts	1,471,822	0	1,471,822
General Conditions	0	0	0
Trucking Haulage	0	0	0
Job Allowances	33,000	0	33,000
Contingency	46,000	0	46,000
Cost of Goods Sold	36,300	0	36,300
Inventory Writeoff Expense	0	0	0
Inventory/Consumables Expense	0	0	0
Inventory Adj - Cost Update	62,500	0	62,500
Inventory Variance- Purchasing	79,000	0	79,000

Print Preview

BI Query:

A default query has been applied for Range rows 'GL Transaction Drill Down'. The Company, Account, and Year fields parameters are passed from Financial Document Formatter to query when the drill is applied.

Query Builder

FileQueryPreferencesUtilitiesReading View

CMiC

GL TRANSACTION DRILL DOWN

Company

10 - Arizona Pipeline Co. R1

Department

Account

10001 - Bank- SUSD Operati...

Year

2,020-00

Period

	Company	Department	Account Code	Account Name	Post Date	Debit Amt	Credit Amt	Source Code	Source Description	Reference Code	Reference Description
10	00	10001	Bank- SUSD Operating Account	2020-02-11	10.00		0100	Midland Contractors	3382	void check: 3382	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	10.00		0100	Midland Contractors	3383	void check: 3383	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	20.00		CH001	City of Chicago	3580	void check: 3580	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	50.00		GACTR01	Gagliardi Trucking	3442	void check: 3442	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	82.50		GOV-CA	California State Government	3443	void check: 3443	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	90.00		1159	Ace Supply Co. Inc.	3441	void check: 3441	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	95.00		01031006	TMM Mechanical Inc.	25726	void check: 25726	
10	00	10001	Bank- SUSD Operating Account	2020-01-17	100.00		10-001	Sun Life Group	1605	test	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	100.00		0430	Woody's Wood Services	3283	void check: 3283	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	100.00		15799	Peninsula Plumbing	3293	void check: 3293	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	135.00		0401	Mason's Masonry	3188	void check: 3188	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	135.00		0401	Mason's Masonry	3288	void check: 3288	
10	00	10001	Bank- SUSD Operating Account	2020-09-10	155.00		AR INC	AR INC	AR	AR INCOME	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	174.39		BLTR01	Blf's Trucking, Inc.	3286	void check: 3286	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	180.00		0212	Diamond Contracting	3341	void check: 3341	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	180.00		0212	Diamond Contracting	3342	void check: 3342	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	180.00		0430	Woody's Wood Services	3329	void check: 3329	
10	00	10001	Bank- SUSD Operating Account	2020-02-06	200.00		0100	Midland Contractors	0100.1111	CANDICE 2020-02-06 V	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	200.00		0100	Midland Contractors	3583	void check: 3583	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	200.00		0430	Woody's Wood Services	3172	void check: 3172	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	200.00		1159	Ace Supply Co. Inc.	3391	void check: 3391	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	215.00		1159	Ace Supply Co. Inc.	3292	void check: 3292	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	270.00		0212	Diamond Contracting	3338	void check: 3338	
10	00	10001	Bank- SUSD Operating Account	2020-02-14	345.90		AR INCOME	AR INCOME	AR INCOME	AR INCOME	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	400.00		1159	Ace Supply Co. Inc.	3290	void check: 3290	
10	00	10001	Bank- SUSD Operating Account	2020-12-10	445.50		GOV-CA	California State Government	3788	12196	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	450.00		0212	Diamond Contracting	3238	void check: 3238	
10	00	10001	Bank- SUSD Operating Account	2020-02-11	450.00		0212	Diamond Contracting	3363	void check: 3363	
10	00	10001	Bank- SUSD Operating Account	2020-12-17	475.00		0212	Diamond Contracting	324	void check: 324	
10	00	10001	Bank- SUSD Operating Account	2020-01-14	500.00		0401	Mason's Masonry	1605		

5,491,899.75

17,926,926.77

Page 1 of 19 (1-30 of 546 items)

1

2

3

4

5

...

19

>

X

## HIDE Flag:

Print flag is renamed as the HIDE flag, both in row and column definition. The functionality of HIDE checkbox in FDF 2.0 is the same as Print checkbox in FDF 1.0.

When a line item or Column item needs to be hidden while printing the document, check the HIDE flag.

Row 3

Function ★  
Range

Description  
Accounts Payable After Tax

Consolidation  
Select a consolidation

From Account ★ To Account ★  
2020.001 to 2020.215 +

From Account ★ To Account ★  
2020.220 to 2020.225 +

Add New Range Delete Last Range

☐ Reverse Value ☐ Hide

Reset Update Row

*HIDE Flag in Row definition in Document Creation window*

<<

Add New Row
Add New Column

Column A 🗑

Function ★  

Current Period Balance ▼

Description Line 1  

Current Period

Description Line 2  

Balance

Consolidation ★  

ROHINI Consolidation Code ▼

Scale  
1 ▼

Mask ★  
9,999,999.99 ▼

Conversion

Ownership %

☒ Hide
☐ Units
☐ Reverse

Reset
Update Column

*HIDE Flag in Column definition in Document Creation window*

### Renamed Column Functions in FDF 2.0:

Following are the Functions and their Function Code under Column definition whose names have been renamed from that of FDF 1.0.

Function Code	Old Code	New Code
P5	Prior Period Current Balance	Previous Period Current Balance
P6	Prior Year Curr Period Balance	Previous Year Current Period Balance
Y5	PRPERIOD YTD Balance	PRPERIOD Current Balance
YA	Prior Year End MTD	PRV Year-End MTD
YB	Prior Year End Balance	Prv Yr End Balance
YQ	Prior Year End QTD	PRV Year-End QTD

The above Functions can be seen in the below screen in Column definition in FDF 2.0.

Function ★

Select Function

- Select Function
- Current Period Balance
- Current Period Budget
- Specific Period Balance
- Specific Period Budget
- Previous Period Current Balance
- Previous Year Current Period Balance
- 
- QTD Balance
- QTD Budget
- Specific QTD Balance
- Specific QTD Budget
- PRYR QTD Balance
- PRQTD Balance
- 
- Account Code
- 
- YTD Balance
- YTD Budget
- Specific YTD Balance

*Function LOV while add a New Column*

Function ★

Select Function

- PRYR QTD Balance
- PRQTD Balance
- 
- Account Code
- 
- YTD Balance
- YTD Budget
- Specific YTD Balance
- Specific YTD Budget
- PRPERIOD Current Balance
- Prior yr period balance
- PRV Year-End MTD
- Prv Yr End Balance
- PRV Year-End QTD
- 
- Addition
- Division
- Multiply
- Percent Variance
- \$Variance

*Function LOV while add a New Column*

## **Added Import Button to Maintain Department Program (21.48741)**

Added Import button to Maintain Departments program

## Importing Data:

The [Import] button is added to the Maintain departments screen.

**MAINTAIN DEPARTMENTS** Table Mode

**Selection Criteria**  
\* Company Code | KMCOM | Kajal Mehta Group

**Department Details** Access Groups

Search | Insert | Delete | Previous | Next | Workflows | Report Options | **Import** | ECM Documents | User Extensions

\* Department Code | 00 | Company Level | ☒ Active Flag  
Parent Department | |  
Business Unit | KM | Kajal's BU

**Address Information**  
Street |  
Suite |  
City |  
State/Province | |  
Country |  
Zip/Postal Code |  
Phone Number | | |  
Fax Number | | |  
Address Code | |

Import a few departments.

**Data Import**

Data to Import into Table GLDEPT\_TABLE

Table Description: Quick Mode ☒ ?

View | Recall Previous | Upload New | Insert Record | Delete Record | Export | Paste From Excel... | Errors only ☐

Department Code	Department Name	Active Flag	Parent Department	Business Unit	Street	Suite	Income Closing Department	Inter-Dept Clearing Account
99	Sales	Y	00	KM		222	00	5000.100
101	Accounts	Y	00	KM		234	00	5000.100
102	HR	Y	00	KM		411	00	5000.100

Validation Message: This Line is Valid

Summary: Validation Complete  
3 of 3 lines are valid  
\*\*Date values in import should be in dd/MM/yyyy format

Save For Later Validate Line Validate File **Import File**

Data imported successfully.

The screenshot shows the 'MAINTAIN DEPARTMENTS' form. The 'Selection Criteria' section has 'Company Code' set to 'KMCOM' and 'Kejal Mehta Group'. The 'Department Details' tab is active, showing 'Department Code' as '101' and 'Accounts' as 'Accounts'. The 'Active Flag' is checked. Below this, there are fields for 'Parent Department' (00), 'Business Unit' (KM), and 'Address Information' (Street, Suite, City, State/Province, Country, Zip/Postal Code, Phone Number, Fax Number, Address Code). The 'Accounting Information' section shows 'Current Year' as '2022', 'Period' as '5', 'Closed Year' as '2021', 'Income Closing Department' as '00', and 'Account' as '3000.100'. There are also checkboxes for 'Self-Balancing' and 'Inter-Dept Clearing Account'.

## Updating Inactive Department (22.52670)

### Overview

Role level system privilege is added to allow users to update inactive department.

**GLINVADPT:** Allow User To View/Update Inactive Department. By default, this is checked for user.

The screenshot shows the 'USER MAINTENANCE' form for user 'DHRUV'. The 'System Privileges' tab is active, showing a table of privileges. The table has columns for 'Code', 'Name', and 'Select'. The first row is 'GLINVADPT' with the name 'GL Allow User To View/Update Inactive Departments' and the 'Select' checkbox is checked. The 'GLINVADPT' code is highlighted with a red box.

### Modifications

Case 1: GLINVADPT – Un-checked (N)

The screenshot shows the 'USER MAINTENANCE' form for user 'DHRUV'. The 'System Privileges' tab is active, showing a table of privileges. The table has columns for 'Code', 'Name', and 'Select'. The first row is 'GLINVADPT' with the name 'GL Allow User To View/Update Inactive Departments' and the 'Select' checkbox is unchecked. The 'GLINVADPT' code is highlighted with a red box.

Validation is raised upon updating an inactive department

**MAINTAIN DEPARTMENTS** Table Mode Save Exit Help Print Zoom Fullscreen

Department 60 is inactive. User DHRUV does not have privilege GLVINADPT to perform the action.

**Selection Criteria**

\* Company Code

**Department Details** Access Groups

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Department Code   ☐ Active Flag

Parent Department

Business Unit

**Address Information**

Street

Suite

City

State/Province

Country

Zip/Postal Code

Phone Number

Fax Number

Address Code

**Accounting Information**

Current Year  Period  Closed Year

\* Income Closing Department  \* Account

☐ Self-Balancing

Inter-Branch Revenue Account

Case 2: GLINVADPT – Checked (Y)

**USER MAINTENANCE** Table Mode Exit Help Print Zoom Fullscreen

**User**

\* Login Name  \* User  Save/Refresh

General Assign Roles **System Privileges** Configuration Privileges Consolidations Access Company Access Employee Security Compliance Security

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

* Code	* Name	Select
GLVINADPT	GL - Allow User To View/Update Inactive Departments	<input checked="" type="checkbox"/>



User can update inactive department successfully.

The screenshot shows the 'MAINTAIN DEPARTMENTS' form. The 'Selection Criteria' section has 'Company Code' set to 'DRCOM' and 'DHRUV-COMPANY'. The 'Department Details' section is active, showing 'Department Code' as '60' with a dropdown menu open, displaying '60 - Update - Inactive Dept'. The 'Active Flag' is unchecked. The 'Address Information' section includes fields for Street, Suite, City, State/Province, Country, Zip/Postal Code, Phone Number, Fax Number, and Address Code. The 'Accounting Information' section includes 'Current Year' (2019), 'Period' (12), 'Closed Year' (2014), 'Income Closing Department' (00), 'Account' (3000.100), 'Self-Balancing' checkbox, 'Inter-Dept Clearing Account', 'Inter-Branch Revenue Account', 'A/P Tax1', 'A/P Tax2', 'A/P Tax3', and a 'Recalculate Salary Charge Rates On Overhead Lines' checkbox.

### Case 3: Adding New Department

New Department added and deleted successfully.

The screenshot shows the 'MAINTAIN DEPARTMENTS' form. The 'Selection Criteria' section has 'Company Code' set to 'DRCOM' and 'DHRUV-COMPANY'. The 'Department Details' section is active, showing 'Department Code' as '60' with a dropdown menu open, displaying '60 - Update - Inactive Dept'. The 'Active Flag' is checked. The 'Address Information' section includes fields for Street, Suite, City, State/Province, Country, Zip/Postal Code, Phone Number, Fax Number, and Address Code. The 'Accounting Information' section includes 'Current Year' (2021), 'Period' (7), 'Closed Year' (2020), 'Income Closing Department' (00), 'Account' (3000.100), 'Self-Balancing' checkbox, 'Inter-Dept Clearing Account', 'Inter-Branch Revenue Account', 'A/P Tax1', 'A/P Tax2', 'A/P Tax3', and a 'Recalculate Salary Charge Rates On Overhead Lines' checkbox.

## Case 4: Deleting department with transactions

The screenshot shows the 'MAINTAIN DEPARTMENTS' window. The 'Department Details' tab is active. An alert box is displayed in the center, stating: 'Alert: There are transactions on file for this department, it cannot be deleted.' The alert has an 'Ok' button. The background form shows fields for Department Code (70), Parent Department (00), Business Unit, and various address and accounting information.

## Case 5: Posting to an inactive department.

The screenshot shows the 'ENTER TRANSACTION' window. A red banner at the top states: 'Department 60 is not on file for Company DHCOM'. The 'Enter Transactions' tab is active. The 'Transaction' section shows fields for Journal (GJ), Post Date (10-04-2022), Trans Num (30891), and Source Code. The 'Detail' section shows a table with columns: Company, Dept, Account, Account Name, Debit, Credit, Units, WM, Source Code, Source Desc, Reference, and Reference Desc. The table contains one row with values: DHCOM, 60, 1, and empty fields for the rest. Below the table, there are fields for Company Name (DHCOM-COMPANY), Dept. Name, Current Period (7), Start Date (01-07-2021), and End Date (31-07-2021).

## Update Transaction TAC Values (21.49642)

### Overview

Converted Update Transaction Values in GL Utility to R12.

### Modifications

'Update Transaction TAC Values' program is added in General Ledger utility

Path: General Ledger > Utilities > Update Transaction TAC Values

**UPDATE TRANSACTION TAC VALUES**

Selection Criteria

Company: CCC CMIC Test Company From Post Date: To Post Date: Batch: Department: Exclude Adjustment And Year End Transactions: ☒ Query Data

Ledger Detail

Batch	Company	Department	Account	Amount	Debit Amount	Credit Amount	Home Currency	Originating Application	Source Code	Source Desc	Ref Code	Ref Description	Ref Date	Post Date	TAC Code1	TAC Code2	TAC Code3
No rows yet.																	

General Ledger > Utilities > Update Transaction TAC Values

This program allows the entry and/or update of any of the 4 available GL TAC code values if the TAC code has been defined for the Consolidation Chart of the company. The 4 GL TAC columns also have LOV's available.

Company: Select the company code from LOV

Journal: Select the journal code from LOV

Further data can be queried using selection criteria fields i.e., Account Pick List, Account, From Post Date, To Post Date, Batch, Department

Exclude Adjustment and Year End Transactions – Check the flag to exclude Adjustment and Year End Transaction from the queried data. By default, this flag is checked.

After selecting criteria, users must click on **[Query Data]** button.

## Implementation

Chart Code: CCCHART

TAC Codes are defined for CCCHART.

**TRANSACTION ALLOCATION CODES**

Selection Criteria

Chart Code: CCCHART Company: CCC-CMIC Test Company Chart

Allocation Codes

Code	Name	User Defined Field	Required	Validated	Editable	Active
TAC1	TAC CODE 1	GLTAV	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
TAC2	TAC 2	COMP_CODE	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
TAC3	TAC3	CUR_CODE	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
TAC4	TAC4	CONSCHART	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

TAC values are defined for TAC1 under CCCHART

**TRANSACTION ALLOCATION VALUES**

Selection Criteria

\* Chart Code: CCCHART  
\* TAC: TAC1

Allocation Values

* Code	Name	Active
TAV/1	TAV/1	<input checked="" type="checkbox"/>
TAV/1M	TAV/1 - REVISION 1	<input checked="" type="checkbox"/>
TAV/1M2	TAV/1 - REVISION 2	<input checked="" type="checkbox"/>

## Update Transaction TAC Values

Populate selection criteria and click on [Query Data] button.

**UPDATE TRANSACTION TAC VALUES**

Selection Criteria

\* Company: CCC  
\* Journal: GJ  
\* Account Pick List: Batch  
\* From Post Date: 31-May-2022  
\* To Post Date: 15-Jun-2022  
\* Exclude Adjustment And Year End Transactions  
\* Query Data


Ledger Detail

Batch	Company	Department	Account	Amount	Debit Amount	Credit Amount	Source Code	Source Desc	Ref Code	Ref Description	Ref Date	Post Date	TAC Code1	TAC Code2	TAC Code3	TAC Code4	WT
13256	CCC	00	1000.100	1,000.00	1,000.00						31-May-2022	31-May-2022	TAV/1M2	CCC	USD	CCCHART	NA
13256	CCC	00	1000.200	2,500.00	2,500.00						31-May-2022	31-May-2022					NA
13256	CCC	00	5000.100	-3,500.00		3,500.00					31-May-2022	31-May-2022					NA
13256	CCC	00	1000.100	2,000.00	2,000.00						31-May-2022	31-May-2022	TAV/1M2	CCC	USD	CCCHART	NA
13256	CCC	00	5000.100	-2,000.00		2,000.00					31-May-2022	31-May-2022	TAV/1M	CCC	USD	CCCHART	NA
				0.00	5,500.00	5,500.00											

Account Name: Bank of America (Operating) Reference:

General Ledger > Utilities > Update Transaction TAC Values

GL TAC Activity Report (GL2500)



CCC - CMiC Test Company

TAC ACTIVITY REPORT

Page: 1 of 1

Date: May 31, 2022

Time: 11:20 AM EDT

TAC Code: TAC1 - TAC CODE 1 Year: 2022 Period: 5

Account		Department		Period Activity		Year To Date Activity	
				Debit	Credit	Debit	Credit
<b>TAV:</b>	TAV1M2	TAV1 - REVISION 2					
1000.100	Bank of America (Operating)	00	Company Level	3,000.00	0.00	3,000.00	0.00
				3,000.00	0.00	3,000.00	0.00
<b>TAV:</b>	TAV1M	TAV1 - REVISION 1					
5000.100	AP Misc. Expense	00	Company Level	0.00	2,000.00	0.00	2,000.00
				0.00	2,000.00	0.00	2,000.00

GL Report – TAC Activity Report (GL2500)

GL TAC Activity Report by TAV Values (GL2501)



## CCC - CMiC Test Company TAC ACTIVITY REPORT

Page: 1 of 1  
Date: May 31, 2022  
Time: 11:20 AM EDT

TAC Code: TAC1 - TAC CODE 1 Year: 2022 Period: 5

TAV	Period Activity				Year To Date Activity	
	Account:	Department:	Debit	Credit	Debit	Credit
	1000.100 Bank of America (Operating)	00	Company Level			
TAV1M2	TAV1 - REVISION 2		3,000.00	0.00	3,000.00	0.00
			3,000.00	0.00	3,000.00	0.00
	5000.100 AP Misc. Expense	00	Company Level			
TAV1M	TAV1 - REVISION 1		0.00	2,000.00	0.00	2,000.00
			0.00	2,000.00	0.00	2,000.00

GL Report – TAC Activity Report by TAV Values (GL2501)

### Update Transaction TAC Values

Updated TAC values for account 1000.100, 1000.200, and 5000.100.

UPDATE TRANSACTION TAC VALUES

Selection Criteria

\* Company: CCC CMiC Test Company From Post Date: 31-May-2022

Journal: GJ General Journal To Post Date: 15-Jun-2022

Account Pick List: Batch: Department: Exclude Adjustment And Year End Transactions Query Data

Ledger Detail

Batch	Company	Department	Account	Amount	Debit Amount	Credit Amount	Ref Date	Post Date	TAC Code1	TAC Code2	TAC Code3	TAC Code4	WF
13256	CCC	00	1000.100	1,000.00	1,000.00		31-May-2022	31-May-2022	TAV1	CCC	USD	CCHART	NA
13256	CCC	00	1000.200	2,500.00	2,500.00		31-May-2022	31-May-2022	TAV1M				NA
13256	CCC	00	5000.100	-3,500.00		3,500.00	31-May-2022	31-May-2022	TAV1				NA
13258	CCC	00	1000.100	2,000.00	2,000.00		31-May-2022	31-May-2022	TAV1M2	CCC	USD	CCHART	NA
13258	CCC	00	5000.100	-2,000.00		2,000.00	31-May-2022	31-May-2022	TAV1M	CCC	USD	CCHART	NA
				0.00	5,500.00	5,500.00							

Account Name: AP Misc. Expense Reference:

General Ledger > Utilities > Update Transaction TAC Values

Update is validated in GL2500, GL2501 report and Transaction Query screen.

GL TAC Activity report (GL2500)



## CCC - CMiC Test Company TAC ACTIVITY REPORT


Page: 1 of 1  
Date: May 31, 2022  
Time: 11:22 AM EDT

TAC Code: TAC1 - TAC CODE 1 Year: 2022 Period: 5

Account	Department	Period Activity		Year To Date Activity	
		Debit	Credit	Debit	Credit
TAV:	TAV1				
1000.100	Bank of America (Operating)	1,000.00	0.00	1,000.00	0.00
		1,000.00	0.00	1,000.00	0.00
TAV:	TAV1M2				
1000.100	Bank of America (Operating)	2,000.00	0.00	2,000.00	0.00
		2,000.00	0.00	2,000.00	0.00
TAV:	TAV1M				
1000.200	Bank of America (Payroll)	2,500.00	0.00	2,500.00	0.00
		2,500.00	0.00	2,500.00	0.00
TAV:	TAV1M				
5000.100	AP Misc. Expense	0.00	2,000.00	0.00	2,000.00
		0.00	2,000.00	0.00	2,000.00
TAV:	TAV1				
5000.100	AP Misc. Expense	0.00	3,500.00	0.00	3,500.00
		0.00	3,500.00	0.00	3,500.00

GL Report – TAC Activity Report (GL2500)

## GL TAC Activity Report by TAV Values (GL2501)



CCC - CMiC Test Company

TAC ACTIVITY REPORT

Page: 1 of 1

Date: May 31, 2022

Time: 11:23 AM EDT

TAC Code: TAC1 - TAC CODE 1 Year: 2022 Period: 5

TAV		Period Activity		Year To Date Activity	
		Debit	Credit	Debit	Credit
Account:	1000.100 Bank of America (Operating)	Department: 00	Company Level		
TAV1	TAV 1	1,000.00	0.00	1,000.00	0.00
TAV1M2	TAV1 - REVISION 2	2,000.00	0.00	2,000.00	0.00
		3,000.00	0.00	3,000.00	0.00
Account:	1000.200 Bank of America (Payroll)	Department: 00	Company Level		
TAV1M	TAV1 - REVISION 1	2,500.00	0.00	2,500.00	0.00
		2,500.00	0.00	2,500.00	0.00
Account:	5000.100 AP Misc. Expense	Department: 00	Company Level		
TAV1M	TAV1 - REVISION 1	0.00	2,000.00	0.00	2,000.00
TAV1	TAV 1	0.00	3,500.00	0.00	3,500.00
		0.00	5,500.00	0.00	5,500.00

## GL Report – TAC Activity Report by TAV Values (GL2501)

## GL Transaction Query

TRANSACTION QUERY															
Selection Criteria * Company: CCC CMiC Test Company From Post Date: 31-May-2022 Journal: GJ General Journal To Post Date: 15-Jun-2022 Account Pick List: Batch: Department: <input type="checkbox"/> Exclude Adjustment And Year End Transactions Query Data															
Ledger Detail View: <input type="button" value="Freeze"/> <input type="button" value="Detach"/> <input type="button" value="Search"/> <input type="button" value="Workflows"/> <input type="button" value="Report Options"/> <input type="button" value="Export"/> <input type="button" value="Attachments"/> <input type="button" value="Notes"/> <input type="button" value="ECM Documents"/> <input type="button" value="User Extensions"/>															
Batch	Company	Department	Account	Amount	Debit Amount	Credit Amount	Home Currency	Originating Application	Source Code	Source Desc	Ref Code	Ref Description	Ref Date	Post Date	TAC Code1
13258	CCC	00	1000.100	1,000.00	1,000.00		USD	GL					31-May-2022	31-May-2022	TAV1
13258	CCC	00	1000.200	2,500.00	2,500.00		USD	GL					31-May-2022	31-May-2022	TAV1M
13258	CCC	00	5000.100	-3,500.00		3,500.00	USD	GL					31-May-2022	31-May-2022	TAV1
13258	CCC	00	1000.100	2,000.00	2,000.00		USD	GL					31-May-2022	31-May-2022	TAV1M2
13258	CCC	00	5000.100	-2,000.00		2,000.00	USD	GL					31-May-2022	31-May-2022	TAV1M
				0.00	5,500.00	5,500.00									
Account Name: Bank of America (Operating) Reference:															

## GL Transaction Query

# Human Capital Management

## Addition of a new field “Mid Amount” to the HCM Salary Grade Maintenance screen. (16.19956)

CMiC added a new field “Mid Amount” on Salary Grade Maintenance screen under HCM File Maintenance to allow users to enter a mid-range salary by grade.

**Note:** Please note that salary range information entered here is for informational purposes only. It would be a separate modification to utilize this new information on any other screens or report.

Salary Grade Maintenance								
<div> <div> Add </div> </div>								
SALARY GRADE MAINTENANCE								
Code	Description	Min Amount	Mid Amount	Max Amount	Effective Date	Currency	Action	
A	Excellent					USD		
A1	Excellent Performance							
B	Above Average					USD		
C	Average					USD		
D	Below Average					USD		
H	High Quality							
M101	Management Level 1	65,000.00	70,000.00	75,000.00	01-Jan-2018	USD		
M102	Management Level 2	75,000.00	80,000.00	85,000.00	01-Jan-2018	USD		
M103	Management Level 3	85,000.00	92,500.00	100,000.00	01-Jan-2018	USD		
O101	Office Level 1	35,000.00	40,000.00	45,000.00	01-Jan-2018	USD		
O102	Office Level 2	45,000.00	50,000.00	55,000.00	01-Jan-2018	USD		

## Adding Salary Grade

To add a Salary Grade, use the **[Add]** button at the top of the screen. This will open two new fields above the list of Salary Grades already defined. **Code** and **Description** are required fields. Enter/Select Code, Description is populated based on selected Code, enter **Min.Salary**, **Mid.Salary**, **Max.Salary** amount with effective date and applicable currency. Click on the **[Save]** button to save the record.

To exit Add Mode without saving any changes use the **[Cancel]** button.

Select **[Add]** Button.

Salary Grade Maintenance								
<div> <div> Add </div> </div>								
SALARY GRADE MAINTENANCE								
Code	Description	Min Amount	Mid Amount	Max Amount	Effective Date	Currency	Action	
A	Excellent					USD		
A1	Excellent Performance							
B	Above Average					USD		
C	Average					USD		
D	Below Average					USD		
H	High Quality							
M101	Management Level 1	65,000.00	70,000.00	75,000.00	01-Jan-2018	USD		
M102	Management Level 2	75,000.00	80,000.00	85,000.00	01-Jan-2018	USD		
M103	Management Level 3	85,000.00	92,500.00	100,000.00	01-Jan-2018	USD		
O101	Office Level 1	35,000.00	40,000.00	45,000.00	01-Jan-2018	USD		
O102	Office Level 2	45,000.00	50,000.00	55,000.00	01-Jan-2018	USD		

Enter the required information and **[Save]** record.

Salary Grade Maintenance

Save Cancel

**SALARY GRADE MAINTENANCE**

Code\* M104 Description\* Management Level 4 Min. Salary 95000 Mid. Salary 90000 Max. Salary 105000 Effective Date 01-Jan-2018 Currency\* US Dollar

Code	Description	Min Amount	Mid Amount	Max Amount	Effective Date	Currency	Action
A	Excellent					USD	
A1	Excellent Performance					USD	
B	Above Average					USD	
C	Average					USD	
D	Below Average					USD	
H	High Quality					USD	
M101	Management Level 1	65,000.00	70,000.00	75,000.00	01-Jan-2018	USD	
M102	Management Level 2	75,000.00	80,000.00	85,000.00	01-Jan-2018	USD	
M103	Management Level 3	85,000.00	92,500.00	100,000.00	01-Jan-2018	USD	
M104	Management Level 4	95,000.00	100,000.00	105,000.00	01-Jan-2018	USD	
O101	Office Level 1	35,000.00	40,000.00	45,000.00	01-Jan-2018	USD	

Frequency Status  
Geographical Area  
Hiring Actions  
HR Administration Action Maintenance  
HR Benefit Master Maintenance  
HR On Board Action  
HR Documents  
HR Role Maintenance  
HR Recruiters  
HR Regions  
Log Builder  
Membership Type  
Organization Type  
Performance Plan Type  
Performance Rating  
Physical Demands  
Prompt Maintenance  
Salary Grade  
Skills

Salary Grade Maintenance

Add

**SALARY GRADE MAINTENANCE**

Code	Description	Min Amount	Mid Amount	Max Amount	Effective Date	Currency	Action
A	Excellent					USD	
A1	Excellent Performance					USD	
B	Above Average					USD	
C	Average					USD	
D	Below Average					USD	
H	High Quality					USD	
M101	Management Level 1	65,000.00	70,000.00	75,000.00	01-Jan-2018	USD	
M102	Management Level 2	75,000.00	80,000.00	85,000.00	01-Jan-2018	USD	
M103	Management Level 3	85,000.00	92,500.00	100,000.00	01-Jan-2018	USD	
M104	Management Level 4	95,000.00	100,000.00	105,000.00	01-Jan-2018	USD	
O101	Office Level 1	35,000.00	40,000.00	45,000.00	01-Jan-2018	USD	

Employee Self-Service Control  
Frequency Status  
Geographical Area  
Hiring Actions  
HR Administration Action Maintenance  
HR Benefit Master Maintenance  
HR On Board Action  
HR Documents  
HR Role Maintenance  
HR Recruiters  
HR Regions  
Log Builder  
Membership Type  
Organization Type  
Performance Plan Type  
Performance Rating  
Physical Demands  
Prompt Maintenance  
Salary Grade  
Skills

## Addition of new screen 'HR Benefit Master Maintenance' – HCM File Maintenance (16.25454)

**Overview:** The addition of a new screen '**HR Benefit Master Maintenance**' works in conjunction with the modifications made to Employee Bonus History Program in Employee Console, to enhance the functionality and processing order in HCM JSP.

**HR Benefit Master Maintenance:** CMiC has created a new JSP screen named '**HR Benefit Master Maintenance**' under HCM File Maintenance. Addition of a New flag named 'Bonus' to this HR Benefit Master screen. Function of the flag is to display the benefit in HCM Employee Console, Bonus History screen. CMiC has also included the HR related flag for 'dependent enrollment' in this screen. The new flag 'Bonus' introduced is only available in HR Benefit Master screen.

### Step 1: PY Master Benefit Setups

Created three new bonuses in FORMS. Bonuses with Job allocation flag enabled and disabled.



**BENEFITS MASTER** Table Mode Save Exit ? ? ? ? ? ?

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code: CBON

\* Description: Bonus Benefit

\* Short Description: CBON Benefit

Reporting Group:

☐ Prevailing Wage

\* Type: Lump Sum

\* Base Code: NONE  None

Amount:  0

☒ Paid in Cash

☒ Job Allocation

☐ Department Allocation

☐ Allocate Non Prevailing Wage Benefits to Prevailing Wage Jobs

☐ Dependent Enrollment Allowed

☐ Process Separate Check For This Benefit

☐ Create Voucher For Accounts Payable

\* Job Allocation Based On: Default Method

Temporary Check Number:

\* Calculation Sequence:  30002 View Used Seq

Effected Deduction:

Print Order:  1

Maximum Limit Group Code:

☐ \* Employee Level Lump Sum Benefit. Pay Only One Plan Per Pay Period

☐ Calculation Benefit

☐ Work Location Allocation

☐ \* Calculate Overhead

☐ Exclude Without Wages

☐ Print Check Only

☐ \* Include In Salary In GC Monitor

☐ \* Job Allocation Using User-Defined Base Code

☐ \* Include In Retropay Processing

**BENEFITS MASTER** Table Mode Save Exit ? ? ? ? ? ?

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code: EBON

\* Description: EE Bonus Benefit

\* Short Description: EE Bonus

Reporting Group:

☐ Prevailing Wage

\* Type: Lump Sum

\* Base Code: NONE  None

Amount:  0

☒ Paid in Cash

☐ Job Allocation

☐ Department Allocation

☐ Allocate Non Prevailing Wage Benefits to Prevailing Wage Jobs

☐ Dependent Enrollment Allowed

☐ Process Separate Check For This Benefit

☐ Create Voucher For Accounts Payable

\* Job Allocation Based On: Default Method

Temporary Check Number:

\* Calculation Sequence:  30001 View Used Seq

Effected Deduction:

Print Order:  1

Maximum Limit Group Code:

☐ \* Employee Level Lump Sum Benefit. Pay Only One Plan Per Pay Period

☐ Calculation Benefit

☐ Work Location Allocation

☐ \* Calculate Overhead

☐ Exclude Without Wages

☐ Print Check Only

☐ \* Include In Salary In GC Monitor

☐ \* Job Allocation Using User-Defined Base Code

☐ \* Include In Retropay Processing

**BENEFITS MASTER** Table Mode Save Exit Help Search Filter Refresh

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code: TBON

\* Description: T Bonus

\* Short Description: TBON

Reporting Group:

☐ Prevailing Wage

\* Type: Lump Sum

\* Base Code: NONE

Amount:

☒ Paid in Cash

☒ Job Allocation

☐ Department Allocation

☐ Allocate Non Prevailing Wage Benefits to Prevailing Wage Jobs

☐ Dependent Enrollment Allowed

☐ Process Separate Check For This Benefit

☐ Create Voucher For Accounts Payable

\* Job Allocation Based On: Default Method

Temporary Check Number:

\* Calculation Sequence: 30003 [View Used Seq](#)

Effectuated Deduction:

Print Order: 1

Maximum Limit Group Code:

☐ \* Employee Level Lump Sum Benefit. Pay Only One Plan Per Pay Period

☐ Calculation Benefit

☐ Work Location Allocation

☐ \* Calculate Overhead

☐ Exclude Without Wages

☐ Print Check Only

☐ \* Include In Salary In GC Monitor

☐ \* Job Allocation Using User-Defined Base Code

☐ \* Include In Retropay Processing

## Step 2: HCM File Maintenance – HR Benefit Master Screen

The two newly created Bonus Benefits should now display on the JSP HR Benefit Master Screen. The New Benefit Master Maintenance JSP screen will be available and maintainable via the HCM JSP under File Maintenance.

**Note:** Other benefits and bonuses from PY and HR Master Benefit screen in FORMS are also feeding into the new JSP HCM HR Benefit Master Screen

Benefit Master Maintenance				
BENEFITS				
Code	Description	Allow Dependent Enrollment	Bonus	Edit
ZZ10	Hourly Health and Welfare Ins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
ZZ20	Car Allowance	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
ZZ15	Group Term Life	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
ZZ16	Imputed Group Term Life	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
DIEM	Per Diem	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
PEN3	PENSION PLAN	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
UANP	UA UNATIONAL	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
UHWF	UNION HEALTH AND WELFARE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
LMCT	LABOR MANAGEMENT CORP TRUST	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
CCCH	CCC Health Benefit Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
CBON	Bonus Benefit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<a href="#">Edit</a>
EBON	EE Bonus Benefit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<a href="#">Edit</a>
TBON	T Bonus	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<a href="#">Edit</a>
CASH	Cash Benefit	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
UNBN	Union Benefit	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
PYU1	LOYALTY BENEFIT	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
CCMD	CCC Medical Benefits	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>

User can select the [Edit] Log Button to check and uncheck flag.

Benefit Master Maintenance

Save Cancel

File Maintenance

- Employee Console Maintenance
  - Application Questions
  - Applicant Rating
  - Application Status
  - Area of Interest
  - Attendee Status
  - Certifications and Licenses
  - Class Status
  - Course Types
  - Corporate Performance Standards
  - Degrees
  - Default Filters
  - Education
  - Employee Maintenance
  - Employee Request
  - Employee Self-Service Control
  - Frequency Status
  - Geographical Area
  - Hiring Actions
  - HR Administration Action Maintenance
  - HR Benefit Master Maintenance
  - HR On Board Action
  - HR Documents
  - HR Role Maintenance

BENEFIT MASTER MAINTENANCE

ZZ10  
Hourly Health and Welfare Ins ☒ Allows Dependent Enrollment ☒ Bonus

BENEFITS

Code	Description	Allow Dependent Enrollment	Bonus	Edit
ZZ10	Hourly Health and Welfare Ins	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
ZZ20	Car Allowance	<input type="checkbox"/>	<input type="checkbox"/>	
ZZ15	Group Term Life	<input type="checkbox"/>	<input type="checkbox"/>	
ZZ16	Imputed Group Term Life	<input type="checkbox"/>	<input type="checkbox"/>	
DIEM	Per Diem	<input type="checkbox"/>	<input type="checkbox"/>	
PEN3	PENSION PLAN	<input type="checkbox"/>	<input type="checkbox"/>	
UANP	UA UNATIONAL	<input type="checkbox"/>	<input type="checkbox"/>	
UHWF	UNION HEALTH AND WELFARE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
LMCT	LABOR MANAGEMENT CORP TRUST	<input type="checkbox"/>	<input type="checkbox"/>	
CCCH	CCC Health Benefit Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CBON	Bonus Benefit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
EBON	EE Bonus Benefit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
TBON	T Bonus	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CASH	Cash Benefit	<input type="checkbox"/>	<input type="checkbox"/>	
UNBN	Union Benefit	<input type="checkbox"/>	<input type="checkbox"/>	
PYU1	LOYALTY BENEFIT	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CCMD	CCC Medical Benefits	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Benefit Master Maintenance

Save Cancel

File Maintenance

- Employee Console Maintenance
  - Application Questions
  - Applicant Rating
  - Application Status
  - Area of Interest
  - Attendee Status
  - Certifications and Licenses
  - Class Status
  - Course Types
  - Corporate Performance Standards
  - Degrees
  - Default Filters
  - Education
  - Employee Maintenance
  - Employee Request
  - Employee Self-Service Control
  - Frequency Status
  - Geographical Area
  - Hiring Actions
  - HR Administration Action Maintenance
  - HR Benefit Master Maintenance
  - HR On Board Action
  - HR Documents
  - HR Role Maintenance

BENEFIT MASTER MAINTENANCE

CBON  
Bonus Benefit ☐ Allows Dependent Enrollment ☐ Bonus

BENEFITS

Code	Description	Allow Dependent Enrollment	Bonus	Edit
ZZ10	Hourly Health and Welfare Ins	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
ZZ20	Car Allowance	<input type="checkbox"/>	<input type="checkbox"/>	
ZZ15	Group Term Life	<input type="checkbox"/>	<input type="checkbox"/>	
ZZ16	Imputed Group Term Life	<input type="checkbox"/>	<input type="checkbox"/>	
DIEM	Per Diem	<input type="checkbox"/>	<input type="checkbox"/>	
PEN3	PENSION PLAN	<input type="checkbox"/>	<input type="checkbox"/>	
UANP	UA UNATIONAL	<input type="checkbox"/>	<input type="checkbox"/>	
UHWF	UNION HEALTH AND WELFARE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
LMCT	LABOR MANAGEMENT CORP TRUST	<input type="checkbox"/>	<input type="checkbox"/>	
CCCH	CCC Health Benefit Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CBON	Bonus Benefit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
EBON	EE Bonus Benefit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
TBON	T Bonus	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CASH	Cash Benefit	<input type="checkbox"/>	<input type="checkbox"/>	
UNBN	Union Benefit	<input type="checkbox"/>	<input type="checkbox"/>	
PYU1	LOYALTY BENEFIT	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CCMD	CCC Medical Benefits	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Unchecked Bonus flag and saved. CBON Bonus flag is disabled.

Benefit Master Maintenance					
<div>File Maintenance</div> <div>Employee Console Maintenance</div> <div>Application Questions</div> <div>Applicant Rating</div> <div>Application Status</div> <div>Area of Interest</div> <div>Attendee Status</div> <div>Certifications and Licenses</div> <div>Class Status</div> <div>Course Types</div> <div>Corporate Performance Standards</div> <div>Degrees</div> <div>Default Filters</div> <div>Education</div> <div>Employee Maintenance</div> <div>Employee Request</div> <div>Employee Self-Service Control</div> <div>Frequency Status</div> <div>Geographical Area</div> <div>Hiring Actions</div> <div>HR Administration Action Maintenance</div> <div>HR Benefit Master Maintenance</div> <div>HR On Board Action</div>	BENEFITS				
	Code	Description	Allow Dependent Enrollment	Bonus	Edit
	ZZ10	Hourly Health and Welfare Ins	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
	ZZ20	Car Allowance	<input type="checkbox"/>	<input type="checkbox"/>	
	ZZ15	Group Term Life	<input type="checkbox"/>	<input type="checkbox"/>	
	ZZ16	Imputed Group Term Life	<input type="checkbox"/>	<input type="checkbox"/>	
	DIEM	Per Diem	<input type="checkbox"/>	<input type="checkbox"/>	
	PEN3	PENSION PLAN	<input type="checkbox"/>	<input type="checkbox"/>	
	UANP	UA UNATIONAL	<input type="checkbox"/>	<input type="checkbox"/>	
	UHWF	UNION HEALTH AND WELFARE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	LMCT	LABOR MANAGEMENT CORP TRUST	<input type="checkbox"/>	<input type="checkbox"/>	
	CCCH	CCC Health Benefit Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	CBON	Bonus Benefit	<input type="checkbox"/>	<input type="checkbox"/>	
	EBON	EE Bonus Benefit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	TBON	T Bonus	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	CASH	Cash Benefit	<input type="checkbox"/>	<input type="checkbox"/>	
	UNBN	Union Benefit	<input type="checkbox"/>	<input type="checkbox"/>	
	PYU1	LOYALTY BENEFIT	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	CCMD	CCC Medical Benefits	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Check Flag for Bonus will mark the EBON Code with description EE Bonus Benefit as Bonus.

Benefit Master Maintenance					
<div>File Maintenance</div> <div>Employee Console Maintenance</div> <div>Application Questions</div> <div>Applicant Rating</div> <div>Application Status</div> <div>Area of Interest</div> <div>Attendee Status</div> <div>Certifications and Licenses</div> <div>Class Status</div> <div>Course Types</div> <div>Corporate Performance Standards</div> <div>Degrees</div> <div>Default Filters</div> <div>Education</div> <div>Employee Maintenance</div> <div>Employee Request</div> <div>Employee Self-Service Control</div> <div>Frequency Status</div> <div>Geographical Area</div> <div>Hiring Actions</div> <div>HR Administration Action Maintenance</div> <div>HR Benefit Master Maintenance</div> <div>HR On Board Action</div> <div>HR Documents</div> <div>HR Role Maintenance</div>	BENEFIT MASTER MAINTENANCE				
	<div>CBON</div> <div>Benefit</div> <div>Bonus Benefit</div> <div> <input type="checkbox"/> Allows Dependent Enrollment <input checked="" type="checkbox"/> Bonus </div>				
	BENEFITS				
	Code	Description	Allow Dependent Enrollment	Bonus	Edit
	ZZ10	Hourly Health and Welfare Ins	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
	ZZ20	Car Allowance	<input type="checkbox"/>	<input type="checkbox"/>	
	ZZ15	Group Term Life	<input type="checkbox"/>	<input type="checkbox"/>	
	ZZ16	Imputed Group Term Life	<input type="checkbox"/>	<input type="checkbox"/>	
	DIEM	Per Diem	<input type="checkbox"/>	<input type="checkbox"/>	
	PEN3	PENSION PLAN	<input type="checkbox"/>	<input type="checkbox"/>	
	UANP	UA UNATIONAL	<input type="checkbox"/>	<input type="checkbox"/>	
	UHWF	UNION HEALTH AND WELFARE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	LMCT	LABOR MANAGEMENT CORP TRUST	<input type="checkbox"/>	<input type="checkbox"/>	
	CCCH	CCC Health Benefit Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	CBON	Bonus Benefit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	EBON	EE Bonus Benefit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	TBON	T Bonus	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	CASH	Cash Benefit	<input type="checkbox"/>	<input type="checkbox"/>	
	UNBN	Union Benefit	<input type="checkbox"/>	<input type="checkbox"/>	
	PYU1	LOYALTY BENEFIT	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	CCMD	CCC Medical Benefits	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

## Apply Field Security to 'HR Training Classes Program' – HCM Security & Role Maintenance (16.28449)

Modification made to HR Training Class Program to allow users to Unrestricted and or Hide the Items below: Add, Delete and Edit Buttons through Role Maintenance and field security.

## Security and Role Maintenance

Under Security>Role Maintenance: Select Assign Field Security

Human Capital Management

Security Roles

Role Code	Role Name	BI Role Code	Admin	Actions	Assign
*ALL*	*ALL*				-- Choose your action -- Assign Field Security
AHINT01	Andrew H's Internal User Role		Y		-- Choose your action --
COL-VENDOR	Collaborator - Vendor		N		-- Choose your action --
DKEXTROL	dk external security role		N		-- Choose your action --
DKINTROLE	Internal user security role		Y		-- Choose your action --
E-MASTER	E-Master		Y		-- Choose your action --
EFADMINUSE	EC Admin role		Y		-- Choose your action --
EFEXT01	EC External User role	FORECAST	N		-- Choose your action --
EFINT01	EC Internal User role		Y		-- Choose your action --
ESSBASIC	ESS Basic Role		N		-- Choose your action --
EVERYTHING	EVERYTHING		Y		-- Choose your action --
MIKE-JSP	Mike's JSP Security Role		Y		-- Choose your action --
MREXT01	MR External User Role		N		-- Choose your action --
MRINT01	MR Internal User Role		Y		-- Choose your action --
NAV/COL	NAV/COLLAB		N		-- Choose your action --
NAV/MASTER	Navmaster		N		-- Choose your action --
NAVAR	NAVA ROLE		N		-- Choose your action --
RAV/I	RAV/I PM/JSP ROLE		Y		-- Choose your action --
ROCK-PMJSP	Rockford's PM/JSP Role		Y		-- Choose your action --
SBRFCOLLA	SB RFI Collaborator		N		-- Choose your action --
SIMAR	Internal role for Simar		Y		-- Choose your action --
SIMAREXT	External role for Simar		N		-- Choose your action --

Select Program HR Training Classes to assign the field security

Human Capital Management

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs

Column/Field Security

Item Name	Security Level
SSN	Unrestricted
Area Of Interest	Unrestricted
Ethnicity/Race	Unrestricted
Gender	Unrestricted

Add Button, Delete Button and Edit Button are all unrestricted.

Human Capital Management

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs | HR Training Classes

**COLUMN/FIELD SECURITY**

Item Name	Security Level
Add Button	Unrestricted
Delete Button	Unrestricted
Edit Button	Unrestricted

Assign field security for each of the items, as required:

Human Capital Management

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs | HR Training Classes

**COLUMN/FIELD SECURITY**

Item Name	Security Level
Add Button	Unrestricted
Delete Button	Hidden
Edit Button	Hidden

Update (save) changes

Human Capital Management

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs | HR Training Classes

**COLUMN/FIELD SECURITY**

Item Name	Security Level
Add Button	Unrestricted
Delete Button	Hidden
Edit Button	Hidden

Update Back

## HR Training Classes – Maintain and Schedule Classes

Go Back to HR Training Classes Screen: As per the field security assigned, HR Training Maintain Schedule Classes screen has Add button visible and unrestricted. The Delete and Edit buttons are hidden as per assigned field security under the HR Training Classes Program.

Open previous classes and verify if the field security has been applied.

Previous class – Accounting Basic I on the Maintain and Schedule Class has applied field security for items Edit and Delete buttons. These items are now hidden and not available on the screen. Only Add button is available as per defined security by the user.

**Maintain And Schedule Classes**

Delete and Edit Button

Only Add button is unrestricted.

**Class**

Course	Accounting Basic I	Module	Accounting Basic I	Class Code	ACCT -1
Class Name	Accounting Basic I	Start Date	2017-02-01	Completion Date	2017-02-03
Status	Completed	Start Time	01 : 00 AM	Duration	3 Days
Cost	\$1,500.00	Retrain On	2018-02-05	Self Service	<input checked="" type="checkbox"/>
Location	1500	Trainer	Sally Field		
Class Description Basic Accounting for beginners					

**Attendees**

Employee Code	ZZ-900	Employee Name	Sandy Sanderson	Nominated By		Enrolled By	
Enrollment Date	2017-01-23	Start Date	2017-02-01	Completion Date	2017-02-03	Grade	
Status	Enrolled	Start Time	09 : 00 AM	Retrain On	2018-02-05	Written Rating	GOOD
Perf. Rating		Memo		Security Field Test - Work order 16.28449		Cost	\$ 1,500.00

With the new field security assigned, Add and Schedule a new Class

**Human Capital Management**

Add Class Show Filter Send To Spreadsheet Enter Query

**Training Classes**

Name	Course	Module	Status	Location	Class Date	Class Time	Completion Date
Accounting Basic I	Accounting Basic I	Accounting Basic I	Completed	1500	2017-02-01	01:00 AM	2017-02-03
Basic Safety	Company Safety Training	Basic Safety	Schedule	Training 1	2005-05-02	08:00 AM	
Total (2 rows)							

**Maintain And Schedule Classes**

Save Back To Log

**Class**

Course	ACCOUNTING INTERME	Module	ACCOUNTING INTERME	Class Code	ACCT-2
Class Name	Accounting Intermediate	Start Date	2017-03-06	Completion Date	2017-03-10
Status	Schedule	Start Time	09 : 00 AM	Duration	
Cost	4500	Retrain On		Self Service	<input checked="" type="checkbox"/>
Location	External	Trainer	SALLY FIELD		
Class Description Accounting Intermediate					

**Attendees**

Employee Code	ZZ-300	Employee Name	Donald Trump	Nominated By		Enrolled By	
Enrollment Date	2017-01-23	Start Date	2017-03-06	Completion Date	2017-03-10	Grade	
Status	Enrolled	Start Time	09 : 00 AM	Retrain On		Written Rating	
Perf. Rating		Memo				Cost	4500

Employee Code	ZZ-900	Employee Name	Sandy Sanderson	Nominated By		Enrolled By	
Enrollment Date	2017-01-23	Start Date	2017-03-06	Completion Date	2017-03-10	Grade	
Status	Enrolled	Start Time	09 : 00 AM	Retrain On		Written Rating	
Perf. Rating		Memo				Cost	4500

Employee Code	ZZ-100	Employee Name	Patrick Peterson	Nominated By		Enrolled By	
Enrollment Date	2017-01-23	Start Date	2017-03-06	Completion Date	2017-03-10	Grade	
Status	Enrolled	Start Time	09 : 00 AM	Retrain On		Written Rating	
Perf. Rating		Memo				Cost	4500

## Saved Class

**Maintain And Schedule Classes** Only Add button is available. Delete and Edit button are hidden and restricted. Add Back To Log Print Home

**Class**

Course: Accounting Intermediate	Module: Accounting Intermediate	Class Code: ACCT-II
Class Name: Accounting Intermediate	Start Date: 2017-03-06	Completion Date: 2017-03-10
Status: Schedule	Start Time: 09:00 AM	Duration: 5 Days
Cost: \$4,500.00	Retrain On: <input type="checkbox"/>	Self Service: <input checked="" type="checkbox"/>
Location: External		Trainer: Sally Field
Class Description: Accounting Intermediate		

**Attendees**

Employee Code	Employee Name	Nominated By	Enrolled By
Employee Code ZZ-100	Employee Name: Patrick Peterson	Nominated By: <input type="checkbox"/>	Enrolled By: <input type="checkbox"/>
Enrollment Date: 2017-01-23	Start Date: 2017-03-06	Completion Date: 2017-03-10	Grade: <input type="text"/>
Status: Enrolled	Start Time: 09:00 AM	Retrain On: <input type="checkbox"/>	Written Rating: <input type="text"/>
Perf. Rating: <input type="text"/>	Memo: <input type="text"/>		Cost: \$4,500.00
Employee Code ZZ-300	Employee Name: Donald Trump	Nominated By: <input type="checkbox"/>	Enrolled By: <input type="checkbox"/>
Enrollment Date: 2017-01-23	Start Date: 2017-03-06	Completion Date: 2017-03-10	Grade: <input type="text"/>
Status: Enrolled	Start Time: 09:00 AM	Retrain On: <input type="checkbox"/>	Written Rating: <input type="text"/>
Perf. Rating: <input type="text"/>	Memo: <input type="text"/>		Cost: \$4,500.00
Employee Code ZZ-900	Employee Name: Sandy Sanderson	Nominated By: <input type="checkbox"/>	Enrolled By: <input type="checkbox"/>
Enrollment Date: 2017-01-23	Start Date: 2017-03-06	Completion Date: 2017-03-10	Grade: <input type="text"/>
Status: Enrolled	Start Time: 09:00 AM	Retrain On: <input type="checkbox"/>	Written Rating: <input type="text"/>
Perf. Rating: <input type="text"/>	Memo: <input type="text"/>		Cost: \$4,500.00

## Back to Log, Select Class

**Human Capital Management** Add Class Show Filter Send To Spreadsheet Enter Query Print Home

Name	Course	Module	Status	Location	Class Date	Class Time	Completion Date
Accounting Basic I	Accounting Basic I	Accounting Basic I	Completed	1500	2017-02-01	01:00 AM	2017-02-03
Accounting Intermediate	Accounting Intermediate	Accounting Intermediate	Schedule	External	2017-03-06	09:00 AM	2017-03-10
Basic Safety	Company Safety Training	Basic Safety	Schedule	Training 1	2005-05-02	08:00 AM	
Total (3 rows)							

**Maintain And Schedule Classes** Only Add button is available. Delete and Edit button are hidden and restricted. Add Back To Log Print Home

**Class**

Course: Accounting Intermediate	Module: Accounting Intermediate	Class Code: ACCT-II
Class Name: Accounting Intermediate	Start Date: 2017-03-06	Completion Date: 2017-03-10
Status: Schedule	Start Time: 09:00 AM	Duration: 5 Days
Cost: \$4,500.00	Retrain On: <input type="checkbox"/>	Self Service: <input checked="" type="checkbox"/>
Location: External		Trainer: Sally Field
Class Description: Accounting Intermediate		

**Attendees**

Employee Code	Employee Name	Nominated By	Enrolled By
Employee Code ZZ-100	Employee Name: Patrick Peterson	Nominated By: <input type="checkbox"/>	Enrolled By: <input type="checkbox"/>
Enrollment Date: 2017-01-23	Start Date: 2017-03-06	Completion Date: 2017-03-10	Grade: <input type="text"/>
Status: Enrolled	Start Time: 09:00 AM	Retrain On: <input type="checkbox"/>	Written Rating: <input type="text"/>
Perf. Rating: <input type="text"/>	Memo: <input type="text"/>		Cost: \$4,500.00
Employee Code ZZ-300	Employee Name: Donald Trump	Nominated By: <input type="checkbox"/>	Enrolled By: <input type="checkbox"/>
Enrollment Date: 2017-01-23	Start Date: 2017-03-06	Completion Date: 2017-03-10	Grade: <input type="text"/>
Status: Enrolled	Start Time: 09:00 AM	Retrain On: <input type="checkbox"/>	Written Rating: <input type="text"/>
Perf. Rating: <input type="text"/>	Memo: <input type="text"/>		Cost: \$4,500.00
Employee Code ZZ-900	Employee Name: Sandy Sanderson	Nominated By: <input type="checkbox"/>	Enrolled By: <input type="checkbox"/>
Enrollment Date: 2017-01-23	Start Date: 2017-03-06	Completion Date: 2017-03-10	Grade: <input type="text"/>
Status: Enrolled	Start Time: 09:00 AM	Retrain On: <input type="checkbox"/>	Written Rating: <input type="text"/>
Perf. Rating: <input type="text"/>	Memo: <input type="text"/>		Cost: \$4,500.00

## ESS - Open Enrollment & Qualifying Event Rejected Email Notes (17.31050)

CMiC has modified and added the feature to include Notes from a rejected ESS transaction in the 'Rejected' email message that is sent to the employee for both Qualifying Events & Open Enrollment.

The open enrollment and qualifying events email subject will now include all notes and communication when sending an email to Employee. All notes will be included in the email, by order of latest notes first.

**NOTE:** Approver does not receive email when employee submits.



## Prompt Maintenance

Prompt Maintenance – Rejected Email Text and Properties

Go to HCM > File Maintenance, under 'Prompt Maintenance' screen, and select Query Mode.

Message Key for Open Enrollment is 'ESS\_Request\_Reject\_Email\_OE' and Qualifying Event is 'ESS\_Request\_Reject\_Email\_QE'. Select Query mode, enter the above and execute query.

User can edit the CMiC standard email message text here, but should not remove the parameters of {0}, {1} & {2}.

## HCM Field Tracking new added columns (17.40876)

CMiC has made modifications to Field Tracking program adding 4 more columns. Column names and their mapping details are as follows:

1. POSITION – is retrieved from Employee profile > HCM Tab
2. PAY RATE – is based on "Preferred Pay Rate" setup in Employee Profile.
3. JOB LAST PAID - This information is available in Human Resource > Personal > Employee Query and will be retrieved from this form and populate in field tracking HCM screen.
4. LAST PAID DATE – is retrieved Job Last Paid. This information is available in Human Resource > Personal > Employee Query and will be retrieved from this form and populate in field tracking HCM screen.

**NOTE:** Employee 'Preferred Pay Rate' setup – If employee is unionized then system will retrieve rate from Union/Trade setup. If Employee is non-unionized, then system will retrieve from trade setup. If no setup is found rate will be '0'.

User must have the 'Include In Field Tracking' flag checked on the employee profile for the employee.

User must setup Contact information for the employee in project management under contacts

## HCM Manager – Employee Field Tracking Screen

Employee Field Tracking screen has the four added columns displayed and populated.

The screenshot shows the 'Employee Field Tracking' screen. On the left is a 'SEARCH CRITERIA' panel with a 'Search' button and several filters: 'Working Filter' (radio buttons for 'Working' and 'Not Working', with 'Working' selected), 'Job Filter' (text input with 'GL-JOB0'), 'City of Job' (text input), 'Job Department' (text input), and a checked box for 'Include Closed Job'. The main area is titled 'EMPLOYEES' and contains a table with the following columns: 'Select To transfer', 'Employee No.', 'First Name', 'Last Name', 'Phone#', 'Position', 'Current Job', 'Job Description', 'City', 'Start Date', 'Estimated End Date', 'Actual End Date', 'Employee Comment', 'Future Assignments', 'Trade', 'Pay Rate', 'Job Last Paid', and 'Last Paid Date'. The table body is empty.

# Human Resource

## Addition of a new field “Years of Service Update Reason Code” to HR Company control screen (15.08775)

CMiC added a new field under HR - Setup - Local Tables - Control to allow users to setup a Reason Code for 'Years-of-Service History Change by Nightly Process'. The nightly utility is modified to use the newly added reason code when creating history records instead of using the current default reason code from payroll control.

Human Resources Control

Control Parameters

Company ZZ CMiC Test Company

General Safety Pension OSHA

Format Mask For SSN 999-999-999

Leave Code For Vacations

Hours To Qualify For Vacation

Update Method For Years Of Service 2. Daily Process Based On Seniority Date

Hours To Qualify For Years Of Service 10

Years of Service Update Reason Code ZZ-YRS\ Years of Service Update

☐ Display Warning for Duplicate Course or Certificate/License

Pension Eligibility Parameters

Qualifying Hours 500.00

Qualifying Months

Minimum 6.00

Maximum 12.00

User Extensions +

User Extension1

User Extension2

User Extension3

User Extension4

User Extension5

User Extension6

User Extension7

More Extensions ...

Related Screens +

Employment History

Related Screen 2

Related Screen 3

Related Screen 4

Related Screen 5

Related Screen 6

Related Screen 7

More Related ...

Checked: a Warning is Displayed when Employee takes same Course again.

Record: 1/1 ... <OSC>

When the Nightly Payroll Years of Service Update ran, the system updated the Years of Service and added a History Record with a Reason Code selected on HR Control.



Action Edit Block Field Record Query Utility Help Window

Payroll History Adjustment Screen

**Employee**

Employee: ZZ-BW-SAL3 SSN: 300-31-0320

**Employment Details**

Personal Company Rate/Salary Address Tax HR Info HCM

Hire Date: 07-JUL-14 Re-Hire Date: Termination Date: Date Deceased:

The Service Years field has been updated as a result of Nightly

Effective Date	Action	Next Review Date	Adjusted Service Date	Days/Year	Hours/Year	Service/Years
05/16/2016	Change		07-JUL-14	260	2080	1
07/07/2014	New Hire		07-JUL-14	260	2080	0

Enter Reason Code Or Select From The List Of Values

Record: 2/2 <OSC>

## Imaging

### Imaging Control – Third Option (“Mix”) for Use Pretax Amount (20.25180)

CMIC ENTERPRISE TESTR12

Enterprise Field ETIME Non-BI CM Edit Mode

Search for programs...

IMAGING CONTROLS

Imaging Controls Button Ordering Save

**INVOICE VALIDATION**

RAD Invoice Amount Validation ☒

Include Retainage Release Amount in Gross Amount ☐

Default Tax Calculation ☐

Update default Retainage on SOV from the last SC RFP ☐

Use Subcontract Terms ☐

Use Pretax Amount for Registered Pay Request

RFP Amount Cannot Exceed Contract Balance ☐

Allow Vouchers without Details ☐

Allow Negative Voucher RFPs ☐

Tax Selector in Registry Details ☐

Don't use header tax for registered RFPs ☒

Expense Group Codes: EXP

Allow RAD Pay Request Retainage Override ☐

WHT Code Validation Without Conversion ☐

Validate Discount Retainage against Original Amount ☐

Retainage Validation After Update on Details ☐

PO Invoice w/o PO Number ☐

Distributions are Required for PO Invoices ☒

Non-PO Distribution J Lines Posted as "Spent Outside the Commitment" ☐

Base Remaining Balance on Pretax Amounts ☒

Save SOV Retainage Percent from Last RFP ☐

Enforce SOV line amount limit ☐

Use Vendor Legal name in Kofax ☐

Enable Voucher Image Linking ☐

Include Registered Pay Request in validation ☐

**IMAGING ROLES**

Added a third option for Use Pretax Amount for Registered Pay Requests drop-down field. The New option is "Mix". In this case, the customer will enter tax included amount in debit column for indirect tax and pretax amount in pretax field for direct tax.

## Job Security for Images in Imaging (20.21738)

The screenshot shows the 'IMAGING CONTROLS' interface with three tabs: 'Imaging Controls', 'Button Ordering', and 'Import Invoices'. The 'Imaging Controls' tab is active. Below the tabs is a 'Save' button. The main section is titled 'INVOICE VALIDATION' and contains two columns of settings. The 'Enable Job Security in Imaging' checkbox is located in the bottom left of the settings list and is highlighted with a red rectangular box. Below the settings is a section titled 'IMAGING ROLES'.

INVOICE VALIDATION	
RAD Invoice Amount Validation <input type="checkbox"/>	Allow RAD Pay Request Retainage Override <input type="checkbox"/>
Include Retainage Release Amount in Gross Amount <input type="checkbox"/>	WM Code Validation Without Conversion <input type="checkbox"/>
Default Tax Calculation <input type="checkbox"/>	Validate Discount/Retainage against Original Amount <input type="checkbox"/>
Update default Retainage on SOV from the last SC RFP <input type="checkbox"/>	Retainage Validation After Update on Details <input type="checkbox"/>
Use Subcontract Terms <input type="checkbox"/>	PO Invoice w/o PO Number <input type="checkbox"/>
Use Pretax Amount for Register Pay Requests <input type="text" value="No"/>	Distributions are Required for PO Invoices <input checked="" type="checkbox"/>
RFP Amount Cannot Exceed Contract Balance <input type="checkbox"/>	Non-PO Distribution J lines Posted as "Spent Outside the Commitment" <input type="checkbox"/>
Allow Vouchers without Details <input type="checkbox"/>	Base Remaining Balance on Pretax Amounts <input type="checkbox"/>
Allow Negative Voucher RFPs <input type="checkbox"/>	Save SOV Retainage Percent from Last RFP <input type="checkbox"/>
Tax Selector in Registry Details <input type="checkbox"/>	Enforce SOV line amount limit <input type="checkbox"/>
Don't use header tax for registered RFPs <input checked="" type="checkbox"/>	Use Vendor Legal name in Kofax <input type="checkbox"/>
Expense Group Codes <input type="text" value="EXP"/>	Enable Voucher Image Linking <input type="checkbox"/>
PO Detail Priority to Amount Over Quantity <input type="checkbox"/>	Include Registered Pay Request in validation <input type="checkbox"/>
Enable Job Security in Imaging <input type="checkbox"/>	

IMAGING ROLES

A flag has been added to the Imaging Controls screen: "Enable Job Security in Imaging". This flag, when checked, allows users to view

only the images tied to the Jobs they have access to, and only applies to the images in Imaging. It does not apply to Images with flysheets that are blank.

The images that appear in the tree-view on the left in the Image Manager are determined by a database view that filters them based on the security setup.

This new flag to observe job security is **in addition** to the normal Imaging security.

### NOTES:

- Non-invoice document types and invoice documents with blank flysheets. Only users in the 'Submitters' imaging security group will see these images.
- The flysheet has been filled in for a registered invoice, and no routing job was specified. Again, only users in the 'Submitters' imaging security group will see these images.
- The flysheet has been filled in for a registered invoice or *registered* RFP, and the routing job is specified and found in the secured job view. The secured job view is used to filter the list.
- the flysheet has been filled in for a *voucher-based* RFP, and the routing job is specified and found in the secured job view. The secured job view is used to filter the list.

## Workflow Notifications View Options (20.33953)

**FLYSHEET SECURITY**

STANDARD  
sbgroup

**WORKFLOW NOTIFICATIONS & DISPLAY OPTIONS**

Reject Comment Mandatory ☐ Enable New Workflow Notification List ☒  
 Approve Comment Mandatory ☐ Checkboxes disabled until Notification Body opened, New Mode Required ☐  
 Reassign Comment Mandatory ☐ Notification Body Displayed on Hover over Notification Subject, New Mode Required ☐  
 Notification Reassigned Flag ☒ Hide View Check Box for FYI ☐  
 Start Notification List with all Notifications ☒ Return Notification to Reassigned User ☐  
 Registered Invoice Notification Header Display: Current  
 Display invoice information in workflow alerts ☐  
 Hide Mobile Link in WF Alert ☐  
 Alert Email Header: All open notifications. Please use the Workflow Notification List to review these items.  
 Alert Sender Email Override:

**MOVE FUNCTION**

Delete Flysheet Data ☒ All Document Types ☐ Delete if Target is Checked

**IMAGE MANAGER**

Query Results Size: 100  
 Auto Submit Flag ☒ Copy RFP Image to Imaging ☒  
 SC RFP Document Type: Std SC RFP  
 Payroll Expense Document Type: Std PO Invoices  
 Save Filter Options ☐  
 Close Image Window when Invoice Window is closed. ☐ (highlighted with a red box)  
 SC RFP Source: Source1  
 Payroll Expense Source: Source1  
 Save Frames Dimensions ☒

**MISCELLANEOUS OPTIONS**

Save MIP Output as Attachments ☐  
 Allow ECM Search from Outlook ☐  
 Enterprise Docs in ECM ☒  
 PM Docs in ECM ☒

jpg ^ macrame 1.jpg ^ Outlook\_Plug\_In(4....zip ^ Show all x

Another flag has been added to Imaging Controls Screen: **“Close Image Window when invoice window is Closed”**, This flag when checked, allows users to close the Image as well as the Image Manager Flysheet Screen. This flag when unchecked, lets the user have the Image on screen even if the flysheet window is closed allowing for any changes to be made. This is an important feature for the UI Config with Separate Window Selection.

## Image Manager (Beta) (19.77639, 20.31769)

**oasis.jpg**

Type: RAD Registered Pay Request  
 Source: Standard  
 Date: 2019-10-24 09:16:57.0  
 Status: Not Submitted  
 Posted: Yes  
 Oraseq: 7101709

**RAD Registered Pay Request Header**

Company: ZZ Q CMIC Test Company  
 Job: Q  
 Invoice Number:   
 Invoice Date: 2020 10 02  
 Discount Date:   
 Remittance Description:   
 Vendor:   
 Registration Group:   
 Amount:   
 Due Date:   
 Description:   
 Contract Balance:

**RAD Register Pay Request Detail**

Line	Task#	Task Name	Task Description	Contract Amount	Pct Complete	Previous Cert. Amt.	Pending Amount	Current Amount	New Retainage	Retainage to Date	Retainage Released	Action

What has changed:

- All detail flysheets now use kendo, regardless of if they are Form view or Tabular.
- Many stylistic changes.
- The Header buttons now use a spill over menu.

- LOV in the header flysheet has been changed.

## Features

Header strip shows:

Document Type	Status
Source	Posted indicator (Y/N)
Date	Oraseq

[Swap View] button – to toggle the view between the document type and the image

**NOTE:** Clients who wish to use this beta version can add it to their JSP tree-view using Menu Maintenance:

Example url: test2v12.cmic.ca:xxxx/cmictest12c/SdMenuMaint/showTree.do

Example **Beta version** url:

<http://test2v12.cmic.ca:xxxx/cmictest12c/ImgMgrBeta/imgMgrStart.do>

## Added Copy User Comment from Notification to Audit History Flag (21.37756)

This flag is added to make it easy for users to input comments from either of the screens.

Users can add comments/notes either directly from Subcontract's screen (for SCRFP) or from Notification's screen.

To access this functionality: User can go into ADF screen >> Click on Enterprise Content Management>> Go to Imaging>> Setup >> Imaging Controls.

The screenshot shows the 'IMAGING CONTROLS' setup page in the CMC Enterprise PTFR12 application. The left sidebar contains a navigation menu with options like 'Enterprise v12', 'Enterprise v12 Forms', 'ESS', 'Material Sales', 'Fixed Assets', 'US Payroll', 'International Payroll', 'Human Resources', 'Opportunity Management', 'Imaging', 'Setup', 'System Options', 'Document Types', 'Sources', 'Flysheets', 'Viewer by Type', 'Imaging Control', 'Utilities', 'Security', 'Define Imaging Search', 'Image Search', 'Image Manager', 'Exception Manager', 'Workflow', 'Business Intelligence', '1099', and 'System'. The main content area is titled 'IMAGING CONTROLS' and contains several sections: 'IMAGE MANAGER DISPLAY OPTIONS' (with checkboxes for 'One Input Field Date Format', 'Maximum Images for Forms Search' set to 100, 'Enable Table Search', and 'Update Button only for Approver'), 'FLYSHEET SECURITY' (with 'STANDARD' selected), 'WORKFLOW NOTIFICATIONS & DISPLAY OPTIONS' (with various checkboxes for notifications and display options), and 'IMAGE MANAGER' (with options for 'Query Results Size', 'Auto Submit Flag', 'SC RFP Document Type', 'Expense Document Type', 'Save Filter Options', and 'Close Image Window when Invoice Window is closed'). A red box highlights the 'Copy User Comment from Notification to Audit History' checkbox, which is checked. The 'Alert Email Header' field contains the text 'All open notifications. Please use the Workflow Notification List to review these items.'

Once the flag is checked, the user can go to Workflow Notifications and add the comments within the comments screen as shown below:

The comment then appears within the notes screen: under Review/ Approval.

## Dynamic Flysheet Builder (20.30012)

This feature encompasses a pipeline process from creation of a flysheet to generating PDFs from it. It is a helpful tool to quickly create flysheets adding the required text boxes, fields, radio buttons, checkboxes and so on.

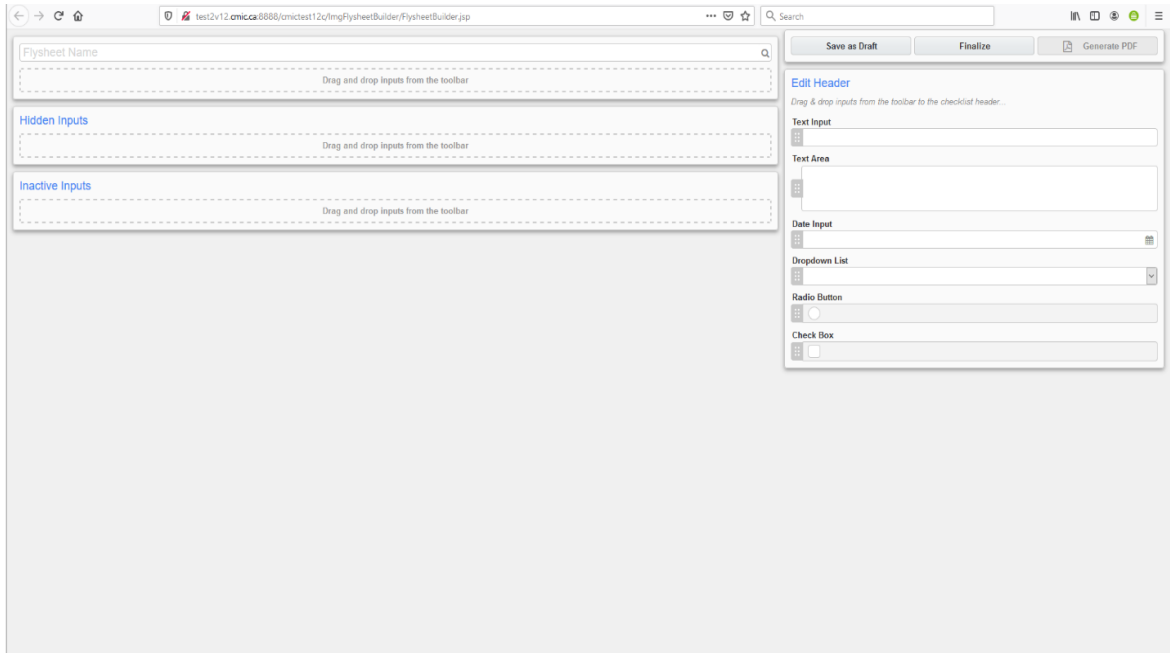
### Setup:

Flysheet Builder can be navigated as follows:

*Path: ADF> Enterprise Content Management> Imaging > Setup> Flysheet Builder*

Once the page opens, the pop up for the fields in a row requirement will come up on the screen.





The user can begin by selecting the number of fields: 3 or 4, depending on the Flysheet Design Requirement.

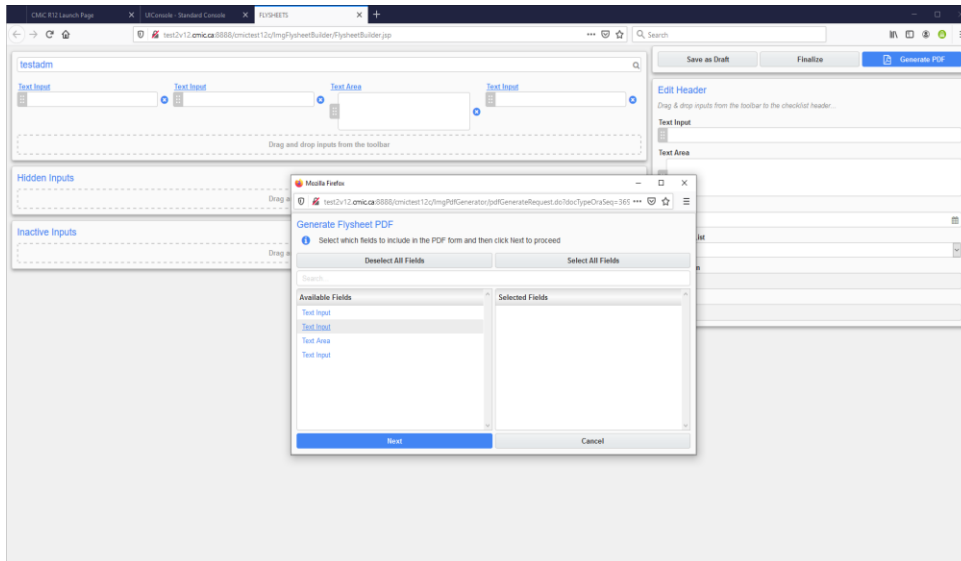
The Flysheet Name can be added, for example: SC RFP Header, Details Flysheet and so on.

This is a simple Drag and Drop Process: where the fields can be dragged from the right corner and placed in any row as follows:

- Main Flysheet
- Hidden Inputs
- Inactive Inputs.

#### Process:

Once the fields are added into the various groups/ areas, the flysheet can be **Saved as Draft**. After saving, it can be finalized, and the flysheet structure is created successfully.



The Generate PDF button click event would open this popup where when the fields are added from the Flysheet, that would be used in the PDF that will be generated later.

This PDF would have editable fields and can be downloaded once the Create Empty PDF is clicked.

 The image shows a Mozilla Firefox browser window displaying the 'Generate Fillable PDF' page. The address bar shows the URL: test2v12.cmic.ca:8888/cmictest12c/imgPdfGenerator/pdfGenerateRequest.do?docTypeOraSeq=369. The page has a title 'Generate Fillable PDF' and a sub-header 'Where applicable customize User ID prompt and input types and then generate your PDF'. Below this is a table with two columns: 'Field' and 'Input Type'. The table contains three rows: 'User ID' with 'Text Input', 'Text Input' with 'Text Input', and 'Text Input' with 'Text Input'. At the bottom of the table are two buttons: 'Create Empty PDF' and 'Back'.
 

Field	Input Type
User ID	Text Input
Text Input	Text Input
Text Input	Text Input

**NOTE:** The fields added can be designed according to the desired length, validations, dropdown texts and so on.

## PDF Generator (21.39092)

The PDF Generation application can generate dynamic layout PDFs as defined on the Flysheet Builder. Also, it allows radio buttons, checkboxes and dropdown lists as defined in the Flysheet Builder.

It generates the old-style pdf if the flysheet is not dynamic, so if any flysheet is generated from Image Manager and not dynamic then it will generate the old-style pdf.

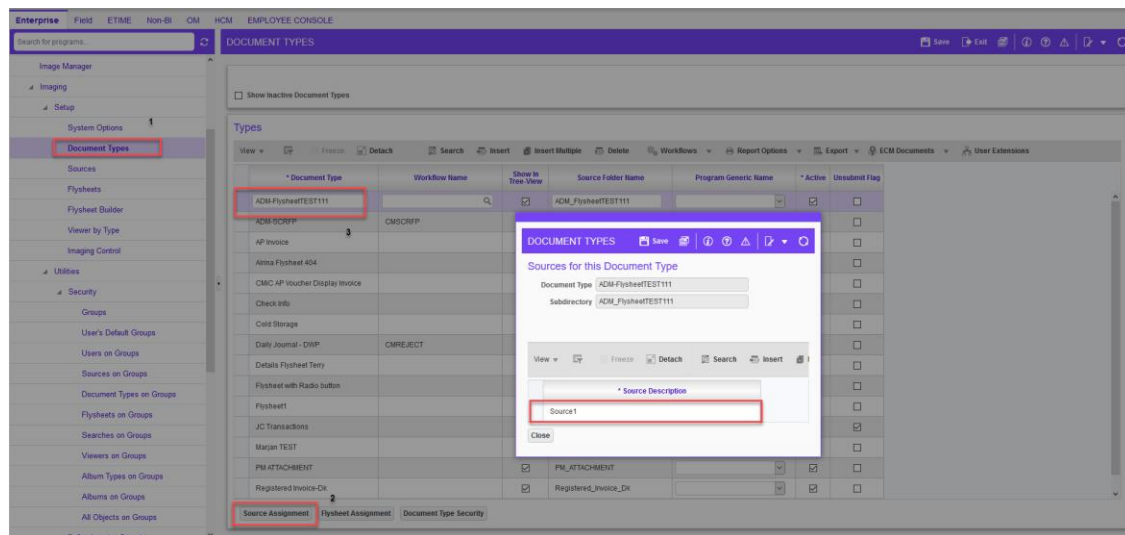
## Source Selection Option (21.38804)

Once the Flysheet is added and finalized, the Source is created for the Document Type. The Document Type can be added in the Source of the user's choice. The Flysheet Builder once finalized creates the Flysheet Structure. Once it gives the popup that the Flysheet Builder structure is created, the Source automatically gets added in the backend.

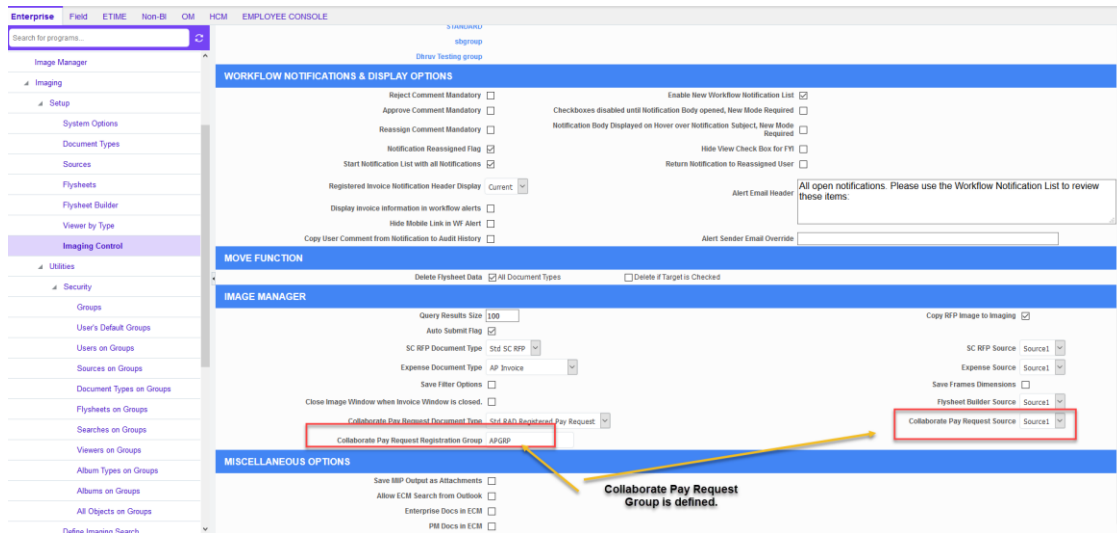
The Checkbox in Imaging Controls is shown as below.

The field for source for Collaborate Pay Request group is added as shown in fig 2.

Fig 1:



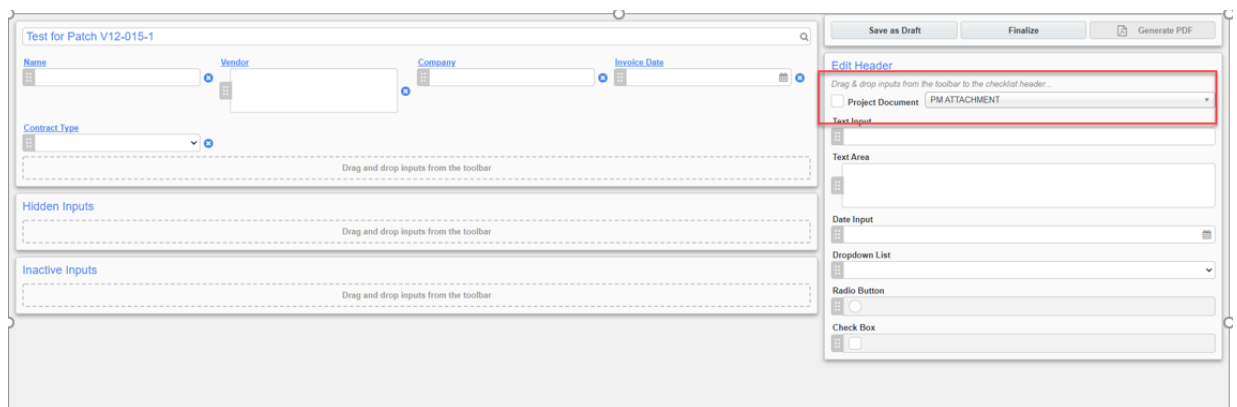
**Fig 2:**



## Flysheet Builder – More Enhancements (21.44996)

### Enhancements:

PM Attachment dropdown- Allows user to select if the Flysheet should go into PM Attachment.



Adding the fields from the Panel to the left side (Flysheet Header) will let user create the header Flysheet and corresponding Document Type. The fields can be added in the first part of the Flysheet.

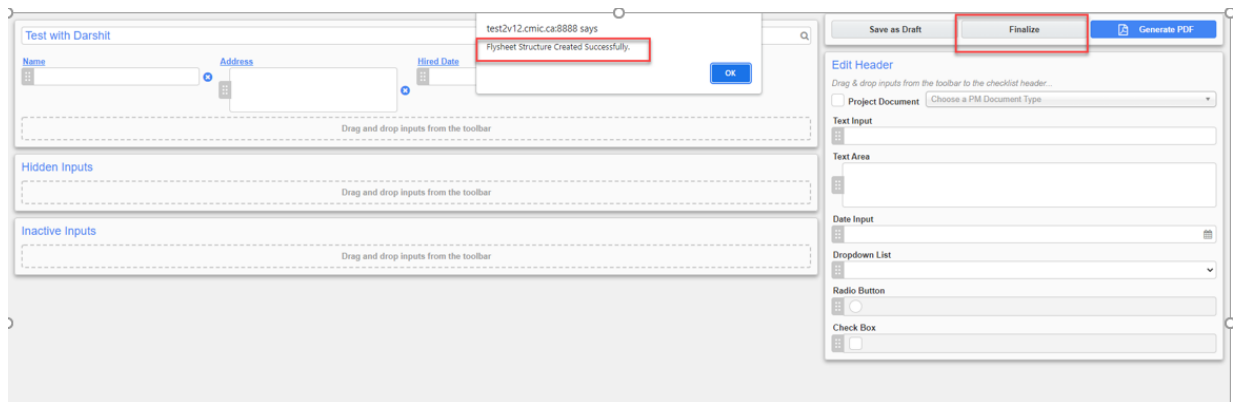
Save as Draft- Saves the flysheet and creates a background Document Type- that can be opened within Image Manager.

**NOTE:** Fields cannot be added directly to Inactive inputs- They can be dragged from the Inputs in the first section.

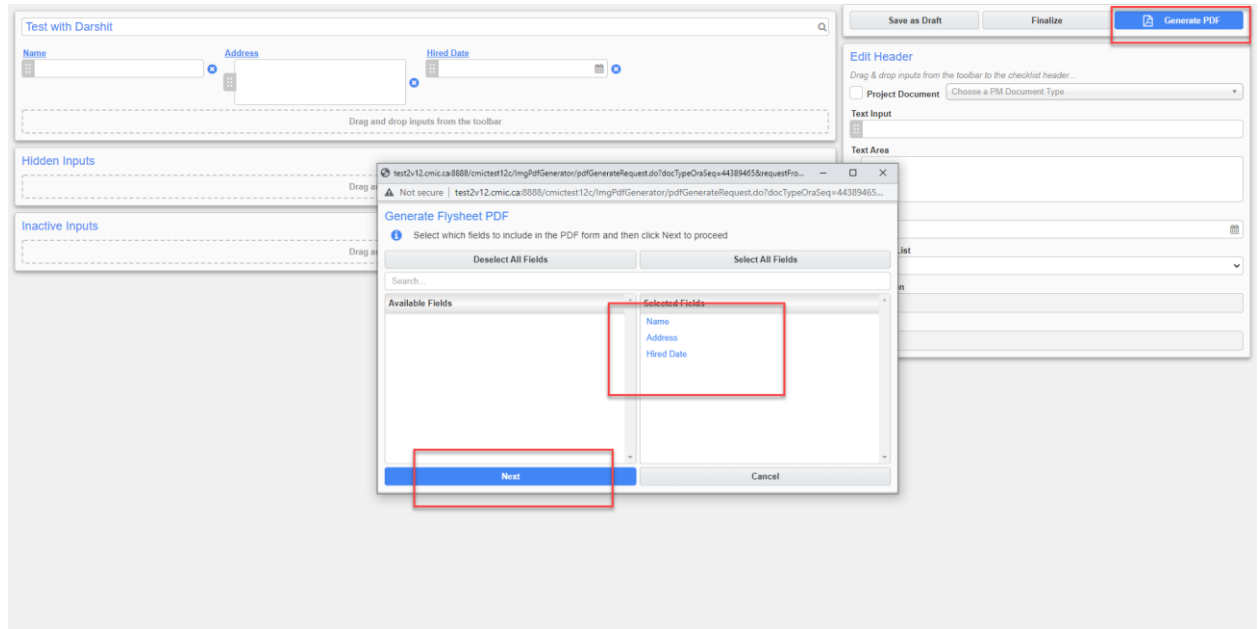
### Features:

Fields can be modified – adding character length, Field name, Radio button options, Checkbox options, Dropdown lists, etc.

Finalize- Creates a Flysheet Structure successfully as shown in screenshot below.



Generate PDF screen will allow user to add fields to the PDF so that user can download PDF to the local machine.



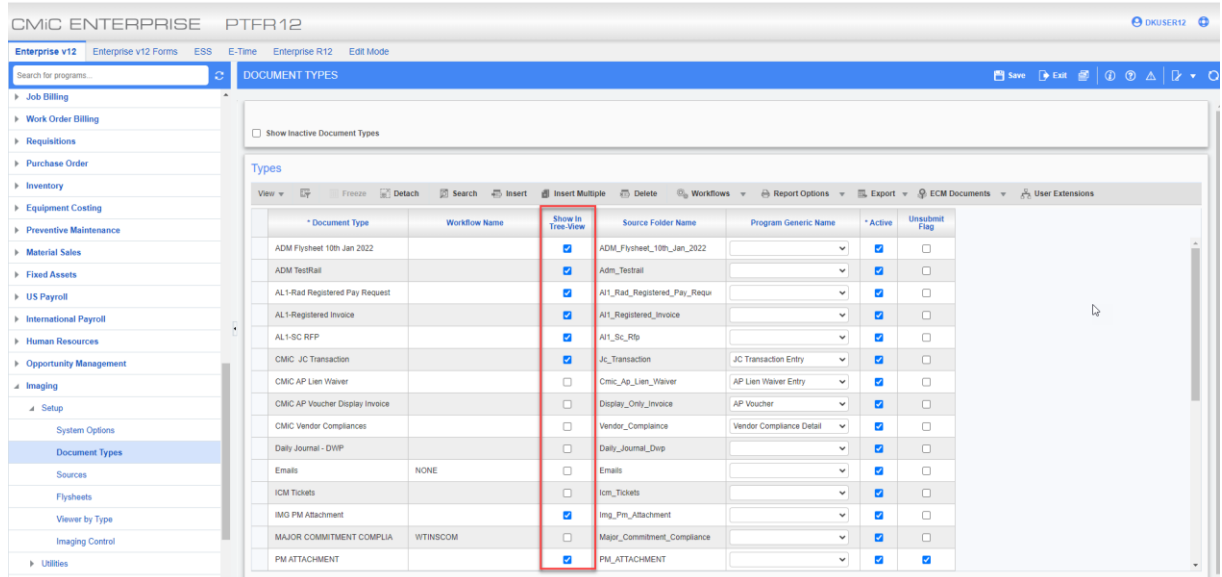
### Key Points:

1. Flysheet Builder basically helps to create only the Header Flysheets for any Document Type.
2. When we create a Header Flysheet from Flysheet Builder- we can add Flysheets to that Flysheet from ADF Screen.
3. Once we create a Flysheet from Flysheet Builder- and if I edit it from ADF program- it can no longer be seen in the LOV within Flysheet Builder.
4. Any fields from panel cannot be moved directly into Inactive Input. First, it can be moved to Inputs and then from there, user can drag and drop to Inactive input (Else error message popup occurs)
5. When you type a flysheet name within Flysheet Builder – the background processor creates a same name – Document Type- which can later be edited from ADF screen. Only fields cannot be edited- If you do- you won't be able to see it in the LOV again.
6. Character length, Mandatory/non-Mandatory fields can be adjusted from the Flysheet Builder.

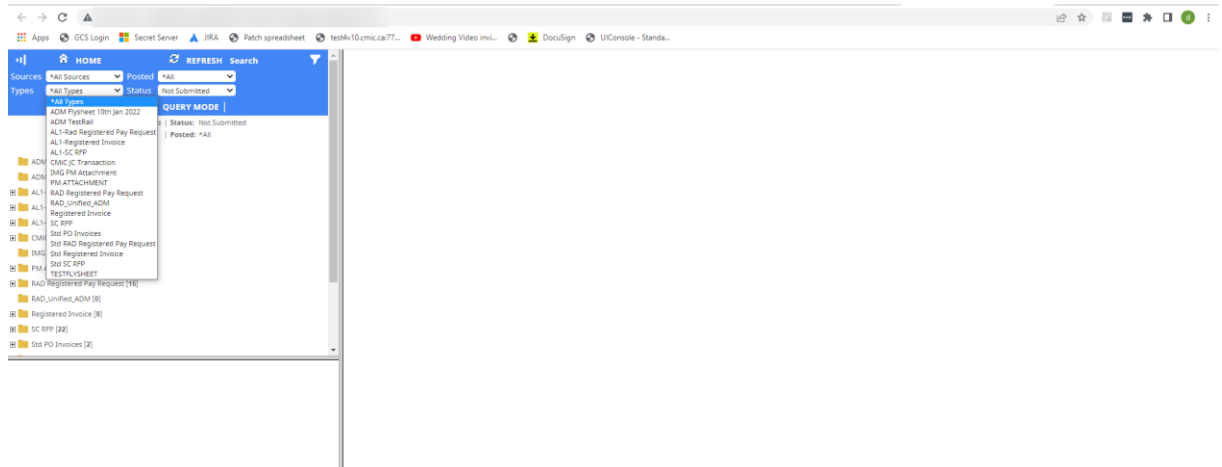
## Document Types – Added Show in Tree-view Flag (22.54645)

Added new flag “Show in Tree-view” in Document types screen.

Only the document types for which the flag “Show in Tree-view” is checked will be visible in Image Manager Document types drop-down.



## Image Manager



## Flysheet Definition – Added New Field APRI\_TOTAL\_PAY\_AMT\_LESS\_HLDBK To RAD\_APREGINV\_V table (22.53352)

New field APRI\_TOTAL\_PAY\_AMT\_LESS\_HLDBK is added to RAD\_APREGINV\_V table.

This field can be added to flysheet from flysheet definition.

FLYSHEET DEFINITION

Save

Flysheet

AP Invoice Extended Header

Show Inactive Fields

Fields

View

Freeze

Detach

Search

Insert

Insert Multiple

Delete

Workflows

Report Options

Export

* Field	* Column	Key Type	* Data Type	Length	Decimals	Display Order	* Active	Mandator
Image ID	APRI_ORASEQ	Maste	Number	38	0	1		
Total Payable Amount Less Holdback	APRI_TOTAL_PAY_AMT_LESS_HLDBK	None	Number					
Company	APRI_COMP_CODE	None	Text	8		10		
Vendor	APRI_VEN_CODE	None	Text	8		20		
Vendor Name	APRI_VEN_NAME	None	Text	50		21		
Invoice Series	APRI_INV_SER_CODE	None	Text	4		40		
Invoice No.	APRI_INV_CODE	None	Text	20		50		
Invoice Date	APRI_INV_DATE	None		14		60		
Due Date	APRI_DUE_DATE	None		14		70		
Discount Date	APRI_DISC_DATE	None		14		80		
Job Number	APRI_JOB_CODE	None	Text	10		90		
Workflow Routing - Job	APRI_ROUT_JOB	None	Text	10		100		
Exp. Department	APRI_EXP_DEPT_CODE	None	Text	6		110		
Workflow Routing - Dept	APRI_ROUT_DEPT	None	Text	6		120		
Description	APRI_DESC	None	Text	60		130		

Source Default

Close

## Changed the Name for Image Manager and Image Manager Beta (22.56020)

Image Manager is changed to Image Manger Old.

URL: <server>:<port>/<environment>/ImgMgrOld/imgMgrStart.do

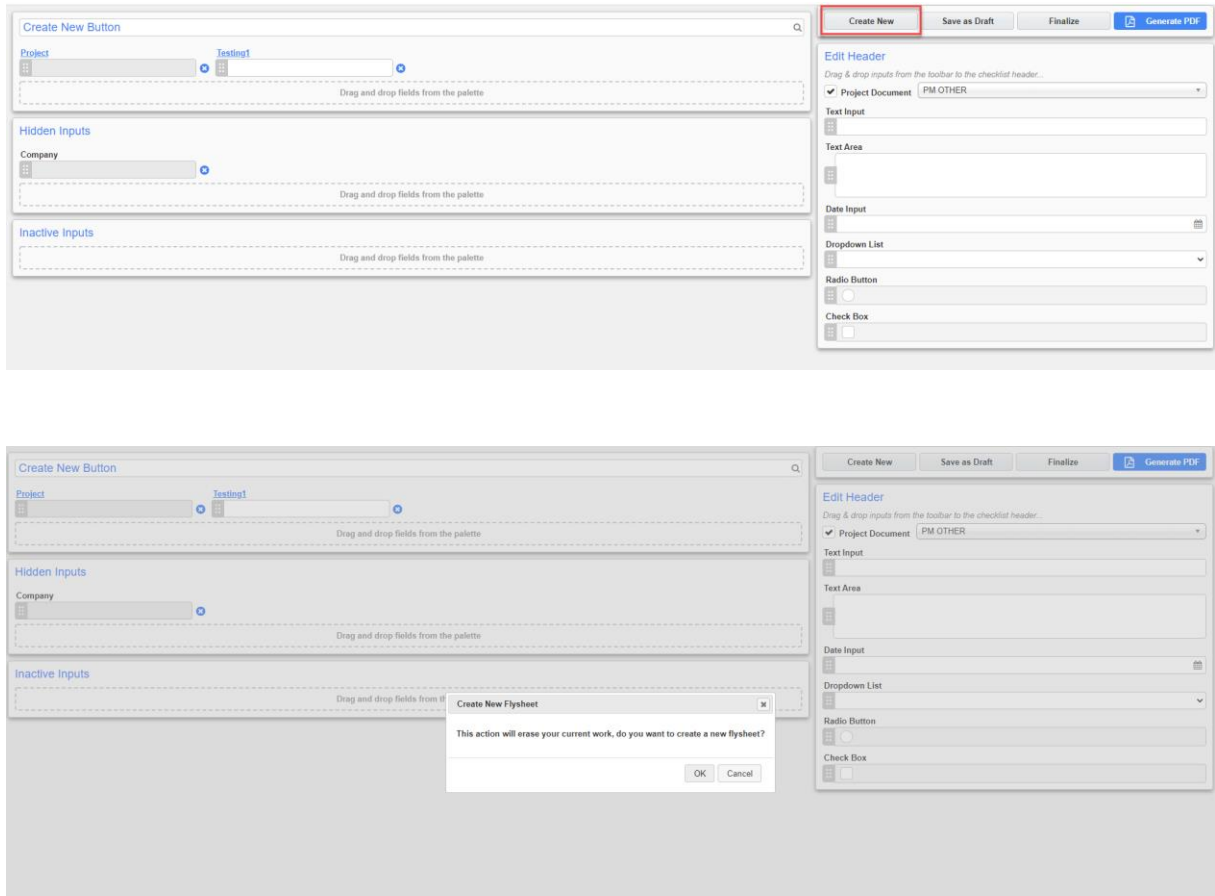
Image Manger Beta is now change to Image Manager (standard).

URL: <server>:<port>/<environment>/ImgMgr/imgMgrStart.do

## Flysheet Builder – Added Create New Feature (21.50592)

Added [**Create New**] button to flysheet builder application.

User will receive a pop-up “This action will erase your current work, do you want to create a new flysheet?” when [**Create New**] button is clicked from the existing flysheet page.



## Added Two Flags to populate Original Amount and Routing Job/Dept for Comdata Invoice Import (22.58858)

To populate Original Amount and Routing Job/Dept when Comdata Imaging Invoices are imported in Imaging.

### Modification:

These two flags are added to Imaging Control > Import Invoices Screen.

1. Populate Original Amount
2. Populate Routing Job/Dept

By default, the flags will be unchecked.

When these two flags are checked, it will populate the Original Amount and Routing Job/Dept when Comdata Imaging Invoices are imported.



**IMAGING CONTROLS**

Imaging Controls    Button Ordering    **Import Invoices**    Save

**Import Invoices**

\* Import Type: ComData

\* Import Path: d:/cm/images/test12c/processed/source1/Comdata

\* Image Path: d:/cm/images/test12c/processed/source1/Comdata/images

☒ Use Transaction Amount as Credit    ☐ Get User ID from Employee Number

☐ Skip Zero Transaction Amounts    ☐ Import Header Only

☒ Skip workflow/auto submit invoice    ☒ Populate Original Amount

☒ Populate Routing Job/Dept

\* Imaging Source: Source1

\* Document Type: Comdata Invoice Test

Credit Dep Code: 00

Credit Acc Code: 2000.300

Group Code: Comdata

Series Code: AP1

Vendor Code:

*Imaging < Setup < Imaging Control – Import Invoices*

## Infrastructure

### Password Requirements For Cloud (20.34663)

The layout of the "Change your Password" page" for Cloud has been updated to include the following text indicating the Password requirements:

1. Minimum of 10 characters
2. Minimum of 1 upper case character
3. Minimum of 1 lower case character
4. Minimum of 1 numerical value
5. Minimum of 1 special character
6. Maximum of 2 repeated characters

Example:

A screenshot of a web form for changing a password. At the top is the CMiC logo in red, with the tagline 'CONSTRUCTION SOFTWARE. EVOLVED' in black. Below the logo, the text 'Change your password' is displayed in blue. A section titled 'CMiC Password Requirements:' lists five bullet points: 'Minimum 10 characters', 'At least 1 upper case character', 'At least 1 lower case character', 'At least 1 numerical value', and 'At least 1 special character'. Below this, there are four input fields: 'CLIENT ID', 'User ID', 'New Password', and 'Confirm New Password'. The 'New Password' and 'Confirm New Password' fields have green icons to their right. At the bottom is a yellow button labeled 'Change Password'.

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## I/O Email

This section is currently under development.

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## Inventory

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### **Added Import Feature to Inventory Locations** (21.52227)

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Added Import feature in Inventory Location.

#### **Modifications:**

CMiC has enabled the import for CILOCATION table with the following fields:

- Location Code
- Description
- Type
- Control Location

- Department
- Invoice Series
- Zone Code

**NOTE:** The location Type must be W (Warehouse) or B (Bin Location). Control Locations must be imported first in a separate file. The system validates if the Control Location exists before allowing the user to create that record, so the user will need to import all the control locations first, save them, and after that import all the child locations that use those records.

### Setup and Import:

The [Import] button is added to the toolbar

Sample Import file:

A	B	C	D	E	F	G
Location Code*	Description*	Type	Control Location	Department*	Invoice Series	Zone Code
REMOTE	REMOTE	W	MAIN	00		
REMOTE1	REMOTE-1	W	MAIN	00		
NEW1	NEW-1	B	MAIN	00		
SUBWH3	SUBWH3	W		00		

Import the file created above:

**INVENTORY LOCATIONS**

**Data Import**

Data to Import into Table CILLOCATION

Table: CILLOCATION Inventory  
Description: Location

View: Recall Previous Upload New Insert Record Delete Record Export Paste From Excel... Errors only

Status Action	Location Code	Description	Type	Control Location	Department	Invoice Series	Zone Code
Insert	REMOTE	REMOTE	W	MAIN	00		
Insert	REMOTE1	REMOTE1	W	MAIN	00		
Insert	NEW-1	NEW-1	B	MAIN	00		
Insert	SUBWH3	SUBWH3	W		00		

Validation Message: This Line is Valid

Summary: Validation and Import Complete

4 of 4 lines are valid

\*\*Date values in import should be in ddMM/yyyy format

Save For Later Validate Line Validate File Import File

**INVENTORY LOCATIONS**

**Selection Criteria**

\* Company KMCOM Q Keja's Group

**Location**

View Freeze Detach Search Insert Insert Multiple Report Options Exp

* Location Code	* Description	Type	Control Location	* Department	Invoice Series	Zone Code
MAIN	Main Warehouse	Warehouse		00		
NEW-1	NEW-1	Bin Location	MAIN	00		
REMOTE	REMOTE	Warehouse	MAIN	00		
REMOTE1	REMOTE1	Warehouse	MAIN	00		
SUBWH1	Sub Warehouse 1	Warehouse		00		
SUBWH2	Sub Warehouse 2	Warehouse		00		
SUBWH3	SUBWH3	Warehouse		00		

**New Locations imported successfully**

## Jasper Server

This section is currently under development.

## Job Billing

### G/C Prepare Billing – OCO column in Change Orders pop-up (15.08702)

The G/C Prepare Billing is modified with the following changes:

1. Terminology of 'Change Orders' as PCI
2. Owner Change Order Column in the 'PCI' popup screen
3. Option to NOT to Re-Calculate 'Current Complete' column when 'Clear Overrides' is performed

#### Modifications:

G/C Prepare Billing:

1. Main Screen – 'Change Orders' button label is modified to read as 'PCI'
2. Billcode Details popup - 'Change Orders' button label is modified to read as 'PCI'

## Job PO/WO# assignment and Free Form Invoice Printing (16.23419)

Added Ability to assign PO/WO Numbers to the Job and allow selection of the Contract using PO/WO Number in G/C Prepare Billing program. Also, modified free form invoice format setup with an option to print PO/WO# on the free form invoice header.

### Modifications:

#### Job Entry Program:

A new tab PO/WO number is added to the job entry screen. This tab allows users to add PO/WO code and description. There is no validation on the PO/WO code, however, no duplicate entries will be allowed.

The screenshot displays the 'JOB SETUP' application window. The 'Selection Criteria' section at the top shows 'Company' as 'CCC' and 'CMIC Construction Company'. The 'Job Detail' section contains multiple tabs: 'Job Detail', 'Settings', 'Accounts', 'AP Taxes', 'Job Billing', 'WIP', 'Payroll', 'Bank', 'Security', 'Equipment Locations', 'Compliance', and 'PO / WO'. The 'PO / WO' tab is currently selected and highlighted with a red box. Below the tabs is a toolbar with icons for Search, Insert, Delete, Previous, Next, Workflows, Report Options, Attachments (2), Notes (2), ECM Documents, and User Extensions. The main form area is divided into several sections for data entry:

- Job Information:** Job Code (JB-00001), New Community Rec Center, Control Job (ALL), Status (Pending), Customer (ROCKFORD), City of Rockford, Contract (JB-00001), Bid Job (checkbox), Bid Date.
- Billing and Accounting:** Revenue Generation (As Costs Incurred (Withou)), Billing Method (Job Billing), Accounting Method (Billing and Costs), Valid (Y), Default Department (00), Project Manager.
- Terms and Location:** Terms (NET30), Location, Warehouse, Market Sector.
- Dates and Financials:** Estimated Start Date (12-Feb-2018), Estimated End Date (29-May-2020), Inter-Branch Expense Category, Original Contract Amount (773,450.00), Current Contract Amount (775,000.00), Original Earnings (0.00), Equipment Max Charge Out (%), Value Cap Cutoff, Replacement Value Cap (%), Spread Rule Code, Effective Date, Project Start Date, Projection Threshold % (0.00), Discount (%).

At the bottom of the form are buttons for 'Enter Notes' and 'CDI'.

JC > Job Setup Program

**JOB SETUP** Table Mode Save Exit Help Print Refresh Close

**Selection Criteria**

Company   Duplicate Job

**Job Detail**

Job Detail Settings Accounts AP Taxes Job Billing WIP Payroll Bank Security Equipment Locations Compliance **PO / WO**

Search Insert Delete Previous Next Workflows Report Options Attachments (2) Notes (2) ECM Documents User Extensions

\* Job Code

\* Control Job  Status

\* Customer   Update Customer

Contract  ☐ Bid Job Bid Date

\* Revenue Generation

Billing Method  \* Valid

Accounting Method  \* Default Department

Project Manager

Terms

Location

Warehouse

Market Sector

Estimated Start Date

Estimated End Date

Inter-Branch Expense Category

Spread Rule Code

Original Contract Amount

Effective Date

Current Contract Amount

Project Start Date

Original Earnings

Projection Threshold %

Equipment Max Charge Out (%)

Value Cap Cutoff

Replacement Value Cap (%)

Discount (%)

Enter Notes CDI

JC > Job Setup Program > PO/WO tab

**JOB SETUP** Table Mode Save Exit Help Print Refresh Close

**Selection Criteria**

Company   Duplicate Job

**Job Detail**

Job Detail Settings Accounts AP Taxes Job Billing WIP Payroll Bank Security Equipment Locations Compliance **PO / WO**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* PO / Work Order Number	* Description	Default
<input type="text" value="PO-1000"/>	<input type="text" value="PO-1000 for JB-00001"/>	<input type="checkbox"/>
<input type="text" value="PO-2000"/>	<input type="text" value="PO-2000 for JB-00001"/>	<input type="checkbox"/>
<input type="text" value="PO-3000"/>	<input type="text" value="PO-3000 for JB-00001"/>	<input type="checkbox"/>

JC > Job Setup > PO/WO tab

The PO/Work Order Number field length is 30 characters and the Description field allows 200 Characters maximum. These are optional entries for a Job record. If required users may create as many records as they require and are free form style without any validations. No duplicate codes are allowed.

### G/C Prepare Billing Program:

The G/C Prepare Billing Screen is also modified with an additional PO/WO Number parameter selection. This is optional only. When NOT used, users will still be able to select a Job or Contract Code and proceed with Billing preparation.

When selecting a PO/WO Number as a parameter, it will be validated against the job Setup table.

The screenshot shows the 'PREPARE BILLING' window. The 'Selection Criteria' section has fields for Company (CCC), Contract Number, Job Number, and PO/WO Number. The PO/WO Number field is highlighted with a red box, and a red arrow points to the 'Add New PO/WO' button below it. The 'Draw Info' section contains various fields like Job, Customer, Billing Date, Due Date, Period Ending Date, Budget Billing Amt, Invoice Desc, Notification, Type, Draw/Rev Num, Revision Num, Contract Currency, Status, Max. Billing Amt, and Invoice Format. At the bottom, there are buttons for 'Add Bill Codes', 'Update Budget', 'Recalc. Billings', 'Create Billing', 'Generate', 'Print Draft', 'Print', 'Delete Billing', 'Create RFP', 'Cost Transactions', 'Change Orders', and 'Funding Sources'. A 'Message' section is also present.

JB > G/C Prepare Billing Program

Also, provided the ability to add new PO Numbers on the fly as well. Users can press the button 'Add New PO/WO' and invoke the setup screen.

This screenshot shows the 'PREPARE BILLING' window with the 'Add New PO/WO' button highlighted. A red arrow points from this button to a separate 'Add New PO/WO' pop-up window. The pop-up window has a table with columns for PO/WO Number and PO/WO Description. The table contains entries for PO-3000, PO-2000, and PO-1000, each with a description like 'PO-3000 for JB-00001'. There is an 'Add new PO/WO' button and a 'Save / Close' button at the bottom of the pop-up.

JB > G/C Prepare Billing > 'Add New PO/WO Entry pop-up program

## Free Form Invoice Options:

The JB Invoice Format Setup is modified with a new check box 'Print PO Number' under Invoice Options tab.

The screenshot shows the 'INVOICE FORMATS' application window. The 'Invoice Options' tab is selected. Under 'Freeform Style Invoice Options', the 'Print PO Number' checkbox is checked and highlighted with a red box. Other options include 'Show Company Name', 'Show Contract Name', 'Show Job Name', 'Show Contract Number', 'Show Period Ending', 'Show Sub-Total Line Always', 'Print Invoice Number On Linked Invoices', 'Print Particulars', 'Print Description from Contract', 'Print Original Contract Amount', 'Print Approved Change Orders (OCOs)', 'Print Revised Contract Amount', and 'Print Zero Invoice'. The 'Progress Bill Style Invoice Options' section includes 'Print Invoice No.', 'Print AIA G702 And G703 Titles', 'Print Cents on PB Invoices', 'CM Agency Job Format', and 'Suppress Zero Lines'. The 'Decimal Digits For % Complete Column' section shows '0 Decimal Digits - IE: 99' selected. The 'Invoice Format Description' field is empty.

JB > Invoice Format Setup > Invoice Options

Users may use this option as checked, FOR Free Form Invoice format 'JBINVPRT' and during invoice printing, the selected PO/WO Number upon billing generation will be printed on the header.

## Auto Add Bill Code to Contract (17.32445)

Added A control flag in JB Setup to **Auto Add Bill Code to Contract**.

CMiC has provided an option on the Job Billing Control File to always add the bill code to the contract whenever a phase/category combination is added to the job. If the option is switched on, a new phase/category being added to the job will have its associated bill code automatically added to the billing contract.

NOTE: The contract must already exist for the bill code(s) to be added. The user will be required to set bill code budgets or manually enter budgets on the contract for these newly added bill codes. This is similar to the case when the bill code is automatically added to the contract when phase/category is added 'on the fly'.

## Auto PO# Populates on JBBILL2 (18.59716)

A new flag "Default" added to the PO/WO Popup on the job setup screen as well as the popup for creating new PO/WO on the G/C Prepare Billing Screen.

The G/C Prepare Billing program modified so that the PO/WO field that has been flagged as default will auto populate when the contract/job is specified. The user can change it by selecting a different one from the List of Values.



## NOTES:

There can only be one default at a time.

If it is a revision then the program will retrieve the previous PO/WO code from the previous draw.

If it is a new draw then the program will retrieve the default PO/WO code from JC Job.

Added a new flag 'Default' to the PO/WO Popup on the job setup screen

The screenshot shows the 'JOB SETUP' window with the 'PO / WO' tab selected. Below the tab bar is a table with three columns: 'PO / Work Order Number', 'Description', and 'Default'. The table contains two rows: PO123 and PO234. The 'Default' column has checkboxes, with PO123 checked and PO234 unchecked. A red box highlights the 'Default' column header and the checkboxes.

PO / Work Order Number	Description	Default
PO123	PO123	<input checked="" type="checkbox"/>
PO234	PO234	<input type="checkbox"/>

Added a new popup for creating new PO/WO on the G/C Prepare Billing Screen

The screenshot shows the 'PREPARE BILLING' window with the 'Add New PO/WO' popup open. The popup has a 'Selection Criteria' section with fields for Company, Contract Number, Job Number, and PO/WO Number. Below this is a table with two columns: 'PO/WO Number' and 'PO/WO Description'. The table contains two rows: PO234 and PO123. The 'Add New PO/WO' button is highlighted with a red box.

PO/WO Number	PO/WO Description
PO234	PO234
PO123	PO123

## Add Amount Certified to Standard JBPB Invoice Formats (19.74249)

Add the Current Payment Due amount to the right section of the Billing invoice, it will be added under Certificate of Payment replacing the line on the right side of the word Amount.

This will be enabled by a new invoice format option that will be added to the Job Billing invoice Format setup screen.

**INVOICE FORMATS** Table Mode Save Exit ? ? ? ? ? ?

Description: 0410-FREE FORM

Invoice **Invoice Options** Group Bill Code Detail Backup Sheet

**Freeform Style Invoice Options**

☒ \* Show Company Name  
☒ \* Show Contract Name  
☒ \* Show Job Name  
☒ \* Show Contract Number  
☒ \* Show Period Ending  
☒ \* Show Sub-Total Line Always  
☒ Print Invoice Number On Linked Invoices

☐ \* Print Particulars  
☐ \* Print Description from Contract  
☒ \* Print Original Contract Amount  
☒ \* Print Approved Change Orders (OCOs)  
☒ \* Print Revised Contract Amount  
☐ \* Print Zero Invoice  
☐ Print PO Number

**Progress Bill Style Invoice Options**

☐ Print Invoice No.  
☐ \* Print AIA G702 And G703 Titles  
☐ \* Print Cents on PB Invoices  
☐ \* CM Agency Job Format  
☐ Suppress Zero Lines

☐ Print Certificate For Payment Amount Manually

Modifications are made to all JBPB standard formats. (Including JBPB\_U10, JBPB\_U11, and JBPB\_U14 )

E.g.

**APPLICATION AND CERTIFICATE FOR PAYMENT** Page: 1 of 2

TO OWNER: ABC100 Business Partner  
100, A street Road  
500, Business Street  
Chicago, IL 62354  
US

PROJECT: 10003  
100, A street  
500, Business Street  
IL  
US

FROM CONTRACTOR: RVHQ1001- Legal Name of Company  
100, Manhattan Street  
101  
Newyork City, NY 12345  
USA

ARCHITECT: US

APPLICATION NO.: 2  
PERIOD TO: 11/30/2018  
PROJECT NOS.: 10003  
INVOICE NO.: RVHQ00794  
CONTRACT DATE: 08/19/2014

Distribution to:  
☐ OWNER  
☐ ARCHITECT  
☐ CONTRACTOR

CONTRACT FOR: 10003

**APPLICATION AND CERTIFICATE FOR PAYMENT**

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM ..... \$ 4,610,000

2. Net change by change orders ..... \$

3. CONTRACT SUM TO DATE ( Line1 +/- 2 ) ..... \$ 4,610,000

4. TOTAL COMPLETED & STORED TO DATE ..... \$ 250,195

(Column G on G703)

5. RETAINAGE: (Total retainage Column I of G703) ..... \$ 25,020

6. TOTAL EARNED LESS RETAINAGE ..... \$ 225,176

(Line 4 less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) ..... \$ 1,697,198

8. CURRENT PAYMENT DUE ..... \$ -1,472,022

9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) ..... \$ 4,384,824

By: \_\_\_\_\_ Date: \_\_\_\_\_

State of: \_\_\_\_\_

County of: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_

Notary Public: \_\_\_\_\_

My Commission expires: \_\_\_\_\_

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to the payment of the AMOUNT CERTIFIED.

AMOUNT ..... -1,472,022

(Attach explanation if amount certified differs from the amount applied for. Initial figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Change Order approved in previous months by Owner	0	0
APPROVED THIS MONTH		
Number	Date Approved	
Current Total:	0	0
Net Change by Change Orders		0

## Added Column in Cost Transactions Pop-up (19.87635)

Added the following column to the 'Cost Transactions' pop-up in 'Job Billing preparation' program.

PY Tran Desc – Payroll Transaction Description

This column shows the value posted to the "PY Transaction Description" column in "JCDETAIL" table from Payroll application.

This column is hidden by default and users may unhide and use it next to the already available PY Transaction Type field, using the lite editor.

Job	Cost Code	Category	PCI Status Code	Status	SC	WM	Cost	Curr	Journal	PY Tran Type	PY Tran Desc	Batch
PY0001	01130	1000		B		HR	263.46	USD	PY	BW	Basic Wage	2679
PY0001	01130	1000		B		HR	534.00	USD	PY	BW	Basic Wage	2679
PY0001	01130	1000		B		HR	360.00	USD	PY	BW	Basic Wage	2679
PY0001	01130	1000		B		HR	267.30	USD	PY	BW	Basic Wage	2679
PY0001	01130	1000		B		HR	14.38	USD	PY	WC	Workers Comp	2681
PY0001	01130	1000		B		HR	123.32	USD	PY	TX	Taxes	2681
PY0001	01130	1000		B		HR	3.78	USD	PY	WC	Workers Comp	2681
PY0001	01130	1000		B		HR	33.30	USD	PY	TX	Taxes	2681
							144,719.00					

G/C Prepare Billing > Cost Transactions

## Added Clear Overrides Buttons by Bill Code Line (19.75671)

Modified the G/C Prepare billing screen (ADF JBBILL2) to add 2 new buttons to each tab Group 1 Summary, Group 2 Summary, Group 3 Summary, Group 4 Summary, Group 5 Summary and Bill Code Detail.

These new buttons will be:

"Clear Billed Amount Overrides" that will show a pop-up to prompt the user, giving them an option whether to clear billed overrides of all records or current record of a particular tab.

"Clear Retainage Overrides" that will show a pop-up to prompt the user, giving them an option whether to clear retainage overrides of all records or current record of a tab.

PREPARE BILLING

Table Mode

Save

Exit

?

?

?

Summary

Group 1 Summary

Group 2 Summary

Group 3 Summary

Group 4 Summary

Group 5 Summary

Bill Code Detail

View

Freeze

Detach

Search

Workflows

Report Options

Export

ECM Documents

User Extensions

Select	Bill Code	Description	Budg. Billing	Ovr	Material Stored	Current Completed	Compl & Stored	%Completed	
<input type="checkbox"/>									
<input type="checkbox"/>	PATCH1205.02-10	Structural Demolition - Labour	132,000.00	O	0.00	-3,781.68	8,218.32	6.23	
<input type="checkbox"/>	PATCH1205.03-100	Structural Concrete - Labour	120,000.00	O	0.00	7,471.20	7,471.20	6.23	
<input type="checkbox"/>	PATCH1205.03-100	Structural Concrete - Subcontract	120,000.00	O	0.00	7,471.20	7,471.20	6.23	
			372,000.00		0.00	11,160.72	23,160.72	6.23	

Details

Cost Transactions

Change Orders

Clear Billed Amount Overrides

Clear Retainage Overrides

Also provided a checkbox on the group codes / bill codes details. If the user selects group or bill code lines and then presses the "Clear Override" button on the group / bill code tabs, the overrides will be cleared only from the selected records. In this case there will be no option given to the user to choose which lines they want to clear the overrides from.

PREPARE BILLING

Table ModeSaveExit? ? ? ? ? ? ? ? ? ?

SummaryGroup 1 SummaryGroup 2 SummaryGroup 3 SummaryGroup 4 SummaryGroup 5 SummaryBill Code Detail

ViewFreezeDetachSearchWorkflowsReport OptionsExportECM DocumentsUser Extensions

Select	Bill Code	Description	Budg. Billing	Ovr	Material Stored	Current Completed	Compl & Stored	%Completed	
<input type="checkbox"/>									
<input type="checkbox"/>	PATCH1205.02-10	Structural Demolition - Labour	132,000.00	O	0.00	-3,781.68	8,218.32	6.23	
<input type="checkbox"/>	PATCH1205.03-100	Structural Concrete - Labour	120,000.00	O	0.00	7,471.20	7,471.20	6.23	
<input type="checkbox"/>	PATCH1205.03-100	Structural Concrete - Subcontract	120,000.00	O	0.00	7,471.20	7,471.20	6.23	
			372,000.00		0.00	11,160.72	23,160.72	6.23	

DetailsCost TransactionsChange OrdersClear Billed Amount OverridesClear Retainage Overrides

The user must recalculate the bill once overrides are cleared at the group code / bill code level.

The PCI detail billing related options (combined, original, changes) will be respected when clearing overrides at these levels.

This will only be done in ADF version.

## Added Colors to the Override Lines like in Forms Version (19.78425)

Added logic to color the override lines in G/C Preparing Billing (JBBILL2). This change is implemented in all tabs Summary, Group 1 to 5 Summary and Bill Code Detail. It is also applied to the Notification field in the Draw Info section when the message is "Recalculate Bill".

TAB: Summary

**PREPARE BILLING**

Job: PATCH1205  
 Customer: A1BRICKS  
 Billing Date: 17-Jan-2020  
 Due Date: 16-Feb-2020  
 Period Ending Date: 31-Dec-2019  
 Budget Billing Amt: 372,000.00  
 Invoice Desc:  
 Notification:  
 Message:

Type: Draw  
 Draw/Rev Num: 2  
 Revision Num: 0  
 Contract Currency:  
 Status:  
 Max. Billing Amt:  
 Invoice Format: ZZ-S

Buttons: Add Bill Codes, Update Budget, Recalc. Billings, Create Billing, Generate, Print Draft, Print, Delete Billing, Create RFP, Cost Transactions, Change Orders, Funding Sources

**Summary** | Group 1 Summary | Group 2 Summary | Group 3 Summary | Group 4 Summary | Group 5 Summary | Bill Code Detail

	Previous Draws	Current Draw	Total To Date
Cost	8,800.00	0.00	8,800.00
% Complete	3.23	5.00	8.23
Billed	12,000.00	18,600.72	30,600.72
Material Stored	0.00	0.00	0.00
Completed & Stored	12,000.00	18,600.72	30,600.72
Retainage	1,200.00	1,860.07	3,060.07
Retainage Released	0.00	0.00	0.00

Percent Complete: 0 | Accept Override Value  
 0 | Clear Billed Amount Overrides

TAB: Bill Code Detail

**PREPARE BILLING**

Contract Number: 1202  
 Job Number: 1202  
 POWO Number: P00108  
 Add New POWO: ☒ Show Zero Lines ☐ Show NR Bill Types

**Draw Info**

Job: 1202  
 Customer: A1BRICKS  
 Billing Date: 23-Dec-2019  
 Due Date: 22-Jan-2020  
 Period Ending Date: 30-Nov-2019  
 Budget Billing Amt: 200,000.00  
 Invoice Desc:  
 Notification: **Recalculate Bill**  
 Message:

Type: Draw  
 Draw/Rev Num: 3  
 Revision Num: 0  
 Contract Currency:  
 Status: Unapproved  
 Max. Billing Amt:  
 Invoice Format: ZZ-S

Buttons: Add Bill Codes, Update Budget, Recalc. Billings, Create Billing, Generate, Print Draft, Print, Delete Billing, Create RFP, Cost Transactions, Change Orders, Funding Sources

**Summary** | Group 1 Summary | Group 2 Summary | Group 3 Summary | Group 4 Summary | Group 5 Summary | **Bill Code Detail**

View: ☒ Freeze ☐ Detach Search Workflows Report Options Export ECM Documents User Extensions Mass Update

Select	Bill Code	Description	Budg. Billing	Cost To Date	Current Cost	Prev. Billed Amt	Over	Material Stored	Current Completed	Compl & Stored	%Completed	Retainage	Ret Over	Ret. %	SC Ris Amt	Ret.Rc
<input type="checkbox"/>	1202 01-100.2000	Temporary Structures - Subcontn	100,000.00	9,200.00	0.00	13,800.00	0	0.00	-3,650.00	10,150.00	10.15	1,095.00	0	0.00	0.00	
<input type="checkbox"/>	1202 02-100.3000	Structural Demolition - Equipment	100,000.00	5,500.00	0.00	5,500.00	0	0.00	4,650.00	10,150.00	10.15	1,095.00	0	0.00	0.00	

## Added Panel Stretch Layout Components in JBBILL2 (17.44215)

Added Panel Stretch Layout components to JBBILL2. The components will stretch the tab and the table of Bill Code Detail section to occupy all the available space gained by collapsing the top sections of the program.

**PREPARE BILLING**

**Selection Criteria**

Company: LINCOM  
Contract Number: LINJOB1  
Job Number: LINJOB1  
PO/NO Number:   
Add New POWO ☒ Show Zero Lines ☐ Show NO-OW Types

**Draw Info**

Job: LINJOB1  
Customer: ZZ-ACME  
Billing Date: 16-May-2019  
Due Date: 15-Jun-2019  
Period Ending Date: 30-Apr-2019  
Budget Billing Amt: 22,800,000.00  
Invoice Desc:   
Notification: Unprepared Transactions Exist (01-100, 4000)  
Message:   
Type: Draw  
Draw/Rev Num: 3  
Revision Num: 0  
Contract Currency:   
Status: Unapproved  
Max. Billing Amt:   
Invoice Format: ZZ-S

Add Bill Codes Update Budget Recalc. Billings Create Billing Generate Print Draft Print Delete Billing Create RFP  
Cost Transactions Change Orders Funding Sources

**Summary Group 1 Summary Group 2 Summary Group 3 Summary Group 4 Summary Group 5 Summary Bill Code Detail**

View ☒ Freeze ☐ Detach Search Workflows Report Options Export ECM Documents User Extensions Mass Update

Select	Bill Code	Description	Budg. Billing	Cost To Date	Current Cost	Prev. Billed Amt	Ovr	Material Stored	Current Completed	Compl & Stored	%Completed	Retainage	Ret Ovr	Ret. %
<input type="checkbox"/>	LINJOB1.01-100.11	Blue Prints - Labor	1,200,000.00	5,620.00	0.00	8,430.00		0.00	0.00	8,430.00	0.70	843.00		10.00
<input type="checkbox"/>	LINJOB1.01-100.300	Blue Prints - Equipment	1,200,000.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		
<input type="checkbox"/>	LINJOB1.01-100.400	Blue Prints - Materials	1,200,000.00	2,994,247.50	0.00	1,200,000.00		0.00	0.00	1,200,000.00	100.00	120,000.00		10.00
<input type="checkbox"/>	LINJOB1.01-100.900	Blue Prints - Fee	1,200,000.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		
<input type="checkbox"/>	LINJOB1.01-101.200	Signage - Subcontracts	1,200,000.00	36,520.00	36,520.00	0.00		0.00	0.00	0.00	0.00	0.00		
<input type="checkbox"/>	LINJOB1.01-101.900	Signage - Fee	1,200,000.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		

**PREPARE BILLING**

**Selection Criteria**

**Draw Info**

**Summary Group 1 Summary Group 2 Summary Group 3 Summary Group 4 Summary Group 5 Summary Bill Code Detail**

View ☒ Freeze ☐ Detach Search Workflows Report Options Export ECM Documents User Extensions Mass Update

Select	Bill Code	Description	Budg. Billing	Cost To Date	Current Cost	Prev. Billed Amt	Ovr	Material Stored	Current Completed	Compl & Stored	%Completed	Retainage
<input type="checkbox"/>	LINJOB1.01-100.11	Blue Prints - Labor	1,200,000.00	5,620.00	0.00	8,430.00		0.00	0.00	8,430.00	0.70	843.00
<input type="checkbox"/>	LINJOB1.01-100.300	Blue Prints - Equipment	1,200,000.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	LINJOB1.01-100.400	Blue Prints - Materials	1,200,000.00	2,994,247.50	0.00	1,200,000.00		0.00	0.00	1,200,000.00	100.00	120,000.00
<input type="checkbox"/>	LINJOB1.01-100.900	Blue Prints - Fee	1,200,000.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	LINJOB1.01-101.200	Signage - Subcontracts	1,200,000.00	36,520.00	36,520.00	0.00		0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	LINJOB1.01-101.900	Signage - Fee	1,200,000.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	LINJOB1.02-200.100	Back Fill - Labor	1,200,000.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	LINJOB1.02-200.200	Back Fill - Subcontracts	1,200,000.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	LINJOB1.02-200.400	Back Fill - Materials	1,200,000.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	LINJOB1.02-200.500	Back Fill - Sundry	1,200,000.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	LINJOB1.02-200.900	Back Fill - Fee	1,200,000.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	LINJOB1.02-300.100	Site Cleanup - Labor	1,200,000.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	LINJOB1.02-300.200	Site Cleanup - Subcontracts	1,200,000.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	LINJOB1.02-300.300	Site Cleanup - Equipment	1,200,000.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00

## **Custom Modification: 5 Levels of Grouping in Job Billing** (19.86729)

---

Provides support for up to 5 separate levels of grouping in the below invoice formats:

- JBPB\_U10
- JBPB\_U10\_OWNER
- JBPB\_U10OC
- JBPB\_U10Q
- JBPB\_U10Q2
- JBPB\_U10SC
- JBPB\_U11
- JBPB\_U11CM
- JBPB\_U11PA
- JBPB\_U11VN
- JBPB\_U12
- JBPB\_U13
- JBPB\_U14
- JBPB\_U15
- JBPB\_U15PB
- JBPB\_U16
- JBPB\_U17
- JBPB\_U20
- JBPB\_U21

Test Case:

1. Set up 5 levels of group mapping code.

MAINTAIN BILL CODE MAPPINGS

Table Mode Save Exit

Mapping

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Map Code: 5GRP \* Map Code Name: 5 group mapping \* Active

Description: 5 group mapping

Bill Code Group Code 1 Group Code 2 Group Code 3 Group Code 4 Group Code 5 Performance Obligations

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

Source	Source Code	Description	Start	Length	Terminator	Symbol	Name Code	Description
Source 1	LEVEL1_JOB	Highest Level Job	1	6	.	(Period)	JN	Job Name
Source 2	LOW_JOB	Lowest Level Job	1	6	.	(Period)		
Source 3	LEVEL1_PHS	Highest Level Cost Code	1	5	.	(Period)		
Source 4	LOW_PHS	Lowest Level Cost Code	1	9	.	(Period)		
Source 5	LOW_CAT	Lowest Level Category	1	6	.	(Period)		

Bill Code Group Code 1 Group Code 2 Group Code 3 Group Code 4 Group Code 5 Performance Obligations

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

Source	Source Code	Description	Start	Length	Terminator	Symbol	Name Code	Description
Source 2	LEVEL1_JOB	Highest Level Job	1	10	*	Blank Padded		

Bill Code Group Code 1 Group Code 2 Group Code 3 Group Code 4 Group Code 5 Performance Obligations

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

Source	Source Code	Description	Start	Length	Terminator	Symbol	Name Code	Description
Source 1	LOW_JOB	Lowest Level Job	1	10	*	Blank Padded	JN	Job Name

Bill Code Group Code 1 Group Code 2 Group Code 3 Group Code 4 Group Code 5 Performance Obligations

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

Source	Source Code	Description	Start	Length	Terminator	Symbol	Name Code	Description
Source 1	LEVEL1_PHS	Highest Level Cost Code	1	16	*	Blank Padded	PN	Cost Code Name

Bill Code Group Code 1 Group Code 2 Group Code 3 Group Code 4 Group Code 5 Performance Obligations

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

Source	Source Code	Description	Start	Length	Terminator	Symbol	Name Code	Description
Source 1	LOW_PHS	Lowest Level Cost Code	1	16	*	Blank Padded	PN	Cost Code Name

Bill Code Group Code 1 Group Code 2 Group Code 3 Group Code 4 Group Code 5 Performance Obligations

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

Source	Source Code	Description	Start	Length	Terminator	Symbol	Name Code	Description
Source 1	LOW_CAT	Lowest Level Category	1	16	*	Blank Padded	CN	Category Name

2. Set up Group Summary in Invoice Formats program.



# Print JB invoice (e.g. JBPB\_U21)

ling's company Ltd.

CONTINUATION SHEET

APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulation below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

Page: 2

APPLICATION NUMBER: 1

APPLICATION DATE: 052920

PERIOD TO: 043020

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE				D WORK COMPLETED (D+E)		F MATERIAL PRESENTLY STORED	G TOTAL COMPLETED AND STORED TO DATE	H PER- %(G/C)	I BALANCE TO FINISH	J RETAINAGE
		ORIGINAL	CHANGE ORDERS	BUDG. TRANSF. CHANGE ORDERS	CURRENT	FROM PREVIOUS APPLICATION	THIS PERIOD					
90	SG											
01	General Conditions											
01-100	Temporary Structures											
1000	Labour											
SG SG 01.01-100.1000.	LINCOM1 SG	120,000	0	0	120,000	0	0	0	0	0	120,000	0
	Labour Total	120,000	0	0	120,000	0	0	0	0	0	120,000	0
2000	Subcontract											
SG SG 01.01-100.2000.	LINCOM1 SG	120,000	0	0	120,000	0	0	0	0	0	120,000	0
	Subcontract Total	120,000	0	0	120,000	0	0	0	0	0	120,000	0
3000	Equipment											
SG SG 01.01-100.3000.	LINCOM1 SG	120,000	0	0	120,000	0	0	0	0	0	120,000	0
	Equipment Total	120,000	0	0	120,000	0	0	0	0	0	120,000	0
4000	Material											
SG SG 01.01-100.4000.	LINCOM1 SG	120,000	0	0	120,000	0	630	0	630	1	119,370	63
	Material Total	120,000	0	0	120,000	0	630	0	630	1	119,370	63
5000	Sundry											
SG SG 01.01-100.5000.	LINCOM1 SG	120,000	0	0	120,000	0	0	0	0	0	120,000	0
	Sundry Total	120,000	0	0	120,000	0	0	0	0	0	120,000	0
	Temporary Structures Total	600,000	0	0	600,000	0	630	0	630	0	599,370	63
01-103	Site Office											
1000	Labour											
SG SG 01.01-103.1000.	LINCOM1 SG	120,000	0	0	120,000	0	0	0	0	0	120,000	0
	Labour Total	120,000	0	0	120,000	0	0	0	0	0	120,000	0
2000	Subcontract											
SG SG 01.01-103.2000.	LINCOM1 SG	120,000	0	0	120,000	0	640	0	640	1	119,360	64
	Subcontract Total	120,000	0	0	120,000	0	640	0	640	1	119,360	64
3000	Equipment											
SG SG 01.01-103.3000.	LINCOM1 SG	120,000	0	0	120,000	0	0	0	0	0	120,000	0
	Equipment Total	120,000	0	0	120,000	0	0	0	0	0	120,000	0
	Site Office Total	360,000	0	0	360,000	0	640	0	640	0	359,360	64
	General Conditions Total	960,000	0	0	960,000	0	1,270	0	1,270	0	958,730	127

ling's company Ltd.

CONTINUATION SHEET

APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulation below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

Page: 6

APPLICATION NUMBER: 1

APPLICATION DATE: 052920

PERIOD TO: 043020

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE				D WORK COMPLETED (D+E)		F MATERIAL PRESENTLY STORED	G TOTAL COMPLETED AND STORED TO DATE	H PER- %(G/C)	I BALANCE TO FINISH	J RETAINAGE
		ORIGINAL	CHANGE ORDERS	BUDG. TRANSF. CHANGE ORDERS	CURRENT	FROM PREVIOUS APPLICATION	THIS PERIOD					
SG SG 2.02.02-100.5000.	LINCOM1 SG	120,000	0	0	120,000	0	0	0	0	0	120,000	0
	Sundry Total	120,000	0	0	120,000	0	0	0	0	0	120,000	0
	Structural Demolition Total	600,000	0	0	600,000	0	1,470	0	1,470	0	598,530	147
02-200	Building Demolition											
3000	Equipment											
SG SG 2.02.02-200.3000.	LINCOM1 SG	120,000	0	0	120,000	0	0	0	0	0	120,000	0
	Equipment Total	120,000	0	0	120,000	0	0	0	0	0	120,000	0
4000	Material											
SG SG 2.02.02-200.4000.	LINCOM1 SG	120,000	0	0	120,000	0	0	0	0	0	120,000	0
	Material Total	120,000	0	0	120,000	0	0	0	0	0	120,000	0
5000	Sundry											
SG SG 2.02.02-200.5000.	LINCOM1 SG	120,000	0	0	120,000	0	1,190	0	1,190	1	118,810	119
	Sundry Total	120,000	0	0	120,000	0	1,190	0	1,190	1	118,810	119
	Building Demolition Total	360,000	0	0	360,000	0	1,190	0	1,190	0	358,810	119
	Existing Conditions Total	960,000	0	0	960,000	0	2,660	0	2,660	0	957,340	266
03	Concrete											
03-100	Structural Concrete											
3000	Equipment											
SG SG 2.03.03-100.3000.	LINCOM1 SG	120,000	0	0	120,000	0	1,210	0	1,210	1	118,790	121
	Equipment Total	120,000	0	0	120,000	0	1,210	0	1,210	1	118,790	121
4000	Material											
SG SG 2.03.03-100.4000.	LINCOM1 SG	120,000	0	0	120,000	0	0	0	0	0	120,000	0
	Material Total	120,000	0	0	120,000	0	0	0	0	0	120,000	0
	Structural Concrete Total	240,000	0	0	240,000	0	1,210	0	1,210	1	238,790	121
	Concrete Total	240,000	0	0	240,000	0	1,210	0	1,210	1	238,790	121
	SG-2 Total	1,200,000	0	0	1,200,000	0	3,870	0	3,870	0	1,196,130	387
	<b>1 Total</b>	<b>4,440,000</b>	<b>0</b>	<b>0</b>	<b>4,440,000</b>	<b>0</b>	<b>10,820</b>	<b>0</b>	<b>10,820</b>	<b>0</b>	<b>4,429,180</b>	<b>1,082</b>
	<b>Project Total</b>	<b>4,440,000</b>	<b>0</b>	<b>0</b>	<b>4,440,000</b>	<b>0</b>	<b>10,820</b>	<b>0</b>	<b>10,820</b>	<b>0</b>	<b>4,429,180</b>	<b>1,082</b>

5 levels of grouping works correctly

## Print VAT Tax Number in Free Form Invoice (20.20290)

Ability to print VAT tax in Free Form Invoice Format.

### Overview

Added a new flag to show VAT tax in Free Form Invoice Format (JBINVPRT).

### Modifications

This modification is only applicable to JBINVPRT format. A flag is added in Invoice Format program.

'Show VAT Tax' flag is added to JB > Setup > Local Tables > Invoice Formats – Invoice Option Tab. Flag is unchecked by default; user has to check the flag to show VAT tax on JBINVPRT free form invoice format.

The screenshot shows the 'INVOICE FORMATS' application window. The 'Invoice Options' tab is selected. Under the 'Freeform Style Invoice Options' section, the 'Show VAT Tax' checkbox is checked and highlighted with a red box. Other options include 'Show Company Name', 'Show Contract Name', 'Show Job Name', 'Show Contract Number', 'Show Period Ending', 'Show Sub-Total Line Always', 'Print Invoice Number On Linked Invoices', 'Print Particulars', 'Print Description from Contract', 'Print Original Contract Amount', 'Print Approved Change Orders (OCOs)', 'Print Revised Contract Amount', 'Print Zero Invoice', and 'Print PO Number'. The 'Progress Bill Style Invoice Options' section includes 'Print Invoice No.', 'Print AIA G702 And G703 Titles', 'Print Cents on PB Invoices', 'CM Agency Job Format', 'CM Advisor (old) / CM Advisor', 'Suppress Zero Lines', 'Print Certificate For Payment Amount Manually', and 'Show Due Date on Invoice'. The 'Decimal Digits For % Complete Column' section shows radio buttons for 0, 1, and 2 decimal digits, with 0 selected.

*JB > Setup > Local Tables > Invoice Formats – Invoice Option Tab*

## Implementation

Company: CCC

Vat: VAT#12345

Tax Registration 2: TAX#222

### Case 1:

COMPANY SETUP

Company Code: CCC CMC Test Company

Chart Code: CCCART CCC-DMC Test Company Chart

Consolidation Code: CCC-ALL

Address Information

Street: 4850 Keele Street

Suite:

City: Toronto

State/Province: ON Ontario

Country: CA Zip/Postal Code: M3J 3K1

Phone Number: 416 736 0123

Fax Number: 416 736 1851

Accounting Details

Currency Code: USD US Dollar

Reporting Currency 1:

Reporting Currency 2:

Reporting Currency 3:

Fiscal Year: 2020 Current Period: 4

Archive Date: 31-Aug-2018

Income Close Dept: 00 3000 100 Retained Earnings

Use Transaction Allocation Codes

Inter-Company Setup

General Information

Legal Name:

Tax Registration1: 1111 Company Type:

Tax Registration2: TAX#222 Number of Employees:

Federal Vendor Code:

Tax District:

Controlling Company:

VAT Registration: VAT#12345 Ownership %:

Date Established:

GL > Setup > Maintain Companies

INVOICE FORMATS

Invoice Formats

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

Format Code: MSC MSC Active

Description: MSC

Invoice Invoice Options Group Bill Code Detail Backup Sheet

Freeform Style Invoice Options

☒ Show Company Name ☐ Print Particulars

☒ Show Contract Name ☐ Print Description from Contract

☒ Show Job Name ☐ Print Original Contract Amount

☒ Show Contract Number ☐ Print Approved Change Orders (OCOs)

☒ Show Period Ending ☐ Print Revised Contract Amount

☒ Show Sub-Total Line Always ☒ Print Zero Invoice

☒ Print Invoice Number On Linked Invoices ☐ Print PO Number

☒ Show VAT Tax

Progress Bill Style Invoice Options

☐ Print Invoice No. ☐ Print Certificate For Payment Amount Manually

☐ Print AIA G702 And G703 Titles ☐ Show Due Date on Invoice

☐ Print Cents on PB Invoices

☐ CM Agency Job Format

☐ CM Advisor (old) ☐ CM Advisor

☐ Suppress Zero Lines

Decimal Digits For % Complete Column

☒ 0 Decimal Digits - E: 99 ☐ 1 Decimal Digit - E: 99.9 ☐ 2 Decimal Digits - E: 99.99

JB > Setup > Local Tables > Invoice Formats – Invoice Option Tab

**PREPARE BILLING** Table Mode Save Exit Help Print Zoom

---

**Selection Criteria**

\* Company  CMIC Test Company

Contract Number  job-1

Job Number  job-1

POWOW Number  Add New POWOW ☒ Show Zero Lines ☐ Show HR Bill Types

---

**Draw Info**

Search Workflows Report Options Attachments Notes ECM Documents User Extensions

Job  job-1

Customer  ABC100 Enterprises

Billing Date  25-May-2020 Type  Draw

Due Date  24-Jun-2020 Draw/Rev Num  1 Revision Num  0

Period Ending Date  30-Apr-2020 Contract Currency  Status  Unapproved

Budget Billing Amt  600,000.00 Max. Billing Amt  800,000.00 Invoice Format  MISC

Invoice Desc  test

Notification

Message

Add Bill Codes Update Budget Recalc. Billings Create Billing Generate Print Draft Print Delete Billing Create RFP

Cost Transactions Change Orders Funding Sources

---

**Summary** Group 1 Summary Group 2 Summary Group 3 Summary Group 4 Summary Group 5 Summary Bill Code Detail

	Previous Draw	Current Draw	Total To Date
Cost	0.00	65,000.00	65,000.00
% Complete	0.00	25.00	25.00
Billed	0.00	150,000.00	150,000.00
Material Stored	0.00	0.00	0.00
Completed & Stored	0.00	150,000.00	150,000.00
Retainage	0.00	7,500.00	7,500.00
Retainage Released	0.00	0.00	0.00

Percent Complete

Job Billing > Billing > G/C Prepare Billing

**PREPARE BILLING** Table Mode Save Exit Help Print Zoom

---

**Selection Criteria**

\* Company  CMIC Test Company

Contract Number  job-1

Job Number  job-1

POWOW Number  Add New POWOW ☒ Show Zero Lines ☐ Show HR Bill Types Invoice

---

**Draw Info**

Search Workflows Report Options Attachments Notes ECM Documents User Extensions

Job  job-1

Customer  ABC100 Enterprises

Billing Date  25-May-2020 Type  Draw

Due Date  24-Jun-2020 Draw/Rev Num  1 Revision Num  0

Period Ending Date  30-Apr-2020 Contract Currency  Status  Unapproved

Budget Billing Amt  600,000.00 Max. Billing Amt  800,000.00 Invoice Format  MISC

Invoice Desc  test

Notification

Message

Add Bill Codes Update Budget Recalc. Billings Create Billing Generate Print Draft Print Delete Billing Create RFP

Cost Transactions Change Orders Funding Sources

---

**Summary** Group 1 Summary Group 2 Summary Group 3 Summary Group 4 Summary Group 5 Summary Bill Code Detail

	Previous Draw	Current Draw	Total To Date
Cost	0.00	65,000.00	65,000.00
% Complete	0.00	25.00	25.00
Billed	0.00	150,000.00	150,000.00
Material Stored	0.00	0.00	0.00
Completed & Stored	0.00	150,000.00	150,000.00
Retainage	0.00	7,500.00	7,500.00
Retainage Released	0.00	0.00	0.00

Percent Complete

Job Billing > Billing > G/C Prepare Billing

**CMiC Test Company**

4850 Keele Street  
Toronto ON M3J 3K1  
CA

Tel: 416 - ( 736 ) 0123

Fax: 416 - ( 736 ) 1851

VAT # VAT#12345

## Invoice

Invoice No.: JOB-1-01

Date: 25052020

Terms: NET30 10% Ret 2% Disc

Proj Mgr: No Assigned Manager

To: ABC100 LLC

100, Business Street

500 Floor V

Chicago IL 63251

US

Tel: 7889884848

Fax: 7889884849

Draw 1 Page: 1 of 5

	Total To Date	Previously Billed	Current Billing
RE: job-1			
Job: job-1			
Contract: JOB-1			
Services for period ending 2020-APR-30			
job-1			

The above report shows the VAT Tax on invoice, as the Show Vat Tax flag is checked.

## Case 2:

VAT# - NULL

Tax Registration 2: TAX2#222

The values of VAT tax are removed, only Tax Registration 2 value is available.

The screenshot shows the 'COMPANY SETUP' window with the 'Company Detail' tab selected. The window has a blue header bar with 'COMPANY SETUP' and a toolbar with icons for 'Table Mode', 'Save', 'Exit', and others. Below the header is a navigation bar with 'Search', 'Insert', 'Delete', 'Previous', 'Next', 'Workflows', 'Report Options', 'Attachments(1)', and 'Notes'. The main content area is divided into sections: 'Company Detail', 'Address Information', 'Accounting Details', and 'General Information'. In the 'General Information' section, 'Tax Registration2' and 'VAT Registration' are highlighted with red boxes. 'Tax Registration2' contains the value 'TAX2#222'. Other fields include 'Legal Name', 'Tax Registration1' (1111), 'Company Type', 'Number of Employees', 'Controlling Company', 'Ownership %', 'Date Established', 'Federal Vendor Code', 'Tax District', 'Income Close Dept' (00), '3000.100', 'Retained Earnings', 'Use Transaction Allocation Codes' (checked), 'Inter-Company Setup', 'Fiscal Year' (2020), 'Current Period' (4), 'Archive Date' (31-Aug-2018), 'Reporting Currency 1', 'Reporting Currency 2', 'Reporting Currency 3', 'Currency Code' (USD), 'US Dollar', 'Address Codes', 'Phone Number' (416 736 0123), 'Fax Number' (416 736 1851), 'Country' (CA), 'Zip/Postal Code' (M3J 3K1), 'State/Province' (ON), 'Ontario', 'City' (Toronto), 'Suite', 'Street' (4850 Keele Street), 'Consolidation Code' (CCC-ALL), 'Chart Code' (CCC-ALL), 'CMiC Test Company Chart', and 'Company Code' (CCC).

GL > Setup > Maintain Companies

Show VAT Tax flag - Checked

If VAT tax is NULL and Tax Registration 2 value is available, Tax Registration 2 value is printed on invoice.

**CMiC Test Company**

4850 Keele Street  
Toronto ON M3J 3K1  
CA

Tel: 416 - ( 736 ) 0123

Fax: 416 - ( 736 ) 1851

VAT # TAX2#222

To: **ABC100 LLC**  
100, Business Street  
500 Floor V  
Chicago IL 63251  
US  
Tel: 7889884848  
Fax: 7889884849

Tax Registration 2 is printed  
instead on VAT

## Invoice

Invoice No.: JOB-1-01

Date: 25052020

Terms: NET30 10% Ret 2% Disc

Proj Mgr: No Assigned Manager

Draw 1 Page: 1 of 5

	Total To Date	Previously Billed	Current Billing
RE: job-1 Job: job-1 Contract: JOB-1 Services for period ending 2020-APR-30			
job-1			

**Case 3:**

Company: CCC

Vat: VAT#12345

Tax Registration 2: TAX#222

Show VAT Tax flag: Un-checked

COMPANY SETUP

Table Mode Save Exit

### Company Detail

Search Insert Delete Previous Next Workflows Report Options Attachments(1) Notes ECM Documents

\* Company Code CCC CMIC Test Company

\* Chart Code CCHART CCC- CMIC Test Company Chart

\* Consolidation Code CCC-ALL

#### Address Information

Street 4850 Keele Street

Suite

City Toronto

State/Province ON Ontario

Country CA Zip/Postal Code M3J 3K1

Phone Number 416 736 0123

Fax Number 416 736 1851

Address Codes

#### Accounting Details

\* Currency Code USD US Dollar

Reporting Currency 1

Reporting Currency 2

Reporting Currency 3

\* Fiscal Year 2020 \* Current Period 4

\* Archive Date 31-Aug-2018

Income Close Dept 00 3000.100 Retained Earnings

☒ Use Transaction Allocation Codes

Inter-Company Setup

#### General Information

Legal Name

Tax Registration1 1111

Tax Registration2 TAX#222

Federal Vendor Code

Tax District

VAT Registration VAT#12345

Company Type

Number of Employees

Controlling Company

Ownership %

Date Established

GL &gt; Setup &gt; Maintain Companies



**INVOICE FORMATS**

Table Mode | New | Exit | [Icons]

---

Invoice Formats

Search | Insert | Delete | Previous | Next | Workflows | Report Options | ECM Documents | User Extensions

\* Format Code: MISC | MISC | [X] Active

Description: MISC

---

Invoice | **Invoice Options** | Group | Bill Code | Detail | Backup Sheet

**Freeform Style Invoice Options**

<input checked="" type="checkbox"/> * Show Company Name	<input type="checkbox"/> * Print Particulars
<input checked="" type="checkbox"/> * Show Contract Name	<input type="checkbox"/> * Print Description from Contract
<input checked="" type="checkbox"/> * Show Job Name	<input type="checkbox"/> * Print Original Contract Amount
<input checked="" type="checkbox"/> * Show Contract Number	<input type="checkbox"/> * Print Approved Change Orders (OCOs)
<input checked="" type="checkbox"/> * Show Period Ending	<input type="checkbox"/> * Print Revised Contract Amount
<input checked="" type="checkbox"/> * Show Sub-Total Line Always	<input checked="" type="checkbox"/> * Print Zero Invoice
<input checked="" type="checkbox"/> * Print Invoice Number On Linked Invoices	<input type="checkbox"/> * Print PO Number
<input checked="" type="checkbox"/> * <b>Show VAT Tax</b>	

**Progress Bill Style Invoice Options**

<input type="checkbox"/> * Print Invoice No.	<input type="checkbox"/> * Print Certificate For Payment Amount Manually
<input type="checkbox"/> * Print AIA G702 And G703 Titles	<input type="checkbox"/> * Show Due Date on Invoice
<input type="checkbox"/> * Print Cents on PB Invoices	
<input type="checkbox"/> * CM Agency Job Format	
<input type="checkbox"/> CM Advisor (old) <input type="checkbox"/> CM Advisor	
<input type="checkbox"/> Suppress Zero Lines	

**Decimal Digits For % Complete Column**

☒ 0 Decimal Digits - IE: 99 ☐ 1 Decimal Digit - IE: 99.9 ☐ 2 Decimal Digits - IE: 99.99

JB > Setup > Local Tables > Invoice Formats – Invoice Option Tab

When flag is un-checked, VAT tax is not printed on the invoice.

**CMiC** **CMiC Test Company**  
 4850 Keele Street  
 Toronto ON M3J 3K1  
 CA  
 Tel: 416 - ( 736 ) 0123  
 Fax: 416 - ( 736 ) 1851

**Invoice**

Invoice No.: JOB-1-01  
 Date: 25052020  
 Terms: NET30 10% Ret 2% Disc  
 Proj Mgr: No Assigned Manager

**To: ABC100 LLC**  
 100, Business Street  
 500 Floor V  
 Chicago IL 63251  
 US  
 Tel: 7889884848  
 Fax: 7889884849

When flag is unchecked - VAT is not displayed

RE: job-1  
 Job: job-1  
 Contract: JOB-1  
 Services for period ending 2020-APR-30  
 job-1

Total To Date	Previously Billed	Current Billing

## Show New Notary Section in Invoice Formats (20.23956)

Added option in invoice format to show new 'Notary Section Details' in JBPB\_U11 & JBPBU15.

## Billing Group Codes – Import Function (20.21523)

Added [Import] function button to Job Billing Group Codes Maintenance Program.

GROUP CODES

Save Exit

Selection Criteria

Company DHCOM

Contract JOB-1A

Group Code

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions

Group #	Group Code	Group Code Name	Max Billing Amt	Spet Premium / Show Total
1	JOB-1A	JOB-1A		<input type="checkbox"/>
2	00	BIDDING		<input type="checkbox"/>
	01-100	Blue Prints		<input type="checkbox"/>
2	01-102	Progress Photos		<input type="checkbox"/>
2	01-103	Site Office		<input type="checkbox"/>
3	1200	Indirect Labor		<input type="checkbox"/>
3	1300	Burden		<input type="checkbox"/>
3	2000	Subcontracts		<input type="checkbox"/>
3	3000	Equipment		<input type="checkbox"/>
3	4000	Materials		<input type="checkbox"/>
3	5000	Sundry		<input type="checkbox"/>
3	6000	Bidding Costs		<input type="checkbox"/>
3	9000	Fee		<input type="checkbox"/>

*Job Billing > Setup > Local Tables > Group Codes*

## Notifications in G/C Prepare Billing (JBBILL2) (20.28279)

**PREPARE BILLING**

**Selection Criteria**

\* Company: LINCOM (Ling's Construction Company,LL)  
Contract Number: 0814  
Job Number: 0814  
PO/WO Number:   
Add New PO/WO ☒ Show Zero Lines ☐ Show NR Bill Types

**Draw Info**

Search Workflows Report Options Attachments Notes ECM Documents User Extensions

Job: 0814  
Customer: ZZ-ACME  
Billing Date: 16-Nov-20  
Due Date: 16-Dec-20  
Period Ending Date: 31-Oct-20  
Budget Billing Amt: 734,175.00  
Invoice Desc:   
Notification: Unprepared Transactions Exist (01-100, 2000)  
Message:   
Type: Draw  
Draw/Rev Num: 6  
Revision Num: 0  
Contract Currency:   
Status: Unapproved  
Invoice Format: C10

Add Bill Codes Update Budget Recalc. Billings Create Billing Generate Print Draft Print Delete Billing Create RFP  
Cost Transactions Change Orders Funding Sources

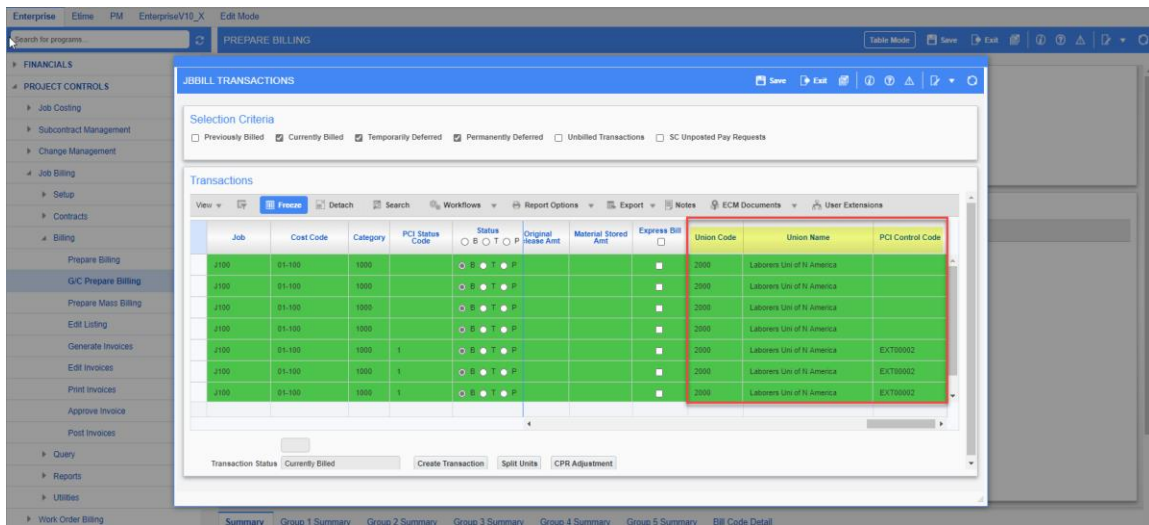
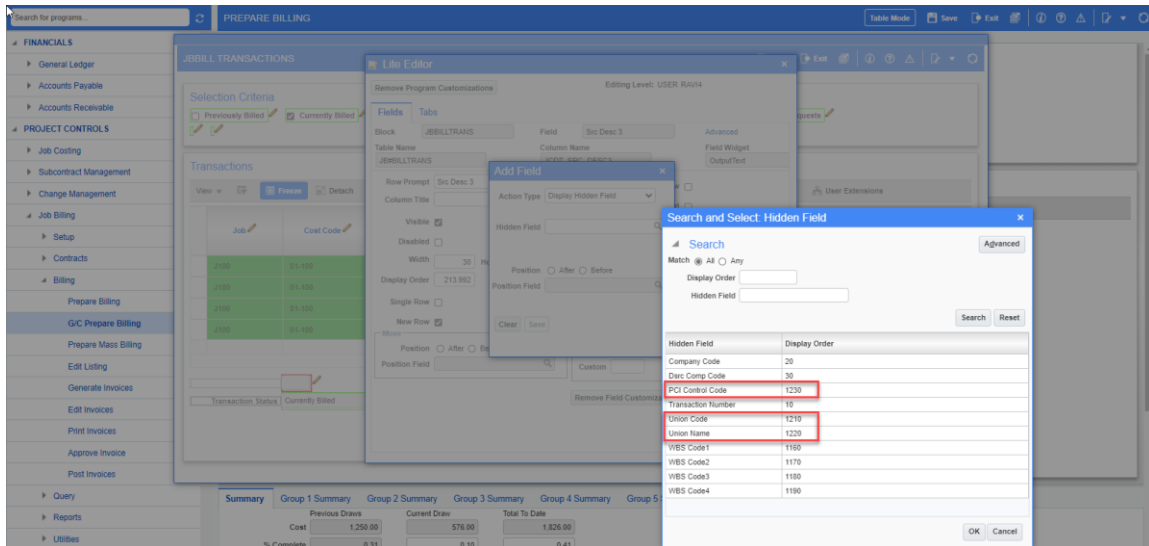
The notification text for all notifications are changed with red background for easy identification by users. Previously only the 'Recalculate Billing' was having the red background.

## JBBILL2 -Added new fields to Cost Transactions pop-up (19.83338)

Added the following columns to the Job Billing > G/C Prepare Billing >Cost Transactions pop-up screen.

- Union Code
- Union Name
- PCI Control Code

The new fields are hidden by default. Users must add them as required using the Lite Editor.



## Free Form Invoice Format changes (20.29696)

Free Form Invoice Format (JBINVPRT) is modified as follows:

- Logo stacked on top of the Company Address
- Logo and Address are left aligned

R2

**RV123456 - Test Company**  
 100, Downtown 500, Floor V  
 Chicago IL 62541  
 US  
 Tel: 333 - ( 333 ) 3333  
 Fax: 444 - ( 555 ) 5555  
 VAT # TAXREG123

Free Form  
 Invoice Logo  
 stacked on top  
 of Address &  
 Left aligned

**To: ABC100**  
 100, Construction Ave  
 Big Street Town  
 Bloomington IL 63333  
 US  
 Tel: (111) 111-1111  
 Fax: (222) 222-2222  
 Attention: Mr. Construction Manager

## Invoice

Invoice No.: JB1INV00018  
 Date: Dec 03, 2020  
 Terms: NET 30 Days 10% RET 2% DISC  
 Proj Mgr: No Assigned Manager

**Draw 1**    Page: 1    of 2

Particulars	Total To Date	Previously Billed	Current Billing
<b>RE: 12-0005-2</b>			
<b>Job: 12-0005-2</b>			
<b>Contract: 12-0005-2</b>			
<b>Services for period ending NOV 30, 2020</b>			
<b>Original Contract Amount</b>	<b>0.00</b>		
Approved PCIs			
<b>12-0005-2</b>			

## Creation of Stored Materials in RFP Screen (19.86625)

The feature is to incorporate and process Stored Material information when entering Request for Payments. Stored Materials allows subcontractor to bill for an amount of material that is not yet used on the project.

1. Material Stored Is Only Applicable to Subcontracts Invoiced via SC.

2. The following new flags have been added to 'Subcontract Maintenance', 'Edit CO' and 'Modify Original Contract' screens:

- Material Stored included in the Completed Amount:

When checked, material stored override in Request for Payment programs will be considered as included in the calculated billing amount. The amount in Store Materials is just a reference.

- Previous Completed Amount includes Material Stored:

When checked, during invoice printing, the Previous Completed Amount column includes and prints material stored amount as well.

This flag is enabled only when the 'Material Stored Includes in Calculated Current Amount' is enabled.

**\*Important Note\*:**

Although these two flags have been added to the mentioned screens, they will NOT be available for user to see or change. The Columns are hidden and not visible for all users.

The standard setup has been considered, (the two flags are set to Y by default), which means 'Material Stored always Included in the Completed Amount'.

**Modifications**

**1. Enter Request for Payments (SCPAYREQ):**

The following new columns have been added to 'Request for Payments' screen in SOV detail and Amount Summary Tab:

- Current Material Stored Amt: Identifies Material Stored on the current RFP
- Previous Material Stored Amt: The total of previously posted Material Stored amounts.

Corresponding fields have been added to the screen under 'Amount Summary' tab that indicates total amounts of the above columns at the Subcontract level.

**ENTER REQUEST FOR PAYMENT**

Table Mode Save Exit Help Print Edit List Post Request for Payment

**Selection Criteria**

\* Company LINGCOM Ling's Construction Company,LL  
 \* Batch 7143 LINGSHI2 2021-02-04 S Create Batch Registration Print Waiver Print Certificate of Payment

**Details** Amount Summary Default Joint Check Attachment

Ret Rel Method Contract Level Release Current Period 711.00  
 Total Contract Amount 8,789.91 Total Taxes 0.52  
 Amount Completed 755.96 Amount Payable 711.00  
 Previously Certified 44.96 Discount Amount 71.10  
 Previously Retained 0.00 Prepaid Amount 0.00  
 Previously Released 0.00 Retainage 0.00  
 Release Retainage 0.00  
 CIS/RCT%  
 CIS/RCT Applicable Amount  
 Tax Treatment %  
 CIS Verification#

Current Material Stored 31.00 Previous Material Stored 0.00

**Schedule of Values**

View Freeze Detach Search Workflows Report Options Export Attachments Notes ECM Documents User Extensions

Sort Order	Task	Contract Amount	Percent Complete	Completed Amount	Completed Qty	Prev. Cert Amount	Current Amount	Previous Material Stored Amt	Current Material Stored Amt	Default Ret %	Ret %	Previous Ret Amt	Current Ret Amt	To
1	000.T1	89.91	62.240	55.96	5.602	44.96	11.00	0.00	20.00	0.000	0.000	0.00	0.00	
	001.01	8,700.00	8.046	700.00	8.046		700.00		11.00	0.000	0.000		0.00	
		8,789.91		755.96		44.96	711.00	0.00	31.00			0.00	0.00	

## 2. Prepare Billing (JBBILL):

New columns 'Override Material Stored' and 'MS Ovr' have been added to Billing Details section. Existing 'Material Stored' column has been disabled to be consistent with other overrides columns and holds the same functionality.

**PREPARE BILLING DETAIL**

Table Mode Save Exit Help Print Edit List Post Request for Payment

Job 0126 test assign cat  
 Customer AMI01 AMIGAS  
 Budg. Billing Amt Billing Date 05-Feb-21 Type Draw Invoice Format U15  
 Max Billing Amt Due Date 07-Mar-21 Draw 1  
 Contract Currency US Dollar Period Ending Date 31-Jan-21 Revision 0  
 Total Percentage Billed 0.90 Due Date To Client 02-Mar-21 Bill Status Unapproved  
 Invoice Desc  
 Recalc Notification

☒ Show Zero Lines ☐ Include NR Bill Types

ReCalc. Billings Create Billing Generate Delete Billing Update Billing Budget Print Draft Print Change Orders

**Billing Details**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents

Previous Billed Amt	Calc'd Billing Amt	Override Billing Amt	Max Billing Amt	Material Stored	Override Material Stored	MS Ovr	Completed & Stored	Ret Method	Ret Code	Calc. Ret. Amt.	Override Ret. Amt.	Ret Ov
0.00	65.44		106,555.00	59.00			124.44	P	LINRATE1	12.44		
0.00	0.00		9,011.00	0.00			0.00	P	LINRATE1	0.00		
0.00	0.00			0.00			0.00	P	LINRATE1	0.00		
0.00	787.00			123.00			910.00	P	LINRATE1	91.00		
0.00	0.00			0.00			0.00	P	LINRATE1	0.00		
0.00	852.44		115,566.00	182.00			1,034.44			103.44		

Tax1 Name Tax2 Name Tax3 Name

When user overrides Material Stored, followed by 'Recalc Notification' message and 'ReCalc Billings', the colored columns 'Override Material Stored' and 'MS Ovr' with letter 'O' indicate that the Material Stored Amount has been overridden.

**PREPARE BILLING DETAIL** Table Mode Save Exit Help Refresh Print Close

Job: 0126 test assign cat

Customer: AMI01 AMIGAS

Budg. Billing Amt: Billing Date: 05-Feb-21 Type: Draw Invoice Format: U15

Max Billing Amt: Due Date: 07-Mar-21 Draw: 1

Contract Currency: US Dollar Period Ending Date: 31-Jan-21 Revision: 0

Total Percentage Billed: 0.90 Due Date To Client: 02-Mar-21 Bill Status: Unapproved

Invoice Desc:

Recalc Notification:

☒ Show Zero Lines ☐ Include NR Bill Types

ReCalc. Billings Create Billing Generate Delete Billing Update Billing Budget Print Draft Print Change Orders

**Billing Details**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents

Rate	Previous Billed Amt	Calc'd Billing Amt	Override Billing Amt	Max Billing Amt	Material Stored	Override Material Stored	MS Ovr	Completed & Stored	Ret Method	Ret Code	Calc. Ret. Amt.	Override Ret. Amt
3.4500	0.00	64.44		106,555.00	60.00	60.00	O	124.44	P	LINRATE1	12.44	
	0.00	-10.00		9,011.00	10.00	10.00	O	0.00	P	LINRATE1	0.00	
	0.00	0.00			0.00			0.00	P	LINRATE1	0.00	
	0.00	780.00			130.00	130.00	O	910.00	P	LINRATE1	91.00	
	0.00	0.00			0.00			0.00	P	LINRATE1	0.00	
	0.00	834.44		115,566.00	200.00			1,034.44			103.44	

### 3. G/C Prepare Billing (JBBILL2):

New columns 'Override Material Stored' and 'MS Ovr' have been added to 'Group 1 Summary' to 'Group 5 Summary' and 'Bill Code Detail' Tabs. 'Override Material Stored' column is hidden in all tabs to be consistent with other overrides columns and holds the same functionality.



**PREPARE BILLING** Table Mode Save Exit Help Info Print Refresh Close

Due Date: 28-Feb-21 📅 Draw/Rev Num: 1 Revision Num: 0  
 Period Ending Date: 31-Dec-20 📅 Contract Currency: Status: Unapproved  
 Budget Billing Amt: 102,234.00 Max. Billing Amt: Invoice Format: U15 🔍  
 Invoice Desc:   
 Notification:   
 Message:

Add Bill Codes Update Budget Recalc. Billings Create Billing Generate Print Draft Print Delete Billing Create RFP  
Cost Transactions Change Orders Funding Sources

Summary Group 1 Summary Group 2 Summary Group 3 Summary Group 4 Summary Group 5 Summary **Bill Code Detail**

View 📄 Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions Mass Update

Select	Bill Code	Description	Budg. Billing	Prev. Billed Amt	MS Ovr	Material Stored	Ovr	Current Completed	Compl & Stored	%Completed	Retainage	Ret Ovr	Ret. %
<input type="checkbox"/>	0126.01-100.1000	Blue Prints - Labor	101,000.00	0.00		59.00		124.44	124.44	0.12	12.44		10.00
<input type="checkbox"/>	0126.01-100.6000	Blue Prints - Bidding Costs	1,234.00	0.00		0.00		0.00	0.00	0.00	0.00		
<input type="checkbox"/>	0126.01-100.8000	Blue Prints - Budget		0.00		0.00		0.00	0.00		0.00		
<input type="checkbox"/>	0126.02-100.6000	Excavation - Bidding Costs		0.00		123.00		910.00	910.00		91.00		10.00
<input type="checkbox"/>	0126.02-100.8000	Excavation - Budget		0.00		0.00		0.00	0.00		0.00		
			102,234.00	0.00		182.00		1,034.44	1,034.44	1.01	103.44		10.00

Details Cost Transactions Change Orders Clear Billed Amount Overrides Clear Retainage Overrides Clear Material Stored Overrides

A new button called 'Clear Material Stored Override' has been added to Summary and 'Bill Code Detail' Tabs to clear MS Override Amounts and restore the calculated ones.

**PREPARE BILLING** Table Mode Save

**Draw Info**

Search Workflows Report Options Attachments Notes ECM Documents User Extensions

Job: 0126 test assign cat  
 Customer: AMI01 AMIGAS  
 Billing Date: 04-Feb-21 📅 Type: Draw  
 Due Date: 06-Mar-21 📅 Draw/Rev Num: 1 Revision Num: 0  
 Period Ending Date: 31-Jan-21 📅 Contract Currency: Status:   
 Budget Billing Amt: 102,234.00 Max. Billing Amt: Invoice Format: U15 🔍  
 Invoice Desc:   
 Notification:   
 Message:

Add Bill Codes Update Budget Recalc. Billings Create Billing Generate Print Draft Print Delete Billing Create RFP  
Cost Transactions Change Orders Funding Sources

Summary Group 1 Summary Group 2 Summary Group 3 Summary Group 4 Summary Group 5 Summary **Bill Code Detail**

	Previous Draws	Current Draw	Total To Date
Cost	0.00	992.96	992.96
% Complete	0.00	1.01	1.01
Billed	0.00	1,034.44	1,034.44
Material Stored	0.00	190.00	190.00
Completed & Stored	0.00	1,034.44	1,034.44
Retainage	0.00	103.44	103.44
Retainage Released	0.00	0.00	0.00

Accept Override Value

Clear Material Stored Overrides

**PREPARE BILLING** Table Mode Save Exit Help Info Alert Print

Due Date: 06-Mar-21 Draw/Rev Num: 1 Revision Num: 0  
 Period Ending Date: 31-Jan-21 Contract Currency: Status:  
 Budget Billing Amt: 102,234.00 Max. Billing Amt: Invoice Format: U15  
 Invoice Desc:  
 Notification:  
 Message:

Add Bill Codes Update Budget Recalc. Billings Create Billing Generate Print Draft Print Delete Billing Create RFP  
Cost Transactions Change Orders Funding Sources

Summary Group 1 Summary Group 2 Summary Group 3 Summary Group 4 Summary Group 5 Summary **Bill Code Detail**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions Mass Update

Select	Bill Code	Description	Budg. Billing	Cost To Date	Current Cost	Prev. Billed Amt	MS Ovr	Material Stored	Ovr	Current Completed	Compl & Stored	%Completed
<input type="checkbox"/>	0126.01-100.1000	Blue Prints - Labor	101,000.00	82.96	82.96	0.00	O	60.00		124.44	124.44	0.12
<input type="checkbox"/>	0126.01-100.6000	Blue Prints - Bidding Costs	1,234.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00
<input type="checkbox"/>	0126.01-100.8000	Blue Prints - Budget		0.00	0.00	0.00		0.00		0.00	0.00	0.00
<input type="checkbox"/>	0126.02-100.6000	Excavation - Bidding Costs		910.00	910.00	0.00	O	130.00		910.00	910.00	
<input type="checkbox"/>	0126.02-100.8000	Excavation - Budget		0.00	0.00	0.00		0.00		0.00	0.00	
			102,234.00	992.96	992.96	0.00		190.00		1,034.44	1,034.44	1.01

Details Cost Transactions Change Orders Clear Billed Amount Overrides Clear Retainage Overrides Clear Material Stored Overrides

#### 4. Cost Transaction pop-up (JBBILLTRANS):

A new column has been added to Cost Transaction pop-up screen that indicates Material Stored Amt on the Cost level of the associated Billing Detail line. The column is display only and cannot be updated.

CMIC ENTERPRISE PTFR12 LINGSHI2

Enterprise v12 Enterprise v12 Forms ESS Edit Mode

Search for programs... **PREPARE BILLING** Table Mode Save Exit Help Info Alert Print

**JBBILL TRANSACTIONS** Save Exit Help Info Alert Print

Selection Criteria  
☐ Previously Billed ☒ Currently Billed ☒ Temporarily Deferred ☒ Permanently Deferred ☐ Unbilled Transactions ☐ SC Unposted Pay Requests

Transactions

View Freeze Detach Search Workflows Report Options Export Notes ECM Documents User Extensions

Job	Cost Code	Category	PCI Status Code	Status B O T P	Original Calc. Potential Rev.	Freeze Adj.	Cost	Curr	Original Ret. Amt	Original Release Amt	Material Stored Amt	Express Bill
0126	01-100	1000		B O T P	67.44		44.96	USD	0.00	0.00	0.00	<input type="checkbox"/>
0126	01-100	1000		B O T P	16.50		11.00	USD	0.00	0.00	20.00	<input type="checkbox"/>
0126	01-100	1000		B O T P	40.50		27.00	USD	0.00	0.00	39.00	<input type="checkbox"/>
0126	02-100	6000		B O T P	700.00		700.00	USD	0.00	0.00	11.00	<input type="checkbox"/>
0126	02-100	6000		B O T P	210.00		210.00	USD	0.00	0.00	112.00	<input type="checkbox"/>
					1,034.44				0.00	0.00		

Transaction Status: Currently Billed Create Transaction Split Units CPR Adjustment

Summary Group 1 Summary Group 2 Summary Group 3 Summary Group 4 Summary Group 5 Summary **Bill Code Detail**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions Mass Update



**JBPB\_U10TR Invoice Format with modifications made (with added TRN Budget Columns):**

<b>APPLICATION AND CERTIFICATE FOR PAYMENT</b>		<b>CONSTRUCTION MANAGER-ADVISED</b>	Page: 1 of 4
TO OWNER: ABC100 100, dOWNTOWN 500, Floor V Chicago, IL 63254 US FROM CONTRACTOR: RV123456 - Test Company 100, Downtown 500, Floor V Chicago, IL 62541 US CONTRACT FOR: 1200M	PROJECT: 1200M 100, dOWNTOWN 500, Floor V Chicago, IL 63254 US ARCHITECT: US CONSTRUCTION MANAGER:	APPLICATION NO.: 3 PERIOD TO: Apr 15, 2021 PROJECT NOS.: 1200M INVOICE NO.: JB1INV00039 CONTRACT DATE: Oct 21, 2020	<b>AIA Document G702CMA</b> Distribution to: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> CONSTRUCTION MANAGER

<b>APPLICATION AND CERTIFICATE FOR PAYMENT</b>		The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for payment were issued and payments received from the Owner, and that current payment shown herein is now due. Contractor: RV123456 - Test Company By: _____ Date: _____ State of: _____ County of: _____ Subscribed and sworn to before me this _____ day of _____ Notary Public: _____ My Commission expires: _____
Application is made for payment, as shown below, in connection with the Contract. Continuation sheet is attached. <b>1. ORIGINAL CONTRACT SUM</b> ..... \$ 102,500.00 <b>2. Net change by change orders</b> ..... \$ 19,166.00 <b>3. CONTRACT SUM TO DATE ( Line1 +/- 2 )</b> ..... \$ 121,666.00 <b>4. TOTAL COMPLETED &amp; STORED TO DATE</b> .... \$ 266,899.00 (Column G on G703) <b>5. RETAINAGE:</b> (Total retainage Column I of G703) ..... \$ 13,804.20 <b>6. TOTAL EARNED LESS RETAINAGE</b> ..... \$ 253,094.80 (Line 4 less Line 5 Total ) <b>7. LESS PREVIOUS CERTIFICATES FOR PAYMENT</b> (Line 6 from prior Certificate) ..... \$ 23,388.60 <b>8. CURRENT PAYMENT DUE</b> ..... \$ 229,706.20 <b>9. BALANCE TO FINISH, INCLUDING RETAINAGE</b> (Line 3 less Line 6 ) ..... \$ -131,428.80	<b>CERTIFICATE FOR PAYMENT</b> In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to the payment of the AMOUNT CERTIFIED. <b>AMOUNT CERTIFIED.....\$</b> _____ (Attach explanation if amount certified differs from the amount applied for. Initial figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.) CONSTRUCTION MANAGER: By: _____ Date: _____ ARCHITECT: By: _____ Date: _____	

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Order approved in previous months by Owner		12,500.00	0.00
APPROVED THIS MONTH			
Number	Date Approved		
EXT00007	Apr 15, 2021	6,666.00	0.00
Current Total:		6,666.00	0.00
Net Change by Change Orders		19,166.00	

AIA DOCUMENT G702 CMA - APPLICATION AND CERTIFICATE FOR PAYMENT  
 CONSTRUCTION MANAGER-ADVISED EDITION THE AMERICAN INSTITUTE OF ARCHITECTS  
 1735 NEW YORK AVENUE NW WASHINGTON DC 20006

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

New Column1 added:  
Transfer Budget Amounts

New Column2 added:  
Revised scheduled

CONTINUATION SHEET		AIA DOCUMENT G703		RV123456 - Test Company		Page: 2	
AIA DOCUMENT G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.				APPLICATION NUMBER: 3		INVOICE NO.:	
In tabulation below, amounts are stated to the nearest cent.				APPLICATION DATE: Apr 15, 2021		PERIOD TO: Apr 15, 2021	
Use Column I on Contracts where variable retainage for line items may apply.				PROJECT NO: 1200M		JB1INV00039	

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D TRANSFER BUDGET AMOUNTS	E REVISED SCHEDULED VALUE	F WORK COMPLETED (D+E)		G MATERIAL PRESENTLY STORED	H TOTAL COMPLETED AND STORED TO DATE	I PER- %(G/C )	J BALANCE TO FINISH	K RETAINAGE
					FROM PREVIOUS APPLICATION	THIS PERIOD					
1000	Labour										
01-100	Temporary Structures										
01	General conditions										
1200M	1200M										
1200M.01-100.1000	Temporary Structures - Labour	15,000.00	7,777.00	22,777.00	2,706.00	25,071.00	0.00	27,777.00	122	-5,000.00	2,277.70
	1200M Total	15,000.00	7,777.00	22,777.00	2,706.00	25,071.00	0.00	27,777.00	122	-5,000.00	2,277.70
	General conditions Total	15,000.00	7,777.00	22,777.00	2,706.00	25,071.00	0.00	27,777.00	122	-5,000.00	2,277.70
	Temporary Structures Total	15,000.00	7,777.00	22,777.00	2,706.00	25,071.00	0.00	27,777.00	122	-5,000.00	2,277.70
01-103	Site Office										
01	General conditions										
1200M	1200M										
1200M.01-103.1000	Site Office - Labour	15,000.00	-7,777.00	7,223.00	0.00	10,145.00	0.00	10,145.00	140	-2,922.00	722.30
	1200M Total	15,000.00	-7,777.00	7,223.00	0.00	10,145.00	0.00	10,145.00	140	-2,922.00	722.30
	General conditions Total	15,000.00	-7,777.00	7,223.00	0.00	10,145.00	0.00	10,145.00	140	-2,922.00	722.30
	Site Office Total	15,000.00	-7,777.00	7,223.00	0.00	10,145.00	0.00	10,145.00	140	-2,922.00	722.30
01-105	Progree Photos										
01	General conditions										
1200M	1200M										
1200M.01-105.1000	Progree Photos - Labour	15,000.00	8,888.00	23,888.00	0.00	10,000.00	0.00	10,000.00	42	13,888.00	1,000.00
	1200M Total	15,000.00	8,888.00	23,888.00	0.00	10,000.00	0.00	10,000.00	42	13,888.00	1,000.00
	General conditions Total	15,000.00	8,888.00	23,888.00	0.00	10,000.00	0.00	10,000.00	42	13,888.00	1,000.00
	Progree Photos Total	15,000.00	8,888.00	23,888.00	0.00	10,000.00	0.00	10,000.00	42	13,888.00	1,000.00
02-100	Structural Demolition										
02	Existing Conditions										
1200M	1200M										
1200M.02-100.1000	Structural Demolition - Labour	15,000.00	0.00	15,000.00	2,326.00	193,899.00	0.00	196,225.00	1,308	-181,225.00	1,500.00
	1200M Total	15,000.00	0.00	15,000.00	2,326.00	193,899.00	0.00	196,225.00	1,308	-181,225.00	1,500.00
	Existing Conditions Total	15,000.00	0.00	15,000.00	2,326.00	193,899.00	0.00	196,225.00	1,308	-181,225.00	1,500.00
	Structural Demolition Total	15,000.00	0.00	15,000.00	2,326.00	193,899.00	0.00	196,225.00	1,308	-181,225.00	1,500.00
02-200	Architectural Demolition										
02	Existing Conditions										
1200M	1200M										
1200M.02-200.1000	Architectural Demolition - Labour	15,000.00	0.00	15,000.00	0.00	5,000.00	0.00	5,000.00	33	10,000.00	500.00
	1200M Total	15,000.00	0.00	15,000.00	0.00	5,000.00	0.00	5,000.00	33	10,000.00	500.00

## CONTINUATION SHEET

AIA DOCUMENT G703

Page: 3

AIA DOCUMENT G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing  
Contractor's signed Certification is attached.  
In tabulation below, amounts are stated to the nearest cent.  
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 3

APPLICATION DATE: Apr 15, 2021

INVOICE NO.:

PERIOD TO: Apr 15, 2021

JB1INV00039

PROJECT NO: 1200M

A ITEM NO.	B DESCRIPTION OF WORK	C			E		F MATERIAL PRESENTLY STORED	G TOTAL COMPLETED AND STORED TO DATE	H PER- %(G/C )	I BALANCE TO FINISH	J RETAINAGE
		SCHEDULED VALUE	TRANSFER BUDGET AMOUNTS	REVISED SCHEDULED VALUE	WORK COMPLETED (D+E) FROM PREVIOUS APPLICATION	THIS PERIOD					
03-100 03 1200M 1200M.03- 100.1000	Existing Conditions Total	15,000.00	0.00	15,000.00	0.00	5,000.00	0.00	5,000.00	33	10,000.00	500.00
	Architectural Demolition Total	15,000.00	0.00	15,000.00	0.00	5,000.00	0.00	5,000.00	33	10,000.00	500.00
	Structural Concrete										
	1200M										
	Structural Concrete - Labour	15,000.00	0.00	15,000.00	0.00	1,640.00	0.00	1,640.00	8	20,026.00	164.00
	1200M Total	15,000.00	0.00	15,000.00	0.00	1,640.00	0.00	1,640.00	8	20,026.00	164.00
	Structural Concrete Total	15,000.00	0.00	15,000.00	0.00	1,640.00	0.00	1,640.00	8	20,026.00	164.00
	Structural Concrete Total	15,000.00	0.00	15,000.00	0.00	1,640.00	0.00	1,640.00	8	20,026.00	164.00
	Labour Total	90,000.00	8,888.00	98,888.00	5,032.00	245,755.00	0.00	250,787.00	238	-145,233.00	6,184.00
	Subcontract										
2000 02-100 02 1200M 1200M.02- 100.2000	Structural Demolition										
	Existing Conditions										
	1200M										
	Structural Demolition - Subcontract	-2,500.00	-8,888.00	-11,388.00	25,000.00	-8,888.00	0.00	16,112.00	1,449	-15,000.00	7,640.20
	1200M Total	-2,500.00	-8,888.00	-11,388.00	25,000.00	-8,888.00	0.00	16,112.00	1,449	-15,000.00	7,640.20
	Existing Conditions Total	-2,500.00	-8,888.00	-11,388.00	25,000.00	-8,888.00	0.00	16,112.00	1,449	-15,000.00	7,640.20
	Structural Demolition Total	-2,500.00	-8,888.00	-11,388.00	25,000.00	-8,888.00	0.00	16,112.00	1,449	-15,000.00	7,640.20
	Architectural Demolition										
	Existing Conditions										
	1200M										
02-200 02 1200M 1200M.02- 200.2000	Architectural Demolition - Subcontract	15,000.00	0.00	15,000.00	0.00	0.00	0.00	0.00	0	15,000.00	0.00
	1200M Total	15,000.00	0.00	15,000.00	0.00	0.00	0.00	0.00	0	15,000.00	0.00
	Existing Conditions Total	15,000.00	0.00	15,000.00	0.00	0.00	0.00	0.00	0	15,000.00	0.00
	Architectural Demolition Total	15,000.00	0.00	15,000.00	0.00	0.00	0.00	0.00	0	15,000.00	0.00
	Subcontract Total	12,500.00	-8,888.00	3,612.00	25,000.00	-8,888.00	0.00	16,112.00	100	0.00	7,640.20
	Pending PCI	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100	0.00	0.00
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00
Total		102,500.00	0.00	102,500.00	30,032.00	236,867.00	0.00	266,899.00	219	-145,233.00	13,804.20

Subtotals shown

CONTINUATION SHEET      AIA DOCUMENT G703		RV123456 - Test Company
AIA DOCUMENT G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached. In tabulation below, amounts are stated to the nearest cent. Use Column I on Contracts where variable retainage for line items may apply.		Page: 4  APPLICATION NUMBER: 3 APPLICATION DATE: Apr 15, 2021 PERIOD TO: Apr 15, 2021 PROJECT NO: 1200M
INVOICE NO.: JB1INV00039		

A		B		C		D		E		F	G		H	I
ITEM NO.	DESCRIPTION OF WORK		SCHEDULED VALUE	TRANSFER BUDGET AMOUNTS	REVISED SCHEDULED VALUE	WORK COMPLETED (D+E)		MATERIAL PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE	PER- %(G/C )	BALANCE TO FINISH			RETAINAGE
						FROM PREVIOUS APPLICATION	THIS PERIOD							
Contract Total:			102,500.00	0.00	102,500.00	30,032.00	236,867.00	0.00	266,899.00	280	-145,233.00			13,604.20
No OCO EXT00001 EXT00007	No OCO EXT		12,500.00		12,500.00	12,500.00								
			6,666.00		6,666.00		6,666.00							
	No OCO Total:		19,166.00		19,166.00	12,500.00	6,666.00							
	All OCO Total:		19,166.00		19,166.00	12,500.00	6,666.00							
Project Total:			121,666.00		121,666.00	42,532.00	243,533.00	0.00	266,899.00	219	-145,233.00			13,604.20

AIA DOCUMENT G703 - APPLICATION AND CERTIFICATE FOR PAYMENT  
 THE AMERICAN INSTITUTE OF ARCHITECTS 1735 NEW YORK AVENUE NW WASHINGTON DC 20006

## Modification to Invoice Format JBPB\_U10 (20.33992)

### Overview:

Changed the Application and Certification for Payment.

### Modifications:

Added a new field (checkbox) 'Show Remit To' to the invoice format program to either display the word Architect (Default) or 'Remit to' when checked for the standard formats.

### Setting and printing the JBPB\_U10 Report:

**INVOICE FORMATS**

Invoice Formats

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Format Code U\_10 JBPB\_U10 ☒ \* Active

Description JBPB\_U10

Invoice Invoice Options Group Bill Code Detail Backup Sheet

☒ Show Bill Code Level on Billing Invoices

\* Invoice Report JBPB\_U10 US Standard PB Invoice

Group Summary 1 GROUP1 Summarize by Group 1 Code

Group Summary 2 GROUP2 Summarize by Group 2 Code

Group Summary 3 GROUP3 Summarize by Group 3 Code

Group Summary 4 GROUP4 Summarize by Group 4 Code

Group Summary 5 GROUP5 Summarize by Group 5 Code

Backup Sheet Report JBBACKUP Standard Backup Sheet

Hint Text

Job Billing> Setup>Local Tables > Invoice Formats

**INVOICE FORMATS**

Invoice Formats

Search Insert Delete Previous Next Workflows Report Options ECM Documents

\* Format Code U\_10 JBPB\_U10 ☒ \* Active

Description JBPB\_U10

Invoice Invoice Options Group Bill Code Detail Backup Sheet

Freeform Style Invoice Options

☒ \* Show Company Name ☐ \* Print Particulars

☒ \* Show Contract Name ☐ \* Print Description from Contract

☒ \* Show Job Name ☐ \* Print Original Contract Amount

☒ \* Show Contract Number ☐ \* Print Approved Ch

☒ \* Show Period Ending ☐ \* Print Revised Cont

☒ \* Show Sub-Total Line Always ☒ \* Print Zero Invoice

☒ Print Invoice Number On Linked Invoices ☐ Print PO Number

☐ Show VAT Tax ☒ Show Remit To

Progress Bill Style Invoice Options

☐ Print Invoice No. ☐ Print Certificate For Payment Amount Manually

☐ \* Print AIA G702 And G703 Titles ☐ Show Due Date on Invoice

☐ \* Print Cents on PB Invoices

☐ \* CM Agency Job Format

☐ CM Advisor (old) ☒ CM Advisor

☐ Suppress Zero Lines

Decimal Digits For % Complete Column

☒ 0 Decimal Digits - IE: 99 ☐ 1 Decimal Digit - IE: 99.9 ☐ 2 Decimal Digits - IE: 99.99

Job Billing> Setup>Local Tables > Invoice Formats



*The Application and Certificate for Payment report is modified to show the “Remit to” field.*

JBPM\_U10

r12/faces/report

1 / 9

90%

+

🔍

🔄

TO OWNER: Kegal constructions

1152 Cheryl Ave

17

Pennsylvania, PA 12469

USA

FROM Kegal Mehta Group

225 JFK Boulevard

14

Scarsdale, NY 48577

USA

CONTRACT FOR: 412M

PROJECT: 412M

1152 Cheryl Ave

17

Pennsylvania, PA 12469

USA

REMIT TO A1 Doors Inc.

25 Sunny Lane

Milwaukee, IL 45634

USA

PAGE: 1

OF: 9

APPLICATION NO: 1

Distribution to:

☐ OWNER

☐ ARCHITECT

☐ CONTRACTOR

PERIOD TO: Mar 31, 2021

PROJECT NOS: 412

CONTRACT DATE: Apr 16, 2021

APPLICATION AND CERTIFICATE FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation sheet is attached.

1. ORIGINAL CONTRACT SUM ..... \$ 1,013,546

2. Net change by change orders ..... \$ 0

3. CONTRACT SUM TO DATE (Line1 +4-2) ..... \$ 1,013,546

4. TOTAL COMPLETED & STORED TO DATE ..... \$ 0

(Column G on G703)

5. RETAINAGE:

(Total retainage Column I of G703)

6. TOTAL EARNED LESS RETAINAGE ..... \$ 0

(Line 4 less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT

(Line 6 from prior Certificate) ..... \$ 0

8. CURRENT PAYMENT DUE ..... \$ 9

9. BALANCE TO FINISH, INCLUDING RETAINAGE

(Line 3 less Line 6) ..... \$ 1,013,546

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Change Order approved in previous month by Owner	0	0
APPROVED THIS MONTH		
Number Date Approved		
Current Total	0	0
Net Change by Change Orders	0	0

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Contractor: Kegal Mehta Group

By: \_\_\_\_\_ Date: \_\_\_\_\_

State of: \_\_\_\_\_

County of: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_

Notary Public: \_\_\_\_\_

My Commission expires: \_\_\_\_\_

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to the payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED.....\$ \_\_\_\_\_

(Attach explanation if amount certified differs from the amount applied for. Initial figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: A1 Doors Inc.

By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

### Ability to Mass Update values to 'NULL' (21.37725)

### Overview:

Added a 'Blank' checkbox to use during Mass update.

**Modifications:**

Users may now specify 'Blank' as a value to use during Mass Update. This can be done by checking a checkbox. Using 'Blank' has the effect of erasing values for a field.

Although the 'Blank' checkbox is provided for many fields, only the following fields can be mass updated to 'NULL':

- Max Billing Amt
- Group 1
- Group 2
- Group 3
- Group 4
- Group 5

The following mandatory fields cannot be updated to 'NULL':

- Type
- Weight Measure code
- Invoice format
- Job

- Cost Code
- Category
- Retainage Code

Contract Information

Billing Items Defaults Rounding Methods Address Description Officials Surcharges Risk Management Separate Billing Information Mapping Groups

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

Job: K-MAIN K-MAIN JOB  
Contract: K-MAIN K-MAIN JOB  
Customer: K-CUST K-CUSTOMER

Bldg. Billing Amt:   
Rate Code: RATE1  
Bid Date:   
Approved Date: 14Apr2021  
Start Date:   
Notification:   
Create Contract Details Bill Rates Add New Bill Codes

Define Mass Update Values

Type: WM  
Max Billing Amt:   
Group 1:   
Group 2:   
Group 3:   
Group 4:   
Group 5:   
Inv Fee:   
Job:   
Cost Code:   
Cat:   
Ret. Code:   
Apply Close

Can mass update to null/ blank for the selected fields

Spread Rule:   
Invoice Preview Funding Sources Generate Time Phased Budget View/Edit Time Phased Budget

Billing Items

Billing Codes Group 1 Group 2 Group 3 Group 4 Group 5 Performance Obligations

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import ECM Documents User Extensions Mass Update

Billing Code	Type	Description	Bldg. Billing Amt	Curr	Bldg. Qty	WM	Billing Rate	Max Billing Amt	Max Qty	% of Const.	Construction Value	Group 1	Group 2	Group 3	Group 4	Group 5	Grp
K-MAIN.00001.1000	COST	Drawings - Labour	100,000.25	USD	0.000	HR						K-MAIN	00001				1000
K-MAIN.00001.1001	COST	Drawings - Direct Lab	50,000.26	USD	0.000	HR						K-MAIN	00001				1001
K-MAIN.00001.1002	COST	Drawings - Indirect Li	4,200.39	USD	15.000	HR	280.0260					K-MAIN	00001				1002
K-MAIN.00001.2000	COST	Drawings - Subcontract	55,190.25	USD	0.000	LS						K-MAIN	00001				2000
K-MAIN.00001.3000	COST	Drawings - Equipment	25,000.00	USD	0.000	DY						K-MAIN	00001				3000
			1,013,846.01														

JB>Contract>Enter Contract

Click on Apply. The selected fields are mass updated to null/ blank.

CONTRACT ENTRY

Table Mode Save Edit Print Copy Paste

Contract Information

Billing Items Defaults Rounding Methods Address Description Officials Surcharges Risk Management Separate Billing Information Mapping Groups

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

Job: K-MAIN K-MAIN JOB  
Contract: K-MAIN K-MAIN JOB  
Customer: K-CUST K-CUSTOMER  
Contract Currency:   
Contract Billing Type:   
Max Billing Amt:   
Rate Code: RATE1  
Bid Date:   
Approved Date: 14Apr2021  
Start Date:   
Notification:   
Create Contract Details Bill Rates Add New Bill Codes Reset All Bill Code Budgets Default Compliance Codes Invoice Preview Funding Sources Generate Time Phased Budget View/Edit Time Phased Budget

Billing Items

Billing Codes Group 1 Group 2 Group 3 Group 4 Group 5 Performance Obligations

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import ECM Documents User Extensions Mass Update

Billing Code	Type	Description	Bldg. Billing Amt	Curr	Bldg. Qty	WM	Billing Rate	Max Billing Amt	Max Qty	% of Const.	Construction Value	Group 1	Group 2	Group 3	Group 4	Group 5	Grp
K-MAIN.00001.1000	COST	Drawings - Labour	100,000.25	USD	0.000	HR						K-MAIN	00001				1000
K-MAIN.00001.1001	COST	Drawings - Direct Lab	50,000.26	USD	0.000	HR						K-MAIN	00001				1001
K-MAIN.00001.1002	COST	Drawings - Indirect Li	4,200.39	USD	15.000	HR	280.0260					K-MAIN	00001				1002
K-MAIN.00001.2000	COST	Drawings - Subcontract	55,190.25	USD	0.000	LS						K-MAIN	00001				2000
K-MAIN.00001.3000	COST	Drawings - Equipment	25,000.00	USD	0.000	DY						K-MAIN	00001				3000
			1,013,846.01														

The same functionality holds true for WO contracts.

**Define Mass Update Values**

Type: WM

Max Billing Amt: [Field]

Can Mass Update the values for Work Orders

Mass Update

JB>Contract>Enter Contract

Click on Apply. The selected fields are mass updated to null/ blank.

**Define Mass Update Values**

Type: WM

Max Billing Amt: [Field]

Can Mass Update the values for Work Orders

Mass Update

## Modify Surcharge program to include “Job” field and “Hour Type” field. (20.18406)

Modify the existing Surcharge program to include “Job” field and “Hour Type” field. This will allow users to calculate add-ons/surcharges for specific jobs and hour types and then specify which bill code the add-on/surcharge will be applied to.

**SURCHARGES** Table Mode Save Exit Help Print Zoom

**Selection Criteria**  
Company: LINCOM1 | ling's company Ltd.

**Minimum**  
 Search | Insert | Delete | Previous | Next | Workflows | Report Options | ECM Documents | User Extensions  
 Surcharge Code: SURCHARGE1 | SURCHARGE1 | Active ☒  
 Journal: JB | Job Billing  
 Cost Code: 03-100 | Structural Concrete | Default for New Contracts ☒  
 Category: 1000 | Labour  
 Component: 4 | Surcharge Hours: 0.25  
 Round Up Time: 0.25  
 Description:

**Components**  
 View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | ECM Documents | User Extensions  

* Job Code	Job Name	* Cost Code	Cost Code Name	* Category	Category Name	Hour Type / Transactions	Hour Type / Transactions Description
*	All Jobs	01-100	Temporary Structures	1000	Labour	*	All Transactions
0603	0603job name	02-100	Structural Demolition	1000	Labour	*	All Transactions

## 1. Job field

The Job LOVs show all jobs for the company, including '\*' for all jobs.

**SURCHARGES** Table Mode Save Exit Help Print Zoom

**Selection Criteria**  
Company: LINCOM1 | ling's company Ltd.

**Minimum**  
 Search | Insert | Delete | Previous | Next | Workflows | Report Options | ECM Documents | User Extensions  
 Surcharge Code: SURCHARGE1 | SURCHARGE1 | Active ☒  
 Journal: JB | Job Billing  
 Cost Code: 03-100 | Structural Concrete | Default for New Contracts ☒  
 Category: 1000 | Labour  
 Component: 4 | Surcharge Hours: 0.25  
 Round Up Time: 0.25  
 Description:

**Components**  
 View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | ECM Documents | User Extensions  

* Job Code	Job Name	* Cost Code	Cost Code Name	* Category	Category Name	Hour Type / Transactions	Hour Type / Transactions Description
*	All Jobs	01-100	Temporary Structures	1000	Labour	*	All Transactions
0603	0603job name	02-100	Structural Demolition	1000	Labour	*	All Transactions

**Jobs**  
 Search | Match: All | Any | Advanced  
 Jobcode: | Jobname: | Search | Reset  

Jobcode	Jobname
*	All Jobs
0603	0603job name
0603-1	0603 subjob
0603-2	0603-2
0804	0804
0805	0805
0805-1	0805 sub1
0806	0806
1202	1202 job name
12021	exchange rate 0 DO NOT use

 OK | Cancel

## 2. Hour Type field:

The Hour Type LOVs show hour types for the company, including '\*' for all hour types.

**SURCHARGES** Table Mode Save Exit Help Print Zoom

**Selection Criteria**  
Company: LINCOM1 | ling's company Ltd.

**Minimum**  
 Search | Insert | Delete | Previous | Next | Workflows | Report Options | ECM Documents | User Extensions  
 Surcharge Code: SURCHARGE1 | SURCHARGE1 | Active ☒  
 Journal: JB | Job Billing  
 Cost Code: 03-100 | Structural Concrete | Default for New Contracts ☒  
 Category: 1000 | Labour  
 Component: 4 | Surcharge Hours: 0.25  
 Round Up Time: 0.25  
 Description:

**Components**  
 View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | ECM Documents | User Extensions  

* Job Code	Job Name	* Cost Code	Cost Code Name	* Category	Category Name	Hour Type / Transactions	Hour Type / Transactions Description
*	All Jobs	01-100	Temporary Structures	1000	Labour	*	All Transactions
0603	0603job name	02-100	Structural Demolition	1000	Labour	*	All Transactions

**Hour Type**  
 Search | Match: All | Any | Advanced  
 Type: | Description: | Search | Reset  

Type	Description
-----	All Transactions-----
*	All Transactions
-----	Hour Types-----
OT	Overtime Hours
DOT	Double Overtime Hours
NWHR	Normal Hours

 OK | Cancel

Job, phase, and category are required fields. For hour type, a null value will be considered as 'All hour types' while calculating surcharge.

Modified the surcharge calculation to consider the new fields.

Job	Cost Code	Category	PC Status	Status	Draw	Rev	Bill Code	Post Date	Contract Currency	Potential Rev	Curr	Unit	Rate	Hour Type	Hour Desc	
SURCHARJOB	02-100	1000		B	3	0	SURCHARU	13-May-20	USD	1,640.00	40	41.00	41.00	Normal Hours		
SURCHARJOB	02-100	1000		B	3	0	SURCHARU	13-May-20	USD	410.00	10	41.00	41.00	Overtime Hours		
SURCHARJOB	02-100	1000		B	3	0	SURCHARU	13-May-20	USD	259.00	5	41.00	41.00	Double Overtime Hours		
SURCHARJOB	03-100	1000		B	3	0	SURCHARU	13-May-20	USD	67.50	0.75	90.00	90.00			
										2,322.50						

Summary	Group 1 Summary	Group 2 Summary	Group 3 Summary	Group 4 Summary	Group 5 Summary	Bill Code Detail
Previous Draws	Cost	9,020.00	Current Draw	2,256.00	Total To Date	11,276.00
% Complete	0.64	0.15	0.79			
Billed	9,582.50	2,322.50	11,905.00			
Material Stored	0.00	0.00	0.00			

**NOTE:** Surcharges use the billing rate column of the Billing Rate table only. WM of the surcharge billing rate must be HR.

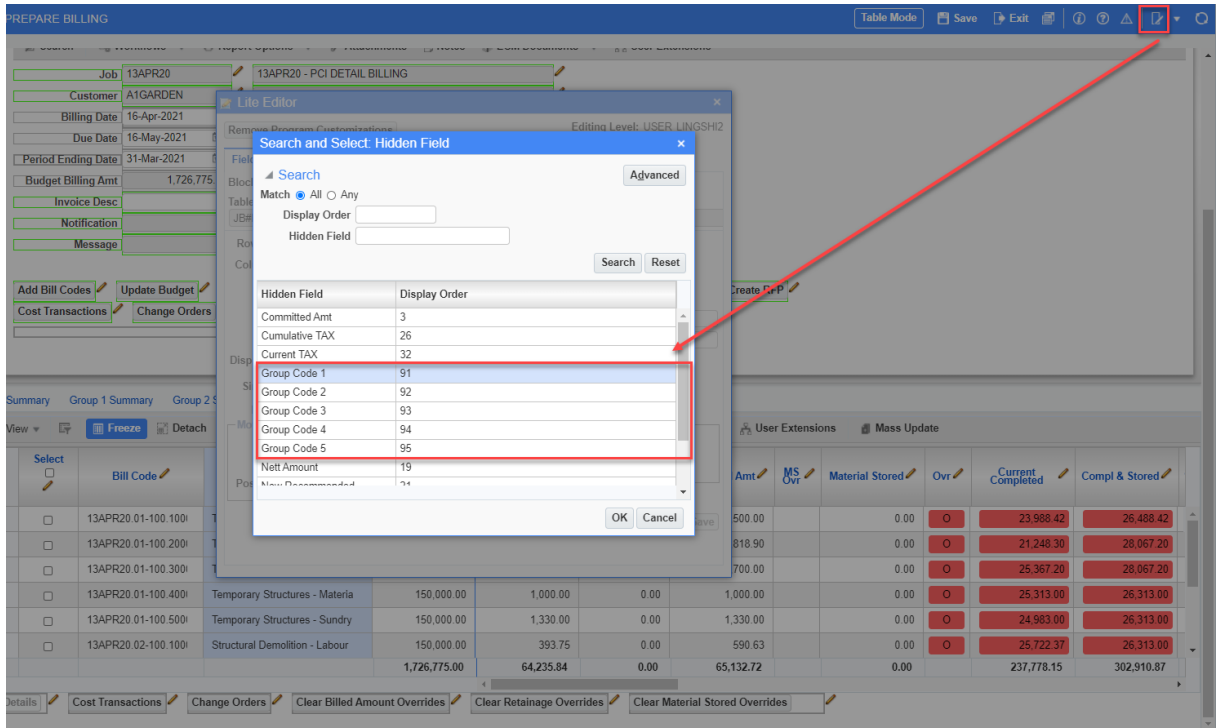
Rate Code	Description	Start Date	End Date	Active
SURCHAR	test surcharge	12-May-2021		Active

Sub Rate Code	Name	Start Date	End Date	Description	Active
No rows yet					

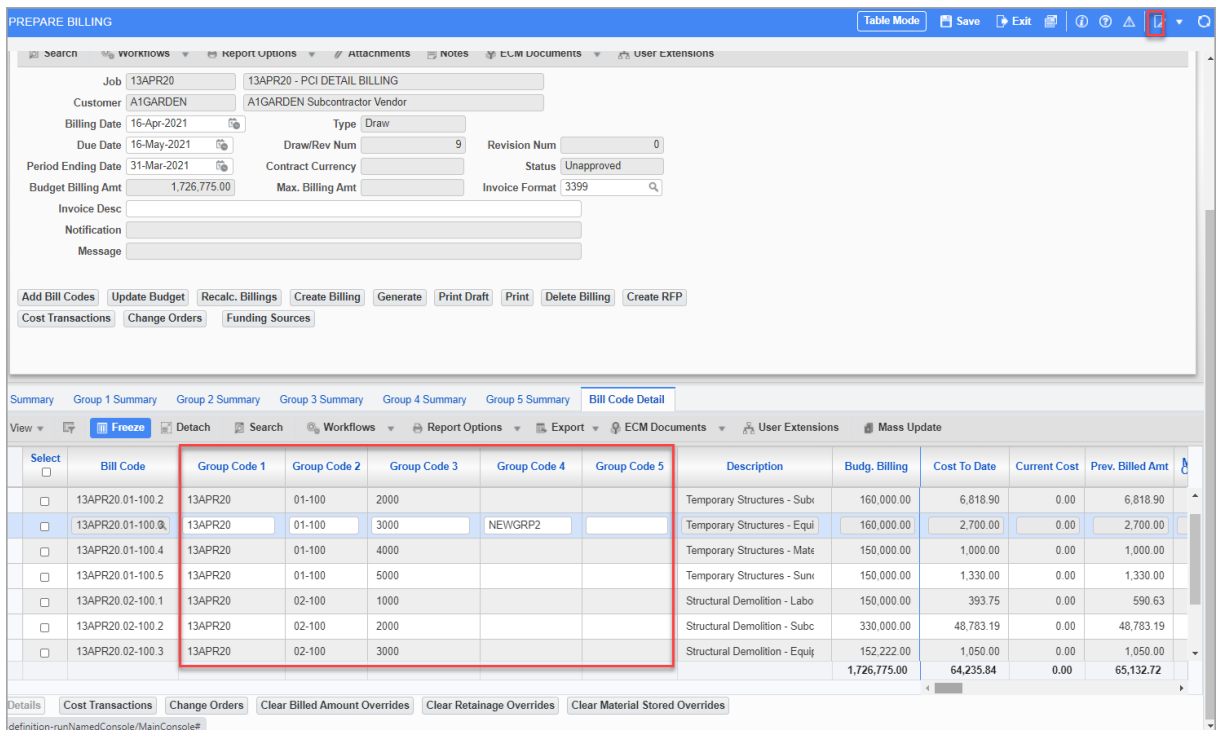
Employee	Union	Trade	Shift	Job	Cost Code	Cost Type	PY Tran Type	PY Tran Code	Multiplier	Billing Rate	WM	Description	Type	Rate Factor	Premium
					03-100	1000			1.0000	90.0000	HR				

## Add the Group codes 1 to 5 to the Detail tab in G/C Prepare Billing screen (20.33779)

Modify the G/C Prepare Billing (JBBILL2) screen to add the Group Codes 1 to 5 to the CMiC catalog. The fields will be available to be added manually by the user to the screen via Lite Editor. Columns are hidden by default.



Fields will be available to be added to the Bill Code Details tab.



## Modified the Report - JBPB\_C11 to Add Two Fields 'NEQ' and 'RBQ' (21.40962)

Modified the Report - JBPB\_C11 to add two fields 'NEQ' and 'RBQ'

### Modifications:

A new view will be used in BI with the following columns:

- Two new free form text fields ("NEQ", "RBQ") is added to GL Company setup. By default, its hidden, user will have to make these fields visible through light editor.
- Added the new codes to the invoice format program to display/hide on the Report.
- Modified the Report to add the two new fields accordingly.

These fields are used when the business is operating in Quebec.

### Setup and Printing reports:

Two new text fields added to the GL Company Setup.

The screenshot shows the 'MAINTAIN COMPANIES' application interface. The 'Company Detail' tab is active, showing the 'General Information' section. The company name is 'Kejal Mehta Group'. The address fields are filled with '225 JFK Boulevard', 'Suite 14', 'Quebec city', 'QC', 'Quebec', 'Canada', and '48577'. The phone and fax numbers are '648 848 8888'. The 'Chart of Accounts' is 'KMCHART', 'Consolidation Code' is 'ALL', 'Currency' is 'USD', 'Reporting Currency 1' is 'CAD', 'Reporting Currency 2' is 'GBP', 'Reporting Currency 3' is 'INR', 'Fiscal Year' is '2021', 'Current Period' is '8', 'Account' is '3000.100', and 'Income Close Dept' is '00'. The 'NEQ' and 'RBQ' fields are highlighted with a red box, with values '2222225784' and '225896' respectively.

GL>Setup>Maintain Companies

Added flags 'Show NEQ' and 'Show RBQ' in the Invoice Options tab, on Progress Billing Style Invoice Options section on ADF program Invoice Formats.

- These flags will not be visible by default. User would be able to make them visible using Lite Editor
- By default, the flags will be assigned 'N'.

**INVOICE FORMATS**

Invoice Formats

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Format Code TFMT Test Format ☒ \* Active

Description Test Format

Invoice Invoice Options Group Bill Code Detail Backup Sheet

☒ Show Bill Code Level on Billing Invoices

\* Invoice Report JBPB\_C11 Job Billing Invoice with Change Order Listing

Group Summary 1 GROUP1 Summarize by Group 1 Code

Group Summary 2 GROUP2 Summarize by Group 2 Code

Group Summary 3 GROUP3 Summarize by Group 3 Code

Group Summary 4 GROUP4 Summarize by Group 4 Code

Group Summary 5 GROUP5 Summarize by Group 5 Code

Backup Sheet Report JBBACKUP Standard Backup Sheet

Hint Text Test Format

**INVOICE FORMATS**

Invoice Formats

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Format Code TFMT Test Format ☒ \* Active

Description Test Format

Invoice Invoice Options Group Bill Code Detail Backup Sheet

Freeform Style Invoice Options

☒ \* Show Company Name ☐ \* Print Particulars

☒ \* Show Contract Name ☐ \* Print Description from Contract

☒ \* Show Job Name ☐ \* Print Original Contract Amount

☒ \* Show Contract Number ☐ \* Print Approved Change Orders (OCO's)

☒ \* Show Period Ending ☐ \* Print Revised Contract Amount

☒ \* Show Sub-Total Line Always ☒ \* Print Zero Invoice

☒ Print Invoice Number On Linked Invoices ☐ Print PO Number

☐ Show VAT Tax ☐ Show Remit To

☐ Print Remittance Details

Progress Bill Style Invoice Options

☐ Print Invoice No. ☐ Print Certificate For Payment Amount Manually

☐ \* Print AIA G702 And G703 Titles ☐ Show Due Date on Invoice

☐ \* Print Cents on PB Invoices

☐ \* CM Agency Job Format

☐ CM Advisor (old) ☐ CM Advisor

☐ Suppress Zero Lines ☒ Show NEQ ☒ Show RBQ

Decimal Digits For % Complete Column

☒ 0 Decimal Digits - IE: 99 ☐ 1 Decimal Digit - IE: 99.9 ☐ 2 Decimal Digits - IE: 99.99

JB>Setup>Local Tables>Invoice Formats

QST is the tax code that should added on the contract and bill code level.



The short name and tax registration number of the tax 2 identified in the contract screen can be found under the corresponding company in Enterprise > System > Global Table > Tax code.

**TAX TABLE MAINTENANCE**

**Selection Criteria**  
 \* KMCOM Kejal Mehta Group

**Tax Setup**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Tax Code 04 Non Taxable Code 04\*  
 Name GST-Quebec Short Name GST Tax Registration TQ1111  
 \* Percent 0.00000 Payment %  
☒ \* Active ☐ Compound Tax ☐ TDS Tax ☐ Tax Credit

**RECEIVABLE INVOICES**

Journal Used for Payment Debit AP Accounts Payable  
 \* Tax Liability Account 00 1500.401 AP NJ State Tax Payable  
 \* Tax Liability on Ret. Account 00 1500.501 AP Retainage on NJ Tax  
 JB Tax Costing Cost Code  
 JB Tax Costing Category

**PAYABLE INVOICES**

Tax Credit Account  
 Tax Credit on Ret. Account  
☐ Direct Pay ☐ Included in Voucher Amount  
 Liability Account  
 Vendor  
☒ Freight ☒ Insurance ☒ Misc ☐ Tax on Tax

Enterprise > System > Global Table > Tax code

**CONTRACT ENTRY** Table Mode Save Exit ECM Documents User Extensions

**Create Contract**  
 \* Company KMCOM Kejal Mehta Group Assign Billing Codes to a Contract Assign Billing Codes to Cost Phase/Categories Billing Rates  
☐ Use Subcontract Vendor on New Bill Lines ☐ Show Closed Contracts ☐ Show Non-Recoverable Bill Codes

**Contract Information**  
 Billing Items Defaults Rounding Methods Address Description Officials Surcharges Risk Management Separate Billing Information Mapping Groups

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

Job Currency Code USD Tax 1 Taxable %  
 \* Contract Currency USD 1.00000000 Tax 2 04 GST-Quebec Taxable %  
 \* Invoice Currency USD 1.00000000 Tax 3 Taxable %  
 Fixed Currency Factor \* Starting Draw Num 1  
 \* Retainage Code RET10 Retainage 10  
☐ Allow SC Request For Payment Creation From Billing Invoice  
☒ Warn If There Are Categories Without Bill Codes  
☐ Calculate And Release Retainage At Invoice Level  
☒ Material Stored Included In Calculated Billing Amount  
☒ Previous Completed Amount Includes Material Stored  
☐ Detail PCI Billing  
☐ Do Not Recalculate Current Complete  
☐ WIP Roll-In  
☐ SC Retainage  
☐ Use Release Retainage % From Last SC RFP  
☐ Consider calculated potential revenue in ETC  
☐ Calculate Tax on Gross Amount

Remittance Details

**Billing Items**  
 Billing Codes Group 1 Group 2 Group 3 Group 4 Group 5 Performance Obligations

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import ECM Documents User Extensions Mass Update

Billing Code	* Type	Description	Budg. Billing Amt	* Curr \$	Budg. Qty.	WM	Billing Rate	Max Billing Amt	Max Qty	% of Constr.	Construction Value	Group 1	Group 2	Group
K0001.00001.1000	COST	Drawings - Labour	100,000.25	USD	0.000	HR						K0001	00001	1000
K0001.00001.1001	COST	Drawings - Direct Lab	50,000.26	USD	0.000	HR						K0001	00001	1001
K0001.00001.1002	COST	Drawings - Indirect Lz	4,200.39	USD	15.000	HR	280.0260					K0001	00001	1002
Drawings - Subcontra			54,890.25	USD	0.000	LS						K0001	00001	2000

JB Contract>Enter Contract

**CONTRACT ENTRY** Table Mode Save Exit Help Info Alert Print Close

**Create Contract**

\* Company: KCMOM | Kejal Mehta Group | Assign Billing Codes to a Contract | Assign Billing Codes to Cost Phase/Categories | Billing Rates

☐ Use Subcontract Vendor on New Bill Lines ☐ Show Closed Contracts ☐ Show Non-Recoverable Bill Codes

**Contract Information**

Billing Items | Defaults | Rounding Methods | Address | **Description** | Officials | Surcharges | Risk Management | Separate Billing Information | Mapping Groups

Search | Insert | Delete | Previous | Next | Workflows | Report Options | Attachments | Notes | ECM Documents | User Extensions

Name: K-SuperStore | Invoice Format: TFMT | Test Format

Description: | Minimum Time: | Term: NET30 | Net30

Invoice Override: K-CUSTOMER | Department: 00 | Company Level

Override Customer Name: | JB Trade List: |

Alt. Add. Code: |

**Billing Items**

Billing Codes | Group 1 | Group 2 | Group 3 | Group 4 | Group 5 | Performance Obligations

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Duplicate Record | Workflows | Report Options | Export | Import | ECM Documents | User Extensions | Mass Update

Billing Code	Type	Description	Group 4	Group 5	Performance Obligations	Inv Fmt	Job	Cost Code	Cat	Ret. Code	SC Ret	Tax 1	Taxable	Tax 1 %
K0001.00001.1000	COST	Drawings - Labour				TFMT	K0001	00001	1000	RET10	<input type="checkbox"/>		<input checked="" type="checkbox"/>	
K0001.00001.1001	COST	Drawings - Direct Lab				TFMT	K0001	00001	1001	RET10	<input type="checkbox"/>		<input checked="" type="checkbox"/>	
K0001.00001.1002	COST	Drawings - Indirect L				TFMT	K0001	00001	1002	RET10	<input type="checkbox"/>		<input checked="" type="checkbox"/>	
K0001.00001.2000	COST	Drawings - Subcontr				TFMT	K0001	00001	2000	RET10	<input type="checkbox"/>		<input checked="" type="checkbox"/>	
K0001.00001.3000	COST	Drawings - Equipmen				TFMT	K0001	00001	3000	RET10	<input type="checkbox"/>		<input checked="" type="checkbox"/>	

Bill Code Details | Total Budget Billing Amount: 1,013,546.01

Print the JBPB\_C11 report

**INVOICE**

Page: 1 of 10

To: K-CUSTOMER  
12 Brickstone Mews  
45  
New York, NY 14528  
USA

Project: K-SuperStore

Draw No.: 2  
Rev No.: 0

Attn: K-CUSTOMER  
Contract For: K-SuperStore  
PO No.:

Payment To: Kejal Mehta Group  
Attn:  
225 JFK Boulevard, 14  
Somerset, NJ  
08877 USA  
Phone/Fax: 648- ( 848 ) 8888

Period Ending: Jun 30, 2021  
Job No.: K0001  
Contract Date: Apr 12, 2021

GST No.: TQ1111  
RBQ No.: 225896  
NEQ No.: 222225784

Invoice is made for payment, as shown below, in connection with the contract. Continuation sheet is attached.

1. ORIGINAL CONTRACT AMOUNT .....	\$	1,013,546
2. AUTHORIZED CHANGES TO DATE .....	\$	0
3. CURRENT CONTRACT AMOUNT .....	\$	1,013,546
4. TOTAL PROGRESS TO DATE .....	\$	33,131
5. HOLDBACK .....	\$	2,332
6. HOLDBACK RELEASE .....	\$	0
7. CURRENT HOLDBACK .....	\$	2,332
8. TOTAL PROGRESS LESS CURRENT HOLDBACK (Line 4 - 7) .....	\$	30,799
9. LESS PREVIOUS INVOICE .....	\$	-10,388
(Line 8 from prior Invoice)		
10. PAYMENT DUE THIS INVOICE .....	\$	41,187
11. BALANCE UNPAID (Line 3 - 8) .....	\$	982,747
13. TOTAL AMOUNT PAYABLE THIS INVOICE (Line 10 + 12) .....	\$	41,187

## New JB Billing Format-JBPB\_U10CR (21.40891)

Created a new JB Billing format (JBPB\_U10CR) Invoice with currency.

### Modifications:

Created a new Job Billing invoice JBPB\_U10CR as follows:

- 1- Page 1 will be Tax Invoice as specified from Billing Contract and AR. Both the contract currency name and symbol will be shown on the Report.
- 2- Page 2 will be G703 with total amount of change orders and currency symbol displayed along with the amounts.
- 3- Section 3 (CONTINUATION SHEET) displays the details section like JBPB\_U10 existing invoice
- 4- Section 4 Change Orders, displays the change orders details from Detail PCI Billing grouped by owner change orders.

### Setup and Invoice Printing:

Created a new JB Bill invoice format CURR (JBPB\_U10CR).

The screenshot shows the 'INVOICE FORMATS' setup interface. At the top, a blue header bar contains the text 'INVOICE FORMATS'. Below this, a search bar is visible. The main form area is titled 'Invoice Formats' and contains several fields and options. A red box highlights the 'Format Code' field, which is set to 'CURR', and the 'JBPB\_U10CR' field. Below these fields, the 'Description' is set to 'JBPB\_U10CR (Invoice with currency)'. The 'Active' checkbox is checked. Below the main form, there is a section for 'Invoice' with tabs for 'Invoice Options', 'Group', 'Bill Code', 'Detail', and 'Backup Sheet'. The 'Invoice Options' tab is selected, showing a table of invoice options. A red box highlights the 'Invoice Report' field, which is set to 'JBPB\_U10CR'. The table lists various summary and backup sheet reports, each with a search icon and a description. At the bottom, there is a 'Hint Text' field.

Group Summary	Code	Description
Group Summary 1	GROUP1	Summarize by Group 1 Code
Group Summary 2	GROUP2	Summarize by Group 2 Code
Group Summary 3	GROUP3	Summarize by Group 3 Code
Group Summary 4	GROUP4	Summarize by Group 4 Code
Group Summary 5	GROUP5	Summarize by Group 5 Code
Backup Sheet Report	JBBACKUP	Standard Backup Sheet

JBPB\_U10CR report printed as follows:

**TAX INVOICE**

Ravi's Construction Co Ltd.  
100, DOWNTOWN  
500, Floor V  
Chicago, IL 62541  
US

To: ABC100  
100, dOWNTOWN  
500, Floor V  
Chicago, IL 63254  
US

B.V VAT Number:  
INVOICE NO.: JB1INV00051  
INVOICE DATE: Aug 13, 2021

PAYMENT DUE DATE: Sep 12, 2021

ATTN:

BACURR Code and Logo

		AMOUNT
Original Contract Sum	US Dollar \$	1,500,000.00
Net Change by Change Orders	US Dollar \$	5,000.00
Total Completed & Stored To-Date	US Dollar \$	600.00
Less Total Retention	US Dollar \$	60.00
Total Earned Less Retention	US Dollar \$	540.00
Less Previous Certificates for Payment	US Dollar \$	0.00
Current Payment Due	US Dollar \$	540.00
Balance To Finish including Retention	US Dollar \$	1,504,460.00
<b>TOTAL THIS INVOICE</b>	US Dollar \$	540.00
<b>VAT20 @ 20%</b>	US Dollar \$	108.00
<b>NET PAYMENT DUE</b>	US Dollar \$	648.00

**PAYMENT REMITTANCE INFORMATION**  
 Account Name: Ravi's Construction Co Ltd.  
 Bank Name: BOA  
 Account Number: 1234567890  
 Bank Address: 8899 Ohio Street IL 60611 US  
 IBAN Number:  
 Swift Code: BOA

Bank Address

**G703**

**APPLICATION AND CERTIFICATE FOR PAYMENT**

**TO OWNER/CLIENT:**  
ABC100

**FROM CONTRACTOR:**  
Ravi's Construction Co Ltd.  
100, DOWNTOWN  
500, Floor V  
Chicago, IL 62541  
US

**CONTRACT FOR:** 1809-1 PCI Detail Billing

**PROJECT:**  
1809-1 PCI Detail Billing  
100, dOWNTOWN  
500, Floor V  
Chicago, IL 63254  
US

**VIA ARCHITECT/ENGINEER:**

APPLICATION NO.: 2  
 INVOICE NO.: JB1INV00051  
 PERIOD: May 14, 2021  
 PROJECT NO: 1809-1  
 CONTRACT DATE: Sep 18, 2020

Page: 1 of 6

Currency symbol included

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract, which is attached.

1. ORIGINAL CONTRACT SUM .....	\$ 1,500,000.00
2. Net change by change orders .....	\$ 5,000.00
3. CONTRACT SUM TO DATE (Line 1 +/- 2) .....	\$ 1,505,000.00
4. TOTAL COMPLETED & STORED TO DATE ..	\$ 600.00

(Column G on G703)

Contractor certifies that to the best of the Contractor's knowledge, information covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous certificates for payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Ravi's Construction Co Ltd.

By: \_\_\_\_\_ Date: \_\_\_\_\_

State of: \_\_\_\_\_

County of: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_

Notary Public: \_\_\_\_\_

My Commission expires: \_\_\_\_\_

5. RETAINAGE: (Total retainage Column I of G703) .....	\$ 60.00
6. TOTAL EARNED LESS RETAINAGE .....	\$ 540.00
(Line 4 less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) .....	\$ 0.00
8. CURRENT PAYMENT DUE .....	\$ 540.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 1,504,460.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$ 0.00	\$ 0.00
Total approved this month:	\$ 5,000.00	\$ 0.00
Totals:	\$ 5,000.00	\$ 0.00
Net Change by Change Orders	\$ 5,000.00	

**ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED.....** \$ 540.00

(Attach explanation if amount certified differs from the amount applied for. Initial figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT/ENGINEER:  
By: \_\_\_\_\_ Date: \_\_\_\_\_

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

G703

CONTINUATION SHEET

DOCUMENT DETAIL SHEET

Page: 3

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

APPLICATION NUMBER: 2

Contractor's signed Certification is attached.

APPLICATION DATE: Aug 13, 2021

Use Column I on Contracts where variable retainage for line items apply.

PERIOD TO: May 14, 2021

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED (D+E)		F MATERIAL PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE	H PER-%(G/C)	I BALANCE TO FINISH (C-G)	J RETAINAGE
			FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD					
1000	Labour								
01-100	Temporary Structures								
01	General conditions								
1809-1	1809-1 PCI Detail Billing								
1809-1.01-100.1000	Temporary Structures - Labour	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	1809-1 PCI Detail Billing Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	General conditions Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Temporary Structures Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
02-100	Structural Demolition								
02	Existing Conditions								
1809-1	1809-1 PCI Detail Billing								
1809-1.02-100.1000	Structural Demolition - Labour	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	1809-1 PCI Detail Billing Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Existing Conditions Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Structural Demolition Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Labour Total:	300,000.00	0.00	0.00	0.00	0.00	0	300,000.00	0.00
2000	Subcontract								
01-100	Temporary Structures								
01	General conditions								
1809-1	1809-1 PCI Detail Billing								
1809-1.01-100.2000	Temporary Structures - Subcontract	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	1809-1 PCI Detail Billing Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	General conditions Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Temporary Structures Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
02-100	Structural Demolition								
02	Existing Conditions								
1809-1	1809-1 PCI Detail Billing								
1809-1.02-100.2000	Structural Demolition - Subcontract	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	1809-1 PCI Detail Billing Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Existing Conditions Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Structural Demolition Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Subcontract Total:	300,000.00	0.00	0.00	0.00	0.00	0	300,000.00	0.00
3000	Equipment								
01-100	Temporary Structures								
01	General conditions								
1809-1	1809-1 PCI Detail Billing								
1809-1.01-100.3000	Temporary Structures - Equipment	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00

G703

CONTINUATION SHEET		DOCUMENT DETAIL SHEET							
Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.									
Use Column I on Contracts where variable retainage for line items apply.									
						Page: 4 APPLICATION NUMBER: 2 APPLICATION DATE: Aug 13, 2021 PERIOD TO: May 14, 2021			
A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED (D+E)		F MATERIAL PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE	H PER-%(G/C)	I BALANCE TO FINISH (C-G)	J RETAINAGE
			FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD					
	1809-1 PCI Detail Billing Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	General conditions Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Temporary Structures Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
02-100	Structural Demolition								
02	Existing Conditions								
1809-1	1809-1 PCI Detail Billing								
1809-1.02-100.3000	Structural Demolition - Equipment	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	1809-1 PCI Detail Billing Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Existing Conditions Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Structural Demolition Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Equipment Total:	300,000.00	0.00	0.00	0.00	0.00	0	300,000.00	0.00
4000	Material								
01-100	Temporary Structures								
01	General conditions								
1809-1	1809-1 PCI Detail Billing								
1809-1.01-100.4000	Temporary Structures - Material	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	1809-1 PCI Detail Billing Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	General conditions Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Temporary Structures Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
02-100	Structural Demolition								
02	Existing Conditions								
1809-1	1809-1 PCI Detail Billing								
1809-1.02-100.4000	Structural Demolition - Material	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	1809-1 PCI Detail Billing Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Existing Conditions Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Structural Demolition Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Material Total:	300,000.00	0.00	0.00	0.00	0.00	0	300,000.00	0.00
5000	Sundry								
01-100	Temporary Structures								
01	General conditions								
1809-1	1809-1 PCI Detail Billing								
1809-1.01-100.5000	Temporary Structures - Sundry	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	1809-1 PCI Detail Billing Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	General conditions Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Temporary Structures Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
02-100	Structural Demolition								
02	Existing Conditions								
1809-1	1809-1 PCI Detail Billing								

**CONTINUATION SHEET**      DOCUMENT DETAIL SHEET

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

Use Column I on Contracts where variable retainage for line items apply.

**G703**

Page: 5

APPLICATION NUMBER: 2

APPLICATION DATE: Aug 13, 2021

PERIOD TO: May 14, 2021

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D      E WORK COMPLETED (D+E)		F MATERIAL PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE	H PER-%(G/C)	I BALANCE TO FINISH (C-G)	J RETAINAGE
			FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD					
1809-1.02-100.5000	Structural Demolition - Sundry	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	1809-1 PCI Detail Billing Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Existing Conditions Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Structural Demolition Total:	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
	Sundry Total:	300,000.00	0.00	0.00	0.00	0.00	0	300,000.00	0.00
	<b>Total:</b>	<b>1,500,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>1,500,000.00</b>	<b>0.00</b>
	<b>Project Total:</b>	<b>1,500,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>1,500,000.00</b>	<b>0.00</b>

**CONTINUATION SHEET**      DOCUMENT DETAIL SHEET

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

Use Column I on Contracts where variable retainage for line items apply.

**Change Orders**

Page: 6

APPLICATION NUMBER: 2

APPLICATION DATE: Aug 13, 2021

PERIOD TO: May 14, 2021

**CO Details from Detail PCI Billing grouped by Owner COs**

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D      E WORK COMPLETED (D+E)	F MATERIAL PRESENTLY STORED	G TOTAL COMPLETED AND STORED TO DATE	H PER-%(G/C)	I BALANCE TO FINISH	J RETAINAGE
			FROM PREVIOUS APPLICATION	THIS PERIOD				
00000001	OCO-Kegal							
EXT000001	EXT-PCI-Billing-KEJAL-01							
1809-1.01-100.1000	Temporary Structures - Labour	2,000.00	0.00	0.00	0.00	0.00	0	2,000.00
EXT000001	EXT-PCI-Billing-KEJAL-01 Total:	2,000.00	0.00	0.00	0.00	0.00	0	2,000.00
00000001	OCO-PCI Billing-Kegal-01	2,000.00	0.00	0.00	0.00	0.00	0	2,000.00
00000002	OCO-PCI Billing-Kegal-02							
EXT000002	EXT-PCI-Billing-KEJAL-02							
1809-1.02-100.2000	Structural Demolition - Subcontract	3,000.00	0.00	600.00	0.00	600.00	20	2,400.00
EXT000002	EXT-PCI-Billing-KEJAL-02 Total:	3,000.00	0.00	600.00	0.00	600.00	20	2,400.00
00000002	OCO-PCI Billing-Kegal-02 Total:	3,000.00	0.00	600.00	0.00	600.00	20	2,400.00
	TOTAL CHANGE ORDERS:	8,000.00	0.00	600.00	0.00	600.00	12	4,400.00
	<b>GRAND TOTALS:</b>	<b>1,805,000.00</b>	<b>0.00</b>	<b>600.00</b>	<b>0.00</b>	<b>600.00</b>	<b>0</b>	<b>1,804,400.00</b>

**NOTE:** In Section 4, for Non-PCI Billing items, the Change Order list is printed as follows grouped by owner change orders.

## Section 4

Page: 6

Attachment to Invoice No. JB1INV00009

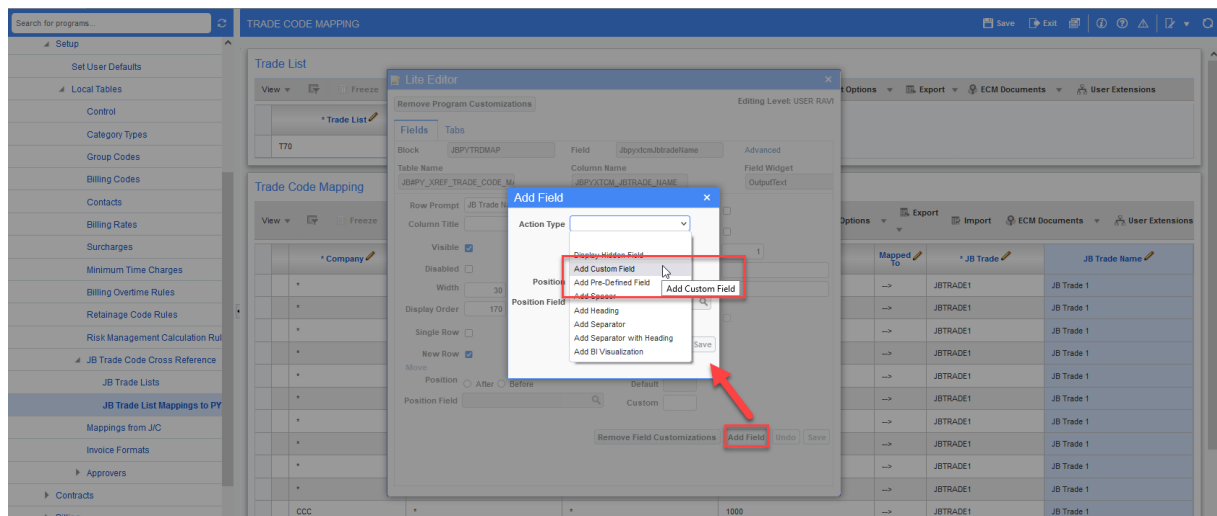
APPLICATION NO.: 1  
PERIOD TO : Sep 18, 2020  
PROJECT NOS.: 1809-2  
CONTRACT DATE : Sep 18, 2020

### Change Order List

Change	Date Approved	Additions	Deductions
EXT00003	Aug 13, 2021	6,800.00	
OCO00001	Aug 13, 2021	3,500.00	
OCO00002	Aug 13, 2021	5,200.00	
		<b>15,500.00</b>	

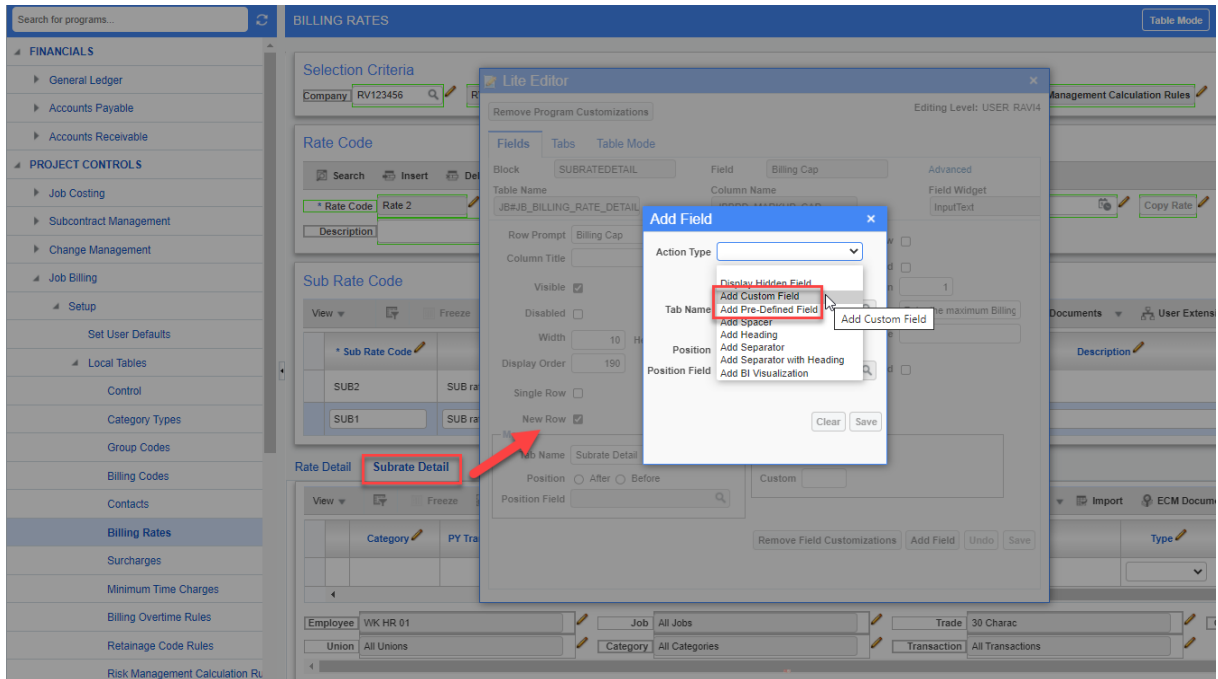
## JB Trade list Mappings – Ability to add Custom Fields (21.45828)

Added the ability to add Custom / User Defined Fields in JB Trade List Mappings to PY Program in the 'Trade Code Mapping' block.



## JB Rate Maintenance - Sub Rate Custom Fields (21.45472)

Added the ability to add Custom / User Defined Fields in 'Billing Rate Maintenance > Sub Rate Details Section' using the lite editor.



## Added Remittance Details on Owner Bill (21.42020)

Changed Remit on Owner Bill.

### Modifications:

- Provided a field (optional) to enter remittance details on the company control in JB.
- Provided a field (optional) to enter remittance details against the contract.
- Provided an option on the invoice format to print the remittance details.

If the option on the invoice format is switched on, the system will check to see if there are remittance details against the contract. It will print them. If there are no details against the contract, it will print the one from the company control.

Printing of remittance details will remove the printing of the address (as it does currently with your custom format).

### Setup and Printing the Invoice:

Added a field (optional) to enter remittance details on the company control in JB.



**JB CONTROL**

**Selection Criteria**

\* Company: KMCOM | Kejal Mehta Group | Copy Control File

**JB Control Detail**

General | Billing | **Invoice** | Department | Risk Management

Search | Insert | Workflows | Report Options | ECM Documents | User Extensions

Default Invoice Format: [ ]

\* Self Performed Work: JB1 | JB\*\*\*\*\* | JB0000026

Sub-Contracted Work: [ ]

\* Self Performed Work Code: INTERNAL

Self Performed Work Description: [ ]

☐ Use Job Department For AR Posting  
☒ Use Customer's AKA Name If Available  
☒ Allow SC Request For Payment Creation From Billing Invoice  
☐ JB Invoice Void Automatically Voids SC Manual Request For Payment

**Remittance Details**

Test Remittance information printed on JB Control.  
 Test Remittance information printed on JB Control.  
 Test Remittance information printed on JB Control.

**AIA**

☒ AIA G701, G702 and G703 Forms Licensed by Company

AIA License Number: [ ]

AIA License Expiry Date: [ ]

Year: [ ]

JB>Local Tables>Control

Added a field (optional) to enter remittance details against the contract.

**CONTRACT ENTRY**

Table Mode | Save | Exit | [ ] | [ ] | [ ] | [ ]

**Create Contract**

\* Company: KMCOM | Kejal Mehta Group | Assign Billing Codes to a Contract | Assign Billing Codes to Cost Phase/Categories | Billing Rates

☐ Use Subcontract Vendor on New Bill Lines  
☐ Show Closed Contracts  
☐ Show Non-Recoverable Bill Codes

**Contract Information**

Billing Items | **Defaults** | Rounding Methods | Address | Description | Officials | Surcharges | Risk Management | Separate Billing Information | Mapping Groups

Search | Insert | Delete | Previous | Next | Workflows | Report Options | Attachments | Notes | ECM Documents | User Extensions

Job Currency Code: USD | Tax 1: [ ] | Taxable %: [ ]

\* Contract Currency: USD | 1.00000000 | Tax 2: [ ] | Taxable %: [ ]

\* Invoice Currency: USD | 1.00000000 | Tax 3: [ ] | Taxable %: [ ]

Fixed Currency Factor: [ ] | \* Starting Draw Num: 1

\* Retainage Code: RET10 | Retainage 10

☐ Allow SC Request For Payment Creation From Billing Invoice  
☒ Warn If There Are Categories Without Bill Codes  
☐ Calculate And Release Retainage At Invoice Level  
☒ Material Stored Included In Calculated Billing Amount  
☒ Previous Completed Amount Includes Material Stored  
☐ Detail PCI Billing  
☐ Do Not Recalculate Contract Complete

☐ \* WIP Roll-In  
☐ SC Retainage  
☐ \* Use Release Retainage % From Last SC RFP  
☐ Consider calculated potential revenue in ETC

**Remittance Details**

Test Remittance Details at contract level.  
 Test Remittance Details at contract level.  
 Test Remittance Details at contract level.

**Billing Items**

Billing Codes | Group 1 | Group 2 | Group 3 | Group 4 | Group 5 | Performance Obligations

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Duplicate Record | Workflows | Report Options | Export | Import | ECM Documents | User Extensions | Mass Update

Billing Code	* Type	Description	Budg. Billing Amt	* Curr \$	Budg. Qty.	WM	Billing Rate	Max Billing Amt	Max Qty	% of Constr.	Construction Value	Group 1	Group 2	Group 3
K-HOSPITAL.00001	UPHS	Drawings - Labour	100,100.25	USD	0.000	HR						K-HOSPITAL	00001	1000
K-HOSPITAL.00001	UPHS	Drawings - Equipmen	25,000.00	USD	0.000	DY						K-HOSPITAL	00001	3000
			125,100.25											

JB>Contracts>Enter Contract

Added an option on the invoice format to print the remittance details.

**INVOICE FORMATS**

Invoice Formats

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Format Code U21 JBPB\_U21 \* Active

Description JBPB\_U21

Invoice **Invoice Options** Group Bill Code Detail Backup Sheet

Freeform Style Invoice Options

- ☒ \* Show Company Name
- ☒ \* Show Contract Name
- ☒ \* Show Job Name
- ☒ \* Show Contract Number
- ☒ \* Show Period Ending
- ☒ \* Show Sub-Total Line Always
- ☒ Print Invoice Number On Linked Invoices
- ☐ Show VAT Tax
- ☒ **Print Remittance Details**
- ☐ Show Disclaimer
- ☐ \* Print Particulars
- ☐ \* Print Description from Contract
- ☐ \* Print Original Contract Amount
- ☐ \* Print Approved Change Orders (OCOs)
- ☐ \* Print Revised Contract Amount
- ☒ \* Print Zero Invoice
- ☐ Print PO Number
- ☐ Show Remit To
- ☐ Show Due Date On Freeform Style Invoice

Progress Bill Style Invoice Options

- ☐ Print Invoice No.
- ☐ \* Print AIA G702 And G703 Titles
- ☐ \* Print Cents on PB Invoices
- ☐ \* CM Agency Job Format
- ☐ CM Advisor (old) ☐ CM Advisor
- ☐ Suppress Zero Lines
- ☐ Print Certificate For Payment Amount Manually
- ☐ Show Due Date on Invoice

Decimal Digits For % Complete Column

☒ 0 Decimal Digits - IE: 99 ☐ 1 Decimal Digit - IE: 99.9 ☐ 2 Decimal Digits - IE: 99.99

☐ Show NEQ ☐ Show RBQ

JB>Local Tables>Invoice Formats

Print the invoice when the contract has remittance details maintained against it. The invoice prints the remittance details maintained at the contract level.





INVOICE FORMATS

Invoice Formats

Search

Insert

Delete

Previous

Next

Workflows

Report Options

ECM Documents

User Extensions

\* Format Code

U11

JBPB\_U11

☒ \* Active

Description

JBPB\_U11

Invoice

Invoice Options

Group

Bill Code

Detail

Backup Sheet

Freeform Style Invoice Options

☒ \* Show Company Name

☒ \* Show Contract Name

☒ \* Show Job Name

☒ \* Show Contract Number

☒ \* Show Period Ending

☒ \* Show Sub-Total Line Always

☒ Print Invoice Number On Linked Invoices

☐ Show VAT Tax

☐ Print Remittance Details

☒ Show California Notary

☐ Show Disclaimer

☐ \* Print Particulars

☐ \* Print Description from Contract

☐ \* Print Original Contract Amount

☐ \* Print Approved Change Orders (OCOs)

☐ \* Print Revised Contract Amount

☒ \* Print Zero Invoice

☐ Print PO Number

☐ Show Remit To

☐ Show Due Date On Freeform Style Invoice

Progress Bill Style Invoice Options

☐ Print Invoice No.

☐ \* Print AIA G702 And G703 Titles

☐ \* Print Cents on PB Invoices

☐ \* CM Agency Job Format

☐ CM Advisor (old)
☐ CM Advisor

☐ Suppress Zero Lines

☐ Print Certificate For Payment Amount Manually

☐ Show Due Date on Invoice

Decimal Digits For % Complete Column

☒ 0 Decimal Digits - IE: 99
☐ 1 Decimal Digit - IE: 99.9
☐ 2 Decimal Digits - IE: 99.99

☒ Show NEQ
☒ Show RBQ

JB>Local Tables>Invoice Formats

Print the invoice. The invoices print the California G702 Notary format.

<b>APPLICATION AND CERTIFICATE FOR PAYMENT</b>		Page: 1 of 5
TO OWNER: K-CUSTOMER 12 Brickstone Mews 45 New York, NY 14528 USA FROM: Kejal Mehta Group CONTRACTOR: 225 JFK Boulevard 14 Somerset, NJ 48577 USA CONTRACT FOR: 030521	PROJECT: 030521 12 Brickstone Mews 45 New York, NY 14528 USA ARCHITECT:	APPLICATION NO.: 1 PERIOD TO: Oct 31, 2021 PROJECT NOS.: 030521 CONTRACT DATE: Aug 06, 2021 Distribution to: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR

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<b>APPLICATION AND CERTIFICATE FOR PAYMENT</b>		The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for payment were issued and payments received from the Owner, and that current payment shown herein is now due. Contractor: Kejal Mehta Group By: _____ Date: _____ <div style="border: 2px solid red; padding: 5px; margin-top: 5px;">         A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.          State of: California          County of: _____          Subscribed and sworn to (or affirmed) before me on this _____ day of _____, 20____, by _____          proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.          Signature _____ (seal)       </div>
1. ORIGINAL CONTRACT SUM ..... \$ 83,400 2. Net change by change orders ..... \$ 0 3. CONTRACT SUM TO DATE (Line 1 +/- 2) ..... \$ 83,400 4. TOTAL COMPLETED & STORED TO DATE .... \$ 5,014 5. RETAINAGE: (Total retainage Column I of G703) ..... \$ 251 6. TOTAL EARNED LESS RETAINAGE ..... \$ 4,763 (Line 4 less Line 5 Total) 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) ..... \$ 0 8. CURRENT PAYMENT DUE ..... \$ 4,763 9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) ..... \$ 78,637	<b>ARCHITECT'S CERTIFICATE FOR PAYMENT</b> In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to the payment of the AMOUNT CERTIFIED. <b>AMOUNT</b> _____ (Attach explanation if amount certified differs from the amount applied for. Initial figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.) ARCHITECT: By: _____ Date: _____ This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.	

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS	
Change Order approved in previous months by Owner	0		0
APPROVED THIS MONTH			
Number Date Approved			
<b>Current Total:</b>	0		0
<b>Net Change by Change Orders</b>			0

JB> Billing > Print Invoices

## G/C Prepare Billing: Mass Update Taking Absolute Value (21.49233)

CMiC have modified GC prepare Billing to allow the users to mass updating the 'ret %' and '% completed' of group 1~5 and bill code tab if there is a negative amount on budget.

**PREPARE BILLING** Table Mode Save Exit Help Info

**Draw Info**

Search Workflows Report Options Attachments Notes ECM Documents User Extensions

Job: WRFLD Wrigley Field Construction  
 Customer: BCC Bearish Clearing Corp  
 Billing Date: 11122021 Type: Revision  
 Due Date: 12032021 Draw/Rev Num: 1 Revision Num: 2  
 Period Ending Date: 10312021 Contract Currency: Status: Unapproved  
 Budget Billing Amt: 8,770.00 Max. Billing Amt: Invoice Format: U17  
 Invoice Desc:   
 Notification:   
 Message:   
 Add Bill Codes Update Budget Recalc. Billings Create Billing Generate  
 Cost Transactions Change Orders Funding Sources

**Define Mass Update Values**

%Completed:   
 Ret. %: 24   
 Apply Close

**Mass Updating Ret %**

Summary Group 1 Summary Group 2 Summary Group 3 Summary Group 4 Summary Group 5 Summary Bill Code Detail

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Select	Bill Code	Description	Budg. Billing	Cost To Date	Current Cost	Prev. Billed Amt	MS Over	Material Stored	Over	Current Completed	Compl & Stored	%Completed	Retainage	Ret Over	Ret. %	SC.Ris As
<input type="checkbox"/>	WRFLD 01-0040	Design - Labor	0.00	5,000.00	5,000.00	0.00		0.00		7,500.00	7,500.00		750.00	0	10.00	
<input type="checkbox"/>	WRFLD 01-0040	Design - Subcontract		32,361.50	32,361.50	0.00		0.00		48,542.25	48,542.25		4,854.23	0	10.00	
<input type="checkbox"/>	WRFLD 01-0040	Design - Equipment		0.00	0.00	0.00		0.00		0.00	0.00		0.00	0		
<input type="checkbox"/>	WRFLD 01-0040	Design - Material		0.00	0.00	0.00		0.00	0	-50.00	-50.00		-5.00	0	10.00	
<input type="checkbox"/>	WRFLD 01-100.1	Temporary Structures - Labor	200.00	2,000.00	2,000.00	0.00		0.00	0	100.00	100.00	50.00	10.00	0	10.00	
<input type="checkbox"/>	WRFLD 01-100.2	Temporary Structures - Subcontr	-300.00	18,862.80	18,862.80	0.00		0.00	0	150.00	150.00	-50.00	15.00	0	10.00	
			8,770.00	58,224.30	58,224.30	0.00		0.00		56,952.25	56,952.25	649.40	5,695.23		10.00	

Details Cost Transactions Change Orders Clear Billed Amount Overrides Clear Retainage Overrides Clear Material Stored Overrides

**PREPARE BILLING** Table Mode Save Exit Help Info

**Draw Info**

Search Workflows Report Options Attachments Notes ECM Documents User Extensions

Job: WRFLD Wrigley Field Construction  
 Customer: BCC Bearish Clearing Corp  
 Billing Date: 11122021 Type: Revision  
 Due Date: 12032021 Draw/Rev Num: 1 Revision Num: 2  
 Period Ending Date: 10312021 Contract Currency: Status: Unapproved  
 Budget Billing Amt: 8,770.00 Max. Billing Amt: Invoice Format: U17  
 Invoice Desc:   
 Notification:   
 Message:   
 Add Bill Codes Update Budget Recalc. Billings Create Billing Generate Print Draft Print Delete Billing Create RFP  
 Cost Transactions Change Orders Funding Sources

**Retainage Amount Will be updated without an error. Error trigger now takes absolute value**

Summary Group 1 Summary Group 2 Summary Group 3 Summary Group 4 Summary Group 5 Summary Bill Code Detail

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions Mass Update

Select	Bill Code	Description	Budg. Billing	Cost To Date	Current Cost	Prev. Billed Amt	MS Over	Material Stored	Over	Current Completed	Compl & Stored	%Completed	Retainage	Ret Over	Ret. %	SC.Ris As
<input type="checkbox"/>	WRFLD 01-0040	Design - Labor	0.00	5,000.00	5,000.00	0.00		0.00		7,500.00	7,500.00		1,500.00	0	20.00	
<input type="checkbox"/>	WRFLD 01-0040	Design - Subcontract		32,361.50	32,361.50	0.00		0.00		48,542.25	48,542.25		9,708.45	0	20.00	
<input type="checkbox"/>	WRFLD 01-0040	Design - Equipment		0.00	0.00	0.00		0.00		0.00	0.00		0.00	0		
<input type="checkbox"/>	WRFLD 01-0040	Design - Material		0.00	0.00	0.00		0.00	0	-50.00	-50.00		-10.00	0	20.00	
<input type="checkbox"/>	WRFLD 01-100.1	Temporary Structures - Labor	200.00	2,000.00	2,000.00	0.00		0.00	0	100.00	100.00	50.00	20.00	0	20.00	
<input type="checkbox"/>	WRFLD 01-100.2	Temporary Structures - Subcontr	-300.00	18,862.80	18,862.80	0.00		0.00	0	150.00	150.00	-50.00	30.00	0	20.00	
			8,770.00	58,224.30	58,224.30	0.00		0.00		56,952.25	56,952.25	649.40	11,380.45		20.00	

Details Cost Transactions Change Orders Clear Billed Amount Overrides Clear Retainage Overrides Clear Material Stored Overrides

## JB Transaction Detail Log: Added "Company" Field in Search as Well as Column in the Table (21.48508)

Added "company" field in search as well as column in the table.

**JB - TRANSACTION DETAIL LOG**

**Data Filters**

Filter Profile: All Fields

Match: All **Apply Filter** ☐ Auto-Hide

**Values**

Company: Starts with  **Company Field Added**

Job: Starts with

Cost Code: Starts with

Cost Type: Starts with

Ref.Date: Equals

Type: Starts with

Source Description: Starts with

Source Document: Starts with

Unbilled Revenue Amount: Equals

Current: Starts with

Exchg Curr: Starts with

Exchg Rate: Equals

Exchg Amount: Equals

**Save Profile** **Save Profile As...** **Delete Profile**

**View** **Format** **Freeze** **Detach** **Clear Query** **Export** **ECM Documents**

Find	Company	Job	Cost Code	Cost Type	Ref.Date	Type	Amount	Source Code	Reference Code	Crew Code	Quantity	WM	Ctr Job	Ctr Cost Code	Ctr Cost Type	Reference Description	Post Date
22	018160	PRI	00002	1000	17112020	B	100.00	22-WMT	018160 P001		0	HR	ALL	ALL	ALL	JB Draw 1 -	17112020
22	06032019	01-100	1000	06032019	B	-561.00	22-BANDL	0603201901		0	HR	ALL	01	ALL	ALL	Void JB Draw 1 Revision 0 -	06032019
22	06032019	01-100	1000	06032019	B	561.00	22-BANDL	0603201901		0	HR	ALL	01	ALL	ALL	JB Draw 1 -	06032019
22	06032019	01-100	1000	21062020	B	1102.20	22-BANDL	0603201901		40	HR	ALL	01	ALL	ALL	JB Draw 1 -	17122020
22	06032019	01-101	2000	10122019	B	-1000.00	22-BANDL	AR000011		0	NA	ALL	01	ALL	ALL		13122020
22	06032019	01-101	2000	10122019	B	1000.00	22-BANDL	AR000011		0	NA	ALL	01	ALL	ALL		13122019
22	11006887	00	5000	21062020	B	100.00	22-ACME	11006887001		0	NA	ALL	ALL	ALL	ALL	JB Draw 1 -	21062020
22	11006887	00	4000	21062020	B	100.00	22-ACME	11006887001		0	CV	ALL	ALL	ALL	ALL	JB Draw 1 -	21062020
22	11006887	00	2000	21062020	B	100.00	22-ACME	11006887001		0	LS	ALL	ALL	ALL	ALL	JB Draw 1 -	21062020
22	11006887	00	1000	21062020	B	100.00	22-ACME	11006887001		0	HR	ALL	ALL	ALL	ALL	JB Draw 1 -	21062020
22	11006887	00	3000	21062020	B	100.00	22-ACME	11006887001		0	DY	ALL	ALL	ALL	ALL	JB Draw 1 -	21062020

## Added Print Verbiage Flag to Invoice Format Program (22.60211)

A verbiage has been added to the cover page of Invoice Report (JBPB\_C10). This is not applicable to Draft Invoice printing.

### Modification:

A flag has been added to Invoice Format Program. By default, this is hidden and unchecked and can be added through Lite Editor.

When mouse pointer is hovered over the new flag, the note will read: "The noted Verbiage will print on JBPB\_C10 Invoice Report".

**CMiC ENTERPRISE TESTR12**

Enterprise 12e Enterprise 12e Forms RP Menu CMiC Field Testing V10x Standard Menu HCM ETIME ESS Edit Mode

Search for programs...

**INVOICE FORMATS** **Table Mode** **Save** **Exit** **Help** **Print** **Zoom** **Full Screen**

**Invoice Formats**

Format Code: GB-1 with New Verbiage field ☒ Active

Description: GB-1 with New Verbiage field

**Invoice Options** **Group** **Bill Code** **Detail** **Backup Sheet**

**Freeform Style Invoice Options**

- ☒ Show Company Name
- ☒ Show Contract Name
- ☒ Show Job Name
- ☒ Show Contract Number
- ☒ Show Period Ending
- ☒ Show Sub-Total Line Always
- ☒ Print Invoice Number On Linked Invoices
- ☐ Show VAT Tax
- ☐ Print Remittance Details
- ☐ Show Disclaimer
- ☐ Print Particulars
- ☐ Print Description from Contract
- ☐ Print Original Contract Amount
- ☐ Print Approved Change Orders (OCOs)
- ☐ Print Revised Contract Amount
- ☐ Print Zero Invoice
- ☐ Print PO Number
- ☐ Show Remit To
- ☐ Show Due Date On Freeform Style Invoice

**Progress Bill Style Invoice Options**

- ☒ Print Invoice No.
- ☒ Print AIA G702 And G703 Titles
- ☐ Print Cents on PB Invoices
- ☐ CM Agency Job Format
- ☐ CM Advisor (add) ☐ CM Advisor
- ☐ Suppress Zero Lines
- ☐ Print Certificate For Payment Amount Manually
- ☐ Show Due Date on Invoice
- ☒ **Print Verbiage (This is Intended As a Proper Invoice)**

**Decimal Digits For % Complete Column**

0 Decimal Digits - IE: 99 ☐ 1 Decimal Digit - IE: 99.9 ☐ 2 Decimal Digits - IE: 99.99 ☐

Job Billing>Setup >local tables>Invoice formats- Under Invoice Options-progress Bill Style Invoice Options



CMiC ENTERPRISE TESTR12 VIVECHANA

Enterprise 12c Enterprise 12c Forms RP Menu CMiC Field testing V10x Standard Menu HCM ETIME ESS Edit Mode

Search for programs.

Local Tables

- Control
- Category Types
- Group Codes
- Billing Codes
- Contacts
- Billing Rates
- Surcharges
- Minimum Time Charges
- Billing Overtime Rules
- Retainage Code Rules
- Risk Management Calculation Rules
- JB Trade Code Cross Reference
- Mappings from J/C
- Invoice Formats**
- Approvers
- Contracts
- Billing
- Query

test2v12.cmic.ca:8888/cmctest12c/UiConsole/faces/console.jspx#

INVOICE FORMATS Table Mode Save Exit

Invoice **Invoice Options** Group Bill Code Detail Backup Sheet

Freeform Style Invoice Options

- ☒ Show Company Name
- ☒ Show Contract Name
- ☒ Show Job Name
- ☒ Show Contract Number
- ☒ Show Period Ending
- ☒ Show Sub-Total Line Always
- ☒ Print Invoice Number On Linked Invoices
- ☐ Show VAT Tax
- ☐ Print Remittance Details
- ☐ Show Disclaimer
- ☐ Print Particulars
- ☐ Print Description from Contract
- ☐ Print Original Contract Amount
- ☐ Print Approved Change Orders (OCOs)
- ☐ Print Revised Contract Amount
- ☐ Print Zero Invoice
- ☐ Print PO Number
- ☐ Show Remit To
- ☐ Show Due Date On Freeform Style Invoice

Progress Bill Style Invoice Options

- ☒ Print Invoice No.
- ☒ Print AIA G702 And G703 Titles
- ☐ Print Cents on PB Invoices
- ☐ CM Agency Job Format
- ☐ CM Advisor (old) ☐ CM Advisor
- ☐ Suppress Zero Lines
- ☐ Print Certificate For Payment Amount Manually
- ☐ Show Due Date on Invoice
- ☒ Print Verbiage (This is Intended As a Proper Invoice)

The Noted Verbiage Will Print on JBPB\_C10 Invoice Report

Decimal Digits For % Complete Column

☒ 0 Decimal Digits - IE: 99 ☐ 1 Decimal Digit - IE: 99.9 ☐ 2 Decimal Digits - IE: 99.99

Job Billing>Setup >local tables>Invoice formats- Under Invoice Options-progress Bill Style Invoice Options

When the flag is checked on the Invoice Format screen for Report: JBPB\_C10, the verbiage “This is intended as a proper invoice” will be printed on Invoice.

**CMiC**

**Invoice**

To: Terlis Pvt.Ltd  
7 Mabelle Avenue  
3303  
Etobicoke, FL  
USA  
Tel: 65654543  
Attn:

Invoice No.: GB1TEST001  
Invoice Date: 08/30/2022  
Job Name: GB1TEST  
Contract #: GB1TEST  
Job Location:

GST #:  
Payment Terms: Net 30  
This is intended as a proper invoice

Application #: 1

	Total to Date	Previously Billed	Current Billing
Progress Amount	1,500	0	1,500
Less Holdback	112	0	112
Sub-Total	1,388	0	1,388
Total	1,388	0	1,388
<b>Total This Invoice:</b>			<b>1,388</b>

Please make all cheques payable to:  
Keerthi Company  
50 main st  
Chicago, MA 7890  
United States of America  
Tel: 777- ( 454 ) 8907

# Job Costing

## Ability to duplicate a Job to a New Job (16.19624)

CMiC has added button [Duplicate Job] on the Job Entry Screen which provides a functionality to user to duplicate a new job from the existing job. Clicking on Duplicate button will launch a Pop up to enter New Job Code, name and Controlling Job code. After entering the required job code, name and control job code if User clicks the Process Duplicate Job button details of source job will copy to new job.

The screenshot displays the 'JOB SETUP' screen in a software application. The main window has a header 'JOB SETUP' and a 'SELECTION CRITERIA' section with 'Company' set to 'RBC' and 'Kumar Construction Inc'. A yellow 'Duplicate Job' button is visible. Below this is the 'JOB DETAIL' section with various tabs like 'Job Detail', 'Settings', 'Accounts', etc. A pop-up dialog titled 'JOB SETUP' is overlaid on the screen. This dialog has a title bar with an information icon, a close icon, and a dropdown arrow. It contains a section 'Enter Job Name' and a 'DUPLICATE JOB' section. In the 'DUPLICATE JOB' section, there are three fields: 'Source Job Code' with the value '1010', 'New Job Code' with the value 'DUPJOB', and 'New Control Job' with the value 'ALL'. There are also buttons for 'Cancel' and 'Process Duplicate Job'.

Action Edit Block Field Record Query Utility Help Window

Job Billing G/C Prepare Bill

Company 010 ☐ Show Zero Lines ☐ Show NR Bill Types

Group

Job 1508702 1508702 - GC Prepare Bill - Change Order Popu Billing Date 01-DEC-2015 Type Draw

Contract 1508702 1508702 - GC Prepare Bill - Change Order Popu Due Date 31-DEC-2015 Draw 1

Customer 00000001 TENTH AND MARKET, LLC Period Ending Date 30-NOV-2015 Revision 0

Invoice Contract Currency US Dollars Status Unapproved

Desc

Billing Budget Differs From Contract Budget

☒ Combined ☐ Original ☐ Changes

Add Bill Codes Update Budget ReCalc. Billings Generate Print Draft Print Invoice Format 1701 Delete Billing

	Budg. Billing Amt	1,300,000.00	Max Billing Amt	
	Previous Draws	Current Draw	Total To Date	
Cost	0.00	9,459.00	9,459.00	Accept Override Value
% Complete	0.00	0.47	0.47	
Billed	0.00	6,049.00	6,049.00	
Materials Stored	0.00	0.00	0.00	
Completed & Stored	0.00	6,049.00	6,049.00	
Retainage	0.00	604.90	604.90	
Retainage Released	0.00	0.00	0.00	

Group 1 Summary Group 2 Summary Group 3 Summary Group 4 Summary Group 5 Summary Bill Code Detail

Cost Transactions PCI

Customer Code As Used By Accounts Receivable.

Record: 1/1 ... <OSC>

Action Edit Block Field Record Query Utility Help Window

Group

010 1508702 1508702 - GC Prepare Bill - Change Order Popu 00000001 TENTH AND MARKET, LLC 1 0

Add Bill Codes Update Budget ReCalc. Billings Generate Print Draft Print

Budg. Billing Amt 1,300,000.00 Billed To Date 6,049.00 % Complete 0.47 Current Billing 6,049.00

Bill Code

Total Percentage Billed 0.47 Combined Original Changes

Billing Code	Description	Budg. Billing Amt	Cost To Date	Cost Amount	Prev. Billed Amt	Material St	Total Bill less Ret.
1508702.000001.12211		100,000.00	101.00	101.00	0.00		90.90
1508702.000001.12810		75,000.00	202.00	202.00	0.00		181.80
1508702.000001.14304		85,000.00	303.00	303.00	0.00		272.70
1508702.000001.16910		125,000.00	304.00	304.00	0.00		273.60
1508702.000100.12211	Fixed Asset Clearing - Division	95,000.00	404.00	404.00	0.00		363.60
1508702.000100.12810	Fixed Asset Clearing - SILR	105,000.00	505.00	505.00	0.00		454.50
1508702.000100.14175	Fixed Asset Clearing - AR Clair	65,000.00	606.00	606.00	0.00		545.40
1508702S.000001.12211		100,000.00	707.00	707.00	0.00		636.30
1508702S.000001.12810		75,000.00	808.00	808.00	0.00		727.20
1508702S.000001.14304		85,000.00	909.00	909.00	0.00		818.10
		1,300,000.00	9,459.00	9,459.00	0.00		5,444.10

SName

Name Cost Plus Markup Bugd 100,000.00

Group 1508702 - GC Prepare Bill - Change Order Popup - OCO Generated: 15:37:31 to 15:37:31 Cost 101.00 PCI Details

Billed 101.00 Cost Transacti... Close

Billing Code

Record: 1/? ... <OSC>

G/C Prepare Billing > PCI pop-up screens

Added 'Owner Change Order' column to display the OCO# associated with the PCI detail.

Action Edit Block Field Record Query Utility Help Window

Job Billing - G/C Prepare Bill

Company 010 ☐ Show Zero Lines ☐ Show NR Bill Types

Job Billing Change Orders

☒ Previously Billed ☒ Currently Billed ☒ Temporarily Deferred ☒ Permanently Deferred ☒ Future Transactions

Status

Draw	Rev	B	C	T	P	F	Owner Change Order	PCI	PCI Description	Origins Potential
								ORIGINAL	Original Budget	
							1000001001	0001	OCO	
							1000001002	0002	OCO TEST	
							1000001003	0003	CTO	
							1000001004	0004	OCO	
							1000001005	0005	9568	
								0006	OCO6	
								0007	NO OCO	

Cost Transactions Close

Record: 2/8 ... <OSC>



Action Edit Block Field Record Query Utility Help Window

Job Billing JB Control

**Select Company**

Company 010

**Control Detail**

General Billing Invoicing Department Risk Management

Default Billing Type **COST** Cost Plus Markup Bill Amount

Group 1 Max Adjust. Categ. 79999 Fee Round To Nearest \$0.01

Group 2 Max Adjust. Categ. 79999 Fee Round Method

Group 3 Max Adjust. Categ. 79999 Fee Default

Group 4 Max Adjust. Categ. 79999 Fee Retainage Amount

Group 5 Max Adjust. Categ. 79999 Fee Round To Nearest \$0.01

Contract Max Adjust. Categ. 79999 Fee Retainage Round Method

Bill RateTable For New Jobs STND Standard Default

Default Minimum Code

Rev. Recognition Journal JB Job Billing

☒ Material Stored Included In Calculated Billing Amount

☐ Previous Completed Amount Includes Material Stored

☐ Apply Job's Revenue Generation Rule To Burden Bill Types At JB Posting Time

☐ Default Taxes From Sub-jobs ☐ Include Unapproved Pay Request In G/C Billing

☐ Exclude Non-Invoiced Receipts ☒ Calculate And Release Retainage At Invoice Level

☐ Allow Release More Retainage Than Is Held ☒ Show Billing Recalculation Popup When Creating New Draw/Revision

☐ Include Unposted Pay Request In G/C Billing ☐ Always Set Billing Maximum Equal To Billing Budget

☐ Use Release Retainage % From Last SC RFP ☒ Detail PCI Billing ☐ Do Not Recalculate Current Complete

**User Extensions** +

User Extension1

User Extension2

User Extension3

User Extension4

User Extension5

User Extension6

User Extension7

More Extensions ...

**Related Screens** +

Related Screen 1

Related Screen 2

Related Screen 3

Related Screen 4

Related Screen 5

Related Screen 6

Related Screen 7

More Related ...

Enter An Default Billing Type

Record: 1/1 ... List of Valu... <OSC>

JB Control > Billing Tab

Action Edit Block Field Record Query Utility Help Window

Job Billing

Company Code

Company

Contract

Job 1508702

Contract 1508702

Customer 00000001

Budg. Billing Amt

Max Billing Amt

Starting Draw 1

Billing Items

Contract Currency US Dollars

Billing Code	Type
1508702.000001.12211	COS1
1508702.000001.12810	COS1
1508702.000001.14304	COS1
1508702.000001.16910	COS1
1508702.000100.12211	COS1
1508702.000100.12810	COS1
1508702.000100.14175	COS1

Billing Cost Plus Markup

Group 1

Job Billing Contract Defaults

Job Currency Code US

Contract Currency US 1.00000000

Invoice Currency US 1.00000000

Fixed Currency Factor

Retainage Code 10 10%

Tax 1

Tax 2

Tax 3

Group Maximums Sequence

Mapping Group #1

Mapping Group #2

Mapping Group #3

Mapping Group #4

Mapping Group #5

Bill Amount Round Method

Round To Nearest \$... Default

Retainage Amount Round Method

Round To Nearest \$... Default

7,150.00

Ma:

Do Not Recalculate Current Complete

Separate Billing Information

Reference Code	Customer	Name	Contract
			1508702

Close

Details

Checked: No recalculate on current complete amount when clear override in G/C Prepare Billing

Record: 1/1

<OSC>

JB Contract Entry > Defaults Tab

When the flag is checked, when 'clear overrides' is performed, the 'Cost Amount' column will be copied to the 'Current Completed' column for all 'COST type lines only.



Action Edit Block Field Record Query Utility Help Window

Job Billing

**Company Code**

Company

**Contract**

Job 1508702  
 Contract 1508702  
 Customer 00000001  
 Budg. Billing Amt  
 Max Billing Amt  
 Starting Draw 1

**Billing Items**

Contract Currency US Dollars

Billing Code	Type
1508702.000001.12211	COS1
1508702.000001.12810	COS1
1508702.000001.14304	COS1
1508702.000001.16910	COS1
1508702.000100.12211	COS1
1508702.000100.12810	COS1
1508702.000100.14175	COS1

Billing Cost Plus Markup  
 Group 1

**Contract Defaults**

Job Currency Code US  
 Contract Currency US 1.00000000  
 Invoice Currency US 1.00000000  
 Fixed Currency Factor  
 Retainage Code 10 10%

☐ WIP Roll-In  
☐ SC Retainage  
☐ Consider calculated potential revenue in ETC  
☐ Use Release Retainage % From Last SC RFP  
☐ Calculate Tax On Gross Amount

Tax	Description	Taxable %
Tax 1		
Tax 2		
Tax 3		

☐ Allow SC Request For Payment Creation From Billing Invoice  
☒ Warn If There Are Categories Without Bill Codes  
☒ Calculate And Release Retainage At Invoice Level  
☒ Material Stored Included In Calculated Billing Amount  
☐ Previous Completed Amount Includes Material Stored  
☒ Detail PCI Billing

Group Maximums Sequence

Mapping Group #1	
Mapping Group #2	
Mapping Group #3	
Mapping Group #4	
Mapping Group #5	

☒ Do Not Recalculate Current Complete

Bill Amount Round Method  
 Round To Nearest \$... Default

Retainage Amount Round Method  
 Round To Nearest \$... Default

**Separate Billing Information**

Reference Code	Customer	Name	Contract
			1508702

Close

Action Edit Block Field Record Query Utility Help Window

Job Billing G/C Prepare Bill

Group 010 1508702 1508702 - GC Prepare Bill - Change Order Popu 00000001 TENTH AND MARKET, LLC 1 0

Add Bill Codes Update Budget ReCalc. Billings Generate Print Draft Print

Budg. Billing Amt 1,300,000.00 Billed To Date 13,826.00 % Complete 1.06 Current Billing 13,826.00

Bill Code

Total Percentage Billed 1.06 Combined Original Changes

Billing Code	Description	Budg. Billing Amt	Cost Amount	Prev. Billed Amt	Material Stored	Curr Complete	Total Bill less Ret.
1508702.000001.12211		100,000.00	7,878.00	0.00	0.00	7,878.0	7,090.20
1508702.000001.12810		75,000.00	202.00	0.00	0.00	202.0	181.80
1508702.000001.14304		85,000.00	303.00	0.00	0.00	303.0	272.70
1508702.000001.16910		125,000.00	304.00	0.00	0.00	304.0	273.60
1508702.000100.12211	Fixed Asset Clearing - Division	95,000.00	404.00	0.00	0.00	404.0	363.60
1508702.000100.12810	Fixed Asset Clearing - SILR	105,000.00	505.00	0.00	0.00	505.0	454.50
1508702.000100.14175	Fixed Asset Clearing - AR Clair	65,000.00	606.00	0.00	0.00	606.0	545.40
1508702S.000001.1221		100,000.00	707.00	0.00	0.00	707.0	636.30
1508702S.000001.1281		75,000.00	808.00	0.00	0.00	808.0	727.20
1508702S.000001.1430		85,000.00	909.00	0.00	0.00	909.0	818.10
		1,300,000.00	17,236.00	0.00	0.00	13,826.0	12,443.40

Name

ame

roup 1508702 - GC Prepare Bill - Change Order Popup - OCO Generated: 16:31:28 to 16:31:28 Cost 7,878.00 PCI Details

Billing Code

Record: 1/? ... <OSC>

## Calculate Billing for selected Job/Phase/Category (16.23290)

### Modifications:

The screenshot shows the 'G/C Prepare Bill' window. The 'Billing Recalculation' pop-up is open, displaying a table of billing data and a 'Select Criteria' button highlighted with a red box.

**Company:** ZZ, CMIC Test Company

**Group:** Job 1623290M, Contract 1623290M, Customer ZZ-

**Billing Recalculation Pop-up:**

- ☒ Include New J/C transactions in Billing Recalculation
- To Posting Date: [ ]
- To Reference Date: 12/31/2016
- To Transaction Creation Date: [ ]
- Buttons: Select Criteria (highlighted), ReCalc. Billings, Cancel

**Main Window Fields:**

- Billing Date: 01/06/2017, Due Date: 02/05/2017, Period Ending Date: 12/31/2016, Contract Currency: US Dollars
- Type: Draw, Draw: 1, Revision: 0, Status: Unapproved
- Buttons: Print, Invoice Format: C\_10, Delete Billing
- Amount: [ ], Total To Date: [ ]
- Accept Override Value: [ ]

	Cost	% Complete	Billed	Materials Stored	Completed & Stored	Retainage	Retainage Released
	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**Summary Buttons:** Group 1 Summary, Group 2 Summary, Group 3 Summary, Group 4 Summary, Group 5 Summary, Bill Code Detail, Cost Transactions, Change Orders

**Footer:** Checked: Include New J/C Transactions Within Date Restrictions Below. Unchecked: Recalculate Only, Do Not Add New J/C Transactions. Record: 1/1. <OSC>

G/C Prepare Billing

The Billing Recalculation pop-up is modified with a button **[Select Criteria]**.

When this button is pressed, the system opens a 'Transaction Criteria' pop-up screen as shown below.

Action Edit Block Field Record Query Utility Help Window

Transaction Criteria

Job Code	Job Name	Recalc.
1623290A	1623290A	<input type="checkbox"/>
1623290B	1623290B	<input type="checkbox"/>
1623290C	1623290C	<input type="checkbox"/>
1623290M	1623290M	<input type="checkbox"/>
		<input type="checkbox"/>

Phase	Name	Recalc.
01	GENERAL CONDITIONS	<input type="checkbox"/>
01-100	Blue Prints	<input type="checkbox"/>
02	SITE WORK	<input type="checkbox"/>
02-100	Excavation	<input type="checkbox"/>
03	CONCRETE	<input type="checkbox"/>

Category	Name	Recalc.
1200	Indirect Labor	<input type="checkbox"/>
2000	Subcontracts	<input type="checkbox"/>
3000	Equipment	<input type="checkbox"/>
4000	Materials	<input type="checkbox"/>
5000	Sundry	<input type="checkbox"/>

Close

Cost Transactions Change Orders

Record: 3/? ... <OSC>

G/C Prepare Billing > Recalculate Billings > Select Criteria

There are three blocks of display records with a checkbox for user's selection against each record. The default value for the selection check boxes is Un-Checked (N).

### Job Code

The Job Code block displays all the jobs that share the same contract code. Users may select (checked) one or more jobs, or leave as unselected (Un-Checked) for recalculation.

### Phases

The Phase block displays all the phases including controlling phases codes that are assigned to any or all the jobs under this contract. Users must understand that the explicit selection of the phase records is required to include a billcode for recalculation.

*Selecting a controlling phase alone does NOT mean that all the sub-phases are automatically included in recalculation. For example, selecting the phase 01 will do nothing, as there are no categories directly assigned to that phase in any of the jobs. Users must select the phase 01-100 to include the billcodes with this phase for recalculation.*

### Categories

The Category block displays all categories including any controlling categories that are assigned to any or all the jobs. Here again users must explicitly select any category that needs to be included in recalculation.

### How to use the 'Select Criteria' pop-up screen?

Users must have thorough understanding on the Billing Recalculation popup functionality.

There is a JB Control File flag ‘**Show Billing Recalculation Popup When Creating New Draw/Revision**’.

**Un-Checked:** When creating a New draw, system will NOT show the recalculation popup and hence all the billcodes will be considered as per the ‘Period Ending’ date parameter and users will NOT be able to control using the new ‘Select Criteria’ popup

If required to recalculate only on a specific job/phase/cat, then users have to delete the draw and then recreate with the Billing Recalculation popup and then open the criteria pop-up for selection.

#### Checked:

When creating a new Draw, the Billing Re-calculation popup will show, where users may specify the ‘Selection Criteria’ to include only those required job/phase/cat.

The screenshot shows the 'JB Control' window with the 'Control Detail' tab selected. The 'Billing' sub-tab is active. The 'Default Billing Type' is set to 'PC'. The 'Bill Amount' is set to '% Complete of Budgeted Cost'. The 'Round Method' is set to 'Round To Nearest \$0.01'. The 'Retainage Amount' is set to 'Round To Nearest \$0.01'. The 'Retainage Round Method' is set to 'Default'. The 'Contract Maximum Limit' is set to 'ZZ Standard Billing Rates'. The 'Default Minimum Code' is set to 'ZZ-STD'. The 'Rev. Recognition Journal' is set to 'ZZ-STD'. The 'Show Billing Recalculation Popup When Creating New Draw/Revision' checkbox is checked and highlighted with a red box. Other checkboxes include 'Material Stored Included In Calculated Billing Amount', 'Previous Completed Amount Includes Material Stored', 'Apply Job's Revenue Generation Rule To Burden Bill Types At JB Posting Time', 'Default Taxes From Sub-jobs', 'Include Unapproved Pay Request In G/C Billing', 'Calculate And Release Retainage At Invoice Level', 'Exclude Non-Invoiced Receipts', 'Allow Release More Retainage Than Is Held', 'Include Unposted Pay Request In G/C Billing', 'Always Set Billing Maximum Equal To Billing Budget', 'Use Release Retainage % From Last SC RFP', and 'Detail PCI Billing'.

JB Control > Billing

#### Implementation Details

When users do NOT open the ‘Select Criteria’ pop-up, then the existing standard functionality applies. The recalculation is performed for all jobs/phases/categories.

Example:

Action Edit Block Field Record Query Utility Help Window

Job Billing G/C Prepare Bill

Company ZZ CMIC Test Company ☒ Show Zero Lines ☐ Show NR Bill Types

Group

Job 1623290M 1623290M Billing Date Due Date Type  
 Contract 1623290M Draw  
 Customer ZZ- Period Ending Date Revision  
 Invoice Contract Currency Status  
 Desc

Add Bill Codes ReCalc Format Delete Billing

Budg. Billing Amt Previc

Cost % Complete Billed Materials Stored

Accept Override Value

Forms

Contract 1623290M has no billings. Would you like to create a new Draw ?

Draw 1 Cancel

Create a New Draw

Job Billing G/C Prepare Bill

Company ZZ CMIC Test Company ☒ Show Zero Lines ☐ Show NR Bill Types

Group

Job 1623290M 1623290M Billing Date 01/06/2017 Type Draw  
 Contract 1623290M Due Date 02/05/2017 Draw 1  
 Customer ZZ- Period Ending Date 12/31/2016 Revision 0  
 Invoice Contract Currency US Dollars Status Unapproved  
 Desc

Add Bill Codes ☒ Include New J/C transactions in Billing Recalculation

To Posting Date  
 To Reference Date  
 To Transaction Creation Date

Select Criteria ReCalc. Billings Cancel

Cost 0.00 0.00 0.00  
 % Complete 0.00 0.00 0.00  
 Billed 0.00 0.00 0.00  
 Materials Stored 0.00 0.00 0.00

Print Invoice Format C\_10 Delete Billing

Amt Total To Date

Accept Override Value

Recalculate Billings

Job Billing G/C Prepare Bill

**Company**  
 Company ZZ CMIC Test Company ☒ Show Zero Lines ☐ Show NR Bill Types

**Group**

Job	1623290M	1623290M	Billing Date	01/06/2017	Type	Draw
Contract	1623290M	1623290M	Due Date	02/05/2017	Draw	1
Customer	ZZ-WMT	Wal-Mart Stores Inc	Period Ending Date	12/31/2016	Revision	0
Invoice Desc			Contract Currency	US Dollars	Status	Unapproved

Invoice Format C\_10

	Budg. Billing Amt	1,555,892.88	Max Billing Amt	
	Previous Draws		Current Draw	Total To Date
Cost	0.00		60,000.00	60,000.00
% Complete	0.00		3.86	3.86
Billed	0.00		60,000.00	60,000.00
Materials Stored	0.00		0.00	0.00
Completed & Stored	0.00		60,000.00	60,000.00
Retainage	0.00		6,000.00	6,000.00
Retainage Released	0.00		0.00	0.00

Accept Override Value

**All billcodes will be included in recalculation**

*After Recalculation*

After this stage, any further 'Recalculation' with the 'Selection Criteria' of jobs/phases/categories controls specific billcodes for recalculation in addition to the already created draw.

In order to remove an already included cost transaction from the billing draw, users have to either manually 'Defer' as per the standard functionality or delete the entire draw and recreate with specific filters applied.

Action Edit Block Field Record Query Utility Help Window

Transaction Criteria

Job Code	Job Name	Recalc.
1623290A	1623290A	<input type="checkbox"/>
1623290B	1623290B	<input type="checkbox"/>
1623290C	1623290C	<input type="checkbox"/>
1623290M	1623290M	<input checked="" type="checkbox"/>

Phase	Name	Recalc.
01	GENERAL CONDITIONS	<input type="checkbox"/>
01-100	Blue Prints	<input checked="" type="checkbox"/>
02	SITE WORK	<input type="checkbox"/>
02-100	Excavation	<input type="checkbox"/>
03	CONCRETE	<input type="checkbox"/>

Category	Name	Recalc.
1000	Labor	<input checked="" type="checkbox"/>
1100	Direct Labor	<input type="checkbox"/>
1200	Indirect Labor	<input type="checkbox"/>
2000	Subcontracts	<input type="checkbox"/>
3000	Equipment	<input type="checkbox"/>

Deleting and then re-creating a draw with the specific Job/Phase/Category will include only those transactions in the

Close

Cost Transactions Change Orders

Job Billing G/C Prepare Bill

Company ZZ CMIC Test Company ☒ Show Zero Lines ☐ Show NR Bill Types

Group

Job 1623290M 1623290M Billing Date 01/06/2017 Type Draw

Contract 1623290M 1623290M Due Date 02/05/2017 Draw 1

Customer ZZ-VMT Wal-Mart Stores Inc Period Ending Date 12/31/2016 Revision 0

Invoice Desc Contract Currency US Dollars Status Unapproved

Unprepared Transactions Exist (01-100, 1000)

Add Bill Codes ReCalc. Billings Generate Print Draft Print Invoice Format C\_10 Delete Billing

1,555,892.88 Max Billing Amt

	Previous Draws	Current Draw	Total To Date
	0.00	1,000.00	1,000.00
	0.00	0.06	0.06
	0.00	1,000.00	1,000.00
	0.00	0.00	0.00
Completed & Stored	0.00	1,000.00	1,000.00
Retainage	0.00	100.00	100.00
Retainage Released	0.00	0.00	0.00

Job: 1623290M  
Phase: 01-100  
Category: 1000

Accept Override Value

Group 1 Summary Group 2 Summary Group 3 Summary Group 4 Summary Group 5 Summary Bill Code Detail

Cost Transactions Change Orders





Job Billing G/C Prepare Bill

Company ZZ CMC Test Company ☒ Show Zero Lines ☐ Show NR Bill Types

Group

Job 1623290M 1623290M Billing Date 01/06/2017 Type Draw

Contract 1623290M 1623290M Due Date 02/05/2017 Draw 1

Customer ZZ-VMT Wal-Mart Stores Inc Period Ending Date 12/31/2016 Revision 0

Invoice Contract Currency US Dollars Status Unapproved

Desc

**RECALCULATE: Transactions Calc. Potential Revenue changed**

Add Bill Codes ReCalc. Billings Generate Print Draft Print Invoice Format C\_10 Delete Billing

Budg. Billing Amt 1,555,892.88 Max Billing Amt

us Draws Current Draw Total To Date

0.00 13,000.00 13,000.00

0.00 0.84 0.84

0.00 13,000.00 13,000.00

0.00 0.00 0.00

0.00 13,000.00 13,000.00

Retainage 0.00 1,300.00 1,300.00

Retainage Released 0.00 0.00 0.00

Accept Override Value

Group 1 Summary Group 2 Summary Group 3 Summary Group 4 Summary Group 5 Summary Bill Code Detail

Cost Transactions Change Orders

Amended with All Jobs /  
All Phases / Cat 2000

Action Edit Block Field Record Query Utility Help Window

Job Billing G/C Prepare Bill

Company ZZ CMC Test Company ☒ Show Zero Lines ☐ Show NR Bill Types

Group

Job 1623290M 1623290M Billing Date 01/06/2017 Type Draw

Contract 1623290M 1623290M Due Date 02/05/2017 Draw 1

Customer ZZ-VMT Wal-Mart Stores Inc Period Ending Date 12/31/2016 Revision 0

Invoice Contract Currency US Dollars Status Unapproved

Desc

**RECALCULATE: Transactions Calc. Potential Revenue changed**

Add Bill Codes ReCalc. Billings Generate Print Draft Print Invoice Format C\_10 Delete Billing

Budg. Billing Amt 1,555,892.88 Max Billing Amt

us Draws Current Draw Total To Date

0.00 13,000.00 13,000.00

0.00 0.84 0.84

0.00 13,000.00 13,000.00

0.00 0.00 0.00

0.00 13,000.00 13,000.00

Retainage 0.00 1,300.00 1,300.00

Retainage Released 0.00 0.00 0.00

Accept Override Value

Group 1 Summary Group 2 Summary Group 3 Summary Group 4 Summary Group 5 Summary Bill Code Detail

Cost Transactions Change Orders

Cost Transactions for All Jobs / All Phases / Category 2000 will be amended to the existing draw

Filtering Bill Code

Job	Phase	Cat	Status	Draw	Rev	Bill Code	Post Date	Contract Currency	Calc. Potential Rev.	Unit	T
1623290A	01-100	2000	B T P	1	0	1623290A_01-100_2000	30-NOV-16	USD	1,000.00	10	
1623290A	02-100	2000	B T P	1	0	1623290A_02-100_2000	30-NOV-16	USD	1,000.00	10	
1623290A	03-100	2000	B T P	1	0	1623290A_03-100_2000	30-NOV-16	USD	1,000.00	10	
1623290B	01-100	2000	B T P	1	0	1623290B_01-100_2000	30-NOV-16	USD	1,000.00	10	
1623290B	02-100	2000	B T P	1	0	1623290B_02-100_2000	30-NOV-16	USD	1,000.00	10	
1623290B	03-100	2000	B T P	1	0	1623290B_03-100_2000	30-NOV-16	USD	1,000.00	10	
1623290C	01-100	2000	B T P	1	0	1623290C_01-100_2000	30-NOV-16	USD	1,000.00	10	
1623290C	02-100	2000	B T P	1	0	1623290C_02-100_2000	30-NOV-16	USD	1,000.00	10	
1623290C	03-100	2000	B T P	1	0	1623290C_03-100_2000	30-NOV-16	USD	1,000.00	10	
1623290M	01-100	1000	B T P	1	0	1623290M_01-100_1000	30-NOV-16	USD	1,000.00	10	
									13,000.00		

Transaction Status

Currently Billed

Create Transaction Express Bill Split Units CPR Adj. Close

Record: 1/?

<OSC>

G/C Prepare Billing – Selection Criteria amendments as of 01-Mar-2017

**Changes as per discussions in issue notes:**

Add an 'Accept' button to the left of the Close button. 'Accept' saves the selection and 'Close' closes the window. There will also be a message if users do not 'Accept' before pressing the 'Close' button that essentially says... "Are you sure you want to close without saving your changes?"

The Phase/Categories must NOT list controlling phases/categories as they may confuse the users. But they must be available, if transactional level details exist

**Implementation:**

Pressing the 'Selection Criteria' button opens the 'Transaction Criteria' pop-up screen.

Three blocks of data records are displayed with a 'Recalc' check box against each row. Default value is un-checked.

3. Job Code
4. Phase
5. Category

The phases & categories blocks will show all distinct records from all the jobs.

Users may select any number of rows from any of the blocks, or leave one or many or ALL records un-checked.

When NO record is selected in a block, the system assumes as 'ALL' and all rows will be considered in transaction selection.

When one or more records from a block is selected, then the selected rows will only be included in the selection.

The program will logically select all the transactional data, as per the Job/Phase/Category selections.

Action Edit Block Field Record Query Utility Help Window

Transaction Criteria

Job Code	Job Name	Recalc.
1623290A	1623290A	<input type="checkbox"/>
1623290B	1623290B	<input type="checkbox"/>
1623290C	1623290C	<input type="checkbox"/>
1623290M	1623290M	<input type="checkbox"/>

Added an 'Accept' button

Phase	Name	Recalc.
01-100	Blue Prints	<input type="checkbox"/>
02-100	Excavation	<input type="checkbox"/>
03-100	Footings	<input type="checkbox"/>
03-300	Columns	<input type="checkbox"/>
03-999	Concrete Billings	<input type="checkbox"/>

Category	Name	Recalc.
1000	Labor	<input type="checkbox"/>
1100	Direct Labor	<input type="checkbox"/>
1200	Indirect Labor	<input type="checkbox"/>
2000	Subcontracts	<input type="checkbox"/>
3000	Equipment	<input type="checkbox"/>

Accept Close

Cost Transactions Change Orders

Record: 1/4 ... <OSC>

#### **'Accept / Close' buttons functionality:**

No records Selected – Accept / Close buttons will simply close the pop-up and get back to the Recalculation pop-up. This is because when nothing selected, system assumes 'ALL' included in the selection criteria and hence no explicit confirmation required.

#### **When one or many records selected:**

- 'Accept' button will close the popup and goes back to recalculation popup. The selected records will be used in the selection criteria for transactions.
- 'Close' button will pop-up a confirmation message for closure.
- 'Yes' will close the popup without saving any changes and recalculation will simply recalculate 'All'
- 'No' will allow the user to review the selections criteria and update as required.

Action Edit Block Field Record Query Utility Help Window

Transaction Criteria

Job Code	Job Name	Recalc.
1623290A	1623290A	<input type="checkbox"/>
1623290B	1623290B	<input type="checkbox"/>
1623290C	1623290C	<input type="checkbox"/>
1623290M	1623290M	<input type="checkbox"/>

Phase	Name	Recalc.
01-100	Blue Prints	<input type="checkbox"/>
02-100	Excavatic	<input checked="" type="checkbox"/>
03-100	Footings	<input type="checkbox"/>
03-300	Columns	<input type="checkbox"/>
03-999	Concrete	<input type="checkbox"/>

Category	Name	Recalc.
1000	Labor	<input type="checkbox"/>
1100	Direct Labor	<input type="checkbox"/>
1200	Indirect Labor	<input type="checkbox"/>
2000	Subcontracts	<input type="checkbox"/>
3000	Equipment	<input type="checkbox"/>

Accept Close

**Forms**

You have unsaved changes. Do you want to exit without saving your changes?

Yes No

### Phase / Category List:

The Phase Category list excludes the Controlling Phases & Categories to avoid any confusion to users. The above screen shows say for example the phase 01-100. The controlling phase '01' is not listed. Whereas, the initial screen prints in the beginning of this document shows 'controlling' phase & categories as well.

The controlling phases / categories may be available only when transactional data exists against the same.

## Requested Cost Type - Consumables (18.66427)

Added a new Cost Type 'Consumables' to the Maintain Categories screen.

MAINTAIN COST CATEGORIES

Save Exit ? ? ? ? ?

Categories

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions

Billings	Adjustments (CR)	Unbilled Revenue	Unbilled Reserve Revenue	Alternate WIP Cost for Internal Subcontractor	Billing Group	OH Forward Loss %	Non Recover	Available On SCAP	Available In Procurement	* Active	* Include In Forecast	Exclude Cost Budget From WIP	Exclude Costs From WIP	Available On GC Monitor	Cost Type	GC Monitor Rollup Category
000.100	4000.400	4000.500	4000.550			7.25	<input type="checkbox"/>	Both	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Burden	
000.100	4000.400	4000.500	4000.550			10.00	<input type="checkbox"/>	Both	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Consumable	
000.100	4000.400	4000.500	4000.550			18.99	<input type="checkbox"/>	Both	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Equipment	
000.100	4000.400	4000.500	4000.550			5.00	<input type="checkbox"/>	Both	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Labour	
							<input type="checkbox"/>	Both	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Material	
															Subcontract	

## JC Inter Branch Report (JC3000) Jasper conversion (19.81557)

JC Inter Branch Report (JC3000) is now converted into Jasper Reports.

## Add “Duplicate Record” button to Project Maintenance Tool Bar in ADF (18.48366)

Project maintenance provided with “Duplicate Record” button in tool bar to duplicate existing project.

The screenshot shows the 'PROJECT MAINTENANCE' ADF form. At the top, there's a blue header bar with 'Table Mode', 'Save', and 'Exit' buttons. Below this is the 'Selection Criteria' section with a 'Company' dropdown set to 'LINCOM' and a search field containing 'Ling's Construction Company'. The 'Project Info' section has a toolbar with buttons: Search, Insert, Delete, Previous, Next, Duplicate Record (highlighted with a red box), Workflows, Report Options, Attachments, and Notes. Below the toolbar are fields for Project Code (P0904), Project Name (P0904), Project Ctrl (ALL), and Parent Project Name. The 'General' tab is active, showing fields for Customer (ZZ-ACME), Start Date, End Date, Bid Date, Time, Bid Won/Lost Date, and a Description text area. A checkbox for 'Synchronize SCO and PCI amounts' is at the bottom.

Upon clicking “Duplicate Record” button, a pop-up window shows. User can enter new project code and name, and process with duplication.

This screenshot shows the same 'PROJECT MAINTENANCE' form as before, but with a 'DuplicateProject' pop-up window open. The pop-up has a blue header bar with 'Save' and icons. It contains two input fields: 'Source Project Code' (pre-filled with 'P0904') and 'New Project Code' (empty). At the bottom of the pop-up are two buttons: 'Process Duplicate Project' and 'Cancel'.

## JC Control Exclude from WIP flag (19.80194)

Add a new flag "Exclude from WIP" to JC Control File. It will be hidden in ADF and the user will be able to add it manually. The default value of the flag will be 'N' to maintain existing functionality.

**JOB COST CONTROL FILE** [Table Mode] [Save] [Exit] [Info] [Help] [Warning] [Print] [Refresh]

**Selection Criteria**

Company: CCC [Search] CMIIC Construction Company [Copy Control File]

Navigation: Job Setup | Accounting | Additional Charges | Bid Setup | Billing | Budget | Forecasting | **WIP** | Revenue Exceptions | Jobs | Change

Search | Insert | Workflows | Report Options | ECM Documents | User Extensions

Contract Amount Source: Contract Forecast | Projected Profit Amount Source: Contract Forecast

☒ Roll-In Subjobs For WIP Adjustment  
☒ Ignore Subjob Department When Rolling-In  
☐ Do Not Recalculate Earned Revenue Override  
☐ Always Recalc. %Complete and Earned Rev Overrides  
☐ WIP Allow to Post to Close GL Period

☐ Default Budget Cost to Projected Cost Override  
☐ Roll-In By JB Contract  
☐ Earned Revenue Does Not Exceed Contract Amount  
☐ Exclude Contract Amount for Wip Jobs  
☐ **Exclude from WIP**

Current WIP Year: 2019 | Current WIP Period: 9

Modify a trigger of table JCJOB\_TABLE to default the value of the new flag 'Exclude From WIP' from JC Control File. It will be done regardless of the source of creation.

**JOB COST CONTROL FILE** [Table Mode] [Save] [Exit] [Info] [Help] [Warning] [Print] [Refresh]

**Selection Criteria**

Company: CCC [Search] CMIIC Construction Company [Copy Control File]

Navigation: Job Setup | Accounting | Additional Charges | Bid Setup | Billing | Budget | Forecasting | **WIP** | Revenue Exceptions | Jobs | Change

Search | Insert | Workflows | Report Options | ECM Documents | User Extensions

Contract Amount Source: Contract Forecast | Projected Profit Amount Source: Contract Forecast

☒ Roll-In Subjobs For WIP Adjustment  
☒ Ignore Subjob Department When Rolling-In  
☐ Do Not Recalculate Earned Revenue Override  
☐ Always Recalc. %Complete and Earned Rev Overrides  
☐ WIP Allow to Post to Close GL Period

☐ Default Budget Cost to Projected Cost Override  
☐ Roll-In By JB Contract  
☐ Earned Revenue Does Not Exceed Contract Amount  
☐ Exclude Contract Amount for Wip Jobs  
☐ **Exclude from WIP**

Current WIP Year: 2019 | Current WIP Period: 9

This new functionality will work only for new Jobs, existing jobs will not be updated.

This change will be made only in ADF program R12.

## Ability to Define Overhead Cost Code (19.91112)

Added the ability to define 'Overhead Cost Code' along with the existing Overhead Category for the purpose of posting Overhead Charges to a job.

### Modifications

- Added a field, 'Default Overhead Cost code' in 'Additional Charges' tab in JC control file.
- Also added a column 'Overhead Cost Code' in 'Assign Overhead Cost Rates' screen.

### Existing Functionality for posting JC Overhead Cost

The Overhead Cost will be posted to the transaction cost code/overhead category defined in the 'Assign Overhead Cost Rate' Maintenance program. When the category is NULL, then the JC Control > default Overhead Category will be used.

Users do NOT have the ability to choose a specific cost code to post the overhead charges.

### Modified Functionality for Posting JC Overhead Cost

- If Overhead Cost Code is defined in 'Assign Overhead Cost Rate' maintenance program, then JC Transaction posting will post overhead cost to the specified cost code.
- When left as NULL, then the default 'Overhead Cost Code' defined in JC Control file will be used.
- If the default 'Overhead Cost Code' both in JC Control and in 'Assign Overhead Cost Rate' maintenance programs are left NULL, then the overhead cost will be posted to the transaction cost code. This is the existing functionality prior to the modification.

The following screen shows the modifications performed.

The 'Default Overhead cost code' is the new field defined in the additional charges tab in JC control file. The default value is NULL and is NOT mandatory to maintain the existing functionality.

### JC Control File

Added the column 'Overhead cost code column' in Assign overhead cost rates screen. Cost code added here will override the default overhead cost code in JC control file. If 'Overhead cost code' and 'Default Overhead cost code' both are null, then the overhead cost will be posted to the same cost code that the actual job cost was posted to.

* Cost Code	Cost Code Name	* Category	Category Name	Overhead Cost Code	Overhead Cost Code Name	Overhead Category	Overhead Category Name	Overhead Description	* Rate Type	* Rate	WM	1st Split %	Type	Account/Job	Account/Job Name
ALL	All Cost Code Defaults	1000	Labour					Case1	M	20	HR	100	G	5000.185	5000.185-JC Over Hei
ALL	All Cost Code Defaults	2000	Subcontract			5000	Sundry	Case2	M	25	LS	100	G	5000.185	5000.185-JC Over Hei
ALL	All Cost Code Defaults	3000	Equipment	01-RISK1	01-RISK1 Cost	4000	Material	Case3	M	30	DY	100	G	5000.185	5000.185-JC Over Hei
ALL	All Cost Code Defaults	4000	Material	01-RISK2	01-RISK2 Cost			Case4	M	35	CY	100	G	5000.185	5000.185-JC Over Hei

### JC Assign Overhead cost rates



## Setup & Posting Example:

Logo TESTR12 DHRLV

Enterprise Time PM Edit Mode

ASSIGN OVERHEAD COST RATES Save Edit ? ? ? ? ? ? ? ?

**Selection Criteria**

\* Company RV123456 RV123456 - Test Company ☐ Default Credit Type Is Job

Job 150519


Job Pick List Edit Job Selection Criteria

**Overhead Rates**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Cost Code	Cost Code Name	* Category	Category Name	Overhead Cost Code	Overhead Cost Code Name	Overhead Category	Overhead Category Name	Overhead Description	* Rate Type	* Rate
ALL	All Cost Code Defaults	1000	Labour					Case1	M	20
ALL	All Cost Code Defaults	2000	Subcontract			5000	Sundry	Case2	M	25
ALL	All Cost Code Defaults	3000	Equipment	01-RISK1	01-RISK1 Cost	4000	Material	Case3	M	30
ALL	All Cost Code Defaults	4000	Material	01-RISK2	01-RISK2 Cost			Case4	M	35

## JC Cost Transaction report:



**RV123456 - RV123456 - Test Company**  
**JOB COSTING - JC POSTING REPORT**  
**Batch 11182 - Recreating JC Transactions from Batch 11181**

Page: 1 of 1  
 Date: Feb 27, 2020  
 Time: 10:32 AM EST

Company	I	Dept	Account	Job	Cost Code	Car	Source Code	Ref Code	Ref Date	Post Date	Batch	SRC	PO/SC	WM	Quantity	Amount
		/WBS 1	/WBS 2	/WBS 3	/WBS 4											
RV123456	C	00	5200.100	150519	01-100	5000	01-100	Case2	Feb 26, 2020	Feb 26, 2020	11182	JC		LS		25.00
RV123456	C	00	5200.100	150519	01-100	OVHD	01-100	Case1	Feb 26, 2020	Feb 26, 2020	11182	JC		HR		20.00
RV123456	C	00	5200.100	150519	01-100	4000			Feb 26, 2020	Feb 26, 2020	11182	JC		CY	1.000	100.00
RV123456	C	00	5200.100	150519	01-100	3000			Feb 26, 2020	Feb 26, 2020	11182	JC		DY	1.000	100.00
RV123456	C	00	5200.100	150519	01-100	2000			Feb 26, 2020	Feb 26, 2020	11182	JC		LS	1.000	100.00
RV123456	C	00	5200.100	150519	01-100	1000			Feb 26, 2020	Feb 26, 2020	11182	JC		HR	1.000	100.00
RV123456	C	00	5200.100	150519	01-RISK1	4000	01-RISK1	Case3	Feb 26, 2020	Feb 26, 2020	11182	JC		DY		30.00
RV123456	C	00	5200.100	150519	01-RISK2	OVHD	01-RISK2	Case4	Feb 26, 2020	Feb 26, 2020	11182	JC		CY		35.00
												Total For Job:		150519		510.00
												Total For Company:		RV123456		510.00
												Total For Currency:		USD		510.00

## GL transaction Posting Report:

General Ledger Posting Report										Page: 1 of 1
Batch 11182 - Recreating JC Transactions from Batch 11181										Date: Feb 27, 2020
										Time: 10:32 AM EST
Department	Account	Account Name	Post Date	Source	Reference	Debit	Credit	Exchange Amount	Currency	Rate
Company RV123456 - RV123456 - Test Company										Currency USD
00	5000.100	AP Misc. Expense	Feb 26, 2020			0.00	400.00	-400.00	USD	1.0000
00	5000.185	5000.185-JC Over Head Costs	Feb 26, 2020			0.00	35.00	-35.00	USD	1.0000
00	5000.185	5000.185-JC Over Head Costs	Feb 26, 2020			0.00	20.00	-20.00	USD	1.0000
00	5000.185	5000.185-JC Over Head Costs	Feb 26, 2020			0.00	25.00	-25.00	USD	1.0000
00	5000.185	5000.185-JC Over Head Costs	Feb 26, 2020			0.00	30.00	-30.00	USD	1.0000
00	5200.100	Job Cost Expenses	Feb 26, 2020			35.00	0.00	35.00	USD	1.0000
00	5200.100	Job Cost Expenses	Feb 26, 2020			100.00	0.00	100.00	USD	1.0000
00	5200.100	Job Cost Expenses	Feb 26, 2020			100.00	0.00	100.00	USD	1.0000
00	5200.100	Job Cost Expenses	Feb 26, 2020			100.00	0.00	100.00	USD	1.0000
00	5200.100	Job Cost Expenses	Feb 26, 2020			30.00	0.00	30.00	USD	1.0000
00	5200.100	Job Cost Expenses	Feb 26, 2020			100.00	0.00	100.00	USD	1.0000
00	5200.100	Job Cost Expenses	Feb 26, 2020			25.00	0.00	25.00	USD	1.0000
00	5200.100	Job Cost Expenses	Feb 26, 2020			20.00	0.00	20.00	USD	1.0000
Total for Company RV123456 - RV123456 - Test Company						510.00	510.00			
Total for Currency USD						510.00	510.00			

## Ability to Exclude Sub Job from Charge Cap Value (19.87458)

Ability to exclude a sub job from charge cap value.

### Modifications

- Flag 'Exclude Job from Charge Cap Value' is added in Job Costing > Job > Enter Job.
- By default, the flag is hidden. User must use Lite Editor to display the flag.
- 'Exclude Job from Charge Cap Value' will be enabled depending upon the value in 'Control Job' field.
  - Control Job: ALL – The 'Exclude Job from Charge Cap Value' flag is disabled.
  - Flag is disabled for Controlling Job, it is exclusively for a sub job.

Following screens shows the modifications performed:

The screenshot shows the 'JOB SETUP' window with the 'Job Detail' tab selected. The 'Control Job' field is highlighted with a red box and contains the value 'BEJOB'. Below it, the 'Exclude Job From Charge Cap Value' checkbox is also highlighted with a red box and is checked. Other fields include 'Job Code' (BEJOB-2), 'Status' (Pending), 'Customer' (TOPRES), 'Contract' (BEJOB-2), 'Revenue Generation' (As Costs Incurred (Without)), 'Billing Method' (Job Billing), 'Accounting Method' (Billing and Costs), 'Project Manager', 'Terms' (NET30), 'Location', 'Warehouse', 'Market Sector', 'Estimated Start Date', 'Estimated End Date', 'Inter-Branch Expense Category', 'Original Contract Amount' (0.00), 'Current Contract Amount', 'Original Earnings', 'Equipment Max Charge Out (%)', 'Value Cap Cutoff', 'Spread Rule Code', 'Effective Date', 'Project Start Date', and 'Projection Threshold %' (0.00).

Job Costing > Job > Enter Job

Control Job – Flag is disabled for a Control Job

The screenshot shows the 'JOB SETUP' window with the 'Job Detail' tab selected. The 'Control Job' field is highlighted with a red box and contains the value 'ALL'. Below it, the 'Exclude Job From Charge Cap Value' checkbox is also highlighted with a red box and is unchecked. Other fields include 'Job Code' (BEJOB), 'Status' (Pending), 'Customer' (TOPRES), 'Contract' (BEJOB), 'Revenue Generation' (As Costs Incurred (Without)), 'Billing Method' (Job Billing), 'Accounting Method' (Billing and Costs), 'Project Manager', 'Terms' (NET30), 'Location', 'Warehouse', 'Market Sector', 'Estimated Start Date' (11-02-2020), 'Estimated End Date' (13-02-2021), 'Inter-Branch Expense Category', 'Original Contract Amount' (0.00), 'Current Contract Amount', 'Original Earnings', 'Equipment Max Charge Out (%)' (10.00), 'Value Cap Cutoff', 'Spread Rule Code', 'Effective Date', 'Project Start Date', and 'Projection Threshold %' (0.00).

Job Costing > Job > Enter Job

'Exclude Job from Charge Cap Value' if the flag is checked, charges continues to hit the sub job without capping the charge value.

**Calculations:**

Contr ol Job	Charge Cap %	Sub Job 1	Exclude from Charge Cap	Charge Cap %	Sub Job 2	Exclude from Charge Cap	Charge Cap %	Equi pme nt	Equipme nt Value
BEJOB	10	BEJOB-1	N	2	BEJOB-2	Y	0	CAP - EQP	10000

Equipment Rates	Auto charge without charge cap
100 (daily)	1200
100 (daily)	1400
150 (daily)	4650

**Note: Sliding Scale is OFF**

	No. of days for equipment at location
BEJOB	12
BEJOB-1	14
BEJOB-2	31

Auto Charge Out	Charge Amount	
BEJOB	1000	Capped due to 10% charge cap of main job
BEJOB-1	0	Capped due to total charge cap of 1000. BEJOB already charged for 1000
BEJOB-2	4650	No charge cap - Excluded from Charge Cap Value

Example:

## Controlling Job

**JOB SETUP**

Selection Criteria  
Company: DHCOM | DHRUV-COMPANY | Duplicate Job

**Job Detail**

Search | Insert | Delete | Previous | Next | Workflows | Report Options | Attachments | Notes | ECM Documents | User Extensions

\* Job Code: BEJOB | beats.job

\* Control Job: ALL | Status: Pending

\* Customer: TOPRES | TOP RESORT GRP | Update Customer

Contract: BEJOB | Bid Job: ☐ | Bid Date:

\* Revenue Generation: As Costs Incurred (Without) | Billing Method: Job Billing | Valid: Y

Accounting Method: Billing and Costs | Default Department: 00

Project Manager:

Terms: NET30 | NET 30 Days 10% RET 2% DISC

Location:

Warehouse:

Market Sector:

Estimated Start Date: 11-02-2020 | Estimated End Date: 13-02-2021

Inter-Branch Expense Category:

Spread Rule Code:

Original Contract Amount: 0.00

Effective Date:

Current Contract Amount:

Project Start Date:

Original Earnings:

Projection Threshold %: 0.00

Equipment Max Charge Out (%): 10.00

Value Cap Cutoff:

Enter Notes | CDI

☐ Exclude Job From Charge Cap Value

Job Costing > Job > Enter Job

## Sub Job – 1: BEJOB-1

**JOB SETUP**

Selection Criteria  
Company: DHCOM | DHRUV-COMPANY | Duplicate Job

**Job Detail**

Search | Insert | Delete | Previous | Next | Workflows | Report Options | Attachments | Notes | ECM Documents | User Extensions

\* Job Code: BEJOB-1 | beatsjob-1

\* Control Job: BEJOB | Status: Pending

\* Customer: TOPRES | TOP RESORT GRP | Update Customer

Contract: BEJOB-1 | Bid Job: ☐ | Bid Date:

\* Revenue Generation: As Costs Incurred (Without) | Billing Method: Job Billing | Valid: Y

Accounting Method: Billing and Costs | Default Department: 00

Project Manager:

Terms: NET30 | NET 30 Days 10% RET 2% DISC

Location:

Warehouse:

Market Sector:

Estimated Start Date:

Estimated End Date:

Inter-Branch Expense Category:

Spread Rule Code:

Original Contract Amount: 0.00

Effective Date:

Current Contract Amount:

Project Start Date:

Original Earnings:

Projection Threshold %: 0.00

Equipment Max Charge Out (%): 2.00

Value Cap Cutoff:

Enter Notes | CDI

☐ Exclude Job From Charge Cap Value

Job Costing > Job > Enter Job

## Sub Job – 2: BEJOB-2

**JOB SETUP**

**Selection Criteria**

Company: DHCOM | DHRUV-COMPANY | Duplicate Job

**Job Detail**

Job Detail | Settings | Accounts | AP Taxes | Job Billing | WIP | Payroll | Bank | Security | Equipment Locations | Compliance | PO / WO

Search | Insert | Delete | Previous | Next | Workflows | Report Options | Attachments | Notes | ECM Documents | User Extensions

\* Job Code: BEJOB-2 | BEATS JOB2

\* Control Job: BEJOB | Status: Pending

\* Customer: TOPRES | TOP RESORT GRP | Update Customer

Contract: BEJOB-2 | Bid Job: ☐ | Bid Date:

\* Revenue Generation: As Costs Incurred (Without) | \* Valid: Y

Billing Method: Job Billing | Accounting Method: Billing and Costs | \* Default Department: 00

Project Manager:

Terms: NET30 | NET 30 Days 10% RET 2% DISC

Location:

Warehouse:

Market Sector:

Estimated Start Date:  | Estimated End Date:

Inter-Branch Expense Category:  | Spread Rule Code:

Original Contract Amount: 0.00 | Effective Date:

Current Contract Amount:  | Project Start Date:

Original Earnings:  | Projection Threshold %: 0.00

Equipment Max Charge Out (%):

Value Cap Cutoff:

Enter Notes | CDI

☒ Exclude Job From Charge Cap Value

*Job Costing > Job > Enter Job*

## Equipment

**EQUIPMENT MAINTENANCE**

Query Returned 1 Row

**Selection Criteria**

\* Company: DHCOM | DHRUV-COMPANY

**Equipment**

Search | Insert | Delete | Previous | Next | Workflows | Report Options | Attachments | Notes | ECM Documents | User Extensions

\* Equipment: CAP-EQP | CAP-EQP | Bulk Equipment: ☐ | Fixed Asset: ☐

Description: CAP-EQP

**General** | Transaction Codes | Budgets | Asset Type Equipment | Truck Detail | Accumulators

Controlling Equipment:

\* Class: DH-TRUCKS | DHCOM TRUCKS

Serial #: 1400

Location of Serial #: 08

\* Home Location: DH-HOME | DHCOM HOME LOCATION

\* Original Location:  | Home Location

Current Actual Location:  | Home Location

Job Cost Code:

Job Category:

Vendor:

\* Commission Date & Time: 30-03-2020 | 00:00

Total Quantity: 1

Truck Class:

Trade Code:

Target Utilization Code:

Crew Code:  Valid: Y

☒ Automatic Chargeout

☐ Sliding Scale

☐ Billing Rate Required

☐ Use External Meter Reading | ☒ Active | Create PO

Maximum charge out will be  of Equipment Value: 10000

*Equipment Costing > Setup > Enter Equipment*

## Equipment Rates

**EQUIPMENT RATE MAINTENANCE** Save Exit Help Print

**Selection Criteria**

\* Company:

**Rates By Equipment**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Rate Type	* Equipment Code	Equipment Name	* Tran Code	* Start Date	* End Date	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate	VM	Additional Rate
Billing	CAP-EQP	CAP-EQP	AUTO	01-03-2020	01-03-2021	15.000	110.000	300.000	1,700.000	NA	0.000
Charge	CAP-EQP	CAP-EQP	AUTO	01-03-2020	01-03-2021	10.000	100.000	250.000	1,500.000	NA	0.000

Tran Code Description: Autocharges  
VM Name: Not Applicable

*Equipment Costing > Setup > Local Tables Rates > Equipment*

- Transferred equipment to BEJOB, BEJOB-1, BEJOB-2

## Creating Auto charge

**AUTOMATIC CHARGE OUT** Save Help Print

Create Transactions Review Transactions Print Edit List Post

**Selection**

Company:

Batch:   Create Batch View Batch

From Date:

To Date:

From Home Location:

To Home Location:

From Department:

To Department:

From Class:

To Class:

From Equipment:

To Equipment:

Job Company:

From Job:

To Job:

Process

*Equipment > Transactions > Automatic Charge-Outs*





**General Ledger Posting Report**  
**Batch 12888 - DHRUV 2020-03-30 AC**

Page: 1 of 1  
 Date: Mar 30, 2020  
 Time: 4:41 PM EDT

Department	Account	Account Name	Post Date	Source	Reference	Debit	Credit	Exchange Amount	Currency	Rate
<b>Company DHCOM - DHRUV-COMPANY</b>										<b>Currency USD</b>
00	4000.800	Equipment Rental Revenue	30-03-2020	CAP-EQP	BEJOB	0.00	1,000.00	-1,000.00	USD	1.0000
00	4000.800	Equipment Rental Revenue	30-03-2020	CAP-EQP	BEJOB-2	0.00	4,850.00	-4,850.00	USD	1.0000
00	5200.100	Job Cost Expenses	30-03-2020	CAP-EQP	BEJOB-2	4,850.00	0.00	4,850.00	USD	1.0000
00	5200.100	Job Cost Expenses	30-03-2020	CAP-EQP	BEJOB	1,000.00	0.00	1,000.00	USD	1.0000
<b>Total for Company DHCOM - DHRUV-COMPANY</b>						<b>5,650.00</b>	<b>5,650.00</b>			
<b>Total for Currency USD</b>						<b>5,650.00</b>	<b>5,650.00</b>			

Creating further auto charge – equipment is at Sub job 2 (exclude charge cap flag is checked).  
 Moving to Main Job (BEJOB).

**DHCOM - DHRUV-COMPANY**

Page: 1 of 1  
 Date: Mar 30, 2020  
 Time: 4:52 PM EDT

**EQUIPMENT COSTING - ACTUAL LOCATION TRANSFER POSTING REPORT**

Tran Num	Date	Transfer Ref.#	Equipment	Qty	Location	Company	Job	Cost Code	Category	Status	Customer
3479	01-08-2020	t12	CAP-EQP	1.00	From LOC22	DHCOM	BEJOB-2	01-100	3000	AUTO	
					To BEJOB	DHCOM	BEJOB	01-100	3000	AUTO	TOPRES

Moving to BEJOB-2 (sub job 2)

**DHCOM - DHRUV-COMPANY**

Page: 1 of 1  
 Date: Mar 30, 2020  
 Time: 4:53 PM EDT

**EQUIPMENT COSTING - ACTUAL LOCATION TRANSFER POSTING REPORT**

Tran Num	Date	Transfer Ref.#	Equipment	Qty	Location	Company	Job	Cost Code	Category	Status	Customer
3480	11-06-2020	t14	CAP-EQP	1.00	From BEJOB	DHCOM	BEJOB	01-100	3000	AUTO	
					To LOC22	DHCOM	BEJOB-2	01-100	3000	AUTO	TOPRES

## Automatic charge-out:

**AUTOMATIC CHARGE OUT**

Create Transactions   Review Transactions   Print Edit List   Post

**Selection**

Company: DHCOR   DHRUV-COMPANY

Batch: 12902   DHRUV 2020-03-30 AC   Create Batch   View Batch

From Date: 01-06-2020   To Date: 15-08-2020

From Home Location:   To Home Location:   From Department:   To Department:   From Class:   To Class:   From Equipment: CAP-EQP   To Equipment: CAP-EQP   Job Company: DHCOR   DHRUV-COMPANY   From Job:   To Job:   Proceed

Equipment > Transactions > Automatic Charge-Outs

**CHARGE OUT REVIEW**

Create Transactions   Review Transactions   Print Edit List   Post

Company: DHCOR   DHRUV-COMPANY

Batch: 12902   DHRUV 2020-03-30 AC

**Chargeable**

Chg	* Equipment	Tran Code	Comp	Job	Cost Code	Category	Charge Amount	Quantity	WM	Charge Rate	Egg Quantity	Number of Days	Description
<input checked="" type="checkbox"/>	CAP-EQP	AUTO	DHCOR	BEJOB	01-100	3000	0.00	10.00	DY	0.0000	1.00	10.00	01-06-2020 - 10-06-2020 Zero amount - Chg Cap(Job)
<input checked="" type="checkbox"/>	CAP-EQP	AUTO	DHCOR	BEJOB-2	01-100	3000	6,600.00	66.00	DY	100.0000	1.00	66.00	11-06-2020 - 15-06-2020
							6,600.00						

Equipment Name: CAP-EQP   Job Name: BEATS JOB

Transaction Code Name: Autocharges   Cost Code Name: Temporary Structures

Charge Cap exceeded. Amount changed. WBS

**Non-Chargeable**

No rows yet.

Equipment Name:   Job Name:   Transaction Code Name:   Cost Code Name:   Category Name:

Equipment > Transactions > Automatic Charge-Outs

Posted successfully



JOB SETUP

Table Mode

Selection Criteria

Company

CCC

CMiC Construction Company

Duplicate Job

Job Detail

Job Detail

Settings

Accounts

AP Taxes

Job Billing

WIP

Payroll

Bank

Security

Equipment Locations

Compliance

PO / WO

☒ Use Multiple Overhead Percentages

☐ Joint Travel Regulations Used For Expenses

☐ Allow Transactions

☐ Allow PCI Entry

☒ \* Allow Inter-Branch Charges

☒ Use Equipment Bill Rates

☐ \* Use Cost To Complete Override

☐ \* Unit Priced Contract

☐ \* Show CPR As Cost Amount

☐ Equipment Auto Charge Do Not Restart

☐ \* Cost Code Type Required

☐ \* Allow Cost Code Quantity Factoring

☐ Allocate AP Discounts to Job

Not available when 'Allow Transaction' is checked:

JOB SETUP

Table Mode

Selection Criteria

Company

CCC

CMiC Construction Company

Duplicate Job

Job Detail

Job Detail

Settings

Accounts

AP Taxes

Job Billing

WIP

Payroll

Bank

Security

Equipment Locations

Compliance

PO / WO

☒ Use Multiple Overhead Percentages

☐ Joint Travel Regulations Used For Expenses

☒ Allow Transactions

☐ Allow PCI Entry

☒ \* Allow Inter-Branch Charges

☒ Use Equipment Bill Rates

☐ \* Use Cost To Complete Override

☐ \* Unit Priced Contract

☐ \* Show CPR As Cost Amount

☐ Equipment Auto Charge Do Not Restart

☐ \* Cost Code Type Required

☐ \* Allow Cost Code Quantity Factoring

☐ Allocate AP Discounts to Job

**PCI entry screen:** When Transactions are NOT allowed on a job, then the PCI entry program checks the status of the 'Allow PCI Entry' flag on the job.

**Checked (Y):** PCI Entry is allowed.

JOB SETUP

Selection Criteria

Company

Job Detail

Job Detail

Settings

Accounts

AP Taxes

Job Billing

WIP

Payroll

Bank

Security

Equipment Locations

\* Job Code

\* Control Job

Status

\* Customer

Contract

☐ Bid Job

Bid Date

\* Revenue Generation

Billing Method

\* Valid

Accounting Method

\* Default Department

JOB SETUP

Selection Criteria

Company

Job Detail

Job Detail

Settings

Accounts

AP Taxes

Job Billing

WIP

Payroll

Bank

Security

Equipment Locations

Compliance

PO / WO

☒ Use Multiple Overhead Percentages

☐ Joint Travel Regulations Used For Expenses

☐ Allow Transactions

☒ Allow PCI Entry

☐ \* Allow Inter-Branch Charges

☒ Use Equipment Bill Rates

☐ \* Use Cost To Complete Override

☐ \* Unit Priced Contract

☐ \* Show CPR As Cost Amount

☐ Equipment Auto Charge Do Not Restart

☐ \* Cost Code Type Required

☐ \* Allow Cost Code Quantity Factoring

☐ Allocate AP Discounts to Job

## CMiC Enterprise (ADF): User is able to enter PCI

**POTENTIAL CHANGE ITEMS** Add New Save Exit

**Selection Criteria**

Company    
**Project**   Contract  Change Item Markup Rules

**Change Items**

View  Freeze Detach Search **Insert** Workflows Report Options Export Notes ECM Documents

Find  Go

	* Type	* PCI NO.	Description	* Status	Proceed	Forecast	Original PCI
	EXT	EXT00001	0809	APPROVED	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
	EXT	EXT00002	0812	APPROVED	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
	EXT	EXT00003	0820	APPROVED	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
	EXT	EXT00004	PCI Test	APPROVED	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
	EXT	EXT00005	PCI TEST - Allow PCI Flag ON	APPROVED	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
	EXT	PCI001		APPROVED	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

**POTENTIAL CHANGE ITEMS** Table Mode Save Exit

**Selection Criteria**

Company    
**Project**   Contract  Change Item Markup Rules

**PCI Information**

Search Insert Delete Previous Next Workflows Report Options Notes ECM Documents User Extensions

Post Owner CO Copy Modify Type Modify PCI

\* Type   \* Status    
 \* PCI NO.   Total Budgeted  Total Billing

General **Detail** Summary RFQ Approval Notes Attachment History

Show Rates Hide Rates Calc.Markups Allowance Tracking PCI Participation SCO Line Notes

View  Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Notes ECM Documents

Vendor	Contract	* Job	* Cost Code	* Category	WM	Billing Code	Default Bill Code for WBS	Days Impact	Cost Code Qty
<input type="text"/>	<input type="text"/>	<input type="text" value="0808"/>	<input type="text" value="02140"/>	<input type="text" value="3000"/>	<input type="text" value="NA"/>	<input type="text" value="0808.02140.3000"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>

Vendor Name  Cost Code Desc.

## CMiC Field (PMJSP): User is able to Enter PCI

**CMiC FIELD**

0808

Project: 0808 (0808)

- Communication Management
- Document Management
- Subcontractor Prequalification
- Bid Management
- Budget & Cost Management**
  - Subcontract
  - Subcontract Change Orders
  - Subcontractor SOV
  - Potential Change Items**
  - Owner Change Orders
  - Owner Change Transmittal
  - Request For Payment

**Potential Change Items**

Search:

Drag a column header and drop it here to group by that column

PCI No.	PCI Name	Date	Post Date	Status	Type	Total Budg. Amo...	Total Bill. Amo...	Attachments	ENTERED BY	PCI Code
EXT00001	0809	09-Aug-2019	09-Aug-2019	Approved	External CO	2,100.00	2,320.00		LINGSH2	EXT00001
EXT00002	0812	12-Aug-2019	12-Aug-2019	Approved	External CO	1,000.00	1,200.00		LINGSH2	EXT00002
EXT00003	0820	20-Aug-2019	20-Aug-2019	Approved	External CO	4,000.00	4,800.00		LINGSH2	EXT00003
EXT00004	PCI Test	20-Feb-2020		Approved	External CO	0.00	900.00		SWETA	EXT00004
EXT00005	PCI TEST - Allow PCI Flag ON	05-Mar-2020	05-Mar-2020	Approved	External CO	800.00	800.00		SWETA	EXT00005
EXT00006	PCI - Allow PCI Flag ON	05-Mar-2020		Approved	External CO	0.00	0.00		RAV14	EXT00006
EXT00007	PCI - Allow PCI flag ON - PMJSP	05-Mar-2020		Approved	External CO	500.00	500.00		RAV14	EXT00007
PCI001		19-Feb-2020		Approved	External CO	0.00	900.00		SWETA	PCI001

**Potential Change Item**

0808

Project: 0808 (0808)

- Communication Management
- Document Management
- Subcontractor Prequalification
- Bid Management
- Budget & Cost Management**
  - Subcontract
  - Subcontract Change Orders
  - Subcontractor SOV
  - Potential Change Items**
  - Owner Change Orders
  - Owner Change Transmittal
  - Request For Payment
  - Compliance Status Log
  - Expense Authorization

**PCI Detail**

**EXT00007**

Type: External CO

Status: Approved

Proceed ☒ Forecast ☐

Date: 05-Mar-2020

Posted

Total Budgeted Amount: 500.00

Total Billing Amount: 500.00

Description: PCI - Allow PCI flag ON - PMJSP

SCOPE

OCO no.

Source Type

Reason

Days Impact

Source

Projected Amount

Calc Method: Add Change Budget Amount

**PCI Details**

☒ Show Rates ☐ Auto Calculate Markups ☒ Update Projected During Posting

Action	Print	Seq	Description	Vendor	Subcontract	Job	Phase	Category	Current Budgeted Amount	Original Budgeted Amount	Billing Code	Days Impact
<input checked="" type="checkbox"/>		1	Design			0808	01-0040	2000	100,000.00	100,000.00	0808 01-0040 2000	

**PCI entry screen:** When Transactions are NOT allowed on a job, then the PCI entry program checks the status of the 'Allow PCI Entry' flag on the job.

**Un-Checked (N):** PCI creation is NOT allowed.

JOB SETUP

Selection Criteria

Company

Job Detail

Job Detail

Settings

Accounts

AP Taxes

Job Billing

WIP

Payroll

Bank

Security

Equipment Locations

\* Job Code

\* Control Job

Status

\* Customer

Contract

☐ Bid Job

Bid Date

\* Revenue Generation

Billing Method

\* Valid

Accounting Method

\* Default Department

JOB SETUP

Selection Criteria

Company

Job Detail

Job Detail

Settings

Accounts

AP Taxes

Job Billing

WIP

Payroll

Bank

Security

Equipment Locations

Compliance

PO / WO

☒ Use Multiple Overhead Percentages

☐ Joint Travel Regulations Used For Expenses

☐ Allow Transactions

☐ Allow PCI Entry

☐ \* Allow Inter-Branch Charges

☒ Use Equipment Bill Rates

☐ \* Use Cost To Complete Override

☐ \* Unit Priced Contract

☐ \* Show CPR As Cost Amount

☐ Equipment Auto Charge Do Not Restart

☐ \* Cost Code Type Required

☐ \* Allow Cost Code Quantity Factoring

☐ Allocate AP Discounts to Job



## CMiC Enterprise (ADF): User is not allowed to enter PCI

POTENTIAL CHANGE ITEMS

[Add New](#) [Save](#) [Exit](#)

**Selection Criteria**

Company  CMiC Construction Company

Project   Contract  [Change Item Markup Rules](#)

**Change Items** No Insert Button to Insert New PCI

View  Freeze Detach Search Workflows Report Options Export Notes ECM Documents User Extensions

Find  Go

	* Type	* PCI NO.	Description	* Status	Proceed	Forecast
	EXT	EXT00001	0809	APPROVED	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
	EXT	EXT00002	0812	APPROVED	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	EXT	EXT00003	0820	APPROVED	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	EXT	EXT00004	PCI Test	APPROVED	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	EXT	EXT00005	PCI TEST - Allow PCI Flag ON	APPROVED	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	EXT	PCI001		APPROVED	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Upon Clicking Add New, Fields are disabled and User is unable to Enter New PCI

POTENTIAL CHANGE ITEMS

[Table Mode](#) [Save](#)

**Selection Criteria**

Company  CMiC Construction Company

Project   Contract  [Change Item Markup Rules](#)

**PCI Information**

Search Previous Next Workflows Report Options Notes ECM Documents User Extensions

Post Owner CO Copy Modify Type

\* Type  \* Status

\* PCI NO.  Total Budgeted  Total Billing

**General** Detail Summary RFQ Approval Notes Attachment History

Allowance  Owner Allowance Amt

Source

Source Type

Reason

Days Impact

Owner CO#

Scope Desc

Entered By

Due to Owner

\* Date

Start Date

End Date

Post Date

☐ Proceed  
☐ Forecast  
☐ Post Vendor Contracts with PCI  
☒ Update Projected Amount during Posting  
Add Change Budget Amount

Upon Clicking Add New, Fields are disabled and User is unable to Enter New PCI

## CMiC Field (PMJSP): User is not allowed to Enter PCI

The screenshot shows the CMiC Field interface for Project 0808 (0808). The left sidebar contains a navigation menu with categories like Communication Management, Document Management, Subcontractor Prequalification, Bid Management, and Budget & Cost Management. The 'Potential Change Items' section is selected. The main area displays a table of potential change items. A red box highlights the 'Add Change Item' button, with a red arrow pointing to it and a text annotation: 'On Clicking this button Error message Pops up.' Below the table, a red banner displays the error message: 'Add option Restricted: Job 0808 does not allow transactions'.

PCI No.	PCI Name	Date	Post Date	Status	Type	Total Budg. Amo...	Total Bill. Amo...	Attachments	ENTERED BY	PCI Code
EXT00001	0809	09-Aug-2019	09-Aug-2019	Approved	External CO	2,100.00	2,320.00		LINGSHI2	EXT00001
EXT00002	0812	12-Aug-2019	12-Aug-2019	Approved	External CO	1,000.00	1,200.00		LINGSHI2	EXT00002
EXT00003	0820	20-Aug-2019	20-Aug-2019	Approved	External CO	4,000.00	4,800.00		LINGSHI2	EXT00003
EXT00004	PCI Test	20-Feb-2020		Approved	External CO	0.00	900.00		SWETA	EXT00004
EXT00005	PCI TEST - Allow PCI Flag ON	05-Mar-2020	05-Mar-2020	Approved	External CO	800.00	800.00		SWETA	EXT00005
EXT00006	PCI - Allow PCI Flag ON	05-Mar-2020		Approved	External CO	0.00	0.00		RAVI4	EXT00006
EXT00007	PCI - Allow PCI flag ON - PMJSP	05-Mar-2020	05-Mar-2020	Approved	External CO	500.00	500.00		RAVI4	EXT00007
PCI001		19-Feb-2020		Approved	External CO	0.00	900.00		SWETA	PCI001

## Include Pending PCI in Current Cost To Complete (15.07959)

Added a JC Control flag 'Include Pending PCIs in Current Cost to Complete' to address the Internal PCIs totaling up in the Projected Cost Forecast column (Custom Forecasting only). The Default Value is 'Y' and this must be set as 'Y' (checked) for all other clients.

## Automatically Create Project When a Job is Created (19.84714)

Added the ability to automatically create a Project when a Job is created.

This is to facilitate clients that do not use PM application, but need to use Change Management and Subcontract applications to create PCIs and Subcontracts, where a project code is required.

### Modifications:

Added two flags in the System Options>Projects Tab

1. Auto Create Project for Jobs
2. Auto Create Project for Sub Jobs – Enabled only when the first flag is checked (Y)

SYSTEM OPTIONS Table Mode Save Exit

System Options

General Licenses Reports Global Financials **Projects** Forecast Assets Payroll Human Resource E-TimeSheet Help Logo Path

Workflows Report Options ECM Documents User Extensions

General

\* Job Billing Delete Invoices Never Delete Invoice Deletion Days

☒ Allow To Build JC Foreign Batch Only When All Records Are Valid  
☐ Apply Job Security To Billing Rate Table Maintenance  
☒ Copy Additional Fields During JC Transactions Adjustment Posting  
☐ Do Not Generate New Bill Codes With WBS Mapping  
☐ Limit Category Selection to a Single Category in Job Cost Transaction Entry Screen  
☐ Minority Participation is to be kept at the Change Order Level  
☐ Restrict enter cost transaction by transaction type  
☒ Show Reference Description On Job Cost Posting Report  
☐ Store Cost Code Projection  
☒ System Wide Unique Job Code  
☐ Auto Create Project for Jobs  
☐ Auto Create Project for Sub Jobs

Change Management

### System Options > Projects Tab

These two flags are hidden by default. Clients that need to use this functionality may make it visible using the 'Lite Editor'.

The default values for both flags are Un-Checked (N).

Un-Checked (N): Existing functionality applies. Job Creation will NOT auto create projects.

Checked (Y): New Functionality takes effect. Job creation will automatically create projects.

#### Implementation:

When the System Options flags are checked, the following programs will automatically create projects.

1. Job Entry upon save, will create a project for the job.
2. Win/Lose Bid Program upon winning a job, will create a project for the job.
3. Job Import utility, upon import of jobs, will create as many projects for the imported jobs.

---

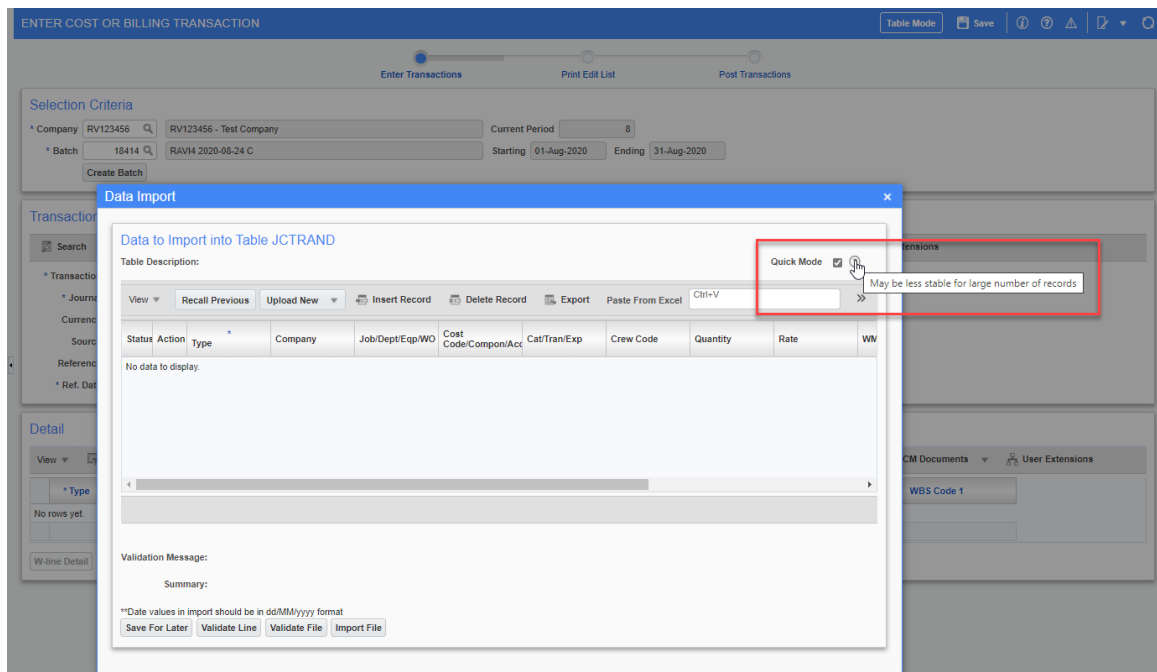
**NOTE:** Since this is a system level option, this functionality is applicable to all the companies.

---

## Transaction Entry – Import Function Quick Mode (20.26353)

Added a checkbox 'Quick Mode' to the import popup in Cost Transaction Entry, that will allow the user to switch between the V10x Import mode that can expire due to large dataset and the R12 import mode that may be taking a long time but not expiring.

The default value is checked for quick mode import of smaller data files.



## Calculate Value Functionality in Enter Budget Screen (20.31776)

### Overview

Ability to use calculate value functionality in Enter Budget screen. Calculate Value button is removed from Enter Budget screen and three new columns are added.

### Pre-requisites

Three new columns added to Enter Budget screen

- Budgeted Cost Amount Calculate Value
- Budgeted Quantity Calculate Value
- Budgeted Unit Rate Calculate Value

Values allowed in these three fields are Y, N or NULL. If user enters any other value, the program will change it to N. When one column is set to Y, the other two fields will be set as N. The column which is set to Y will be highlighted in yellow and text displayed in bold green color.

### Modifications

The highlighted field shows 3 new columns

**JC ENTER BUDGET**

Selection Criteria  
 Company: CCC | CMIC Test Company  
 Job: HIGHRISE1 | HIGHRISE1  
 Create Contract Assign Overhead Cost Rates

**Budget Detail**

* Cost Code	* Category	Meth	Budgeted Cost Amount	Budgeted Cost Amount Calculate Value	Budgeted Quantity	Budgeted Quantity Calculate Value	WM	Budgeted Unit Rate	Budgeted Unit Rate Calculate Value	Budgeted Revenue Amount	Budgeted Revenue Rate	Project Final Ty	Projected Final	Freeze Proj Amt Flag	Time Phased	Spread Rule	Time Phased Variance	* Active Cost Code	* Active Cat
01-100	1000	P	1,200,000.00		10,000.000		HR	120.000		600,000.00	60.0000	L	1,200,000.00	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	2000	U	150,000.00		5,000.000		LS	30.000		300,000.00	60.0000	L	150,000.00	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	3000	A	300,000.00		10,000.000		NA	30.000		300,000.00	30.0000	L	300,000.00	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	4000	A					NA					L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	5000	A					NA					L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	7000	A					NA					L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	FEE	A					LS					L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-103	1000	P					HR					L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
			1,650,000.00							1,200,000.00			1,650,000.00						

Cost Code: Temporary Structures  
 Job: HIGHRISE1  
 Cat: Labour

Summary

Phase Amount	Estimated	Budgeted	Job Total
Phase Amount		1,650,000.00	Cost Budget 1,650,000.00
Phase Revenue Amount		1,200,000.00	Revenue Budget 1,200,000.00
Time Phased Variance		1,650,000.00	Projected 1,650,000.00

Job Costing > Job > Enter Budget

**JC ENTER BUDGET**

Selection Criteria  
 Company: CCC | CMIC Test Company  
 Job: HIGHRISE1 | HIGHRISE1  
 Create Contract Assign Overhead Cost Rates

**Budget Detail**

* Cost Code	* Category	Meth	Budgeted Cost Amount	Budgeted Cost Amount Calculate Value	Budgeted Quantity	Budgeted Quantity Calculate Value	WM	Budgeted Unit Rate	Budgeted Unit Rate Calculate Value	Budgeted Revenue Amount	Budgeted Revenue Rate	Project Final Ty	Projected Final	Freeze Proj Amt Flag	Time Phased	Spread Rule	Time Phased Variance	* Active Cost Code	* Active Cat
01-100	1000	P	1,200,000.00	Y	10,000.000	N	HR	120.000	N	600,000.00	60.0000	L	1,200,000.00	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	2000	U	150,000.00		5,000.000		LS	30.000		300,000.00	60.0000	L	150,000.00	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	3000	A	300,000.00		10,000.000		NA	30.000		300,000.00	30.0000	L	300,000.00	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	4000	A					NA					L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	5000	A					NA					L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	7000	A					NA					L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	FEE	A					LS					L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-103	1000	P					HR					L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
			1,650,000.00							1,200,000.00			1,650,000.00						

Cost Code: Temporary Structures  
 Job: HIGHRISE1  
 Cat: Labour

Summary

Phase Amount	Estimated	Budgeted	Job Total
Phase Amount		1,650,000.00	Cost Budget 1,650,000.00
Phase Revenue Amount		1,200,000.00	Revenue Budget 1,200,000.00

Job Costing > Job > Enter Budget

## Implementation

The following screen shows calculated values for the selected job.

JC ENTER BUDGET
Save
Exit
Help
Info
Warning
Print

### Selection Criteria

Company: CCC
CMIC Test Company

Job: HIGHRISE1
HIGHRISE1
Create Contract
Assign Overhead Cost Rates

### Budget Detail

View
Freeze
Detach
Search
Workflows
Report Options
Export
Import
ECM Documents
User Extensions

* Cost Code	* Category	Meth	Budgeted Cost Amount	Budgeted Cost Amount Calculate Value	Budgeted Quantity	Budgeted Quantity Calculate Value	WM	Budgeted Unit Rate	Budgeted Unit Rate Calculate Value	Budgeted Revenue Amount	Budgeted Revenue Rate	Project Final Ty	Projected Final	Freeze Proj Amt Flag	Time Phased	Spread Rule	Time Phased Variance	* Active Cost Code	* Acti Cat
01-100	1000	P	1,200,000.00	Y	10,000.000	N	HR	120.000	N	600,000.00	60.0000	L	1,200,000.00					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	2000	U	150,000.00		5,000.000		LS	30.000		300,000.00	60.0000	L	150,000.00					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	3000	A	300,000.00		10,000.000		NA	30.000		300,000.00	30.0000	L	300,000.00					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	4000	A					NA					L						<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	5000	A					NA					L						<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	7000	A					NA					L						<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	FEE	A					LS					L						<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
01-103	1000	P					HR					L						<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
			1,650,000.00							1,200,000.00			1,650,000.00						

Cost Code: Temporary Structures
Job: HIGHRISE1
Cat: Labour
for:
WB5 Defaults
Synchronize
for: General Conditions
Generate Time Phased Budget
Synchronize All
View/Edit Time Phased Budget
Forecast Based On: Productivity

### Summary

Estimated	Budgeted	Job Total
Phase Amount	1,650,000.00	Cost Budget 1,650,000.00
Phase Revenue Amount	1,200,000.00	Revenue Budget 1,200,000.00

Job Costing > Job > Enter Budget

Following matrix shows the values updated and calculated upon using the Calculate Value function.

METHOD	BUDGETED COST AMOUNT	Budgeted Cost Amount Calculate Value	BUDGETED QTY	Budgeted Quantity Calculate Value	BUDGETED UNIT RATE	Budgeted Unit Rate Calculate Value	BUDGETED REV. RATE	BUDGETED REV. AMOUNT	PROJECT ED FINAL
P	100000	Y	10000		10		10	100000	100000
	50000	Y	5000		10		10	100000	50000
	300000	Y	5000		60		60	300000	300000
	300000		5000	Y	60		60	300000	300000
	500000		5000	Y	100		100	500000	500000
	100000		5000	Y	20		20	100000	100000
	100000		5000		20	Y	20	100000	100000
	600000		5000		120	Y	120	600000	600000
	1200000		10000		120	Y	120	600000	1200000
U	200000	Y	20000		10		10	200000	200000
	100000	Y	10000		10		10	200000	100000
	400000	Y	10000		40		40	400000	400000
	400000		10000	Y	40		40	400000	400000
	500000		10000	Y	50		50	500000	500000
	600000		10000	Y	60		60	600000	600000
	600000		10000		60	Y	60	600000	600000
	300000		10000		30	Y	30	300000	300000
	150000		5000		30	Y	30	300000	150000
A	100000	Y	5000		20		20	100000	100000
	200000	Y	10000		20		20	100000	200000
	400000	Y	10000		40		40	400000	400000
	400000		10000	Y	40		40	400000	400000
	200000		10000	Y	20		20	200000	200000
	300000		10000	Y	30		30	300000	300000
	300000		10000		30	Y	30	300000	300000
	500000		10000		50	Y	50	500000	500000
	250000		5000		50	Y	50	500000	250000
		OVERRIDE							
		NO CHANGE							
		UPDATED							
	Y	SET AS Y TO CALCULATE VALUE							

Calculated Values from Enter Budget Screen

## Ability to Store Forecast for Selected Records (20.30063)

### Overview

Checkbox is added in 'Enter Manual Forecast' program to store forecast for selected records.

- User must select detail line for which forecast needs to be stored
- Alert message is displayed prompting user to select ALL or SELECTED records to store forecast
  - ALL: All the records will be stored in the forecast
  - SELECTED: Only selected records will be stored
- If no record is selected, forecast is stored for all the records and alert message will not be displayed

### Modifications

'Select' column containing checkbox is included in 'Enter Manual Forecast' program.

* Cost Code	* Category	Time Phs	Method	WM	Current Budget	Total Committed	Current Cost	% Compl	Cost to Complete	Projected Cost	Variance	Freeze Projection	Select
01-100	1000	<input type="checkbox"/>	P	HR	100,000.00	0.00	5,000.00		95,000.00	100,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
01-100	2000	<input type="checkbox"/>	U	LS	200,000.00	50,000.00	64,056.00	100.000	0.00	64,056.00	135,944.00	<input type="checkbox"/>	<input type="checkbox"/>
01-100	3000	<input type="checkbox"/>	A	NA	300,000.00		0.00	0.000	300,000.00	300,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
01-100	4000	<input type="checkbox"/>	A	NA	10,000.00		0.00	0.000	10,000.00	10,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
01-100	5000	<input type="checkbox"/>	A	NA	250,000.00		0.00	0.000	250,000.00	250,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
01-103	1000	<input type="checkbox"/>	P	HR	100,000.00	0.00	50,000.00		50,000.00	100,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
01-103	2000	<input type="checkbox"/>	U	LS	150,000.00		0.00		150,000.00	150,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
01-103	3000	<input type="checkbox"/>	A	NA	352,000.00		0.00	0.000	352,000.00	352,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
					1,912,000.00	50,000.00	142,596.00		1,657,000.00	1,799,596.00	112,404.00		

Job Costing > Forecasting > Enter Cost Forecast

### Implementation

Comp: CCC

Job: FCATJOB

Selected few records as highlighted and click on [Store Month]

In alert prompt, click on [SELECTED]

Forecast stored to 2021-3



**ENTER MANUAL FORECAST**

**Selection Criteria**

\* Company: CCC CMC Test Company

\* Job: FCATJOB FCATJOB

☐ Show Closed Jobs ☐ Show Zero Dollar Lines

Time Phased Discrepancy: 50,000.00

**Job Detail**

* Cost Code	* Category	Time Phs	Method	WM	Current Budget	Total Committed	Current Cost	% Compl	Cost to Complete	Projected Cost	Variance	Freeze Projection	Select
01-100	1000	<input type="checkbox"/>	P	HR	100,000.00	0.00	5,000.00	0.000	145,000.00	150,000.00	-50,000.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
01-100	2000	<input type="checkbox"/>	U	LS	200,000.00	50,000.00	64,056.00	100.000	0.00	64,056.00	135,944.00	<input type="checkbox"/>	<input type="checkbox"/>
01-100	3000	<input type="checkbox"/>	A	NA	300,000.00		0.00	0.000	300,000.00	300,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
01-100	4000	<input type="checkbox"/>	A	NA	10,000.00		0.00	0.000	10,000.00	10,000.00	0.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	5000	<input type="checkbox"/>	A	NA	250,000.00		0.00	0.000	250,000.00	250,000.00	0.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
01-103	1000	<input type="checkbox"/>	P	HR	100,000.00	0.00	50,000.00	0.000	50,000.00	100,000.00	0.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
01-103	2000	<input type="checkbox"/>	U	LS	150,000.00		0.00	0.000	150,000.00	150,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
01-103	3000	<input type="checkbox"/>	A	NA	352,000.00		0.00	0.000	352,000.00	352,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
					1,912,000.00	50,000.00	142,596.00		1,707,000.00	1,849,596.00			

Time Phased Discrepancy: Pending 0.00, Pre-Pending 0.00, Total Proceeding 0.00

Cost Code: Site Office: Category: Labour: % of Projection: 50,000, % of Budget: 50,000, System Forecast: 100,000.00

Time Phased Forecast: Synchronize: Synchronize All

Notes: Attachment: Snapshot: Unit Info: Job Summary: Store Annual: Store Month: Clear Override: Productivity: Freeze Job: Unfreeze Job: Total Committed

**ENTER MANUAL FORECAST**

\* Store Job Forecast to: Year: 2021, \* Period: 3

Store Forecast: Close

**alert**

Store Monthly Forecast For All or Selected Records

ALL: **SELECTED**

Job Costing > Forecasting > Enter Cost Forecast

Forecast stored only for selected records.

**ENTER WIP ADJUSTMENTS**

**Company**

\* Company: CCC CMC Test Company Status: Open Jobs

Job/Picklist: Contract: FCATJOB FCATJOB

Department: \* Year: 2021 \* Period: 3 From: 01-Mar-2021 To: 31-Mar-2021

Display Monthly Forecasts % Complete Annual Forecasts

**WIP Adjustment** Job Summary Department Summary Company Summary Post/Void WIP Adjustment

Select	Stored	Posted	Comp	Dept	Job	Trans. Allowed	Budget	Contract	Contract Override	Projected Profit	Projected Profit Override	Spent	Unposted Cost	Projected Cost	Projected Cost Override	%Complete	%Complete Override
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		CCC	00	FCATJOB	<input checked="" type="checkbox"/>	1,912,000.00	3,119,000.00		2,759,000.00	92,596.00	0.00	360,000.00		25.721	
							1,912,000.00	3,119,000.00		2,759,000.00		92,596.00	0.00	360,000.00			

No Stored Forecast/WIP Previous Period Overrides Contract Proj Profit Unposted Cost Proj Cost % Compl Earned Rev Unposted Rev

WIP Adjustment Posted Job: FCATJOB

WIP Period Closed Dept: Company Level

Posted Amounts Finalize Projections Update Forecast Refresh Copy Overrides Clear Overrides Populate WIP On Forward Loss Time Phased Performance Obligation

Job Costing > Work-In-Process Adjustments > Enter and Post Adjustments

Select record as highlighted below and click on [Store Month].

**ENTER MANUAL FORECAST**

Selection Criteria

\* Company: CCC CMC Test Company

\* Job: FCATJOB FCATJOB

☐ Show Closed Jobs ☐ Show Zero Dollar Lines

Time Phased Discrepancy: -90,000.00

**Job Detail**

* Cost Code	* Category	Time Phs	Method	WM	Current Budget	Total Committed	Current Cost	% Compl	Cost to Complete	Projected Cost	Variance	Freeze Projection	Select
01-100	1000	<input type="checkbox"/>	P	HR	100,000.00	0.00	5,000.00	0.000	15,000.00	20,000.00	80,000.00	<input type="checkbox"/>	<input type="checkbox"/>
01-100	2000	<input type="checkbox"/>	U	LS	200,000.00	50,000.00	64,056.00	100.000	0.00	64,056.00	135,944.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	3000	<input type="checkbox"/>	A	NA	300,000.00		0.00	0.000	300,000.00	300,000.00	0.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
01-100	4000	<input type="checkbox"/>	A	NA	10,000.00		0.00	0.000	10,000.00	10,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
01-100	5000	<input type="checkbox"/>	A	NA	250,000.00		0.00	0.000	250,000.00	250,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
01-103	1000	<input type="checkbox"/>	P	HR	100,000.00	0.00	50,000.00	0.000	50,000.00	100,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
01-103	2000	<input type="checkbox"/>	U	LS	150,000.00		0.00	0.000	150,000.00	150,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
01-103	3000	<input type="checkbox"/>	A	NA	352,000.00		0.00	0.000	352,000.00	352,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
					1,912,000.00	50,000.00	142,596.00		1,577,000.00	1,719,596.00			

Time Phased Discrepancy: Pending 0.00, Pre-Pending 0.00, Total Proceeding 0.00

Cost Code: Temporary Structures, Spent Against Contract 0.00, Comm.Remaining 50,000.00, Spent to Date 14,056.00

Category: Subcontract, % of Projection 100.000, % of Budget 32.028, System Forecast 64,056.00

Buttons: Notes, Attachment, Snapshot, Unit Info, Job Summary, Store Annual, Store Month, Clear Override, Units, Freeze Job, Unfreeze Job, Total Committed, Current

**alert**  
Store Monthly Forecast For All or Selected Records

**ENTER MANUAL FORECAST**  
\* Store Job Forecast to Year: 2021  
\* Period: 4  
Buttons: Store Forecast, Close

Job Costing > Forecasting > Enter Cost Forecast – [Store Month] - Alert

Click on [ALL] to store all the records in forecast for 2021-4.

All records are stored in forecast when user clicks on [ALL] button.

**ENTER WIP ADJUSTMENTS**

Company: CCC CMC Test Company Status: Open Jobs

Job/Picklist: FCATJOB FCATJOB

Contract: FCATJOB FCATJOB

Department: FCATJOB FCATJOB

\* Year: 2021 \* Period: 4 From: 01-Apr-2021 To: 30-Apr-2021

Display Monthly Forecasts % Complete Annual Forecasts

**WIP Adjustment**

Select	Stored	Posted	Comp	Dept	Job	Trans. Allowed	Budget	Contract	Contract Override	Projected Profit	Projected Profit Override	Spent	Unposted Cost	Projected Cost	Projected Cost Override	%Complete	%Complete Override	GAAP E. Revers
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		CCC	00	FCATJOB	<input checked="" type="checkbox"/>	1,912,000.00	3,119,000.00	1,399,404.00		92,596.00	0.00	1,719,596.00		5.385		167
							1,912,000.00	3,119,000.00	1,399,404.00		92,596.00	0.00	1,719,596.00					

No Stored Forecast/WIP Previous Period Overrides Contract Proj Profit Unposted Cost Proj Cost % Compl Earned Rev Unposted Rev

WIP Adjustment Posted Job FCATJOB

WIP Period Closed Dept Company Level

Posted Amounts Finalize Projections Update Forecast Refresh Copy Overrides Clear Overrides Populate WIP Off Forward Loss Time Phased Performance Obligation

Job Costing > Work-In-Process Adjustments > Enter and Post Adjustments

No Record selected

If no record is selected, upon clicking [Store Month] alert message is not displayed.

**ENTER MANUAL FORECAST**

Selection Criteria

\* Company: CCC CMIC Test Company

\* Job: FCATJOB

Show Closed Jobs: ☐ Show Zero Dollar Lines: ☐

Time Phased Discrepancy: 0.00

Job Detail

View: Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

* Cost Code	* Category	Time Phs	Method	VM	Projected Cost	Variance	Freeze Projection	Select
01-100	1000	<input type="checkbox"/>	P	HR	100,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
01-100	2000	<input type="checkbox"/>	U	LS	64,056.00	135,944.00	<input type="checkbox"/>	<input type="checkbox"/>
01-100	3000	<input type="checkbox"/>	A	NA	300,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
01-100	4000	<input type="checkbox"/>	A	NA	10,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
01-100	5000	<input type="checkbox"/>	A	NA	250,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
01-103	1000	<input type="checkbox"/>	P	HR	100,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
01-103	2000	<input type="checkbox"/>	U	LS	150,000.00	150,000.00	<input type="checkbox"/>	<input type="checkbox"/>
01-103	3000	<input type="checkbox"/>	A	NA	352,000.00	352,000.00	<input type="checkbox"/>	<input type="checkbox"/>
					1,912,000.00	142,596.00	1,857,000.00	112,484.00

Time Phased Discrepancy: Pending 0.00, Pre-Pending 0.00, Total Proceeding 0.00

Cost Code: Temporary Structures, Spent Against Contract 0.00, Comm. Remaining 0.00, Spent to Date 5,000.00

Category: Labour, % of Projection 5,000, % of Budget 5,000, System Forecast 100,000.00

Buttons: Notes, Attachment, Snapshot, Unit Info, Job Summary, Store Annual, **Store Month**, Clear Override, Productivity, Freeze Job, Unfreeze Job, Total Committed, Current Cost

Job Costing > Forecasting > Enter Cost Forecast – [Store Month] pop-up

**ENTER WIP ADJUSTMENTS**

Company: CCC CMIC Test Company Status: Open Jobs

Job/Picklist: FCATJOB Include Jobs With Posted WIP: ☒

Contract: FCATJOB Include Jobs With Forecast: ☒

Department: Include Jobs Without WIP: ☒

\* Year: 2021 \* Period: 9 From: 01-Sep-2021 To: 30-Sep-2021

Display Monthly Forecasts % Complete Annual Forecasts

WIP Adjustment Job Summary Department Summary Company Summary PostVoid WIP Adjustment

View: Freeze Detach Delete Export

Select	Stored	Posted	Comp	Dept	Job	Trans. Allowed	Budget	Contract	Contract Override	Projected Profit	Projected Profit Override	Spent	Unposted Cost	Projected Cost	Projected Cost Override	%Complete	%Complete Override	GAAP Earned Revenue
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		CCC	00	FCATJOB	<input checked="" type="checkbox"/>	1,912,000.00	3,119,000.00	1,319,404.00		92,596.00	0.00	1,799,596.00		5.145		160,484.61
							1,912,000.00	3,119,000.00		1,319,404.00		92,596.00	0.00	1,799,596.00				160,484.61

No Stored Forecast WIP: ☐ Previous Period Overrides Contract: ☐ Proj Profit: ☐ Unposted Cost: ☐ Proj Cost: ☐ % Compl: ☐ Earned Rev: ☐ Unposted Rev: ☐

WIP Adjustment Posted: ☐ Job: FCATJOB

WIP Period Closed: ☐ Dept: ☐ Company Level: ☐

Posted Amounts: ☐ Finalize Projections: ☐ Update Forecast: ☐ Refresh: ☐ Copy Overrides: ☐ Clear Overrides: ☐ Populate WIP: ☐ On Forward Loss: ☐ Time Phased: ☐ Performance Obligation: ☐

Job Costing > Work-In-Process Adjustments > Enter and Post Adjustments

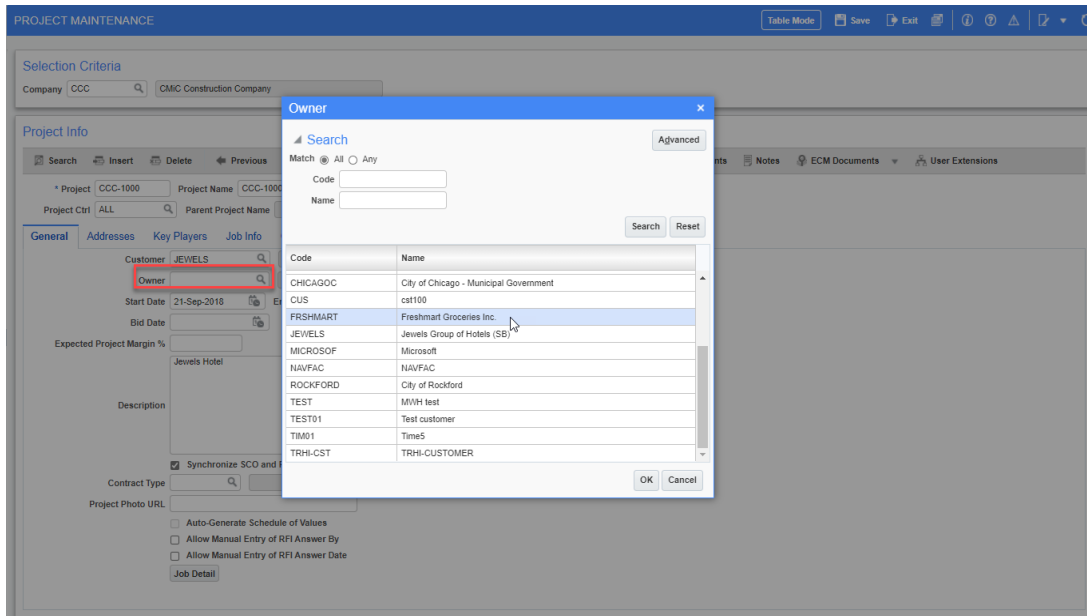
## Project Entry – Added Owner Field (19.83413)

### Overview:

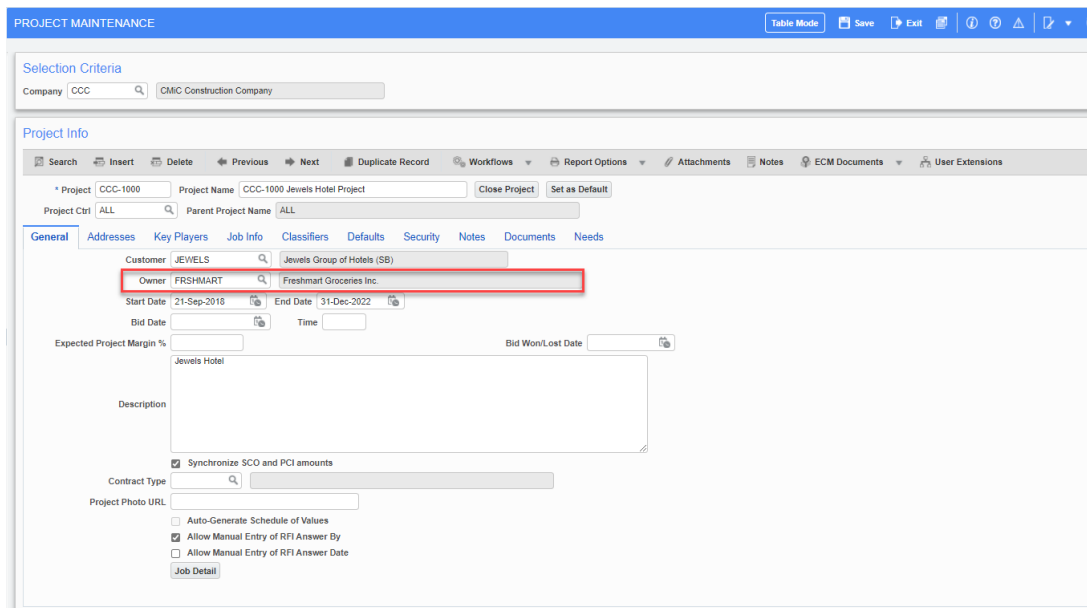
Added 'Owner' and 'Owner Name' field to Project Entry Program.

### Modifications:

The Owner field LOV shows list of 'Active' customers. Users may select a customer value and save to be the owner of the project.



*Project Controls> Job Costing> Job> Enter Project*



*Project Controls> Job Costing> Job> Enter Project*

## Cash Flow Report-Modified to add Suppress Zero Flag (21.40574)

### Overview:

To add suppress zero flag to the Report JC7001-Job Cash Flow Report

### Modifications:

The suppress zero flag was added to the report JC7001 and the JSR views were modified to handle the new suppress zero flag.

- a. When Suppress Zero flag is set to 'No' (Show Zero lines): All the jobs in the range will appear in the report including the Zero lines.
- b. When the Suppress Zero Flag is set to 'Yes' (Suppress Zero lines): All Zero Jobs will not be shown on the Report except in the following case:  
When the include sub-jobs, flag is 'Yes' and the sum of the transactions of the sub-jobs is greater than zero then the Zero lines for the control job will also be shown.

**RV123456**

**Main job:21.40574M**

**Sub job:21.40574S1 and 21.40574S2**

**1.Show Zero lines: Suppress Zero flag set to 'No'**

RV123456

**RV123456 - RV123456 - Test Company**  
**JOB COSTING - JOB CASH FLOW REPORT**

Page: 1 of 1  
 Date: May 07, 2021  
 Time: 11:19 AM EDT

Job Code	Job Name	Last Bill Date	Last Receipt Date	JTD Billing Cost	Current Receivables Payables	Retention Receivables Payables	Cash In	Cash Out	Net Cash In/Out	Notes & Questions
Company Code	RV123456		Company Name	RV123456 - Test Company						
21.40574M				0	0	0	0			
cash flow testing				0	0	0	0		0	
21.40574S1				0	0	0	0			
cash flow teting s1				5,000	0	0	5,000		-5,000	
21.40574S2				0	0	0	0			
cash flow testing sub2				0	0	0	0		0	
Total for Company: RV123456				5,000	0	0	5,000		-5,000	

**Report Parameters**

From Company: RV123456  
 To Company: RV123456  
 Job Pick List:  
 From Job: 21.40574M  
 To Job: 21.40574M

Cutoff Date: May 07, 2021  
 Include SubJobs: Yes  
 Rollin Subjobs: No  
 Include Closed Jobs: No  
 Suppress Zero Lines: No

Run Date: May 07, 2021  
 Run Time: 11:19 AM EDT  
 Operator: LAKSHMI  
 Report Code: JC7001

012\_14\_1

**Supress Zero lines-'No'**  
**Include Sub Jobs-'Yes'**  
**21.40574M(Main job)-No transactions**  
**21.40574S2(Sub job)-No transactions**  
**21.40574S1(Sub jobs)-With transactions**  
**All the zero lines shown**

## 2.Suppress Zero lines: Suppress Zero flag set to 'Yes'

RV123456

RV123456 - RV123456 - Test Company  
JOB COSTING - JOB CASH FLOW REPORT

Page: 1 of 1  
Date: May 07, 2021  
Time: 11:20 AM EDT

Job Code	Job Name	Last Bill Date	Last Receipt Date	JTD Billing Cost	Current Receivables Payables	Retention Receivables Payables	Cash In	Cash Out	Net Cash In/Out	Notes & Questions
Company Code	RV123456		Company Name	RV123456 - Test Company						
21.40574M				0	0	0	0			
cash flow testing				0	0	0	0		0	
21.40574S1				0	0	0	0			
cash flow teting s1				5,000	0	0	5,000		-5,000	
Total for Company: RV123456				5,000	0	0	5,000		-5,000	

Report Parameters

From Company: RV123456  
To Company: RV123456  
Job Pick List:  
From Job: 21.40574M  
To Job: 21.40574M

Cutoff Date: May 07, 2021  
Include SubJobs: Yes  
Rollin SubJobs: No  
Include Closed Jobs: No  
Supress Zero Lines: Yes

Run Date: May 07, 2021  
Run Time: 11:20 AM EDT  
Operator: LAKSHMI  
Report Code: JC7001

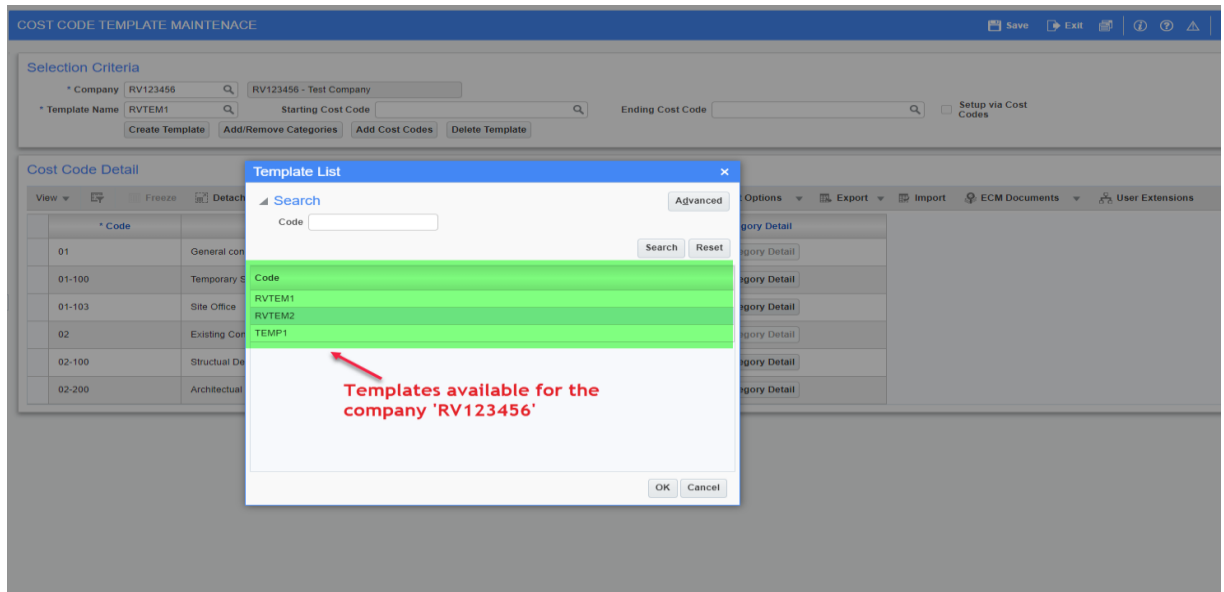
R12\_M\_1

Supress Zero lines-'Yes'  
Include Sub Jobs-'Yes'  
21.40574M(Main job)-No transactions  
21.40574S2(Sub job)-No transactions  
21.40574S1(Sub jobs)-With transactions  
Zero lines are suppressed. 21.40574S2 not shown in the report.  
21.40574M(Main job) with zero lines are shown because one of its  
sub-job 21.40574S1 has some transactions

## Cost Code Template Deletion in R12 (21.36618)

### Overview:

To provide the ability for the user to delete a Cost Code Template in R12.

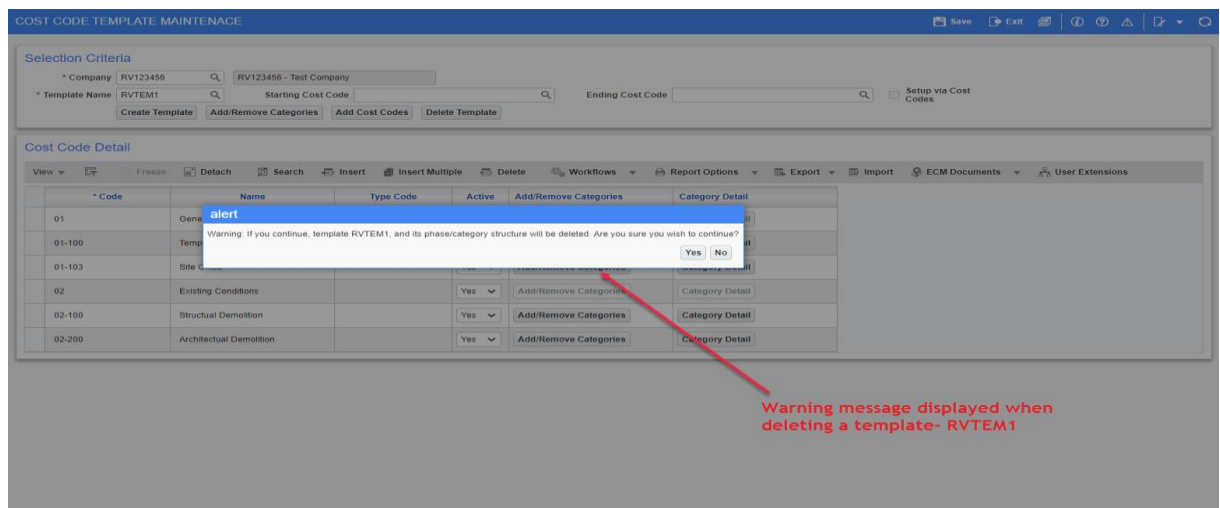


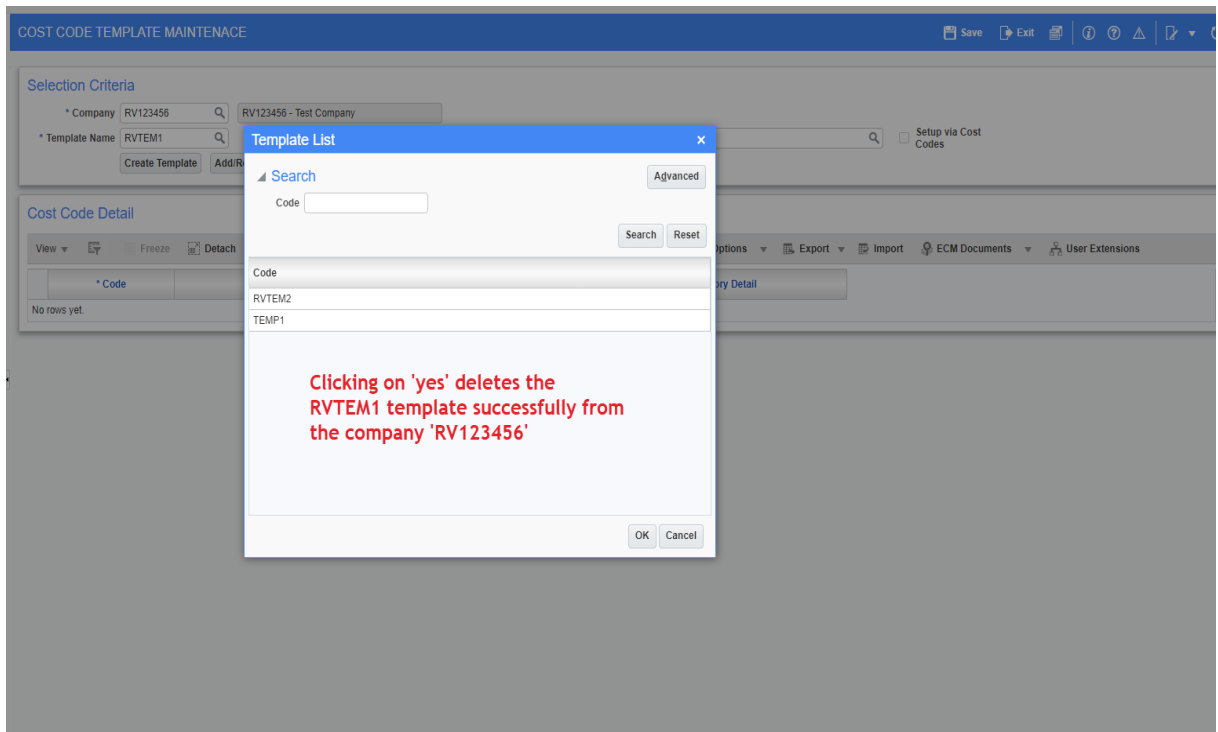
### Modification:

A 'Delete Template' button is added on the template header in the 'Cost Code Template Maintenance' screen.

### Screen Prints:

When a template is deleted using this 'Delete Template' button, user will be prompted with a warning message to confirm whether to proceed with the deletion or not.





## Assign Job Cost Code Screen-Notes button enabled in the toolbar (20.35204)

---

### Overview:

To enable Notes button in the tool bar for the ADF version of Assign Job Cost Codes program.

### Modifications:

The Assign Job Cost Codes screen will now have the 'Notes' button enabled in the tool bar where the user can enter notes against a particular cost code entry.



## Screen Prints:

ASSIGN JOB COST CODES

\* Company: RV123456 | RV123456 Construction Company

\* Job: 1000M | 1000M

Budget Effective Date:

Use Cost Code Template: ☐ Copy Cost Code WC Codes ☐ Use Existing Job ☐ Use Existing Bill Codes ☐ Retain Budget ☐ Retain Bill Rate Tables

Notes button enabled in the tool bar

Cost Code Detail

* Cost Code	Description	* Control Cost Code	Cost Code Type	Single Cat Budget	WC	Budgeted Units	WM	Estimated Cost Rate	Estimated Cost Amount	Budgeted Rate	Budgeted Amount
01-100	Temporary Structures	01		<input type="checkbox"/>		100.000	NA			2,421.0000	242,100
01.8	222Level222	01		<input type="checkbox"/>			NA				
01.80	333Level333	01.8		<input type="checkbox"/>			NA				
01.80A	444Level444	01.80		<input type="checkbox"/>			NA				
01.80A.0000000.2	On the Fly 1	01.80A		<input type="checkbox"/>			NA				5,500
02	Existing Conditions	ALL		<input type="checkbox"/>			NA				
02-100	Structural Demolition	02		<input type="checkbox"/>			NA				22,000
02-200	Building Demolition	02		<input type="checkbox"/>			NA				138,475
02-300	Site Cleanup	02		<input type="checkbox"/>			NA				57,895
03	Concrete	ALL		<input type="checkbox"/>			NA				
03-100	Structural Concrete	03		<input type="checkbox"/>			NA				
03-200	Architectural Concrete	03		<input type="checkbox"/>			NA				
03-300	Columns	03		<input type="checkbox"/>			NA				

Notes

Note Details

Number	User	Date	Subject	Note	Closed	Edit/Delete
1	LAKSHMI	6/24/2021	Note1	Test note	<input type="checkbox"/>	

Notes added successfully

Add note

Subject:

Note:

Closed: ☐

Add

OK

Cost Code Detail											
View ▾ Freeze Detach Search Insert Insert Multiple Delete Workflows ▾ Report Options ▾ Export ▾ Attachments Notes(1) ECM Documents ▾ User Extensions											
* Cost Code	Description	* Control Cost Code	Cost Code Type	Single Cat Budget	WC	Budgeted Units	WM	Estimated Cost Rate	Estimated Cost Amount	Budgeted Rate	Budgeted Amount
01	General Conditions	ALL		<input type="checkbox"/>			NA				
01-100	Temporary Structures	01		<input type="checkbox"/>		100.000	NA			2,421.0000	242,100
01.8	222Level222	01		<input type="checkbox"/>			NA		01 cost code has one note successfully added against it		
01.80	333Level333	01.8		<input type="checkbox"/>			NA				
01.80A	444Level444	01.80		<input type="checkbox"/>			NA				
01.80A.8888888.Z	On the Fly 1	01.80A		<input type="checkbox"/>			NA				5,500

## New Enhancement: Security in Customer Mapping (21.41775)

The ability to restrict user access to the Timesheet Import Template and Customer Mapping Code that is assigned to the job that the user has access to via job security. In other words, users should only have access to specific Import Templates and Customer Mapping Code.

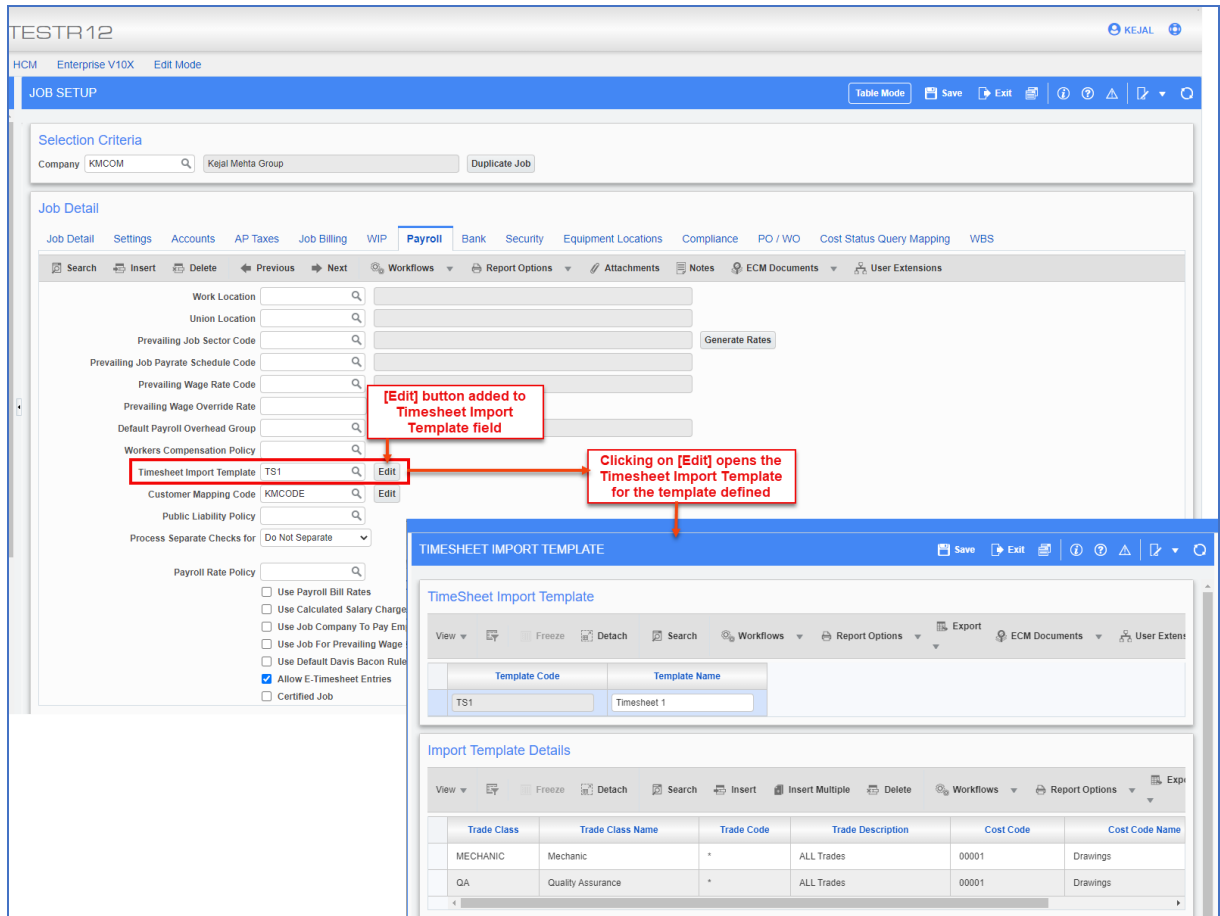
Reason: In the existing modification if a user has access to the Timesheet Import Template program, then they could modify the details for any template. There is no way to restrict access to specific import templates.

### Modifications:

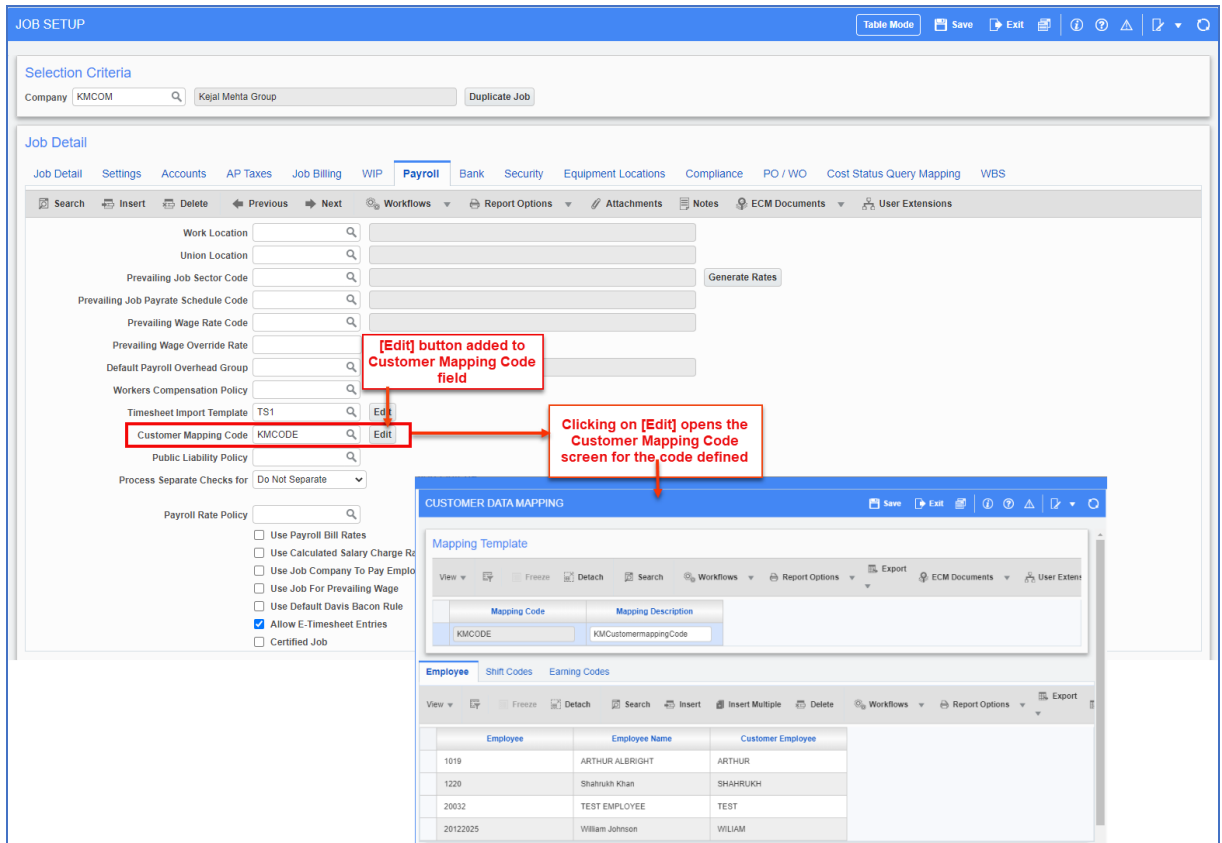
1. The Job Entry screen is modified to have an [Edit] button added next to Timesheet Import Template field. Clicking on Edit displays the template details for the queried template code. No other template is displayed, and user cannot navigate to a different template within the pop-up.
2. [Edit] button added next to Customer Mapping Code field. User can only modify the details for 'MAPPINGCODE' and cannot modify the details for any other mapping code within the pop-up.

### Testing the setup:

2. Add an 'Edit' button next to the Timesheet Import Template field in Enter Job screen.
  - a. Clicking Edit button will open the Timesheet Import Template in a pop-up window and display the template details for the template that is defined on that job.
  - b. Within the pop-up window, users can only modify the template that is defined on that job. In the Edit pop-up window users cannot navigate between templates.
  - c. Users cannot Insert, Update or Delete the Timesheet Import Code in the header block. However, the user can modify the description in the header and also the detail records of the queried record.

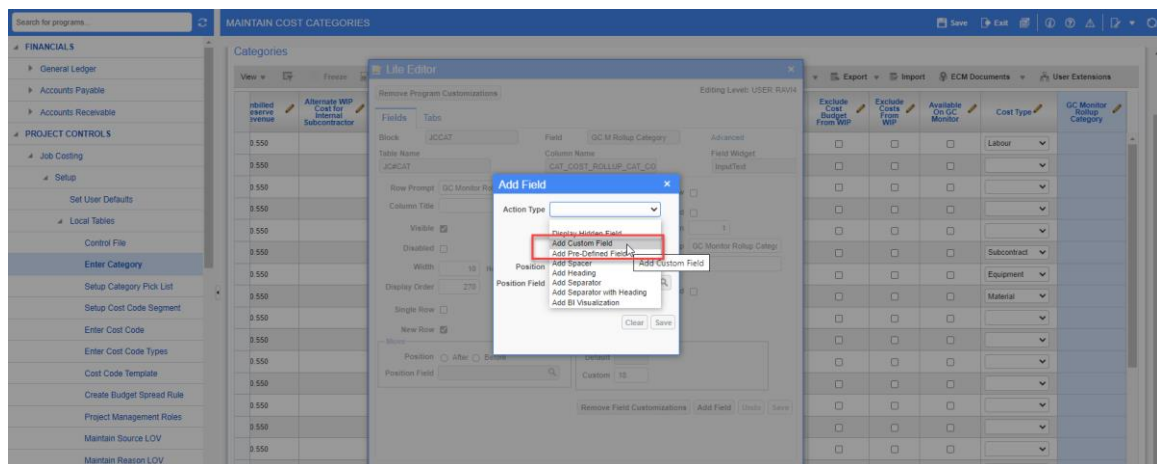


3. Add an 'Edit' button next to the Customer Mapping Code field in Enter Job screen
  - a. Clicking on Edit button will open the Customer Mapping Code setup screen in a pop-up window and display the mapping details for the code that is assigned to that job.
  - b. Within the pop-up window, users can only modify the Mapping Code details that is assigned to that job. In the Edit pop-up window users cannot navigate between Mapping Codes.
  - c. Users cannot Insert, Update or Delete the Customer Mapping code in the header block. However, the user can modify detail records of the queried record. However, the user can modify the description in the header and the detail records of the queried record.



## Category Maintenance – Ability to add Custom Fields (21.45471)

Added the ability to add custom/user defined fields in category maintenance program.



## New Enhancement: Phase Code Structure by Department/Job (20.21125)

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### Overview:

The cost code template is a mechanism that allows collection of cost codes and be applied to a job as opposed to setting each cost code individually on a job(s). If the mechanism of templates was not available, a user would have to set all cost codes on each job individually.

- a. To setup templates, each cost code (regardless of its level) currently is required to be setup at the master level. The request being made against this enhancement is to remove the condition of the cost code being setup at the master level to setup the template.
- b. The other request is to allow the use of templates in various screens, including setup of cost code on the fly.

### Modifications:

The following modifications has been made to allow the user to setup templates and add cost codes that are not in the Master Cost Code list:

1. The following new flags has been added:

**Job Cost Control File->Job Setup->Validate Cost Code Master-** Not visible in the screen

**System Options->Projects->Validate Cost Code Master (Added via Lite Editor)**

The default value for this flag is 'Y'. If 'Y' (when the flag is checked), the cost codes added via 'Template Cost Codes' or 'Assign Cost Codes to Job' will be validated against the Master Cost Codes list and the Cost Codes must exist in the master list.

If value is set to 'N' (when the flag is unchecked), then the user can add cost codes that does not exist in the Master Cost Codes list.

2. **Cost Code Template Maintenance:** The templates can now be created without the cost codes being setup at the master level. For this the flag Validate Cost Code Master under System Options should be unchecked.

3. **Job Setup Screen:** A change is made to the job setup screen so that the user can specify a default template code.

A new optional field '**Cost Code Template**' is added

A new flag '**Automatically Apply Template to Job**' is added.

If a template is specified and the flag is checked this template will default on the Assign Cost Codes screen for the job. The user will be able to change it and use a different template if needed.

4. **Assign Job Cost Codes screen:**

-This screen has been modified so that it defaults the cost code template if it is specified in the job setup.

-It allows the user to add cost codes on fly.

If the flag 'Validate Cost Code Master' is set to 'Y' and the cost code added is not in the master error message will be shown on saving.

If the flag 'Validate Cost Code Master' is set to 'N', then the cost code added will be assigned to the job even if the cost code is not in the master list

-If a template is specified in the 'Use Cost Code Template' then when using 'Add Cost Codes', it will show only the template cost codes that were not already been assigned to the job

-If a template is not specified in the 'Use Cost Code Template' then when using 'Add Cost Codes', it will show only the cost codes from the Master Cost Codes list that were not already been assigned to the job

**5.Quick Cost Code/Category Insert:** The user now will be able to specify a template when assigning cost codes on the fly. For this the flag Validate Cost Code Master under System Options should be unchecked.

-A new field '**Cost Code Template**' has been added in the Quick Cost Code/Category Insert

-The Cost Code LOV has been modified in such a way that if a template is specified in the Cost Code Template field, then the LOV will retrieve all cost codes of the template. If a template is not specified, then the LOV will show all the cost codes from the Master Cost Codes list.

-If segmentation is enabled, and the template is specified then the field Segments LOV will retrieve all cost codes of the template. If the template is not specified, then the field Segments LOV will retrieve all the cost codes present in the Master Cost Codes list.

### Screenshots:

#### System Options->Projects->Validate Cost Code Master (Added via Lite Editor)

The screenshot shows the 'System Options' window with the 'Projects' tab selected. Under the 'General' section, the 'Validate Cost Code Master' checkbox is unchecked. A red box highlights this checkbox, and a red arrow points to it with the text 'Unchecked /Set to 'N''. Other options visible include 'Job Billing Delete Invoices', 'Invoice Deletion Days', 'Allow To Build J/C Foreign Batch Only When All Records Are Valid', 'Apply Job Security To Billing Rate Table Maintenance', 'Copy Additional Fields During J/C Transactions Adjustment Posting', 'Do Not Generate New Bill Codes With WBS Mapping', 'Limit Category Selection to a Single Category in Job Cost Transaction Entry Screen', 'Minority Participation is to be kept at the Change Order Level', 'Restrict enter cost transaction by transaction type', 'Show Reference Description On Job Cost Posting Report', 'Store Cost Code Projection', 'System Wide Unique Job Code', 'Change Management', 'PCI Bill Code', 'PCI Bill Type', 'PCI Bill Code Description', 'Allow Billing Amount on Non Billing Categories', 'Allow Posted PCs To Be Linked To Unposted OCOs', 'Automatically Delete Linked SC/SCCO When Deleting A PCI Line', 'Do Not Add Created On The Fly Cost Codes To Cost Code Master', 'Not Allow Delete PCI', 'Job Billing Groups', 'Job Billing Group Maximums Sequence Order', 'Mapping Group #1', 'Mapping Group #2', 'Mapping Group #3', 'Mapping Group #4', and 'Mapping Group #5'.

**SYSTEM OPTIONS**

System Options

General Licenses Reports Global **Financials** Projects Forecast Assets Payroll Human Resource E-TimeSheet Self Service Help Logo Path

Workflows Report Options ECM Documents User Extensions

**General**

\* Job Billing Delete Invoices: Newer Delete Invoice Deletion Days

☒ Allow To Build JC Foreign Batch Only When All Records Are Valid  
☒ Apply Job Security To Billing Rate Table Maintenance  
☒ Copy Additional Fields During JC Transactions Adjustment Posting  
☒ Do Not Generate New Bill Codes With WBS Mapping  
☐ Limit Category Selection to a Single Category in Job Cost Transaction Entry Screen  
☐ Minority Participation is to be kept at the Change Order Level  
☐ Restrict enter cost transaction by transaction type  
☒ Show Reference Description On Job Cost Posting Report  
☐ Store Cost Code Projection  
☐ System Wide Unique Job Code  
☒ **Validate Cost Code Master**

**Change Management**

PCI Bill Code

PCI Bill Type

PCI Bill Code Description

☐ Allow Billing Amount on Non Billing Categories  
☒ Allow Posted PCIs To Be Linked To Unposted OCOs  
☐ Automatically Delete Linked SC/SCCO When Deleting A PCI Line  
☐ Do Not Add Created On The Fly Cost Codes To Cost Code Master  
☐ Not Allow Delete PCI

**Job Billing Groups**

Job Billing Group Maximums Sequence Order:

Mapping Group #1

Mapping Group #2

Mapping Group #3

Mapping Group #4

Mapping Group #5

### Cost Code Template Maintenance:

If the flag 'Validate Cost Code Master' under System options is unchecked (set to 'N') the new cost codes added is not validated against the master list. The new cost codes can be added and saved successfully.

**COST CODE TEMPLATE MAINTENANCE**

Selection Criteria

\* Company: RV123456 Starting Cost Code: Ending Cost Code: Setup via Cost Codes

Create Template Add/Remove Categories Add Cost Codes Delete Template

**Cost Code Detail**

* Code	Name	Control Cost Code	Type Code	Wm Code	Active	Add/Remove Categories	Category Detail
01	General Conditions	ALL		NA	Yes	Add/Remove Categories	Category Detail
01-000	Architectural	01		NA	Yes	Add/Remove Categories	Category Detail
01-011	Landscape Design	01		NA	Yes	Add/Remove Categories	Category Detail
11	11	ALL		NA	Yes	Add/Remove Categories	Category Detail
11-100	11-100	11		NA	Yes	Add/Remove Categories	Category Detail
11-200	11-200	11		NA	Yes	Add/Remove Categories	Category Detail
11-300	11-300	11			Yes	Add/Remove Categories	Category Detail

If the flag 'Validate Cost Code Master' under System options is checked (set to 'Y') the new cost codes added is validated against the master list. If the new cost codes are not in the master list, then it will show an error when saving.

**COST CODE TEMPLATE MAINTENANCE**

Cost Code 12 is not on file for Company RV123456

**Selection Criteria**

\* Company: RV123456 Construction Company

\* Template Name: TEMPC1

Starting Cost Code: Ending Cost Code: Setup via Cost Codes

Create Template Add/Remove Categories Add Cost Codes Delete Template

**Cost Code Detail**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions

* Code	Name	Control Cost Code	Type Code	Wm Code	Active	Add/Remove Categories	Category Detail
01	General Conditions	ALL		NA	Yes	Add/Remove Categories	Category Detail
12	12	ALL			Yes	Add/Remove Categories	Category Detail
01-000	Architectural	01		NA	Yes	Add/Remove Categories	Category Detail
01-011	Landscape Design	01		NA	Yes	Add/Remove Categories	Category Detail
11	11	ALL		NA	Yes	Add/Remove Categories	Category Detail
11-100	11-100	11		NA	Yes	Add/Remove Categories	Category Detail
11-200	11-200	11		NA	Yes	Add/Remove Categories	Category Detail
11-300	11-300	11			Yes	Add/Remove Categories	Category Detail

## Job Setup Screen:

TEMPC1 is the template assigned to the job 20.21125 and the flag 'Automatically Apply to Job' is checked.

**COST CODE TEMPLATE MAINTENANCE**

Selection Criteria

\* Company: RV123456 Construction Company

\* Template Name: TEMPC1

Starting Cost Code: Ending Cost Code: Setup via Cost Codes

Create Template Add/Remove Categories Add Cost Codes Delete Template

**Cost Code Detail**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions

* Code	Name	Control Cost Code	Type Code	Wm Code	Active	Add/Remove Categories	Category Detail
01	General Conditions	ALL		NA	Yes	Add/Remove Categories	Category Detail
01-000	Architectural	01		NA	Yes	Add/Remove Categories	Category Detail
01-011	Landscape Design	01		NA	Yes	Add/Remove Categories	Category Detail
11	11	ALL		NA	Yes	Add/Remove Categories	Category Detail
11-100	11-100	11		NA	Yes	Add/Remove Categories	Category Detail
11-200	11-200	11		NA	Yes	Add/Remove Categories	Category Detail
11-300	11-300	11			Yes	Add/Remove Categories	Category Detail

**TEMPC1 Template**



**JOB SETUP**

Selection Criteria  
Company: RV123456 Construction Company Duplicate Job

Job Detail  
Job Detail Settings Accounts AP Taxes Job Billing WIP Payroll Bank Security Equipment Locations Compliance PO / WO Cost Status Query Mapping WBS

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

\* Job Code: 20.21125 Cost code enhancement testing  
\* Control Job: ALL Status: Pending  
\* Customer: ABC100 Update Customer  
Parent Job: Contract: 20.21125 Bid Job: Bid Date:   
\* Revenue Generation: As Costs Incurred (With)   
Billing Method: Job Billing \* Valid: Y Master Agreement:   
Accounting Method: Billing and Costs \* Default Department: 00   
Project Manager:   
Cost Code Template: TEMPC1 Automatically Apply Template To Job   
Terms: NET30 NET 30 days 10% Ret 2% Dis   
Location:   
Warehouse:   
Market Sector:   
Estimated Start Date: 08/25/2021 Estimated End Date:   
Inter-Branch Expense Category: Spread Rule Code:   
Original Contract Amount: 500,000.00 Effective Date:   
Current Contract Amount: 500,000.00 Project Start Date:   
Original Earnings: Projection Threshold %: 10.00   
Equipment Max Charge Out (%):   
Value Cap Cutoff:   
Enter Notes CDI

### Assign Job Cost Codes Screen:

The template defaults from the Job set up screen. The cost codes from TEMPC1 template are assigned to the job on 'Assign Cost Codes' screen

**ASSIGN JOB COST CODES**

Selection Criteria  
\* Company: RV123456 Construction Company  
\* Job: 20.21125 Cost code enhancement testing Budget Effective Date:   
Use Cost Code Template: TEMPC1 Use Existing Job   
Copy Cost Code W/Codes Use Existing Bill Codes Retain Budget Retain Bill Rate Tables Copy WBS Defaults Populate Cost Codes Add/Remove Categories Add Cost Codes

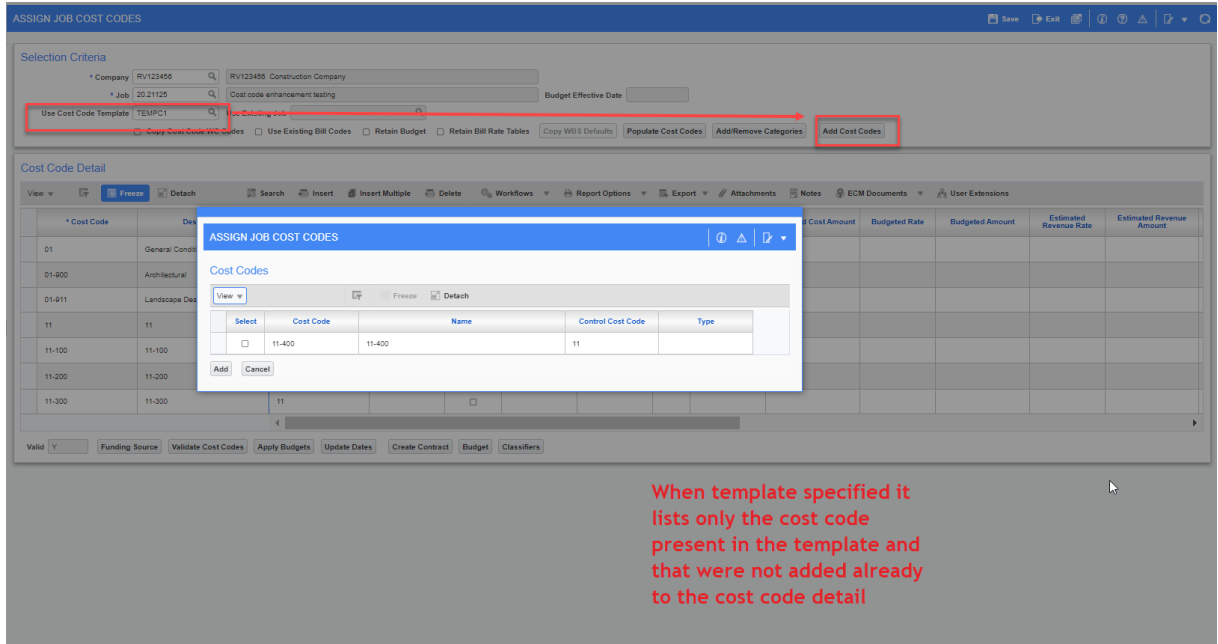
Template defaulted from Job Setup Screen

Cost Code Detail  
View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Attachments Notes ECM Documents User Extensions

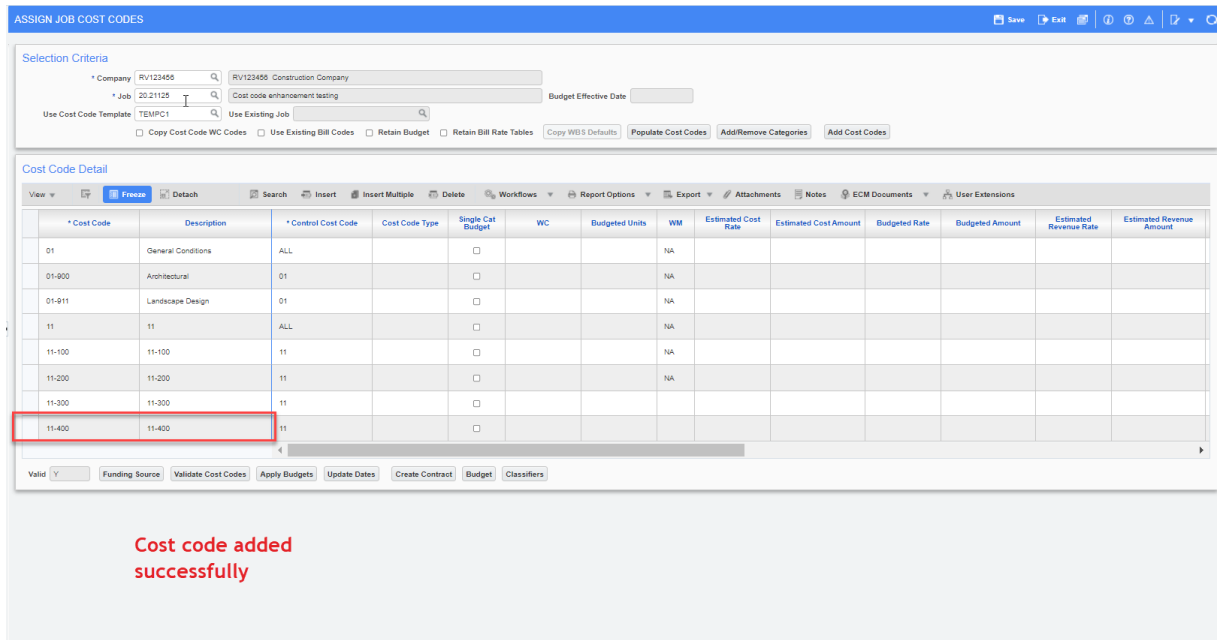
* Cost Code	Description	* Control Cost Code	Cost Code Type	Single Cat Budget	WC	Budgeted Units	WM	Estimated Cost Rate	Estimated Cost Amount	Budgeted Rate	Budgeted Amount	Estimated Revenue Rate	Estimated Revenue Amount
01	General Conditions	ALL		<input type="checkbox"/>			NA						
01-900	Architectural	01		<input type="checkbox"/>			NA						
01-911	Landscape Design	01		<input type="checkbox"/>			NA						
11	11	ALL		<input type="checkbox"/>			NA						
11-100	11-100	11		<input type="checkbox"/>			NA						
11-200	11-200	11		<input type="checkbox"/>			NA						
11-300	11-300	11		<input type="checkbox"/>									

Valid: Y Funding Source Validate Cost Codes Apply Budgets Update Dates Create Contract Budget Classifiers

## Template specified in the Use Cost Code Template and adding Cost Codes via Add Cost Codes button



When template specified it lists only the cost code present in the template and that were not added already to the cost code detail



Cost code added successfully

## Template not specified in the Use Cost Code Template and adding Cost Codes via Add Cost Codes button

**ASSIGN JOB COST CODES**

**Selection Criteria**

\* Company: RV123456  
 \* Job: 20.21125  
 Use Cost Code Template: ☐ Use Existing Job: ☐ Budget Effective Date:

☐ Copy Cost Code WC Codes ☐ Use Existing Bill Codes ☐ Retain Budget ☐ Retain Bill Rate Tables

**Cost Code Detail**

**ASSIGN JOB COST CODES**

**Cost Codes**

Select	Cost Code	Name	Control Cost Code	Type
<input type="checkbox"/>	01-100	Temporary Structures	01	
<input type="checkbox"/>	01-103	Site Office	01	
<input type="checkbox"/>	01-104	Site Security	01	
<input type="checkbox"/>	01-700	Estimating	01	
<input type="checkbox"/>	01-702	Sales	01	
<input type="checkbox"/>	01-710	Project Management	01	
<input type="checkbox"/>	01-715	Mechanical	01	
<input type="checkbox"/>	01-777	01-777 ON TERN FLY	01	
<input type="checkbox"/>	01-789	01-789	01	
<input type="checkbox"/>	01-803	Structural	01	

When template is not specified, cost codes from master list that are not already added to the cost code detail is shown

## Assigning Cost Codes to the job that are not in the Master Cost Code List or the template (Cost Codes on fly):

Validate Cost Code Master is set to 'N', cost codes assigned to the job successfully.

**ASSIGN JOB COST CODES**

**Selection Criteria**

\* Company: RV123456  
 \* Job: 20.21125  
 Use Cost Code Template: ☐ Use Existing Job: ☐ Budget Effective Date:

☐ Copy Cost Code WC Codes ☐ Use Existing Bill Codes ☐ Retain Budget ☐ Retain Bill Rate Tables

**Cost Code Detail**

**ASSIGN JOB COST CODES**

* Cost Code	Description	* Control Cost Code	Cost Code Type	Single Cat Budget	WC	Budgeted Units	WM	Estimated Cost Rate	Estimated Cost Amount	Budgeted Rate	Budgeted Amount	Estimated Revenue Rate	Estimated Revenue Amount
01	General Conditions	ALL		<input type="checkbox"/>			NA						
01-900	Architectural	01		<input type="checkbox"/>			NA						
01-911	Landscape Design	01		<input type="checkbox"/>			NA						
11	11	ALL		<input type="checkbox"/>			NA						
11-100	11-100	11		<input type="checkbox"/>			NA						
11-200	11-200	11		<input type="checkbox"/>			NA						
11-300	11-300	11		<input type="checkbox"/>			NA						
20	20	ALL		<input type="checkbox"/>			NA						
11-400	11-400	11		<input type="checkbox"/>			NA						

This cost code is not in the master list or the template, but it can be added successfully when the Validate Cost Code Master is set to 'N'

Validate Cost Code Master is set to 'Y', and if the cost codes are not in the master list, then it will show an error when saving.

**ASSIGN JOB COST CODES**

Cost Code 22 is not on file for Company RV123456

**Selection Criteria**

\* Company: RV123456  
 \* Job: 20.21125  
 Use Cost Code Template: TEMPC1  
☐ Copy Cost Code WC Codes ☐ Use Existing Bill Codes ☐ Retain Budget ☐ Retain Bill Rate Tables

**Cost Code Detail**

* Cost Code	Description	* Control Cost Code	Cost Code Type	Single Cat Budget	WC	Budgeted Units	WM	Estimated Cost Rate	Estimated Cost Amount	Budgeted Rate	Budgeted Amount	Estimated Revenue Rate	Estimated Revenue Amount
01	General Conditions	ALL		<input type="checkbox"/>			NA						
22		ALL		<input type="checkbox"/>			NA						
01-000	Architectural	01		<input type="checkbox"/>			NA						
01-011	Landscape Design	01		<input type="checkbox"/>			NA						
11	11	ALL		<input type="checkbox"/>			NA						
11-100	11-100	11		<input type="checkbox"/>			NA						
11-200	11-200	11		<input type="checkbox"/>			NA						
11-300	11-300	11		<input type="checkbox"/>			NA						
20	20	ALL		<input type="checkbox"/>			NA						
11-400	11-400	11		<input type="checkbox"/>			NA						

Valid ☐ Funding Source ☐ Validate Cost Codes ☐ Apply Budgets ☐ Update Dates ☐ Create Contract ☐ Budget ☐ Classifiers ☐

Since the Validate Cost Code Master is set to 'Y', cost codes not available in the Master or the template could not be assigned to the job and error message is shown

### Quick Cost Code/Category Insert:

A new field 'Cost Code Template' has been added in the Quick Cost Code/Category Insert that will list all templates available for the given company.

**ENTER COST OR BILLING TRANSACTION**

Selection Criteria

\* Company: RV123456  
 \* Batch: 33930  
 \* Transaction: 20033  
 \* Journal: JC  
 \* Currency: USD  
 \* Source: Reference  
 \* Ref. Date: 29-Sep-2021

**QUICK COST CODE/CATEGORY INSERT**

Selection Criteria

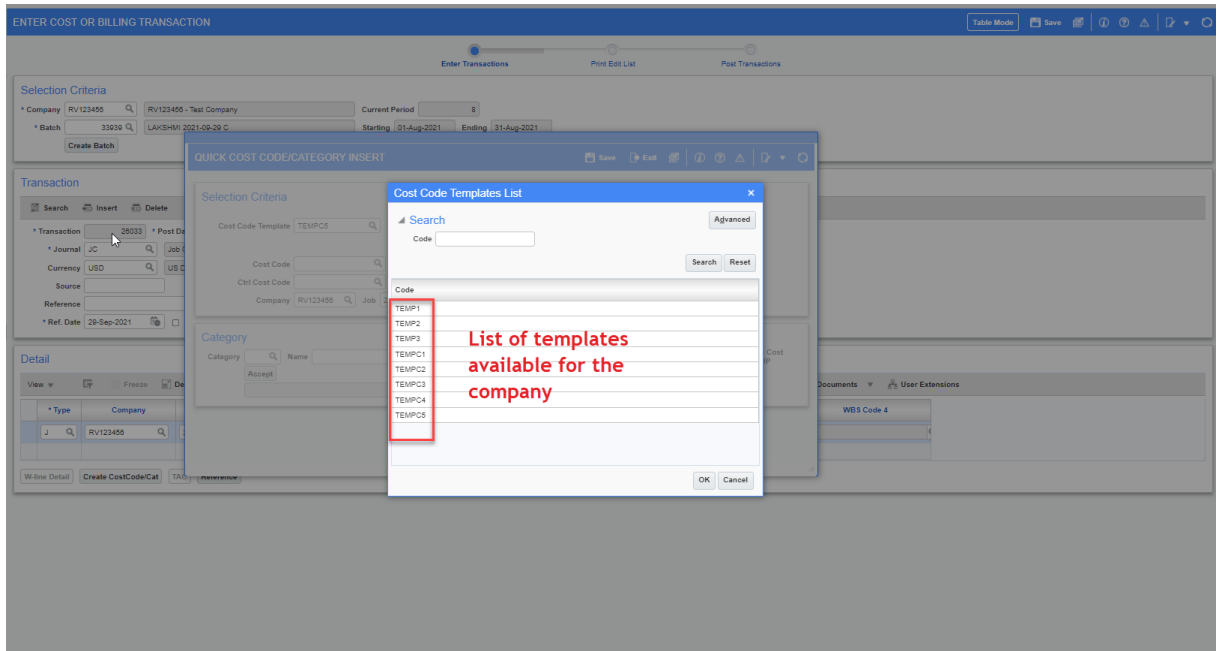
Cost Code Template: TEMPC1

Cost Code:  Cost Code Name:  Cost Code Type:   
 Ctrl Cost Code:  Quantity:  WM: ☐ WC: ☐ ☒ Single Category Budget

Category

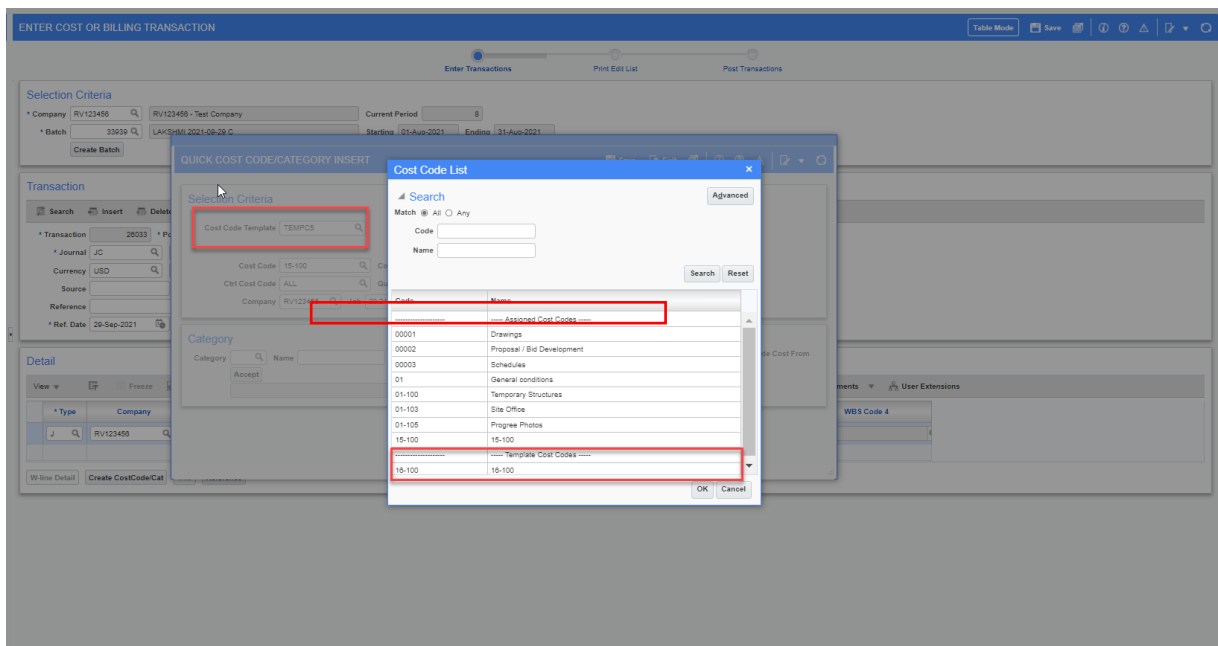
Category:  Name:  Bill Code:  Ctrl:  WM: ☐ ☐ Exclude Cost Budget From WIP ☐ Exclude Cost From WIP

Accept



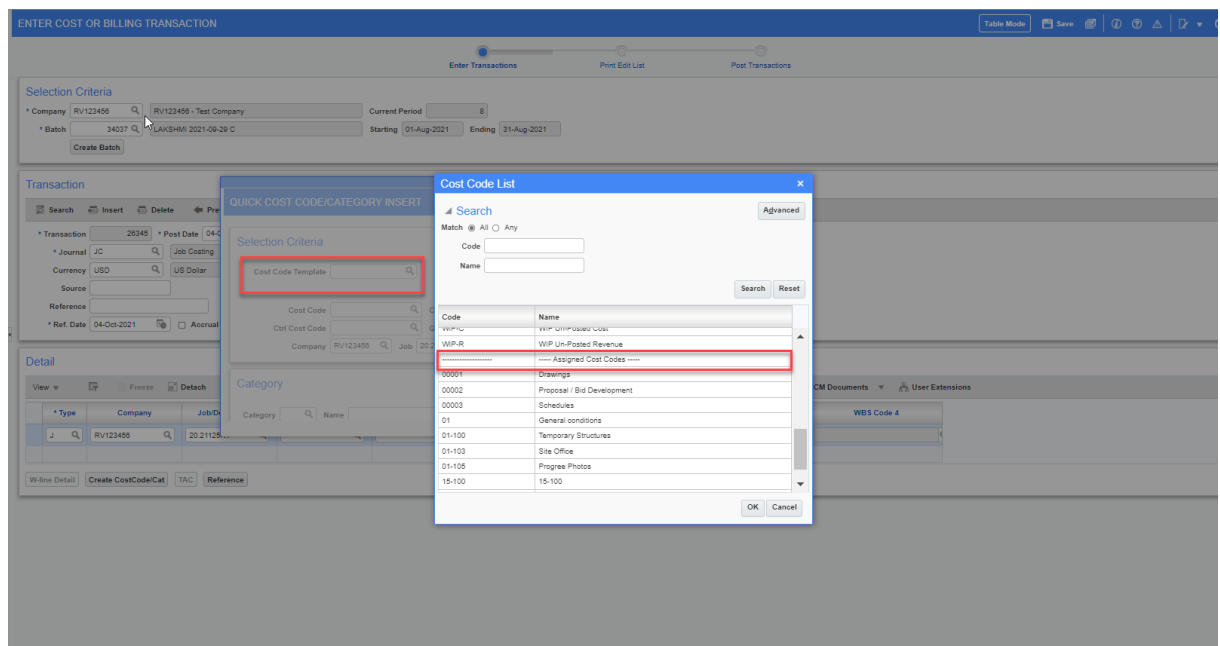
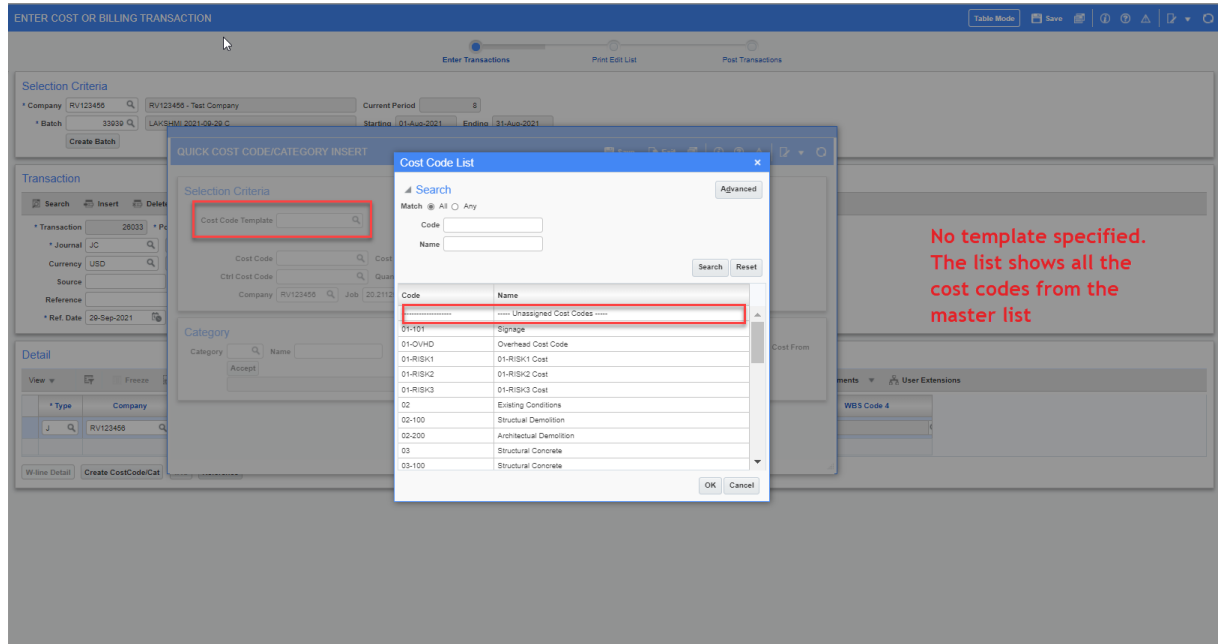
If a template is specified in the Cost Code Template field, then the Cost Code LOV will retrieve all cost codes of the template and show the cost codes in the following two sections:

- Assigned Cost Codes
- Template Cost Codes



If a template is not specified, then the Cost Code LOV will show all the cost codes from the Master Cost Codes list and displays the cost codes under the following two sections:

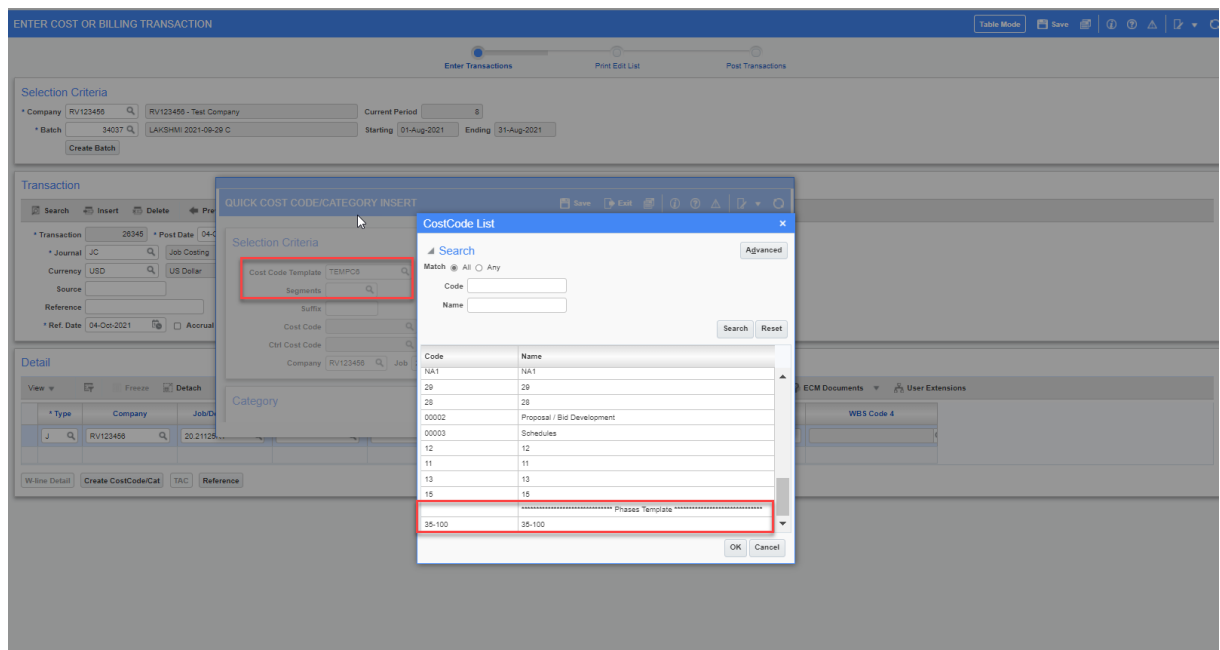
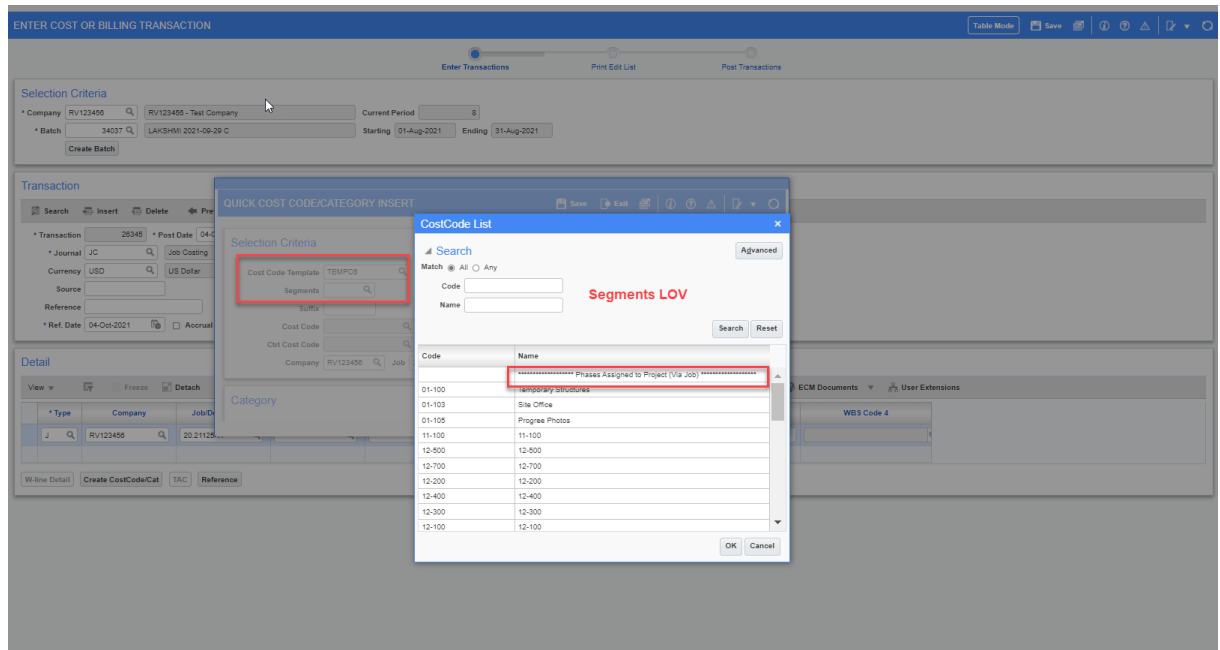
- Assigned Cost Codes
- Unassigned Cost Codes



## Phase segmentation:

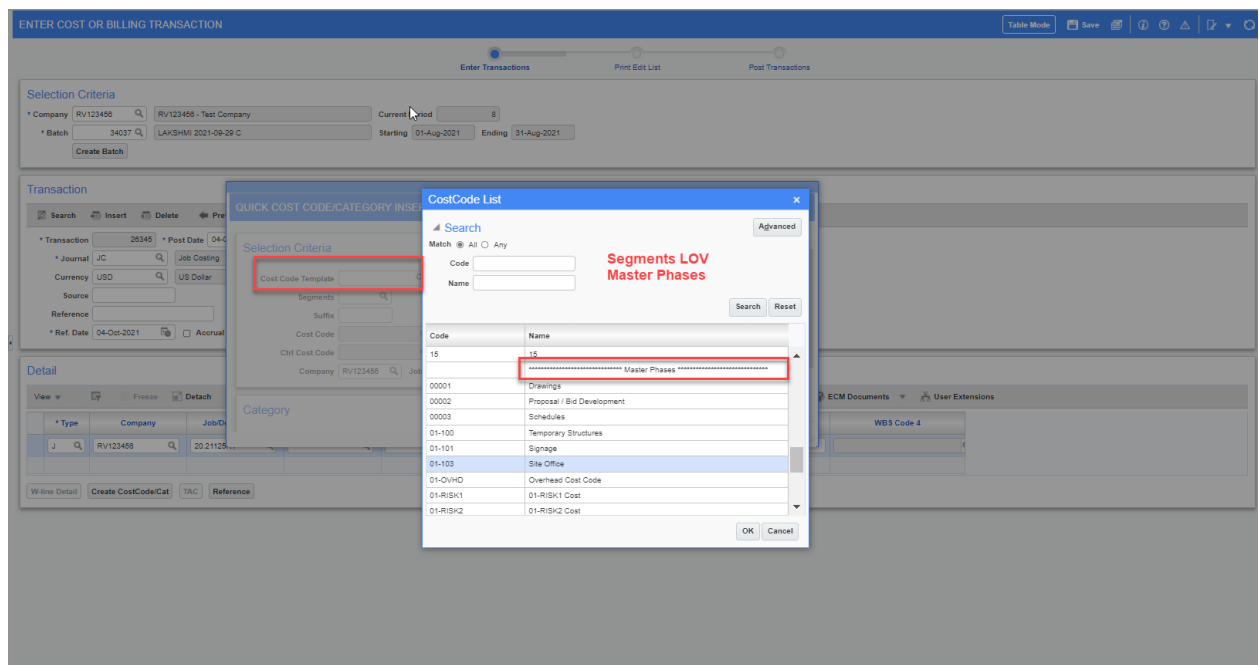
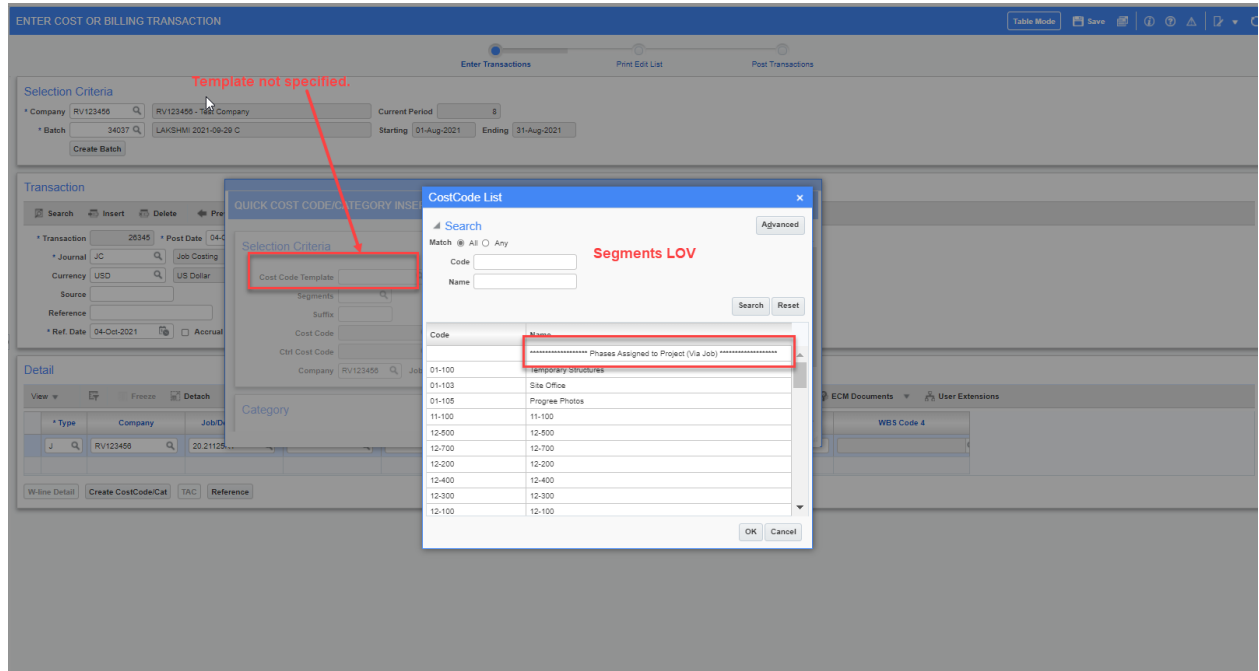
If the segmentation is enabled, and if a template is specified in the Cost Code Template field, then the Segments LOV will retrieve all cost codes of the template and show the cost codes in two sections:

- Phase Assigned to the Project via Job
- Phases Template



If the segmentation is enabled and if a template is not specified, then the Segments LOV will show all the cost codes from the Master Cost Codes list and displays the cost codes under the following sections:

- Phase Assigned to the Project via Job
- Master Phases





## New Enhancement: Self Perform View (20.21126)-Beta Release

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### Overview:

A new tab Cost Status Query Mapping has been added to the Job Setup Screen. This tab allows the user to link one or more Main controlling jobs either from the same company or from a different company. Once the jobs are linked, the user can see all the linked jobs and its sub-jobs under Cost Status Query/Cost Status Query (Category) or other similar reports so that the user can get an accurate view of a project along with Cost/Budget details.

### Modifications:

The Job Setup Screen has been modified to include the Cost Status Query Mapping tab which is added to the screen via lite editor.

This Cost Status Query Mapping tab is enabled only for the Main Controlling Jobs. For sub jobs, this tab is disabled.

The Cost Status Query Mapping has the following blocks.

**Category block:** This block shows all the Categories belonging to the Parent job. If a category is assigned to more than one cost code on the Assign Cost Code screen, then only distinct categories will be displayed. This block includes the following flags:

**Exclude Cost Budget flag-** When this flag is checked the following columns in the Cost Status Query (PMJSP) /Cost Status Query (Category) will display the value as 0 only for the checked/selected categories. Categories for which the flag is not selected/checked, these columns will display the actual values.

**PMOJSQ\_ORIG\_BUDG\_AMT**  
**PMOJSQ\_CURR\_BUDG\_AMT**  
**PMOJSQ\_PROJ\_AMT**

**Exclude Costs-** When this flag is checked the following columns in the Cost Status Query (PMJSP)/Cost Status Query (Category) will display the value as 0 only for the checked/selected categories. Categories for which the flag is not selected/checked, these columns will display the actual values.

**PMOJSQ\_SPENT\_AMT**  
**PMOJSQ\_EXT\_CO\_AMT**

**Exclude Cost Forecast** -When this flag is checked the following columns in the Cost Status Query (PMJSP)/ Cost Status Query (Category) will display the value as 0 only for the checked/selected categories. Categories for which the flag is not selected/checked, these columns will display the actual values.

**PMOJSQ\_CALC\_PROJ\_AMT**

### Related Jobs Block:

Under this block the user can link jobs from the same company or from a different company. The Related Company LOV/Related Job LOV displays only the companies/jobs to which the user has security access to.

1. When the Parent job is linked to some other job either from the same company or a different company then the linked job will now become the child. The Parent job can have multiple child records. Note that only main controlling jobs can be linked together, and sub jobs are not available for linking

2. Once the jobs are linked in a Parent-Child relationship the following rules apply:

- The Child jobs will not be available for linkage to any other Parent. The linked job (Child Job) will not be available in the Related Job LOV for linking to some other Parent.

- Once linked to a Parent, the Child job cannot have other main controlling jobs linked to it. In other words, the Child job cannot become a parent for other jobs. The category block of the Child job will be disabled. The Insert, Insert Multiple, Delete option in the tool bar under the Related Jobs Block will no longer be available for Child Job once it is linked to a parent

- The Parent job cannot be linked to any other main controlling jobs as a child. In other words, if a parent has a child, then the Parent job cannot become a child for other main controlling jobs. If the parent job has already available linked jobs under the Related Jobs block, then the Parent job will not be shown in the Related Job LOV and will not be available for linking to other main controlling jobs

3. The Related Jobs Block has the following flags. These flags will apply for all related jobs assigned/linked to the Main Parent job

**Exclude Revenue Flag:** When this flag is checked then the following columns in Cost Status Query (PMJSP) will display the value as 0 for the selected/checked related job.

PMOJSQ\_ORIG\_BUDG\_REV\_AMT  
PMOJSQ\_CURR\_BUDG\_REV\_AMT  
PMOJSQ\_IDEAL\_REV\_AMT  
PMOJSQ\_EXT\_CO\_REV\_AMT  
PMOJSQ\_PENDING\_CO\_REV\_AMT  
PMOJSQ\_PREPENDING\_CO\_REV\_AMT  
PMOJSQ\_PROJ\_REV\_AMT  
PMOJSQ\_PROCEED\_CO\_REV\_AMT  
PMOJSQ\_NON\_PROCEED\_CO\_REV\_AMT  
PMOJSQ\_CALCULATED\_REV\_AMT  
PMOJSQ\_ETC\_PROJ\_REV\_AMT

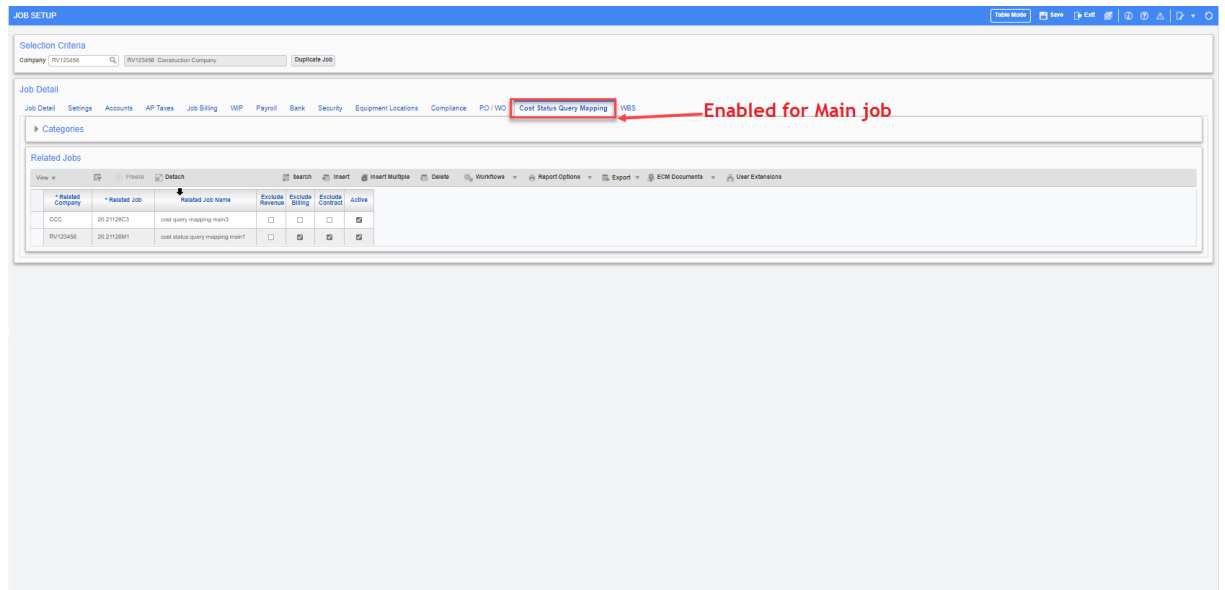
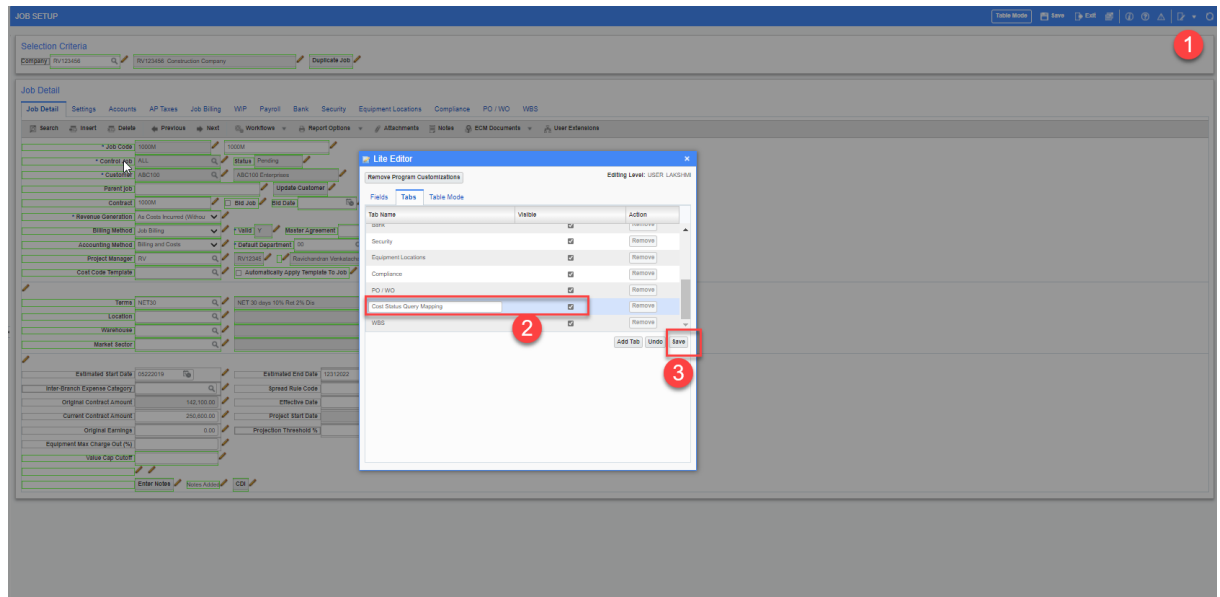
**Exclude Billing Flag/Exclude Contract Flag:** When these two flags are checked then the following columns will display the value as 0 for the selected/checked related job

PMOJSQ\_BILL\_AMT  
PMOJSQ\_BILLED\_COMMITTED\_AMT  
PMOJSQ\_UNBILLED\_JOB\_AMT

**Active Flag:** When this flag is unchecked, the related job will be excluded from the Cost Status Query or other reports. The job will be no longer displayed in these reports when active flag is unchecked. To make the job visible again in the Cost Status Query or other reports this active flag should be checked for the job.

## Screenshots:

### Adding Cost Status Query Tab via Lite Editor:



**JOB SETUP**

Selection Criteria  
Company: RV123456 Construction Company (Duplicate Job)

**Job Detail**

Job Detail Settings Accounts AP Taxes Job Billing WIP Payroll Bank Security Equipment Locations Compliance PO / WO Cost Status Query Mapping VBS

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

\* Job Code: 20.2112651 cost status query mapping sub same  
 \* Control Job: 20.2112651 status: Pending  
 \* Customer: ABC123  
 Parent Job: Update Customer  
 Contract: 20.2112651 Bid Job: Bid Date:   
 \* Revenue Generation: As Costs Incurred (Without)  
 Billing Method: Job Billing \* Valid Master Agreement  
 Accounting Method: Billing and Costs \* Default Department: 00  
 Project Manager:   
 Cost Code Template:   
 Automatically Apply Template To Job:   
 Terms: NET30  
 Location:   
 Warehouse:   
 Market Sector:   
 Estimated Start Date:   
 Estimated End Date:   
 Inter-Brand Expense Category:   
 Original Contract Amount: 0.00  
 Current Contract Amount: 4,300.00  
 Original Earnings: 0.00  
 Equipment Max Charge Out (%):   
 Value Cap Cutoff:   
 Effective Date:   
 Projection Start Date:   
 Projection Threshold %: 10.00

Enter Notes OK

Disabled for Sub jobs

**Linking Parent and Child jobs:**

**Company LOV:** Shows the list of companies to which the user has security access to.

**JOB SETUP**

Selection Criteria  
Company: RV123456 Construction Company (Duplicate Job)

**Job Detail**

Job Detail Settings Accounts AP Taxes Job Billing WIP Payroll Bank Security Equipment Locations Compliance PO / WO Cost Status Query Mapping VBS

Categories

View:   
 Category Exclude Cost Budget Exclude Code Exclude Cost Percent  
 1000   
 2000   
 3000   
 4000   
 5000   
 6000   
 7000   
 8000   
 9000   
 FEC

**Related Jobs**

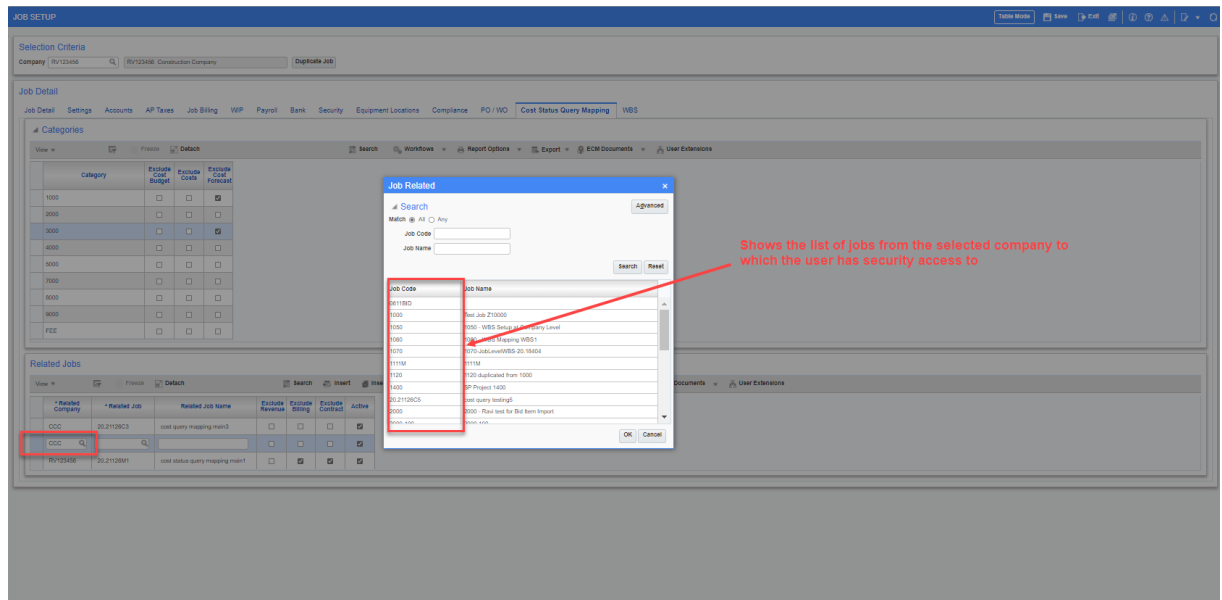
View:   
 \* Related Company \* Related Job \* Related Job Name Exclude Revenue Exclude Billing Exclude Contract Active  
 CCC 20.2112653 cost query mapping match   
 RV123456 20.2112651 cost status query mapping match

**Company List**

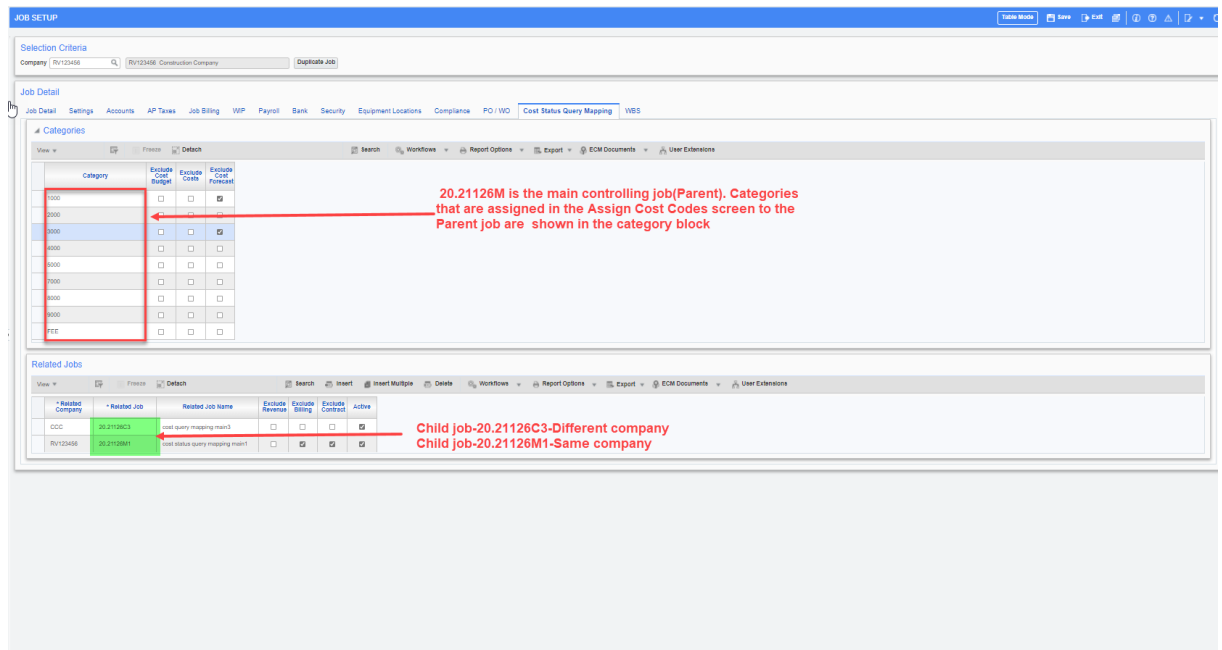
Search Match: All Any  
 CODE  
 NAME  
 Search Reset  
 CODE NAME  
 CCC CMC Test Company  
 BPPY Hobbs's Payroll Company  
 LINCOM LINCOM  
 LMC1 LMC construction company  
 ACUTIF Ruxton PTF construction company  
 RV123456 RV123456 Construction Company  
 RVUS RVUS - Construction Company  
 SS Santa Construction Company  
 JENW3 Jenith Limited

Shows the list of Companies to which the user has security access to.

**Job LOV:** Shows the list of jobs of the selected company to which the user has security access to.



Main controlling jobs from the same/different company is linked as child jobs to the Parent job.



Once linked the category block for the Child job will be disabled and Insert/Insert Multiple/ Delete option will no longer be available for the Child job:

**Cost Status Query Mapping of 20.21126M1**  
Category block disabled for the job once it is added as Child job.

**Insert/Insert All, Delete option not available for the Child Job**

Category	Exclude Cost Budget	Exclude Costs	Exclude Cost Forecast
1000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

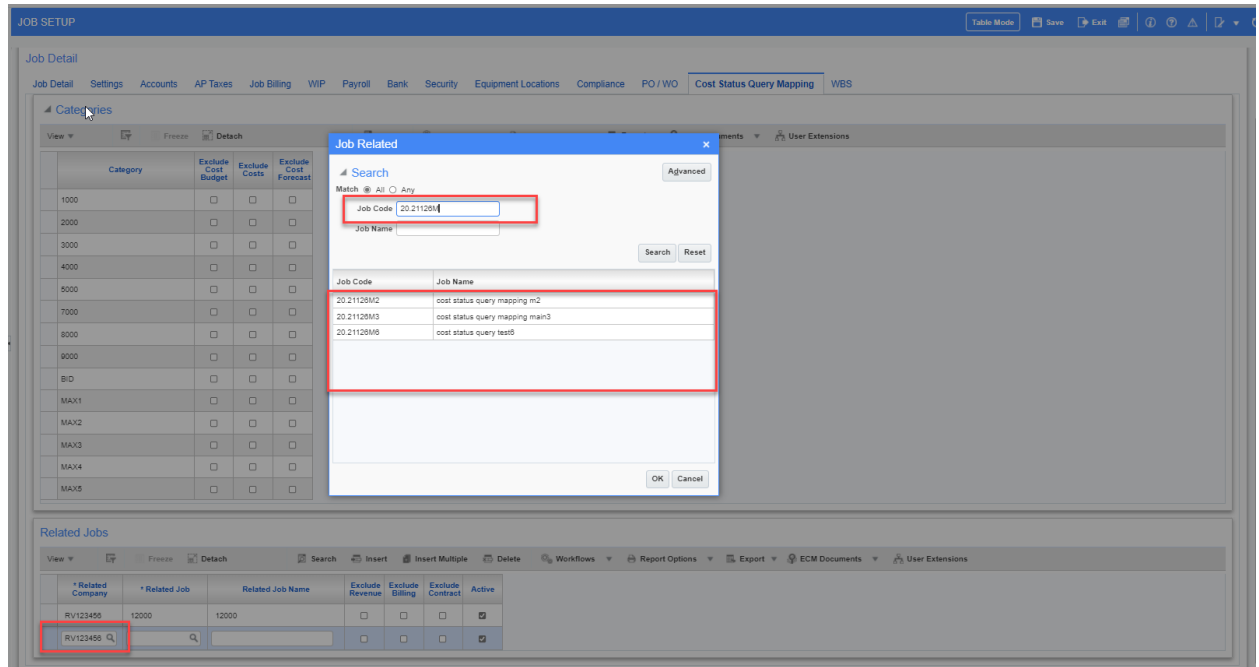
* Related Company	* Related Job	Related Job Name	Exclude Revenue	Exclude Billing	Exclude Contract	Active
No rows yet.						

Now, trying to link the Child job 20.21126M1 to some other Parent and as per the rule it is not displayed in the LOV and not available for linking.

**The Child job 20.21126M1 is not displayed on the LOV and is not available for linking to any other Parent**

* Related Company	* Related Job	Related Job Name	Exclude Revenue	Exclude Billing	Exclude Contract	Active
RV123456	12000	12000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RV123456			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Now, trying to link the Parent Job 20.21126M to some other Main Controlling job and as per the rule it is not displayed in the LOV and not available for linking.



### Category Block Flags:

#### Exclude Cost Budget flag:

This flag is checked for the following categories of the Parent Job:

1000,3000





## After the flag is checked:

The columns PMOJSQ\_ORIG\_BUDG\_AMT, PMOJSQ\_CURR\_BUDG\_AMT, PMOJSQ\_PROJ\_AMT in the Cost Status Query(PMJSQ) for the checked categories is shown as 0.

Cost Status Query (Category)

20.21126M is the Parent job.  
This Cost Status query shows the columns as zero after the 'Exclude Cost Budget' flag is checked for the categories

Company Code	Job Code	Phase	Phase Name	Category Code	Original Budget	Internal And Transfer CO	External CO	Current Budget	Pending CO	Prepending CO	Projected Budget	Spent	Committed	Committed Running	Spent/Committed	Amount To Complete	Calculated Projection	Proceeding Projected	Non-Processing CO	Pending Projection	Forecast	Projected Over/Under	Projected ETC Budget	Variance	Calculated Revenue
Rv123456	20.21126M	01-100	Temporary Structures	1000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	01-100	Temporary Structures	3000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	01-103	Site Office	3000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	01-103	Site Office	3000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	01-104	Site Security	3000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	02-200	Building Demolition	3000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	02-300	Site Cleanup	3000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	02-999	Site Work Billings	1000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	04	04	1000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	01-104	Site Security	1000	50,000.00	0.00	0.00	50,000.00	0.00	0.00	50,000.00	0.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	01-104	Site Security	3000	0.00	0.00	1,000.00	1,000.00	111.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	02-100	Structural Demolition	3000	70,000.00	0.00	0.00	70,000.00	0.00	0.00	70,000.00	0.00	0.00	0.00	0.00	0.00	70,000.00	70,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	01-100	Temporary Structures	1000	50,000.00	0.00	0.00	50,000.00	0.00	0.00	50,000.00	0.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	01-100	Temporary Structures	3000	60,000.00	0.00	0.00	60,000.00	0.00	0.00	60,000.00	0.00	0.00	0.00	0.00	0.00	60,000.00	60,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	02-100	Structural Demolition	1000	50,000.00	0.00	0.00	50,000.00	0.00	0.00	50,000.00	0.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	02-100	Structural Demolition	3000	70,000.00	0.00	0.00	70,000.00	0.00	0.00	70,000.00	0.00	0.00	0.00	0.00	0.00	70,000.00	70,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	01-100	Temporary Structures	1000	60,000.00	0.00	0.00	60,000.00	0.00	0.00	60,000.00	0.00	0.00	0.00	0.00	0.00	60,000.00	60,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	01-100	Temporary Structures	3000	55,000.00	0.00	0.00	55,000.00	0.00	0.00	55,000.00	0.00	0.00	0.00	0.00	0.00	55,000.00	55,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	02-100	Structural Demolition	1000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	02-100	Structural Demolition	3000	65,000.00	0.00	0.00	65,000.00	0.00	0.00	65,000.00	0.00	0.00	0.00	0.00	0.00	65,000.00	65,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
					638,832.00	0.00	7,577.00	646,409.00	2,810.00	1,000.00	642,347.00	2,765.00	2,200.00	2,035.00	4,000.00	2,004,109.00	2,010,309.00		5,400.00	111.00	2,014,428.00	2,014,428.00	-2,772,078.00	642,642.00	-2,276,777.00

1 - 21 of 21 Items

## Exclude Costs flag:

This flag is checked for the following categories of the Parent Job: 1000,3000.

JOB SETUP

Selection Criteria  
Company: Rv123456 Construction Company | Display Job

Job Detail  
Job Detail | Settings | Accounts | AP Taxes | Job Billing | WIP | Payroll | Bank | Security | Equipment Locations | Compliance | PO / WO | Cost Status Query Mapping | WBS

Categories  
View | Filter | Detail | Search | Workflows | Report Options | Export | ECM Documents | User Extensions

Category	Exclude Cost Budget	Exclude Costs	Exclude Cost Forecast
1000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FDC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Related Jobs  
View | Filter | Detail | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | ECM Documents | User Extensions

Related Company	Related Job	Related Job Name	Exclude Revenue	Exclude Billing	Exclude Contract	Active
ODC	20.21126C3	cost query mapping main3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Rv123456	20.21126M1	cost status query mapping main1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Columns displays the actual values before the flag is checked.

Actual values are shown before the flag is checked

The columns PMOJSQ\_SPENT AMT and PMOJSQ\_EXT\_CO\_AMT is shown as zero.

Cost Status Query (Category)

Search:

Drop a column header and drag it here to group by this column

2021126M is the Parent job.  
This Cost Status query shows the columns as  
zero after the 'Exclude Codes' flag is checked  
for the categories

Reset Export

Company Code	Job Site	Phase	Phase Name	Category Code	Original CO	Internal Job Transfer CO	External CO	Current Budget	Pending CO	Propending CO	Projected Budget	Spent	Committed	Committed Budget	Spent/Committed	Amount %	Calculated Projection	Proceeding Projection	Non-Propending CO	Pending Projection	Forecast	Projected Overhead	Projected ETC	Variance	Calculated Budget	
RV123456	2021126M	01-100	Temporary Structures	1000	550,000.00	0.00	0.00	550,000.00	0.00	0.00	550,000.00	0.00	0.00	0.00	0.00	100.00	549,500.00	550,000.00	0.00	0.00	550,000.00	550,000.00	0.00	550,000.00	0.00	1
RV123456	2021126M	01-100	Temporary Structures	1000	750,000.00	0.00	550.00	750,550.00	0.00	0.00	750,550.00	0.00	550.00	540.00	0.00	800.00	749,950.00	750,550.00	0.00	0.00	750,550.00	750,550.00	0.00	750,550.00	0.00	1
RV123456	2021126M	01-103	Site Office	1000	555,000.00	0.00	0.00	555,000.00	0.00	0.00	555,000.00	0.00	0.00	0.00	0.00	0.00	555,000.00	555,000.00	0.00	0.00	555,000.00	555,000.00	0.00	555,000.00	0.00	1
RV123456	2021126M	01-103	Site Office	1000	70,000.00	0.00	5,000.00	75,000.00	596.00	0.00	802.00	76,801.00	0.00	0.00	0.00	0.00	75,000.00	75,000.00	1,801.00	0.00	76,801.00	76,801.00	0.00	75,996.00	0.00	1
RV123456	2021126M	01-104	Site Security	1000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	1,700.00	93,300.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00	2.5
RV123456	2021126M	02-000	Building Demolition	1000	90,000.00	0.00	222.00	90,222.00	0.00	0.00	90,222.00	0.00	0.00	0.00	0.00	0.00	90,222.00	90,222.00	0.00	0.00	90,222.00	90,222.00	0.00	90,222.00	0.00	1
RV123456	2021126M	02-000	Site Cleanup	1000	90,000.00	0.00	0.00	90,000.00	0.00	0.00	90,000.00	0.00	0.00	0.00	0.00	0.00	90,000.00	90,000.00	0.00	0.00	90,000.00	90,000.00	0.00	90,000.00	0.00	1
RV123456	2021126M	02-000	Site Work Storage	1000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1
RV123456	2021126M	02-000	Site Work Storage	1000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1
RV123456	2021126M	04	04	1000	65,000.00	0.00	0.00	65,000.00	0.00	0.00	65,000.00	0.00	0.00	0.00	0.00	0.00	65,000.00	65,000.00	0.00	0.00	65,000.00	65,000.00	0.00	65,000.00	0.00	1
RV123456	2021126M	01-104	Site Security	1000	50,000.00	0.00	0.00	50,000.00	500.00	0.00	0.00	50,500.00	0.00	500.00	500.00	0.00	49,100.00	50,000.00	0.00	0.00	50,000.00	50,000.00	500.00	50,500.00	0.00	1
RV123456	2021126M	01-104	Site Security	1000	0.00	0.00	1,000.00	1,000.00	111.00	302.00	1,412.00	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	302.00	111.00	1,412.00	1,412.00	0.00	1,111.00	0.00	1
RV123456	2021126M	02-100	Structural Demolition	1000	70,000.00	0.00	0.00	70,000.00	600.00	0.00	402.00	71,002.00	0.00	0.00	0.00	0.00	70,000.00	71,002.00	0.00	0.00	71,002.00	71,002.00	0.00	7		

## Exclude Cost Forecast Flag:

This flag is checked for the following categories of the Parent Job: 1000,3000

**JOB SETUP**

Selection Criteria  
Company: RV123456 Construction Company [Duplicate Job]

Job Detail  
Settings Accounts AP Taxes Job Billing WFP Payroll Bank Security Equipment Locations Compliance PD / WO Cost Status Query Mapping WBS

**Categories**

Category	Exclude Cost Budget	Exclude Costs	Exclude Cost Forecast
1000	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3000	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FEE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Related Jobs**

Related Company	Related Job	Related Job Name	Exclude Revenue	Exclude Billing	Exclude Cost Forecast	Active
CCC	20.21128C3	cost query mapping match	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RV123456	20.21128M1	cost status query mapping match	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

## Before the flag is checked:

Columns displays the actual values before the flag is checked

Cost Status Query (Category)

Search

ResetExport

Drag a column header and drop it here to group by that column

Company Code	Job Code	Phase	Phase Name	Category Code	Original Budget	Internal and Transfer CO	External CO	Current Budget	Pending CO	Prepending CO	Projected Budget	Spent	Committed	Committed Remaining	Spent/Committed	Amount To Complete	Calculated Projection	Proceeding Projection	Non-Processing CO	Pending Projection	Forecast	Projected Over/Under	Projected ETC Budget	Variance	Calculated Revenue
RV123456	20.21128M1	01-100	Temporary Structures	1000	550,000.00	0.00	0.00	550,000.00	0.00	0.00	550,000.00	0.00	0.00	0.00	0.00	100.00	549,900.00	550,000.00	0.00	0.00	550,000.00	550,000.00	0.00	550,000.00	0.00
RV123456	20.21128M1	01-100	Temporary Structures	3000	750,000.00	0.00	0.00	750,000.00	0.00	0.00	750,000.00	0.00	0.00	0.00	0.00	600.00	749,950.00	750,000.00	0.00	0.00	750,000.00	750,000.00	0.00	750,000.00	0.00
RV123456	20.21128M1	01-103	Site Office	1000	555,000.00	0.00	0.00	555,000.00	0.00	0.00	555,000.00	0.00	0.00	0.00	0.00	555,000.00	555,000.00	0.00	0.00	555,000.00	555,000.00	0.00	555,000.00	0.00	
RV123456	20.21128M1	01-103	Site Office	3000	70,000.00	0.00	0.00	70,000.00	0.00	0.00	70,000.00	0.00	0.00	0.00	0.00	70,000.00	70,000.00	0.00	0.00	70,000.00	70,000.00	0.00	70,000.00	0.00	
RV123456	20.21128M1	01-104	Site Security	1000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	1,700.00	93,300.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	1000	90,000.00	0.00	0.00	90,000.00	0.00	0.00	90,000.00	0.00	0.00	0.00	0.00	0.00	90,000.00	90,000.00	0.00	0.00	90,000.00	90,000.00	0.00	90,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	3000	90,000.00	0.00	0.00	90,000.00	0.00	0.00	90,000.00	0.00	0.00	0.00	0.00	0.00	90,000.00	90,000.00	0.00	0.00	90,000.00	90,000.00	0.00	90,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	8000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	9000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	1000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	3000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	8000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	9000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	1000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	3000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	8000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	9000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	1000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	3000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	8000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	9000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	1000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	3000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	8000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	9000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	1000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	3000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	8000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	9000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	1000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	3000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	8000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	9000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	1000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	3000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	8000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	9000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	1000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	3000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	8000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	9000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	1000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	3000	95,000.00	0.00	0.00	95,000.00	0.00	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00	95,000.00	95,000.00	0.00	0.00	95,000.00	95,000.00	0.00	95,000.00	0.00
RV123456	20.21128M1	02-000	Building Demolition	8000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RV123456	20.21128M1	02-000	Building Demol																						

After the flag is checked:

The column PMOJSQ\_CALC\_PROJ\_AMT is shown as zero.

Cost Status Query (Category)

20.21126M is the Parent job.  
This Cost Status query shows the column as zero after the 'Exclude Cost Forecast' flag is checked for the categories

Search:

Reset

Export

Drag a column header and drop it here to group by that column

Company Code	Job Code	Phase	Phase Name	Category Code	Original Budget	Internal And Transfer CO	External CO	Current Budget	Pending CO	Propagating CO	Projected Budget	Spent	Committed	Committed Remaining	Spent/Committed	Amount To Complete	Calculated Projection	Non-Projected	Pending Projection	Forecast	Projected Quarter	Projected ETC Budget	Variance	Calculated Revenue	
Rv123456	20.21126M	01-100	Temporary Structures	1000	800,000.00	0.00	0.00	800,000.00	0.00	0.00	800,000.00	100.00	0.00	0.00	100.00	100.00	0.00	0.00	0.00	0.00	0.00	800,000.00	800,000.00	0.00	800,000.00
Rv123456	20.21126M	01-100	Temporary Structures	1000	700,000.00	0.00	0.00	700,000.00	0.00	0.00	700,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	700,000.00	700,000.00	0.00	700,000.00
Rv123456	20.21126M	01-103	Site Office	1000	500,000.00	0.00	0.00	500,000.00	0.00	0.00	500,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500,000.00	500,000.00	0.00	500,000.00
Rv123456	20.21126M	01-103	Site Office	1000	70,000.00	0.00	0.00	70,000.00	0.00	0.00	70,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	70,000.00	70,000.00	0.00	70,000.00
Rv123456	20.21126M	01-104	Site Security	1000	90,000.00	0.00	0.00	90,000.00	0.00	0.00	90,000.00	1,700.00	0.00	0.00	0.00	1,700.00	-1,700.00	0.00	0.00	0.00	0.00	90,000.00	90,000.00	0.00	90,000.00
Rv123456	20.21126M	02-200	Building Demolition	1000	90,000.00	0.00	0.00	90,000.00	0.00	0.00	90,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	90,000.00	90,000.00	0.00	90,000.00
Rv123456	20.21126M	02-300	Site Cleanup	1000	90,000.00	0.00	0.00	90,000.00	0.00	0.00	90,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	90,000.00	90,000.00	0.00	90,000.00
Rv123456	20.21126M	02-999	Site Work Billings	1000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	02-999	Site Work Billings	1000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rv123456	20.21126M	04	SA	1000	40,000.00	0.00	0.00	40,000.00	0.00	0.00	40,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40,000.00	40,000.00	0.00	40,000.00
Rv123456	20.21126M	01-104	Site Security	1000	90,000.00	0.00	0.00	90,000.00	0.00	0.00	90,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	90,000.00	90,000.00	0.00	90,000.00
Rv123456	20.21126M	01-104	Site Security	1000	0.00	0.00	1,000,000.00	1,000,000.00	700,000.00	300,000.00	1,413,000.00	0.00	0.00	0.00	0.00	0.00	1,000,000.00	1,000,000.00	0.00	0.00	0.00	1,413,000.00	1,413,000.00	0.00	1,413,000.00
Rv123456	20.21126M	02-100	Structural Demolition	1000	70,000.00	0.00	0.00	70,000.00	0.00	0.00	70,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	70,000.00	70,000.00	0.00	70,000.00
Rv123456	20.21126M	02-100	Structural Demolition	1000	800,000.00	0.00	0.00	800,000.00	0.00	0.00	800,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	800,000.00	800,000.00	0.00	800,000.00
Rv123456	20.21126M	01-100	Temporary Structures	1000	80,000.00	0.00	0.00	80,000.00	0.00	0.00	80,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	80,000.00	80,000.00	0.00	80,000.00
Rv123456	20.21126M	01-100	Temporary Structures	1000	68,886.00	0.00	0.00	68,886.00	0.00	0.00	68,886.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	68,886.00	68,886.00	0.00	68,886.00
Rv123456	20.21126M	02-100	Structural Demolition	1000	90,000.00	0.00	0.00	90,000.00	0.00	0.00	90,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	90,000.00	90,000.00	0.00	90,000.00
Rv123456	20.21126M	02-100	Structural Demolition	1000	70,000.00	0.00	0.00	70,000.00	0.00	0.00	70,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	70,000.00	70,000.00	0.00	70,000.00
Rv123456	20.21126M	01-100	Temporary Structures	1000	68,886.00	0.00	0.00	68,886.00	0.00	0.00	68,886.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	68,886.00	68,886.00	0.00	68,886.00
Rv123456	20.21126M	01-100	Temporary Structures	1000	50,000.00	0.00	0.00	50,000.00	0.00	0.00	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00	0.00	50,000.00
Rv123456	20.21126M	02-100	Structural Demolition	1000	90,000.00	0.00	0.00	90,000.00	0.00	0.00	90,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	90,000.00	90,000.00	0.00	90,000.00
Rv123456	20.21126M	02-100	Structural Demolition	1000	60,000.00	0.00	0.00	60,000.00	0.00	0.00	60,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60,000.00	60,000.00	0.00	60,000.00
4					2,902,822.00	0.00	7,077.00	2,910,899.00	2,910.00	1,906.00	2,914,925.00	2,768.00	2,200.00	2,038.00	4,800.00	628,332.00	640,132.00	3,408.00	111.00	643,646.00	643,646.00	2,271,277.00	2,915,419.00	2,270,777.00	6,41
1 - 21 of 21 items																									

## Related Jobs Block:

**NOTE:** Note that only Beta version has been released for this patch. Some of the features are still under development.

## New Fields Added to the Document Options (21.44750)

### Overview:

To add additional fields to the Document Options->Document Tab Program

### Modifications:

The following three fields has been added to the Document Options->Document Tab program.

- Sheet Name
- Location
- Discipline

These fields are available for every document type. The field accepts alphanumeric values, and each field has an active flag where the user can turn these fields off for document types (like Attachments) that do not require those fields. Fields are turned off by unchecking the 'Active' flag.

### SCREENSHOTS:

**DOCUMENT OPTIONS SETUP**

Document Group Types

Search Insert Delete Previous Next Workflows Report Options ECM User Extensions

\* Code

Package Menu Label

Package **Document**

☐ Auto. Number ☐ Document ID Mask ☐ Allow Override

Title  Tab Title  Document Menu Label

From Contact ☐ \* Active  
To Contact ☐ \* Active

Number  Title  Revision ☒ Active Rev. Date ☒ Active ☐ Active Status ☒ Active

Document ID  Document Title  Last Rev. No.  Last Revision Date  Number Of Copies  Open

Sheet Name  Location  Discipline

Bulletin  Category  Design  Designer  Section  Section  Received ☒ Active

User Defined Field  User Defined Field  User Defined Field  User Defined Field  User Defined Field  28 Feb., 2000

Sheet Name, Location and Discipline fields available with Active Flag

## Added flag “Show Spent as Actual Cost In WIP” to Job Setup (21.46567)

A new flag is added to Job Setup > Settings tab, called “Show Spent as Actual Cost In WIP”. The flag will only be available when the “Show CPR as Cost Amount” flag at job level is checked.

When “Show Spent as Actual Cost In WIP” is checked, the “Spent” column in the WIP program will show actual cost instead of the CPR Amount.

**JOB SETUP**

Table Mode Save Exit

Selection Criteria

Company LINCOM1  ling's company Ltd. Duplicate Job

Job Detail **Settings** Accounts AP Taxes Job Billing WIP Payroll Bank Security Equipment Locations Compliance PO / WO WBS

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

☐ Use Multiple Overhead Percentages  
☐ Joint Travel Regulations Used For Expenses  
☒ Allow Transactions ☐ Allow PCI Entry  
☐ \* Allow Inter-Branch Charges ☐ Do Not Allow Units Complete Greater Than Current Budget  
☒ Use Equipment Bill Rates  
☐ \* Use Cost To Complete Override  
☐ \* Unit Priced Contract  
☒ \* Show CPR As Cost Amount ☒ Show Spent As Actual Cost In WIP

Equipment Auto Charge Do Not Restart  
\* Cost Code Type Required  
\* Allow Cost Code Quantity Factoring  
Allocate AP Discounts to Job

The flag “Show Spent as Actual Cost In WIP” will only be available when the “Show CPR as Cost Amount” flag is checked.

**ENTER WIP ADJUSTMENTS**

Company: LINC0M1, ling's company Ltd. Status: Open Jobs

Job/Picklist: P15, patch 15 job new. Include Jobs With Posted WIP: ☒ Include Jobs With Forecast: ☒ Include Jobs Without WIP: ☒

Year: 2021, Period: 12, From: 01-Dec-2021, To: 31-Dec-2021

Display Annual Forecasts

WIP Adjustment Job Summary Department Summary Company Summary Post/Void WIP Adjustment

View Freeze Detach Delete Export

Select	Stored	Posted	Comp	Dept	Job	Trans. Allowed	Budget	Contract	Contract Override	Projected Profit	Projected Profit Override	Spent	Unposted Cost	Projected Cost	Projected C. Override
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	LINC0M1	00	P15	<input checked="" type="checkbox"/>	1,600,000.00	2,091,105.00		390,255.00		12,270.00	0.00	1,700,850.00	
							1,600,000.00	2,091,105.00		390,255.00		12,270.00	0.00	1,700,850.00	

No Stored Forecast/WIP: ☐ Previous Period: ☐ Overrides Contract: ☐ Proj Profit: ☐ Unposted Cost: 0.00 Proj Cost: ☐ % Compl: ☐ Earned Rev: ☐ Unposted Rev: 0.00

WIP Adjustment Posted: ☐ Job: patch 15 job new

WIP Period Closed: ☐ Dept: Company Level

Posted Amounts: Finalize Projections Update Forecast Refresh Copy Overrides Clear Overrides Populate WIP O/H Forward Loss Time Phased Performance Obligation

Instead of showing CPR, WIP program shows actual cost in Spent column

## Added 'Notes' Button into the Tool bar for Enter Manual Forecast Screen (21.48682)

Modified Enter Manual Forecast program (JCREVCAF) to change the Notes function from button to toolbar. User can add new, delete, edit, and close notes in the Notes popup window.

Please note, Notes added to one record will be shown for all records with the same Cost Code.

**ENTER MANUAL FORECAST**

Selection Criteria: Company: LINC0M1, ling's company Ltd. Job: PATCH15, PATCH v12-15-1. Show Closed Jobs: ☐ Show Zero Dollar Lines: ☐ Time Phased Discrepancy: 0.00

Job Detail

View Freeze Detach Search Workflows Report Options Export Attachments Notes(1) ECM Documents User Extensions

* Cost Code	* Category	Time Phs	Method	WM	Current Budget	Total Committed	Current Cost	% Compl	Cost to Complete	Projected Cost	Variance	Freeze Projection	Select
01-100	1000	<input type="checkbox"/>	P	HR	99,800.00	0.00	1,101.76		99,800.00	100,901.76	-1,101.76	<input type="checkbox"/>	<input type="checkbox"/>
01-100	3000	<input type="checkbox"/>	A	DY	123,222.00		0.00	0.000	123,222.00	123,222.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
					223,022.00	0.00	1,101.76		223,022.00	224,123.76	-1,101.76		

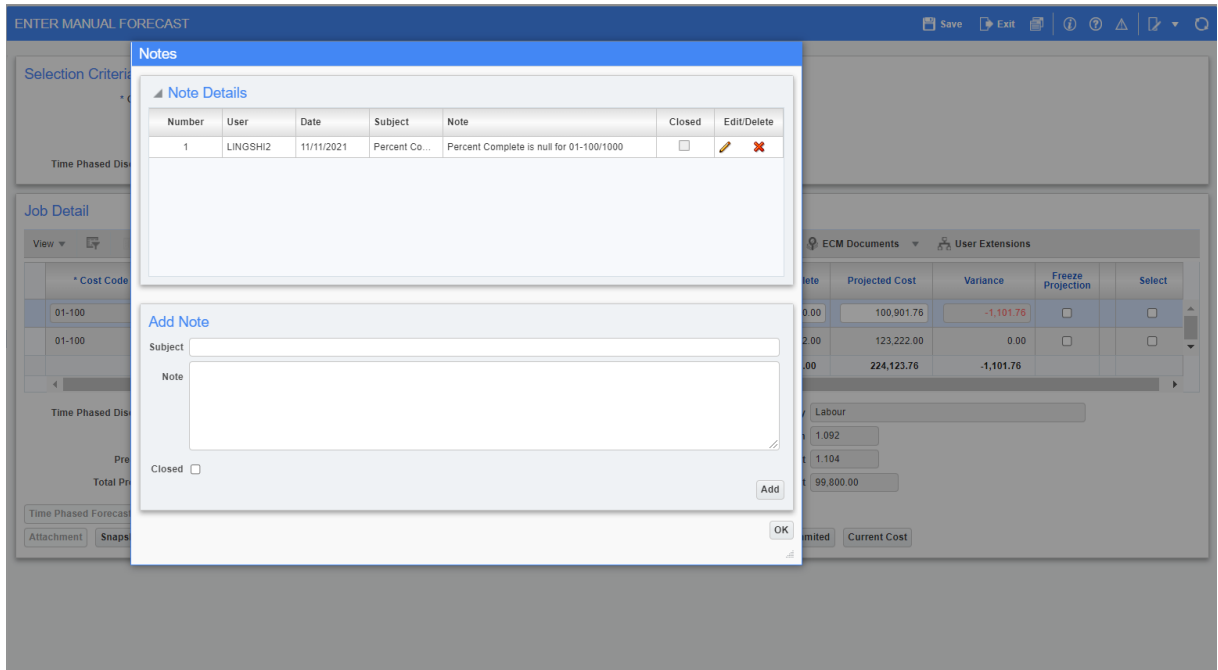
Time Phased Discrepancy: Pending 1,200.00 Pre-Pending 0.00 Total Proceeding 1,200.00

Cost Code: Temporary Structures Spent Against Contract 0.00 Comm.Remaining 0.00 Spent to Date 1,101.76

Category: Labour % of Projection 1.092 % of Budget 1.104 System Forecast 99,800.00

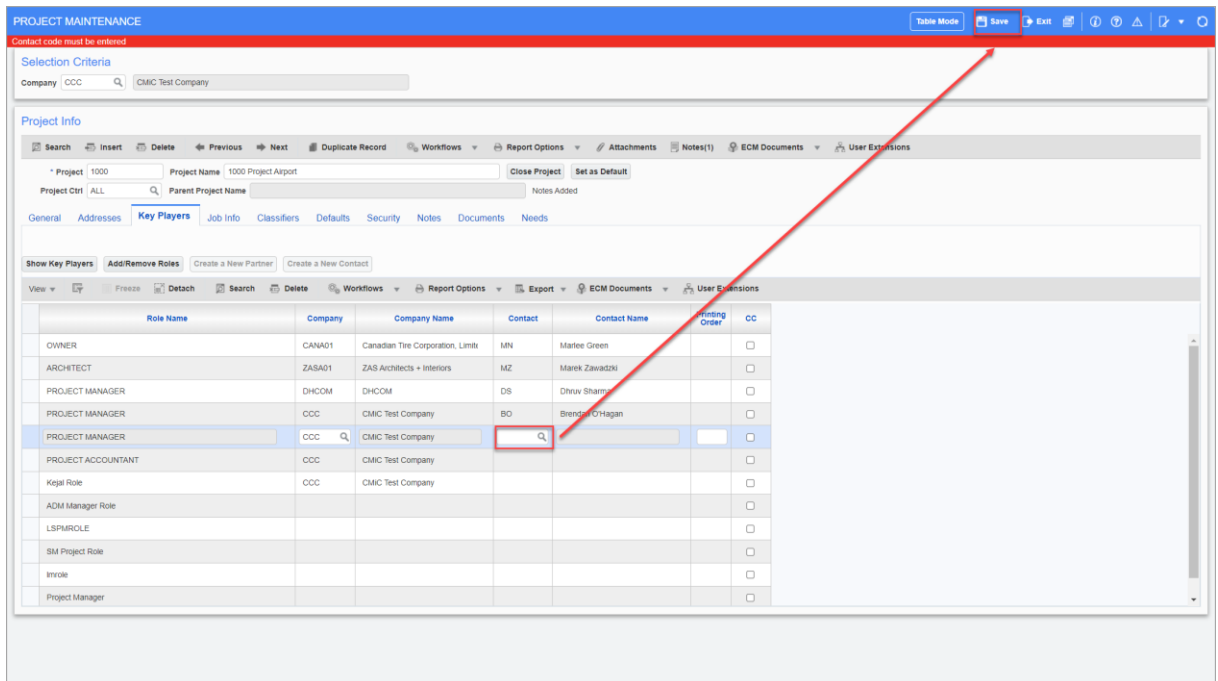
Time Phased Forecast Synchronize Synchronize All Attachment Snapshot Unit Info Job Summary Store Annual Store Month Clear Override Productivity Freeze Job Unfreeze Job Total Committed Current Cost

Removed from bottom buttons and added to the Tool bar



## Contact Code Made Mandatory for Saving Key Player in Project Maintenance Screen (20.36293)

Modified ADF Project Maintenance screen to require Contact if Partner (Company code) is entered on Key Player tab to be in sync with PMJSP.



## New Report Parameter 'Show Quantity' Added for JC Cost Transaction JC2000 Report (21.48963)

A new parameter added to the existing **JC Cost Transaction Report (JC2000)** to show/hide the quantity column in the report.

When Show Quantity is set to **'Y'** the quantity column will be displayed in the report. While exporting to excel the quantity column will be visible.

When Show Quantity is set to **'N'** the quantity column will not be displayed in the report. While exporting to excel the quantity column will not be visible.

Show Quantity set to **'Y'**.

The screenshot shows the 'Enter Parameters for Job Cost Transaction Report (JC2000)' dialog box. The 'Show Quantity' parameter is highlighted with a red box and set to 'Y'. The dialog includes fields for Company, Job Pick List, From Job, To Job, From Job Cost Code, To Job Cost Code, Category Pick List, From Category, To Category, Phase Type, Batch Number, Job Status, From Date, To Date, Transaction Type, Include Sub-Jobs, Print Invoice Date, Print Separate Page per Job, Destination, Output Format, Locale, and Available Reports.

The Quantity column is shown in the Excel.







**JOB COST CONTROL FILE** Table Mode Save Exit Print Help Refresh Close

**Selection Criteria**

Company:   Copy Control File

**Job Setup** | Accounting | Additional Charges | Bid Setup | Billing | Budget | Forecasting | WIP | Revenue Exceptions | Jobs | Change Management | Forward Loss

**Search** **Insert** **Workflows** **Report Options** **ECM Documents** **User Extensions**

Accounting Method:

Projected Final Flag:

Revenue Generation:

Default Job Billing Method:

Default Retainage:

☒ Use Equipment Bill Rates For TM Or JB Billings

☒ Use Payroll Bill Rates For TM Or JB Billings

☐ Default Payroll Overhead Rates Group Required

☐ Bid Job As Default

☒ Mandatory Default Job Department

☒ Mandatory Job Billing Rate Table For J/B Jobs

☐ Mandatory Workers Comp For Job Cost Codes

☒ Allow Transactions

☐ Auto Create Equipment Location For Jobs

☒ Default Job To Use Davis-Bacon Rules

☐ Freeze Output Projected Quantity

☐ Update Controlling Phase Name

Job Cost Code Template:

Job Mask:

☒ Job Estimated Start Date Defaulted To System Date

☐ Project Manager Is Mandatory On Job

☐ JB Contract Project Manager Is Synchronized With Job PM

☐ Job Billing Address Is Synchronized With JB Contract

☐ Job Department Defaults PM Employee Home Department

☒ Job Work Location Defaults PM Employee Work Location

☒ Reduce Commitments For Negative Price Variance Receipts

☐ Freeze Units Along With Projected Amount

☒ Mark New Cost Codes on Jobs As Billing

☐ Market Sector Is Mandatory On Job

☐ Automatic Numbering Of Jobs

☒ Lock Cost Codes And Categories In Template Assigned To Job

☒ Automatically Apply Template To Job

## System Privilege

New System privilege **JCLOCKCC** is added. When enabled it will allow users to lock/unlock the Cost Codes from the Cost Code Template screen.

**USER MAINTENANCE** Table Mode Exit Print Help Refresh Close

**User**

\* Login Name:  \* User:  Save/Refresh

**General** | **Assign Roles** | **System Privileges** | **Configuration Privileges** | **Consolidations Access** | **Company Access** | **Employee Security** | **Compliance Security**

**View** **Freeze** **Detach** **Search** **Workflows** **Report Options** **Export** **ECM Documents** **User Extensions**

* Code	* Name	Select
JCLOCKCC	JC: Allows User To Modify Locked Cost Code Category Within Template	<input checked="" type="checkbox"/>

## Win Lose Bid (JCBIDPRO)

The column Cost Code Template is added. The template will default from Job Cost Control. Users can change from one template to another.

If Copy Cost Codes is enabled and a template is defined, then both Bid Job Cost Codes and Template Cost Codes will be assigned to the job.

WIN LOSE BID

Company Code  
 \* Company RV123456 Construction Company

Open Bids Accounts

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

* Bid	Project Name	* Lost/Won	Date	Post Date	Cost Code Template	Reason	Competitor	Job	Transfer Costs	Copy Source/Reference	Copy Cost Codes	Cost Code
HB106	HB106	Bid Won	06032022	06032022	RETE01				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Reason Desc  
 Competitor Desc

Process Notes

## Cost Code Template Maintenance (JCPHSFM)

The following modifications are made to the Cost Code Template Maintenance screen.

1. A new column '**Locked**' is added to the Cost Code Template screen. When the locked flag is enabled the template cost codes assigned to a job cannot be removed, and if the template cost codes are in the Master list, then it cannot be removed from the master. This new flag will appear in the screen only when "**Lock Cost Codes And Categories In Template Assigned To Job**" is enabled in Job Control screen.

Only users or roles that have the privilege **JCLOCKCC** enabled will be able to lock/ unlock the cost codes.

**COST CODE TEMPLATE MAINTENANCE**

Selection Criteria

\* Company: RV123456  
 \* Template Name: LOCK01  
 Starting Cost Code: Ending Cost Code: Setup via Cost Codes

Create Template Add/Remove Categories Add Cost Codes Delete Template

**Cost Code Detail**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions

Locked	* Code	Name	Control Cost Code	Type Code	Wm Code	Active	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC01	LOC01	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC01-100	LOC01-100	LOC01		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC01-101	LOC01-101	LOC01		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC02	LOC02	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC02-100	LOC02-100	LOC02		NA	Yes	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC02-101	LOC02-101	LOC02		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC03	LOC03	ALL		NA	No	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC04	LOC04	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC05	LOC05	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC05-100	LOC05-100	LOC05		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC06	loc06	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC07	loc07	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC08	loc08	ALL		NA	Yes	Add/Remove Categories	Category Detail

Users or roles without the privilege **JCLOCKCC** will not be able to lock or unlock the cost codes.

**COST CODE TEMPLATE MAINTENANCE**

Selection Criteria

\* Company: RV123456  
 \* Template Name: LOCK01  
 Starting Cost Code: Ending Cost Code: Setup via Cost Codes

Create Template Add/Remove Categories Add Cost Codes Delete Template

**Cost Code Detail**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions

Locked	* Code	Name	Control Cost Code	Type Code	Wm Code	Active	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC01	LOC01	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC01-100	LOC01-100	LOC01		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC01-101	LOC01-101	LOC01		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC02	LOC02	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC02-100	LOC02-100	LOC02		NA	Yes	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC02-101	LOC02-101	LOC02		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC03	LOC03	ALL		NA	No	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC04	LOC04	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC05	LOC05	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC05-100	LOC05-100	LOC05		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC06	loc06	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC07	loc07	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC08	loc08	ALL		NA	Yes	Add/Remove Categories	Category Detail

- When the Cost Code is Locked, then the “Active” flag is disabled.

**COST CODE TEMPLATE MAINTENANCE**

Selection Criteria

\* Company: RV123456  
 \* Template Name: LOCK01  
 Starting Cost Code:   
 Ending Cost Code:   
☐ Setup via Cost Codes

Create Template Add/Remove Categories Add Cost Codes Delete Template

Cost Code Detail

Locked	* Code	Name	Control Cost Code	Type Code	Wm Code	Active	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC01	LOC01	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC01-100	LOC01-100	LOC01		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC01-101	LOC01-101	LOC01		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC02	LOC02	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC02-100	LOC02-100	LOC02		NA	Yes	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC02-101	LOC02-101	LOC02		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC03	LOC03	ALL		NA	No	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC04	LOC04	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC05	LOC05	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC05-100	LOC05-100	LOC05		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC06	loc06	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC07	loc07	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC08	loc08	ALL		NA	Yes	Add/Remove Categories	Category Detail

Cost Codes that are Locked cannot be deleted. But if the user has the privilege **JCLOCKCC** then cost codes can be unlocked and deleted. Users without the privilege should contact the system administrator.

**COST CODE TEMPLATE MAINTENANCE**

Selection Criteria

\* Company: RV123456  
 \* Template Name: LOCK01  
 Starting Cost Code:   
 Ending Cost Code:   
☐ Setup via Cost Codes

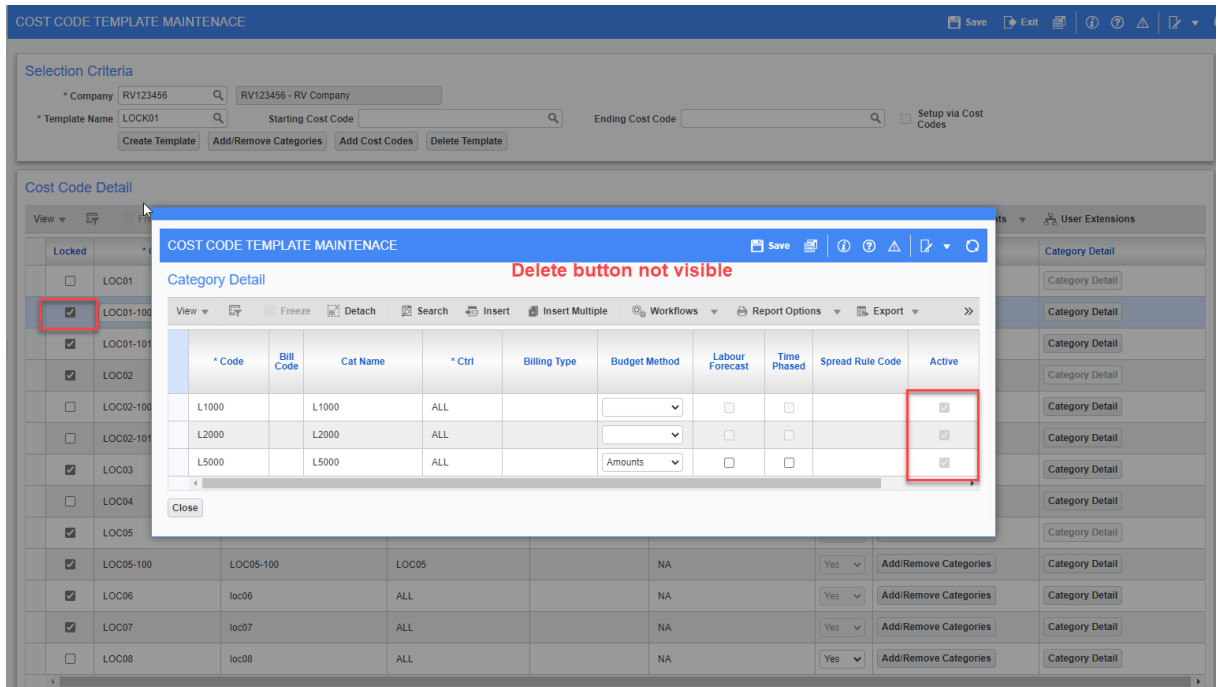
Create Template Add/Remove Categories Add Cost Codes Delete Template

Cost Code Detail

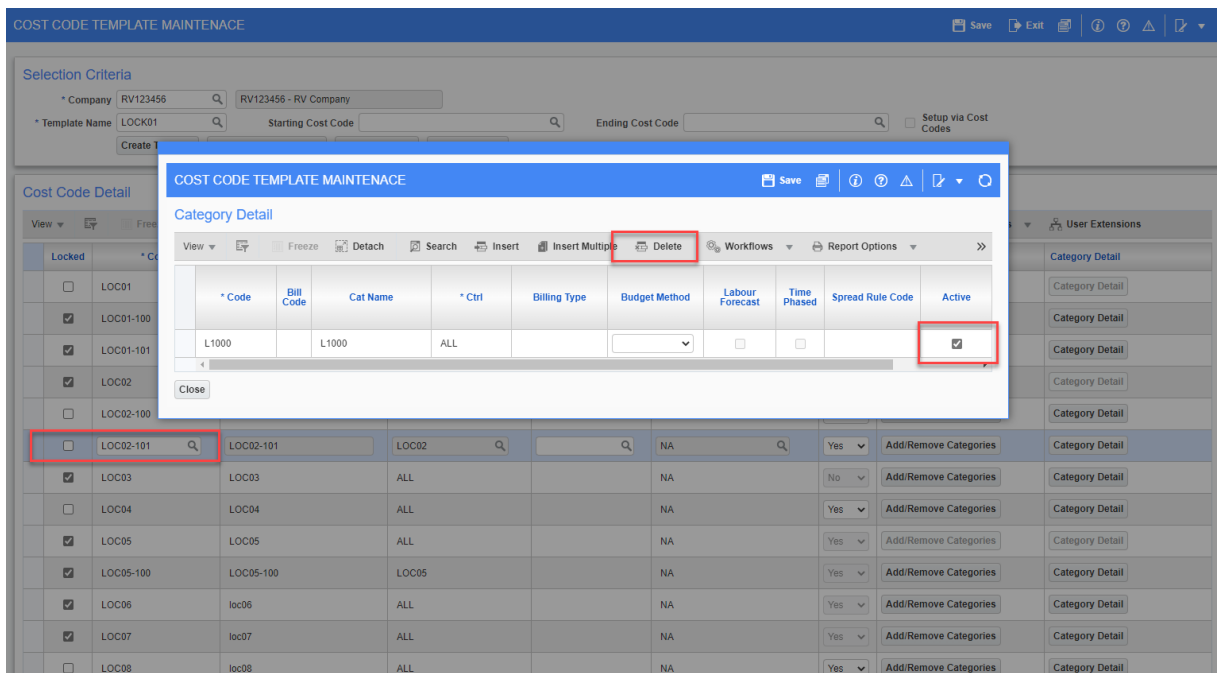
Locked	* Code	Name	Control Cost Code	Type Code	Wm Code	Active	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC01	LOC01	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC01-100	LOC01-100	LOC01		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC01-101	LOC01-101	LOC01		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC02	LOC02	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC02-100	LOC02-100	LOC02		NA	Yes	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC02-101	LOC02-101	LOC02		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC03	LOC03	ALL		NA	No	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC04	LOC04	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC05	LOC05	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC05-100	LOC05-100	LOC05		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC06	loc06	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input checked="" type="checkbox"/>	LOC07	loc07	ALL		NA	Yes	Add/Remove Categories	Category Detail
<input type="checkbox"/>	LOC08	loc08	ALL		NA	Yes	Add/Remove Categories	Category Detail

**Alert**  
 Cannot Delete Locked Cost Code. Contact System Administrator.  
 OK

- Similarly, when the Cost Code is Locked then the Active flag for its categories will be disabled and delete button will not be visible.



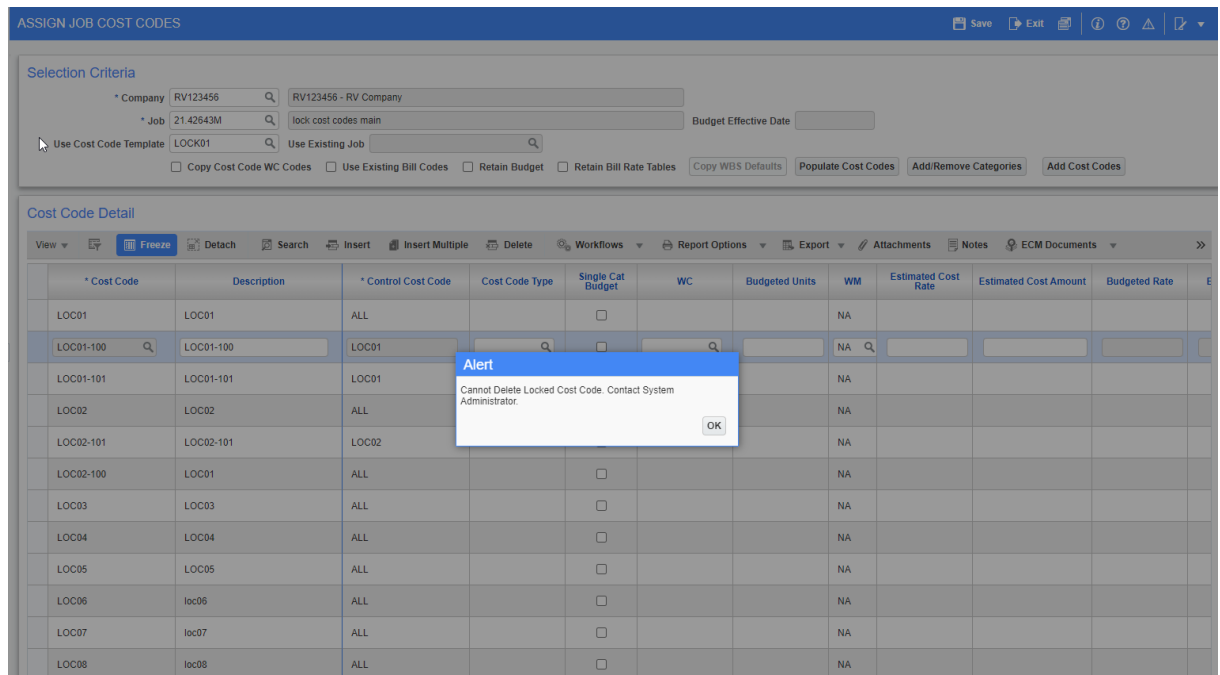
Active button is enabled for the categories for which cost codes are not locked and delete button is also available.



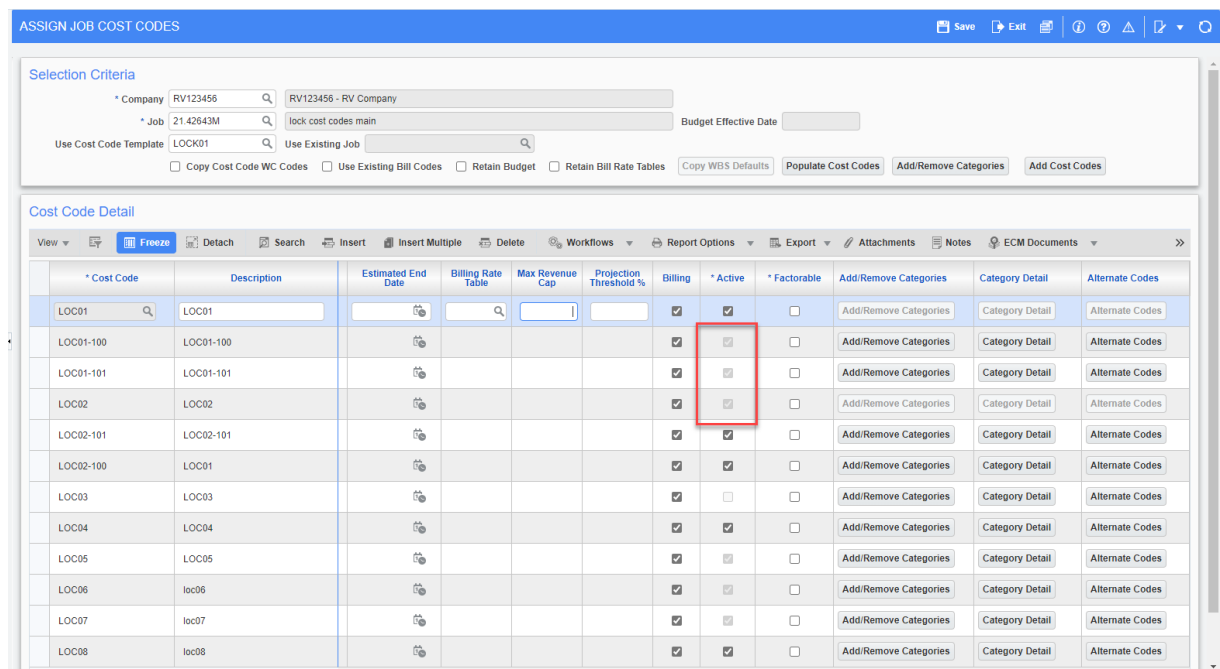
## Assign Job Cost Codes (JCPRODSU)

The following modifications are made to the Assign Job Cost Codes screen

1. When a template is assigned to the job and if the cost codes from the template are locked, then those cost codes cannot be deleted from the job. Alert message is displayed when a user tries to delete the locked cost codes from the job.

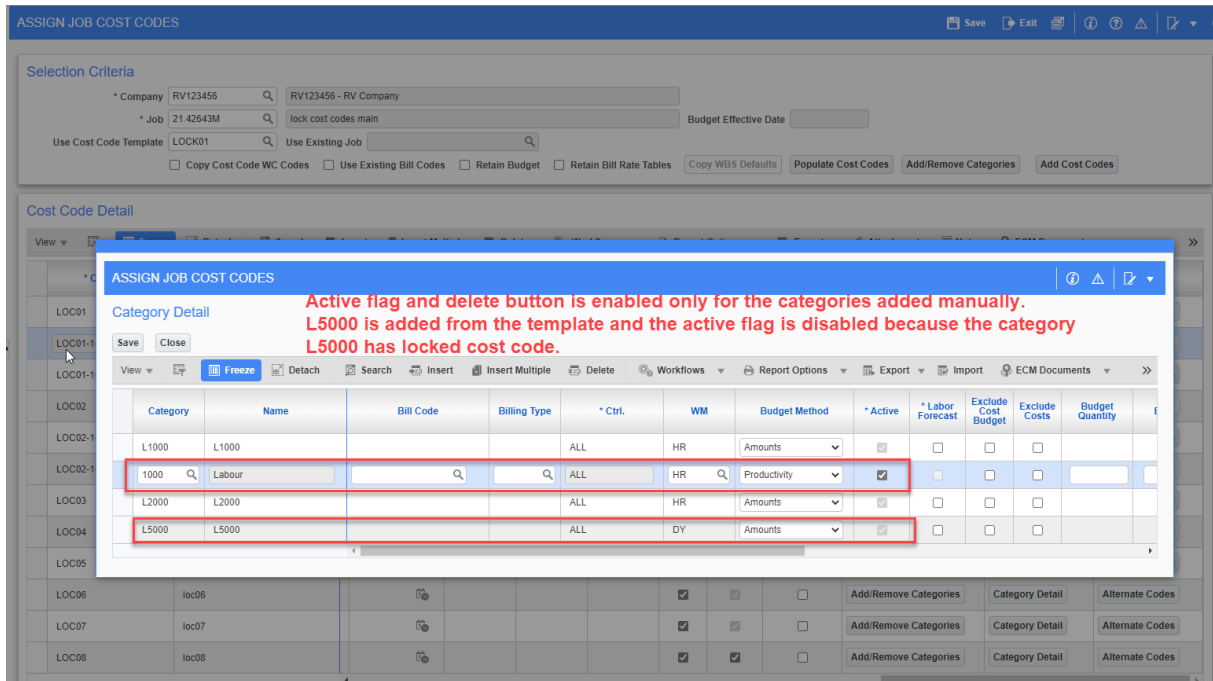


2. For Cost Codes that are Locked in a Template, the Active flag will be disabled.

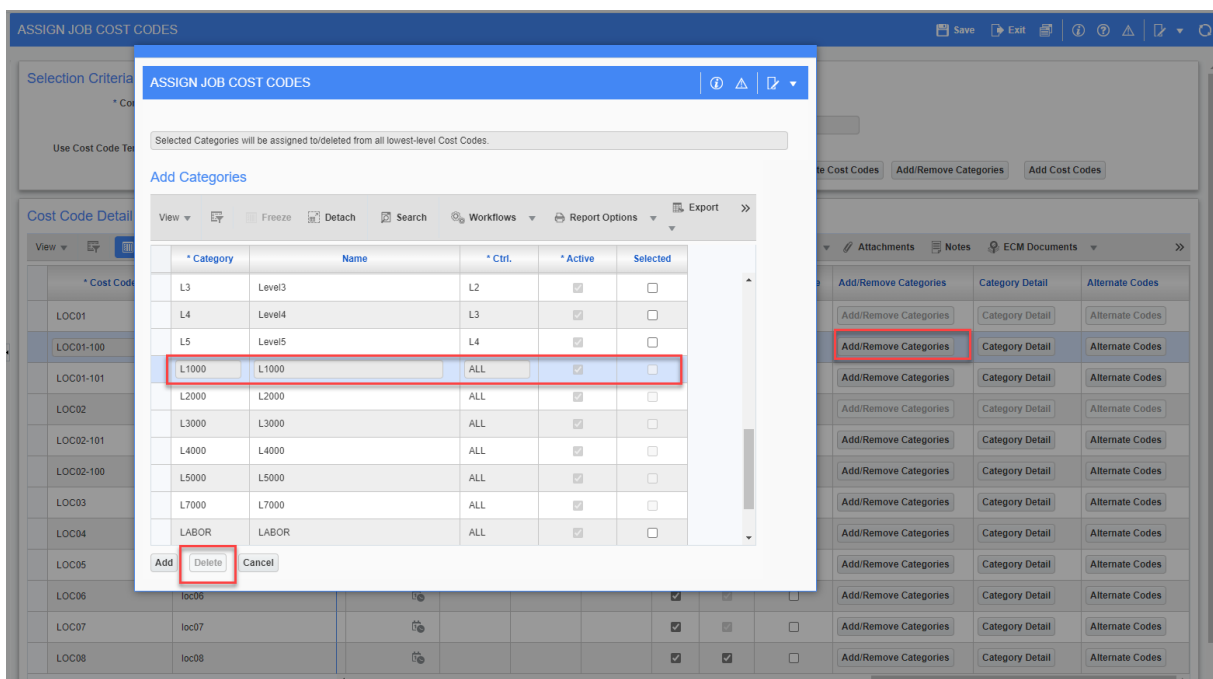


3. When the template is assigned to the job and if the template has cost codes that are locked, then the active flag for the categories of the locked cost codes will be disabled. Delete button will also be not available for those categories.

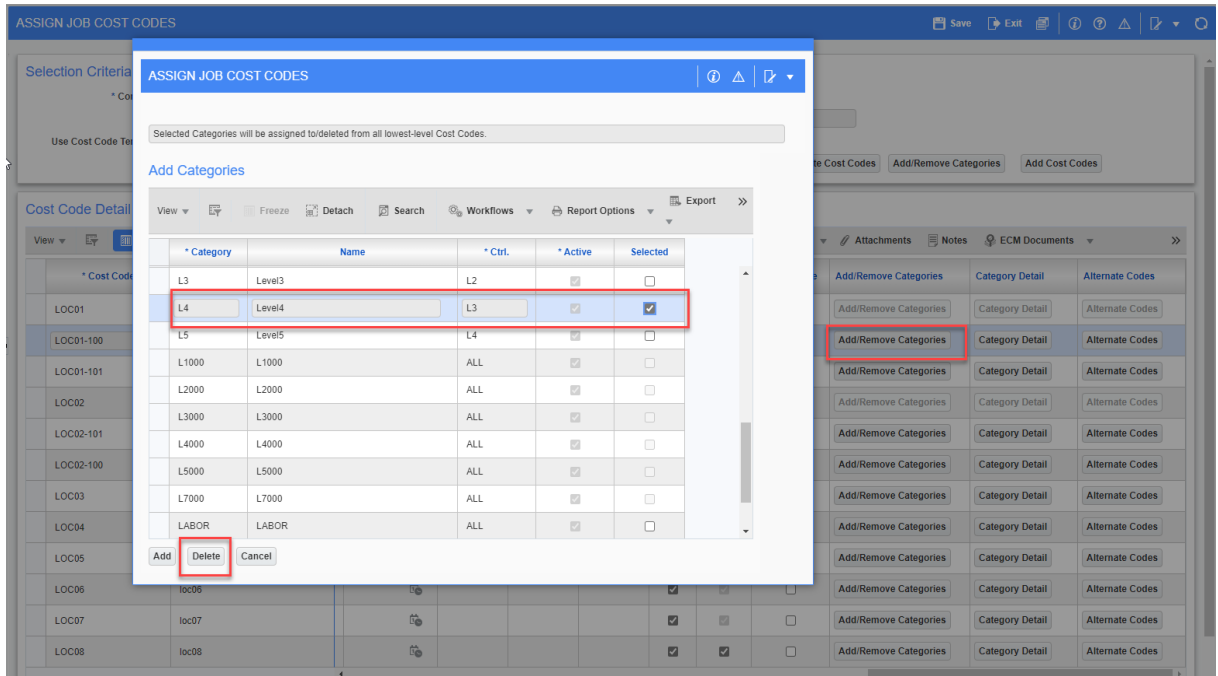




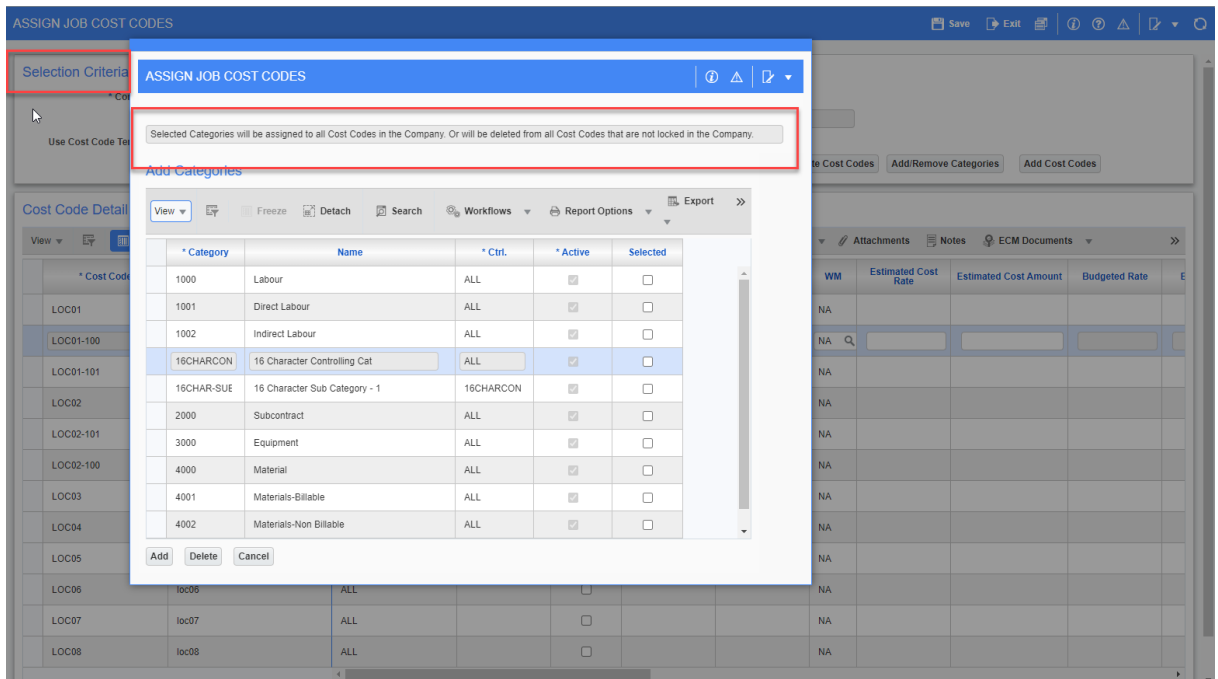
- When using Add/Remove Categories button, Categories that are included in a Locked Cost Code will not be allowed to delete and the Selected flag will be disabled.



- If the Categories are added manually (not available in the template) to a locked cost codes on Assign Cost Code screen, then the Selected flag and delete button will be enabled for those categories.

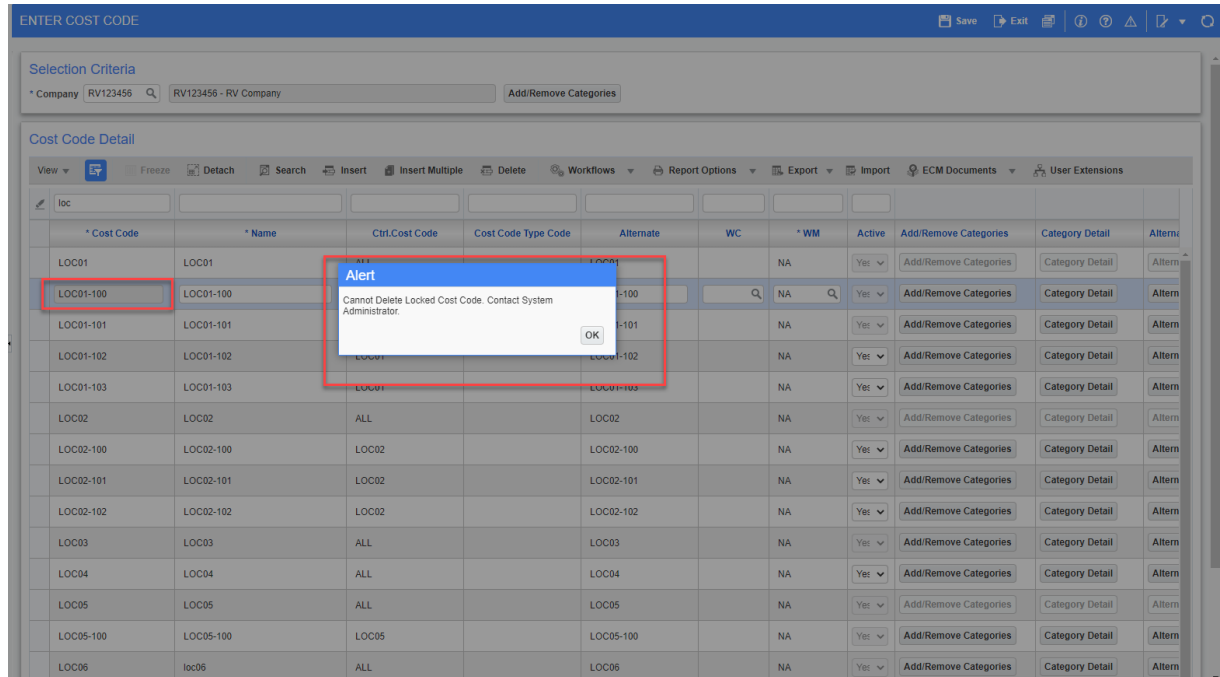


- When Lock functionality is enabled, then a different message will appear when using Add/Remove Categories from the Selection Criteria block. Only Categories that are not included in a Locked Cost Code will be removed from the Cost Codes.



## Enter Cost Code (JCPHSMST)

1. If the cost codes added in the template are locked then those locked cost codes cannot be deleted from the Master list. If user tries to delete the locked cost codes from the Master list then an alert message will be displayed.



2. For Cost Codes that are Locked in a Template the Active flag will be disabled.

ENTER COST CODE									
<div>Selection Criteria</div> <div>* Company RV123456 RV123456 - RV Company Add/Remove Categories</div>									
Cost Code Detail									
* Cost Code	* Name	Ctrl.Cost Code	Cost Code Type Code	Alternate	WC	* WM	Active	Add/Remove Categories	Category Detail
LOC01	LOC01	ALL		LOC01		NA	Yes	Add/Remove Categories	Category Detail
LOC01-100	LOC01-100	LOC01		LOC01-100		NA	Yes	Add/Remove Categories	Category Detail
LOC01-101	LOC01-101	LOC01		LOC01-101		NA	Yes	Add/Remove Categories	Category Detail
LOC01-102	LOC01-102	LOC01		LOC01-102		NA	Yes	Add/Remove Categories	Category Detail
LOC01-103	LOC01-103	LOC01		LOC01-103		NA	Yes	Add/Remove Categories	Category Detail
LOC02	LOC02	ALL		LOC02		NA	Yes	Add/Remove Categories	Category Detail
LOC02-100	LOC02-100	LOC02		LOC02-100		NA	Yes	Add/Remove Categories	Category Detail
LOC02-101	LOC02-101	LOC02		LOC02-101		NA	Yes	Add/Remove Categories	Category Detail
LOC02-102	LOC02-102	LOC02		LOC02-102		NA	Yes	Add/Remove Categories	Category Detail
LOC03	LOC03	ALL		LOC03		NA	Yes	Add/Remove Categories	Category Detail
LOC04	LOC04	ALL		LOC04		NA	Yes	Add/Remove Categories	Category Detail
LOC05	LOC05	ALL		LOC05		NA	Yes	Add/Remove Categories	Category Detail
LOC05-100	LOC05-100	LOC05		LOC05-100		NA	Yes	Add/Remove Categories	Category Detail
LOC06	LOC06	ALL		LOC06		NA	Yes	Add/Remove Categories	Category Detail

- If a Cost Code is Locked in a Template, then the delete button will not be visible for the categories that are included in the locked Cost Code and the Active flag will be disabled.

ENTER COST CODE									
<div>Selection Criteria</div> <div>* Company RV123456 RV123456 - RV Company Add/Remove Categories</div>									
Cost Code Detail									
* Cost Code	* Name	Ctrl.Cost Code	Cost Code Type Code	Alternate	WC	* WM	Active	Add/Remove Categories	Category Detail
LOC01	LOC01	ALL		LOC01		NA	Yes	Add/Remove Categories	Category Detail
LOC01-100	LOC01-100	LOC01		LOC01-100		NA	Yes	Add/Remove Categories	Category Detail
LOC01-101	LOC01-101	LOC01		LOC01-101		NA	Yes	Add/Remove Categories	Category Detail
LOC01-102	LOC01-102	LOC01		LOC01-102		NA	Yes	Add/Remove Categories	Category Detail
LOC01-103	LOC01-103	LOC01		LOC01-103		NA	Yes	Add/Remove Categories	Category Detail
LOC02	LOC02	ALL		LOC02		NA	Yes	Add/Remove Categories	Category Detail
LOC02-100	LOC02-100	LOC02		LOC02-100		NA	Yes	Add/Remove Categories	Category Detail
LOC02-101	LOC02-101	LOC02		LOC02-101		NA	Yes	Add/Remove Categories	Category Detail
LOC02-102	LOC02-102	LOC02		LOC02-102		NA	Yes	Add/Remove Categories	Category Detail
LOC03	LOC03	ALL		LOC03		NA	Yes	Add/Remove Categories	Category Detail
LOC04	LOC04	ALL		LOC04		NA	Yes	Add/Remove Categories	Category Detail
LOC05	LOC05	ALL		LOC05		NA	Yes	Add/Remove Categories	Category Detail
LOC05-100	LOC05-100	LOC05		LOC05-100		NA	Yes	Add/Remove Categories	Category Detail
LOC06	LOC06	ALL		LOC06		NA	Yes	Add/Remove Categories	Category Detail

- When Lock functionality is enabled then a different message will appear when using Add/Remove Categories from the Selection Criteria block. Only Categories that are not included in a Locked Cost Code will be removed from the Cost Codes.

**ENTER COST CODE**

**Selection Criteria**

\* Company RV123456

Selected Categories will be assigned to all Cost Codes in the Company. Or will be deleted from all Cost Codes that are not locked in the Company.

**Add Categories**

View Freeze Detach

* Category	Name	* Ctrl.	* Active	Selected
1001	Direct Labour	ALL	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1002	Indirect Labour	ALL	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16CHAR-SUE	16 Character Sub Category - 1	16CHARCON	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16CHARCON	16 Character Controlling Cat	ALL	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2000	Subcontract	ALL	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3000	Equipment	ALL	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4000	Material	ALL	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4001	Materials-Billable	ALL	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4002	Materials-Non Billable	ALL	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5000	Sundry	ALL	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5CHAR	5 Character Category	ALL	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6000	Bidding Costs	ALL	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8CHARCAT	8 Character Sub Category	CONTCAT	<input checked="" type="checkbox"/>	<input type="checkbox"/>
CONTCAT	Controlling category	ALL	<input checked="" type="checkbox"/>	<input type="checkbox"/>
L	Labor	ALL	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Add Remove Categories button used in Selection Criteria block

Add Delete Cancel

## Enter Budget (JCBUDGET)

Active Category flag will be disabled if the Category is included in a Locked Cost Code.

**JC ENTER BUDGET**

Save Exit Print Help Search

**Selection Criteria**

Company RV123456 RV123456 - RV Company

Job 21.42643M lock cost codes main Create Contract Assign Overhead Cost Rates

**Budget Detail**

View Freeze Detach Search Workflows Report Options Export Import ECM Documents User Extensions

* Cost Code	* Category	Meth	Budgeted Cost Amount	Budgeted Cost Amount Calculate Value	Budgeted Quantity	Budgeted Quantity Calculate Value	WM	Budgeted Revenue Rate	Project Final Ty	Projected Final	Freeze Proj Amt Flag	Time Phased	Spread Rule	Time Phased Variance	* Active Cat
LOC01-100	1000	P					HR		L	0.00	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
LOC01-100	L1000	A					HR		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
LOC01-100	L2000	A					HR		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
LOC01-100	L5000	A					DY		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
LOC01-101	L3000	A					S		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
LOC01-101	L5000	A					DY		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
LOC02-100	L2000	A					HR		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
LOC02-100	L3000	A					S		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
										0.00					

Cost Code LOC01-100

Job lock cost codes main for WBS Defaults Synchronize for LOC01

Cat Labour for View/Edit Time Phased Budget Forecast Based On Productivity

## Revise Budget (JCBUDGUP)

Active Cost Code and Active Category flags will be disabled when the Cost Codes are locked, and the Category is included in a Locked Cost Code.

JC REVISE BUDGET

Save Exit

Selection Criteria

Company RV123456 RV123456 - RV Company

Job 21.42643M lock cost codes main Create Contract Assign Overhead Cost Rates

Budget Detail

View Freeze Detach Search Workflows Report Options Export Import ECM Documents User Extensions

* Cost Code	* Category	Meth	Original Budget Amount	Budgeted Cost Amount	Budgeted Quantity	WM	Budgeted Revenue Rate	Project Final Ty	Projected Final	Freeze Proj Amt Flag	Time Phased	Spread Rule	Projected Final Type	* Active Cost Code	* Active Cat
LOC01-100	1000	P	0.00			HR		L	0.00	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LOC04	1000	P	0.00			HR		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LOC02-100	L7000	A	0.00			NA		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LOC08	L7000	A	0.00			NA		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LOC07	L7000	A	0.00			NA		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LOC02-100	L4000	A	0.00			NA		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LOC07	L4000	A	0.00			NA		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LOC01-100	L1000	A	0.00			HR		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LOC07	L1000	A	0.00			HR		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LOC03	L1000	A	0.00			HR		L		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input checked="" type="checkbox"/>
LOC02-100	L2000	A	0.00			HR		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LOC01-100	L2000	A	0.00			HR		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LOC07	L3000	A	0.00			\$		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LOC07	L2000	A	0.00			HR		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
LOC03	L2000	A	0.00			HR		L		<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input checked="" type="checkbox"/>
LOC02-100	L3000	A	0.00			\$		L		<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

## Material Sales

### 'Print Address' Option in Billing Invoices (15.11148)

To provide the ability to print or suppress the Company Address Information in MS Billing Invoices.

There may be a case where the company logo itself may have the address information hence printing of address details again may NOT be necessary.

#### Modifications:

The MS Control form > Invoices Tab is modified with a new checkbox 'Print Company Address On Invoice'.

The default value is 'Checked'. The address information will always be printed, which is the existing functionality.

When 'un-checked', then the address information will NOT be printed.

#### Examples:

The following examples show, that the new flag controls the printing of the address on the MS Billing invoices.

Existing Functionality: When Checked:

MATERIALS MANAGEMENT - CONTROL FILE

Table Mode Save Exit

Selection Criteria

\* Company ZZ CMiC Test Company

Options

Quotes Sales Orders Tickets **Invoices** Truckers Payroll Vendor Trucker Classes Employee Trucker Trades Import

Generation Option

☐ Single Ticket Date Per Invoice ☐ Single Inventory Location Per Invoice ☐ Single Daily Order Per Invoice

☐ Single Sales Order Per Invoice ☐ Single Origin/Destination Per Invoice

☐ Single Item Code Per Invoice ☐ Bill Groupable Non-Stock Items Together

Printing Option

☒ Print Comp. Address On Invoice ☒ \* Print Item Name On Billing Invoice ☒ \* Print Item Code On Billing Invoice

☐ Display Truck Column On Invoice ☐ Change Label From "Ticket No." to "Freight Bill"

☐ Print Logo From Invoice Series Code On Invoice

Defaults

Default Invoice Series Multi Location Invoice Series Default Report Format Default Internal Tax 1 Remit Address Code Address Detail External Delivery Rev Account External Surcharge Rev Account Internal Delivery Rev Account Internal Surcharge Rev Account

Sample Invoice Number Sample Invoice Number



CMiC Test Company FL Name Test  
123 Lakeshore Drive Suite-3 Chicago IL 1234KK USA

# INVOICE

ZZ-ACME01

Page 1 Of 1

## SOLD TO :

ZZ-Acme Supply  
123 Greenbriar Lane Unit 75  
Chicago  
US

## Job Location:

Origin: Toronto  
Destination: Ottawa  
City: Toronto

Contact: Mr. Green  
Tel: (847) 555-1212  
Fax: (847) 555-1313

## New Functionality:

When Un-Checked: Address Information Will NOT be Printed.

MATERIALS MANAGEMENT - CONTROL FILE

Table Mode Save Exit

Selection Criteria

\* Company ZZ CMiC Test Company

Options

Quotes Sales Orders Tickets **Invoices** Truckers Payroll Vendor Trucker Classes Employee Trucker Trades Import

Generation Option

☐ Single Ticket Date Per Invoice ☐ Single Inventory Location Per Invoice ☐ Single Daily Order Per Invoice

☐ Single Sales Order Per Invoice ☐ Single Origin/Destination Per Invoice

☐ Single Item Code Per Invoice ☐ Bill Groupable Non-Stock Items Together

Printing Option

☐ Print Comp. Address On Invoice ☒ \* Print Item Name On Billing Invoice ☒ \* Print Item Code On Billing Invoice

☐ Display Truck Column On Invoice ☐ Change Label From "Ticket No." to "Freight Bill"

☐ Print Logo From Invoice Series Code On Invoice

Defaults

Default Invoice Series Multi Location Invoice Series Default Report Format Default Internal Tax 1 Remit Address Code Address Detail External Delivery Rev Account External Surcharge Rev Account Internal Delivery Rev Account Internal Surcharge Rev Account



# INVOICE

ZZ-ACME01

Page 1 Of 1

**SOLD TO :**

ZZ-Acme Supply  
123 Greenbriar Lane Unit 75  
Chicago  
US

**Job Location:**

Origin: Toronto  
Destination: Ottawa  
City: Toronto

Contact: Mr. Green

Tel: (847) 555-1212

Fax: (847) 555-1313



**MATERIALS MANAGEMENT - CONTROL FILE** Table Mode Save Exit ? ! ↶ ↷

---

**Selection Criteria**

\* Company   CMIC Test Company

---

**Options**

Quotes Sales Orders Tickets **Invoices** Truckers Payroll Vendor Trucker Classes Employee Trucker Trades Import

---

**Generation Option**

☐ Single Ticket Date Per Invoice   
 ☐ Single Inventory Location Per Invoice   
 ☐ Single Daily Order Per Invoice  
☐ Single Sales Order Per Invoice   
 ☐ Single Origin/Destination Per Invoice  
☐ Single Item Code Per Invoice   
 ☐ Bill Groupable Non-Stock Items Together

**Printing Option**

☒ **Print Comp. Address On Invoice**   
 ☒ \* Print Item Name On Billing Invoice   
 ☒ \* Print Item Code On Billing Invoice  
☐ Display Truck Column On Invoice   
 ☐ Change Label From "Ticket No." to "Freight Bill"  
☒ **Print Logo From Invoice Series Code On Invoice**

**Defaults**

Default Invoice Series	<input type="text"/>	<input type="button" value="Q"/>	Sample Invoice Number	<input type="text"/>
Multi Location Invoice Series	<input type="text"/>	<input type="button" value="Q"/>	Sample Invoice Number	<input type="text"/>
Default Report Format	<input type="text"/>	<input type="button" value="Q"/>		
Default Internal Tax 1	<input type="text"/>	<input type="button" value="Q"/>		
Remit Address Code	<input type="text"/>	<input type="button" value="Q"/>		
Address Detail				
External Delivery Rev Account	<input type="text"/>	<input type="button" value="Q"/>		
External Surcharge Rev Account	<input type="text"/>	<input type="button" value="Q"/>		
Internal Delivery Rev Account	<input type="text"/>	<input type="button" value="Q"/>		
Internal Surcharge Rev Account	<input type="text"/>	<input type="button" value="Q"/>		

The following screens show how the logo file is determined for printing.

When the Default Invoice Series Code has logo file path defined, then the specific logo will be printed. When no logo file path defined, then Company logo will be printed. This is an existing functionality and the following screens show an example of the same.

**INVOICE SERIES** Save Exit ? ? ? ? ? ?

**Selection Criteria**

\* Company ZZ CMiC Test Company

**Invoice Series Codes**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Series Code	* Description	Invoice Number Field Mask	AR Department	AR Account	Retainage Department	Retainage Account	Discount Department	Discount Account	* Next Invoice Number	Logo File Name
AR	Accounts Receivable Misc Invoice	AR*****	00	1500.100	00	1500.300			3	D:\cmi\12emv3\reports\CMiC-Amber.jpg
JB	Job Billing	JB*****	00	1500.100	00	1500.300			1	D:\cmi\12emv3\reports\CMiC-Green.jpg
PB	Progress Billing Invoices	PB*****	00	1500.100	00	1500.300			2	
TM	Time and Material Invoices	TM*****	00	1500.100	00	1500.300			2	



# INVOICE

ZZ-ACME01

**CMiC Test Company FL Name Test**  
**123 Lakeshore Drive Suite-3 Chicago IL 1234KK USA**

Page 1 Of 1

**SOLD TO :**

**ZZ-Acme Supply**  
**123 Greenbriar Lane Unit 75**  
**Chicago**  
**US**

**Job Location:**

**Origin: Toronto**  
**Destination: Ottawa**  
**City: Toronto**

**Contact: Mr. Green**  
**Tel: (847) 555-1212**  
**Fax: (847) 555-1313**

**MATERIALS MANAGEMENT - CONTROL FILE** Table Mode Save Exit ? ? ? ? ? ?

**Selection Criteria**

\* Company ZZ CMiC Test Company

**Options**

Quotes Sales Orders Tickets **Invoices** Truckers Payroll Vendor Trucker Classes Employee Trucker Trades Import

**Generation Option**

☐ Single Ticket Date Per Invoice ☐ Single Inventory Location Per Invoice ☐ Single Daily Order Per Invoice

☐ Single Sales Order Per Invoice ☐ Single Origin/Destination Per Invoice

☐ Single Item Code Per Invoice ☐ Bill Groupable Non-Stock Items Together

**Printing Option**

☒ **Print Comp. Address On Invoice** ☒ \* Print Item Name On Billing Invoice ☒ \* Print Item Code On Billing Invoice

☐ Display Truck Column On Invoice ☐ Change Label From "Ticket No." to "Freight Bill"

☒ Print Logo From Invoice Series Code On Invoice

**Defaults**

Default Invoice Series  Sample Invoice Number

Multi Location Invoice Series  Sample Invoice Number

Default Report Format

Default Internal Tax 1

Remit Address Code

Address Detail

External Delivery Rev Account

External Surcharge Rev Account

Internal Delivery Rev Account

Internal Surcharge Rev Account



# INVOICE

ZZ-ACME01

**SOLD TO :**

ZZ-Acme Supply  
123 Greenbriar Lane Unit 75  
Chicago  
US

**Job Location:**

Origin: Toronto  
Destination: Ottawa  
City: Toronto

Page 1 Of 1

Contact: Mr. Green  
Tel: (847) 555-1212  
Fax: (847) 555-1313

## MS Ticket Entry > Column for 'Dump Fee' Amount (15.12164)

The MS Company Control File is modified with a check box 'Display Dump Fee' under Sales Order Tab. The default value is 'N'.

The screenshot shows the 'Materials Management' application window with the 'Control File' tab selected. The 'Company' section shows 'ZZ' and 'CMiC Test Company'. The 'Options' tab is active, displaying various settings for 'Sales Orders'. The 'Default Expiry Days' is set to 365. The 'Pay Rate Field' is set to 'Hide'. The 'Expiry Date Field' is set to 'Hide'. The 'Item Expiry Date Field' is set to 'Hide'. The 'Job PO # Field' is set to 'Optional'. The 'Discount Fields' are set to 'Optional'. The 'Tax Fields' are set to 'Show 3'. The 'Validated Against AP Purchase Agreement' checkbox is checked. The 'Default Report Format' is 'MS\_STD\_SO'. The 'Sales Order Mask' is empty. The 'Display Dump Fee' checkbox is checked and highlighted with a red box. The 'Related Screens' section on the right lists 'Related Screen 1' through 'Related Screen 7' and 'More Related ...'. The status bar at the bottom indicates 'Record: 1/1' and '<OSC>'.

Checked: Display Dump Fee Column on Sales Order Entry and Ticket Entry Program.

Also added the 'Dump Fee' Column in the following screens:

Sales Order Entry > 'Origin/Destination' popup screen > Next to Pay Rate column

Ticket Entry program > Next to the Trucker Pay Column

When the flag in control file is checked, then the system will display the 'Dump Fee' column in both programs specified above.

### Sales Order Entry:

**MS Origin/Destination Rate**

Haul#	Origin	Destination	Unit Price	Trucker Class	Pay Rate	Dump Fee Rate
	Main Warehouse	Main Warehouse - Section 1	12.000	ZZ3	5.000	1.899
	Main Warehouse - Section 1	Main Warehouse - Section 2	15.000	*	6.000	2.222
	Main Warehouse - Section 2	Main Warehouse - Section 3	20.000	ZZ3	7.000	3.333

**Ticket Entry**

Haul#	Print	Start Date	Class	Item	Type	Location	Quantity	VM	Origin/Destination Price
	<input checked="" type="checkbox"/>	01-JAN-2016	1000	BRICK1	1	MAIN	1,000.00	EA	house - Section 1
	<input type="checkbox"/>								Origin/Destination Price
	<input type="checkbox"/>								Origin/Destination Price
	<input type="checkbox"/>								Origin/Destination Price
	<input type="checkbox"/>								Origin/Destination Price
	<input type="checkbox"/>								Origin/Destination Price
	<input type="checkbox"/>								Origin/Destination Price
	<input type="checkbox"/>								Origin/Destination Price
	<input type="checkbox"/>								Origin/Destination Price

BRICK1    Notes    Trucker Class Pay Rate

Enter Haul Number

Record: 1/3    ...    <OSC>

The Sales Order Entry allows users maintain a 'Dump Fee Rate' against an Origin/Destination combination record.

### Ticket Entry:

The Ticket Entry program, when users specify the Origin/Destination values and enter the item quantity, the dump fee will be calculated and populated as

$$\text{Dump Fee} = \text{Quantity} * \text{Dump Fee Rate}$$

This field is updateable and users may override the amount as required.

Also, regardless of whether the trucker's payroll or Billing Invoice are posted or not, this field is always updateable.

This value is only for reference and may be used for any custom queries or reports.

No other standard programs, queries or reports will be impacted with this change.

Action Edit Block Field Record Query Utility Help Window

Materials Management Ticket Entry

**Company**

Company	ZZ	CMIC Test Company	Item		Type	
Sales Order	INT1001	Internal 1001	Job Location			
Item Location			Origin			
Date			Destination			

☒ Unbilled
 ☐ Unposted Invoice
 ☐ Posted Invoice
 ☒ TP Unbilled
 ☒ TP Unposted
 ☒ TP Posted
 ☐ Exclude No Trucker
 ☐ Exclude Auto Adjustments

**Tickets**

Ticket Number	Destination	Quantity	AM	Price	Amount	Trucker	Truck/Trailer
INT1001-1	Warehouse - Section 1 Main Warehouse - Section 2	100.00	EA	15.000	1,500.00		

Notes Standby Bridge Toll Eqp. Assembly

Customer/Job Test Project Sales Order Internal 1001 Item BRICK1  
 Trucker Truck Type Source Manual

Enter Price per Unit of Measure

Record: 1/1 <OSC>

Action Edit Block Field Record Query Utility Help Window

Materials Management Ticket Entry

**Company**

Company	ZZ	CMIC Test Company	Item		Type	
Sales Order	INT1001	Internal 1001	Job Location			
Item Location			Origin			
Date			Destination			

☒ Unbilled
 ☐ Unposted Invoice
 ☐ Posted Invoice
 ☒ TP Unbilled
 ☒ TP Unposted
 ☒ TP Posted
 ☐ Exclude No Trucker
 ☐ Exclude Auto Adjustments

**Tickets**

Ticket Number	Amount	Trucker	Truck/Trailer	Assembly	Truck Regular Hours	OT Hours	DOT Hours	Pay Rate	Trucker Pay	Dump Fee	Service Charge
INT1001-1	500.00			Assembly				6.000		222.20	<input checked="" type="checkbox"/>
				Assembly							
				Assembly							
				Assembly							
				Assembly							
				Assembly							
				Assembly							

**Note:**

When users want a different set of origin/destination, they have to delete the line and then reenter to have the dump fee recalculated. Otherwise the previously populated or overridden value will be retained.

## Sales Order Entry > Service Charge Override Changes (15.11193)

Added two columns in Service Charge Override popup in Sales Order Entry header.

Vendor class            Varchar2(4)

Vendor Code           Varchar2(8)

Users may enter or select valid values from the LOV. Users are allowed to select either one of the column values and not both. When users select any one column value, the other column will be cleared.

The system will auto-populate the Service Charge values as per the Service Charge Maintenance, if available. These values may be overridden as required by the users.

Expense Code            Equipment Class            Vendor Class Vendor            % of Pay            Rate            WM            Lump Sum

EXP-1	eXPENSE cODE1	ZZ-TRUCKS	ZZ Trucks	ZZ-ACME			NA	65.00

ZZ-Acme Supply            Close

Haul#	Print	Start Date	Class	Item	Type	Location	Quantity	WM	Price	Amount	Disc %	Disc/WM	Tax 1
<input type="checkbox"/>	<input checked="" type="checkbox"/>	01-MAY-2016	8000	8001	2	MAIN	1,000.00	EA	10.000	10,000.00			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	01-MAY-2016	8000	8002	2	MAIN	1,000.00	EA	10.000	10,000.00			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	01-MAY-2016	1000	BRICK1	1	MAIN	1,000.00	EA	11.100	11,100.00			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	01-MAY-2016	FUEL	DIESEL	1	MAIN	1,000.00	GL	5.000	5,000.00			
<input type="checkbox"/>	<input type="checkbox"/>												
<input type="checkbox"/>	<input type="checkbox"/>												
<input type="checkbox"/>	<input type="checkbox"/>												
<input type="checkbox"/>	<input type="checkbox"/>												

Component Item            Notes            Trucker Class Pay Rate

Enter Amount

Record: 1/1            ...            <OSC>

MS > Sales Order Entry > Service Charges popup

The following two screens show the Service Charge Maintenance where the charges are maintained at Vendor or Vendor Class Level. These values will be defaulted accordingly, when users selection of Equipment Class, Vendor Class or Vendor accordingly.

Action Edit Block Field Record Query Utility Help Window

Materials Management Service Charges Entry

Company ZZ CMIC Test Company

Vendor Class

Vendor Class Vendor

Vendor Class Subhauler

Start Date	Expense Code	Equipment Class	% of Pay	Rate	VM	Lump Sum
01-JAN-2016	EXP-1	eXPENSE cODE1 ZZ-TRUCKS ZZ Trucks	8.000	1.000	NA	100.00
01-FEB-2016	EXP-1	eXPENSE cODE1 ZZ-TRUCKS ZZ Trucks		7.500	NA	
01-MAR-2016	EXP-1	eXPENSE cODE1 ZZ-TRUCKS ZZ Trucks				125.00
02-MAR-2016	EXP-1	eXPENSE cODE1	65.000			

m11

Enter Vendor Class Code

Record: 1/1 ... <OSC>

Action Edit Block Field Record Query Utility Help Window

Materials Management Service Charges Entry

Company ZZ CMIC Test Company

Vendor Class

Vendor Class Vendor

Vendor

Start Date	Expense Code	Equipment Class	% of Pay	Rate	VM	Lump Sum
01-JAN-2016	EXP-1	eXPENSE cODE1 ZZ-TRUCKS	5.000	1.000	NA	200.00
01-FEB-2016	EXP-1	eXPENSE cODE1 ZZ-TRUCKS		10.000	NA	
01-MAR-2016	EXP-1	eXPENSE cODE1 ZZ-AUTO	6.000			
01-MAR-2016	EXP-1	eXPENSE cODE1 ZZ-TRUCKS				65.00
01-APR-2016	EXP-1	eXPENSE cODE1	22.000			

m11

Enter Vendor Code

Record: 1/1 ... List of Valu... <OSC>

## Added Preview Posting option to Post Inventory Ticket Program (21.37851)

### Overview

- 'Print Preview' flag is added to 'Post Inventory Ticket' program
- Program: MS\_POST\_TICKETS

### Modification

Highlighted flag shows the new 'Preview Posting' flag.

Select	Ticket Number	Comp	Customer/Job	Sales Order	Date	Class	Item	Type	Quantity	VM	Amount	Trucker
<input type="checkbox"/>	S2002-1	CCC	MAIN	S2002	16-10-2019	1000	BRICK1	01	100.00	EA	1,399.30	
<input type="checkbox"/>	T5001	CCC	MAIN	S5001	31-10-2019	1000	BRICK2	01	100.00	EA	2,000.00	HOURLY TES
<input type="checkbox"/>	TKT-EXT-123-1	CCC	MAIN	S123	14-02-2020	1000	BRICK1	01	100.00	EA	3,000.00	CCC-KW-01
<input type="checkbox"/>	TKT-EXT-123-2	CCC	MAIN	S123	14-02-2020	1000	BRICK2	01	100.00	EA	2,000.00	CCC-KW-01
<input type="checkbox"/>	TKT-EXT-123-3	CCC	MAIN	S123	14-02-2020	1000	BRICK3	01	100.00	NA	3,500.00	CCC-KW-01
<input type="checkbox"/>	TKT-EXT-123-4	CCC	MAIN	S123	14-02-2020	1000	BRICK4	01	100.00	NA	2,200.00	CCC-KW-01
<input type="checkbox"/>	TKT-EXT-123-5	CCC	MAIN	S123	14-02-2020	1000	BRICK5	01	100.00	EA	2,500.00	CCC-KW-01
<input type="checkbox"/>	SO-INT-1001-1	CCC	MAIN	SO-INT-1001	24-04-2020	1000	BRICK1	01	1,000.00	EA	25,000.00	A1MECH
<input type="checkbox"/>	CCC-QO-INT-1	CCC	MAIN	CCC-SO-INT-102	29-07-2020	1000	BRICK1	01	100.00	EA	1,000.00	CCC-WK-HR
<input type="checkbox"/>	CCC-SO-INT-1	CCC	MAIN	CCC-SO-INT-102	13-08-2020	1000	BRICK1	01	100.00	EA	1,000.00	ZEMP0004

Material Sales > Ticket > Post Inventory Tickets

## Microsoft Integration Package

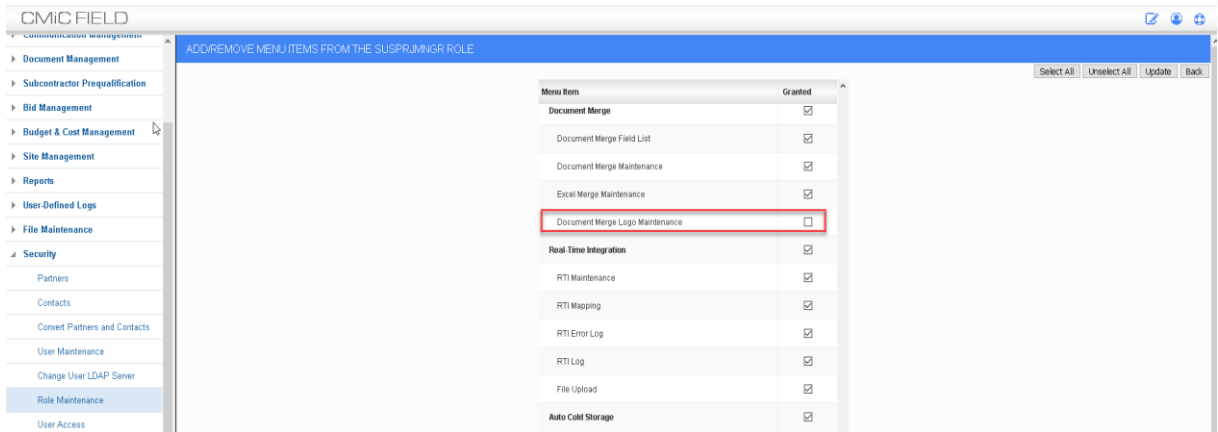
### MIP - Adding Logos Based on Company (19.79674)

Changes have been made to allow Microsoft Integration Programs (MIPs) to use the same template for all companies but be able to change the logo as needed, replicating Forms behavior.

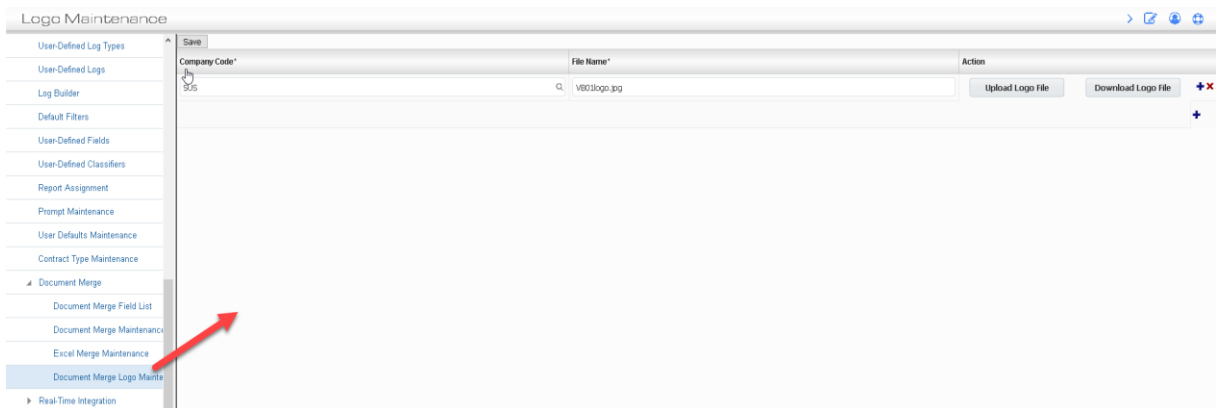
These changes include allowing merge documents to use .png and .jpg in the template for the logo.

To maintain these logos, a new menu item has been created "Document Merge Logo Maintenance":





Security access will be required and any custom tree-view will need to be adjusted to make this menu item available to users.




Any logo maintained in this screen for a Company (1 per company) will replace the default logo in MIP templates.

If no logo was uploaded for the current company the default logo will not be replaced.  
If no logo was included in the template the merge will still proceed correctly.

Example:

Template with default logo:

Fields for Inserting into a Document Merge Template



Request for Proposal - Subcontractors (PM3100\_001)

Change Item Entry - Subcontractors

Field Name	Data Type	Description
(FLPM3100_V.FL3100_ACTION_CODE)	VARCHAR2	Action Code
(FLPM3100_V.FL3100_APPV_FLAG)	VARCHAR2	Appv Flag
(FLPM3100_V.FL3100_ARCH_ADD_LINE1)	VARCHAR2	Arch Add Line1
(FLPM3100_V.FL3100_ARCH_ADD_LINE2)	VARCHAR2	Arch Add Line2
(FLPM3100_V.FL3100_ARCH_ADD_LINE3)	VARCHAR2	Arch Add Line3
(FLPM3100_V.FL3100_ARCH_CONTACT_DESC)	VARCHAR2	Arch Contact Desc
(FLPM3100_V.FL3100_ARCH_CONTACT_TITLE)	VARCHAR2	Arch Contact Title
(FLPM3100_V.FL3100_ARCH_CNST_NAME)	VARCHAR2	Arch Cnst Name
(FLPM3100_V.FL3100_ARCH_COUNTRY)	VARCHAR2	Arch Country
(FLPM3100_V.FL3100_ARCH_EMAIL)	VARCHAR2	Arch Email
(FLPM3100_V.FL3100_ARCH_FAX_NUM)	VARCHAR2	Arch Fax Num
(FLPM3100_V.FL3100_ARCH_MOBILE_NUM)	VARCHAR2	Arch Mobile Num
(FLPM3100_V.FL3100_ARCH_OTHER)	VARCHAR2	Arch Other
(FLPM3100_V.FL3100_ARCH_PAGER_NUM)	VARCHAR2	Arch Pager Num
(FLPM3100_V.FL3100_ARCH_PARTN_NAME)	VARCHAR2	Arch Partn Name
(FLPM3100_V.FL3100_ARCH_PHONE_NUM)	VARCHAR2	Arch Phone Num
(FLPM3100_V.FL3100_ARCH_POSTAL_CODE)	VARCHAR2	Arch Postal Code
(FLPM3100_V.FL3100_ARCH_REGION_CODE)	VARCHAR2	Arch Region Code
(FLPM3100_V.FL3100_ARCH_REGION_NAME)	VARCHAR2	Arch Region Name
(FLPM3100_V.FL3100_ARCH_ROLE_CODE)	VARCHAR2	Arch Role Code

Fields for Inserting into a Document Merge Template

(FLPM3100_V.FL3100_CMMAST_ORASEN)	NUMBER	Contract Orasen
(FLPM3100_V.FL3100_CODE)	VARCHAR2	Code
(FLPM3100_V.FL3100_COMP_CODE)	VARCHAR2	Comp Code
(FLPM3100_V.FL3100_COMP_LEGAL_NAME)	VARCHAR2	Comp Legal Name
(FLPM3100_V.FL3100_CTL_JOB_CODE)	VARCHAR2	Ctrl Job Code
(FLPM3100_V.FL3100_CUSUSER_NAME)	VARCHAR2	Cususer Name
(FLPM3100_V.FL3100_CUSUSER_ROLE_NAME)	VARCHAR2	Cususer Role Name
(FLPM3100_V.FL3100_CUST_CODE)	VARCHAR2	Cust Code
(FLPM3100_V.FL3100_CUST_NAME)	VARCHAR2	Cust Name
(FLPM3100_V.FL3100_DATE_RFQ_COMMENTS)	VARCHAR2	RFQ Dates - Comments
(FLPM3100_V.FL3100_DATE_RFQ_DUE_DATE)	DATE	RFQ Dates - Due Date
(FLPM3100_V.FL3100_DATE_RFQ_REC_DATE)	DATE	RFQ Dates - Received Date
(FLPM3100_V.FL3100_DATE_RFQ_SENT_DATE)	DATE	RFQ Dates - Sent Date
(FLPM3100_V.FL3100_DUE_TO_OWNER_DATE)	DATE	Date Due to Owner
(FLPM3100_V.FL3100_EFFECTIVE_END_DATE)	DATE	Effective End Date
(FLPM3100_V.FL3100_EFFECTIVE_START_DATE)	DATE	Effective Start Date
(FLPM3100_V.FL3100_IMPACT_DAYS)	NUMBER	Impact Days
(FLPM3100_V.FL3100_INCL_FORECAST_FLAG)	VARCHAR2	Incl Forecast Flag
(FLPM3100_V.FL3100_INV_CODE)	VARCHAR2	Inv Code
(FLPM3100_V.FL3100_JOB_CODE)	VARCHAR2	Job Code
(FLPM3100_V.FL3100_JOB_NAME)	VARCHAR2	Job Name
(FLPM3100_V.FL3100_MNOR_ADD_LINE1)	VARCHAR2	Mngr Add Line1
(FLPM3100_V.FL3100_MNOR_ADD_LINE2)	VARCHAR2	Mngr Add Line2
(FLPM3100_V.FL3100_MNOR_ADD_LINE3)	VARCHAR2	Mngr Add Line3
(FLPM3100_V.FL3100_MNOR_CONTACT_DESC)	VARCHAR2	Mngr Contact Desc
(FLPM3100_V.FL3100_MNOR_CONTACT_TITLE)	VARCHAR2	Mngr Contact Title
(FLPM3100_V.FL3100_MNOR_CNST_NAME)	VARCHAR2	Mngr Cnst Name
(FLPM3100_V.FL3100_MNOR_COUNTRY)	VARCHAR2	Mngr Country
(FLPM3100_V.FL3100_MNOR_EMAIL)	VARCHAR2	Mngr Email
(FLPM3100_V.FL3100_MNOR_FAX_NUM)	VARCHAR2	Mngr Fax Num
(FLPM3100_V.FL3100_MNOR_MOBILE_NUM)	VARCHAR2	Mngr Mobile Num
(FLPM3100_V.FL3100_MNOR_OTHER)	VARCHAR2	Mngr Other

Log Maintenance screen with Company Logo to use:

Logo Maintenance

User Defined Log Types

User Defined Logs

Log Builder

Default Filters

User Defined Fields

View Default Classifiers

Save

Company Code\*

File Name\*

Action

SUS


LOGS

Upload Logo File

Download Logo File

When a MIP document is printed using the template above, the logo in the maintenance screen is used:

Fields for Inserting into a Document Merge Template



Request for Proposal - Subcontractors (PM3100\_001)

Change Item Entry - Subcontractors

Field Name	Data Type	Description
(FLPM3100_V.FL3100_ACTION_CODE)	VARCHAR2	Action Code
(FLPM3100_V.FL3100_APPV_FLAG)	VARCHAR2	Appv Flag
(FLPM3100_V.FL3100_ARCH_ADD_LINE1)	VARCHAR2	Arch Add Line1
(FLPM3100_V.FL3100_ARCH_ADD_LINE2)	VARCHAR2	Arch Add Line2
(FLPM3100_V.FL3100_ARCH_ADD_LINE3)	VARCHAR2	Arch Add Line3
(FLPM3100_V.FL3100_ARCH_CONTACT_DESC)	VARCHAR2	Arch Contact Desc
(FLPM3100_V.FL3100_ARCH_CONTACT_TITLE)	VARCHAR2	Arch Contact Title
(FLPM3100_V.FL3100_ARCH_CNST_NAME)	VARCHAR2	Arch Cnst Name
(FLPM3100_V.FL3100_ARCH_COUNTRY)	VARCHAR2	Arch Country
(FLPM3100_V.FL3100_ARCH_EMAIL)	VARCHAR2	Arch Email
(FLPM3100_V.FL3100_ARCH_FAX_NUM)	VARCHAR2	Arch Fax Num
(FLPM3100_V.FL3100_ARCH_MOBILE_NUM)	VARCHAR2	Arch Mobile Num
(FLPM3100_V.FL3100_ARCH_OTHER)	VARCHAR2	Arch Other
(FLPM3100_V.FL3100_ARCH_PAGER_NUM)	VARCHAR2	Arch Pager Num
(FLPM3100_V.FL3100_ARCH_PARTN_NAME)	VARCHAR2	Arch Partn Name
(FLPM3100_V.FL3100_ARCH_PHONE_NUM)	VARCHAR2	Arch Phone Num
(FLPM3100_V.FL3100_ARCH_POSTAL_CODE)	VARCHAR2	Arch Postal Code
(FLPM3100_V.FL3100_ARCH_REGION_CODE)	VARCHAR2	Arch Region Code
(FLPM3100_V.FL3100_ARCH_REGION_NAME)	VARCHAR2	Arch Region Name
(FLPM3100_V.FL3100_ARCH_ROLE_CODE)	VARCHAR2	Arch Role Code

Fields for Inserting into a Document Merge Template

SUS	VARCHAR2	Comp Code
SUS Legal Name	VARCHAR2	Comp Legal Name
SUS	VARCHAR2	Ctrl Job Code
Sharon Neil	VARCHAR2	Cususer Name
SUS PM Role	VARCHAR2	Cususer Role Name
WHIMISICA	VARCHAR2	Cust Code
Whimsical Interiors and Extensions (SI)	VARCHAR2	Cust Name
	VARCHAR2	RFQ Dates - Comments
	DATE	RFQ Dates - Due Date
	DATE	RFQ Dates - Received Date
	DATE	RFQ Dates - Sent Date
2020-01-28	DATE	Date Due to Owner
2020-01-28	DATE	Effective End Date
2020-01-28	DATE	Effective Start Date
	NUMBER	Impact Days
	VARCHAR2	Incl Forecast Flag
	VARCHAR2	Inv Code
ADPJOB01	VARCHAR2	Job Code
ADP Project 1 - created June 28, 2017	VARCHAR2	Job Name
	VARCHAR2	Mngr Add Line1
	VARCHAR2	Mngr Add Line2
	VARCHAR2	Mngr Add Line3
	VARCHAR2	Mngr Contact Desc
	VARCHAR2	Mngr Contact Title
	VARCHAR2	Mngr Cnst Name
	VARCHAR2	Mngr Country
	VARCHAR2	Mngr Email
	VARCHAR2	Mngr Fax Num
	VARCHAR2	Mngr Mobile Num
	VARCHAR2	Mngr Other
	VARCHAR2	Mngr Pager Num

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## Mobile

### MCT

---

The mobile web service build **B44** is included in this patch set. This build contains web services needed for future releases of our mobile applications. Please see the change log below:

FIXED	Web-service optimized to significantly increased performance of the application (saving, submitting, data retrieving, etc. operations)
FIXED	Web-service to avoid unnecessary 0 hours in each cell in timesheets
ENHANCED	Web-Service to handle timesheets properly when being modified using multiple sources (synchronization issue)
FIXED	Web-service to modified to allow creating activities with the same name
FIXED	MCT shift is now fully supported
FIXED	MCT timesheet shift is now defaulted based on system settings
NEW	Web-service to improve error handling mechanism. Added button "Share logs" for unhandled exceptions and sent email to centralized email address monitor by development and support.
ENHANCED	login errors now show proper error messages
ENHANCED	Cost code" and "Category" activity fields are now mandatory and it's not possible to save timesheet when they are empty.  It's possible, however, to have them stored locally with no values.
FIXED	Web-service to support available hour types for each crew member based on access administration and setup
FIXED	each crew member now has proper other hours' values

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## Opportunity Management

### Customer/Vendor Indicators in Organization program (15.11857)

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The Organization program is modified with display only checkboxes to indicate whether the business partner is already a customer/vendor in one or more companies.

**ORGANIZATION MANAGEMENT** Table Mode Exit

---

**ORGANIZATION**

Search Insert Record Delete Record Previous Record Next Record Workflows Report Options Attachments Notes ECM Documents User Extensions

Organization: A1BRICKS Name: A1 Bricks Manufacturing Company Legal Name: A1 Bricks Manufacturing Company Save

---

**Detail** Opportunities Classification Addresses Contacts Action Items Notes Attachments

Controlling Parent:

AKA Organization Name: A1BRICKS

Street: 100, Brick Oven Street- All address Suite: 500, Brick Building43434 Previous Client ☐ Current Client ☐

City: Chicago State/Prov: IL Illinois

Country: US Zip/Postal Code: 60125 Source:

Phone #1:

Phone #2:

Phone #3:

Fax:

Web Site: www.cmic.ca

Email: ravi@cmic.ca

Customer ☒

Vendor ☒

Organization (Only) ☐

Top X Account ☐

Active Flag ☒

National Account ☐

Class: Concrete

Registration: 956326154

1099: 1099 Misc Sub of payment

Legal Entity ☐

SSN ☒

Ethics Policy ☐

**COMPANY TYPES**

View Freeze Detach Search Insert Record Insert Multiple Records Delete Record Workflows Report Options Export ECM Documents User Extension

Description
No rows yet.

## OM JSP Contact Hyperlink in ADF (15.10771)

New Hyperlink is implemented on the Team tab on the Opportunity Screen beside the Contact Name under Contact column.

**OPPORTUNITY MANAGEMENT** Table Mode Exit ? ? ? ?

---

**OPPORTUNITY MANAGEMENT**

Search Insert Record Delete Record Previous Record Next Record Workflows Report Options Import Attachments Notes ECM Documents User Extensions

\* Company: CMIC Test Construction Co Controlling BP:

\* Org/BP Name: ABC500 Org/BP Addr:  ☒ Include In Forecast

\* Opportunity Name: CMIC TEST Opportunity Code: CCC1406005

History Data Sheet Proposal Save

---

**General** **More Info** **Team** **Detail** **Allocation** **Site Address** **Life Cycle** **Action** **Competitors** **Risk Management** **Accounting** **Revenue** **Notes** **Attachments** **Review/Approval** **Market Sectors**

**OPPORTUNITY TEAM**

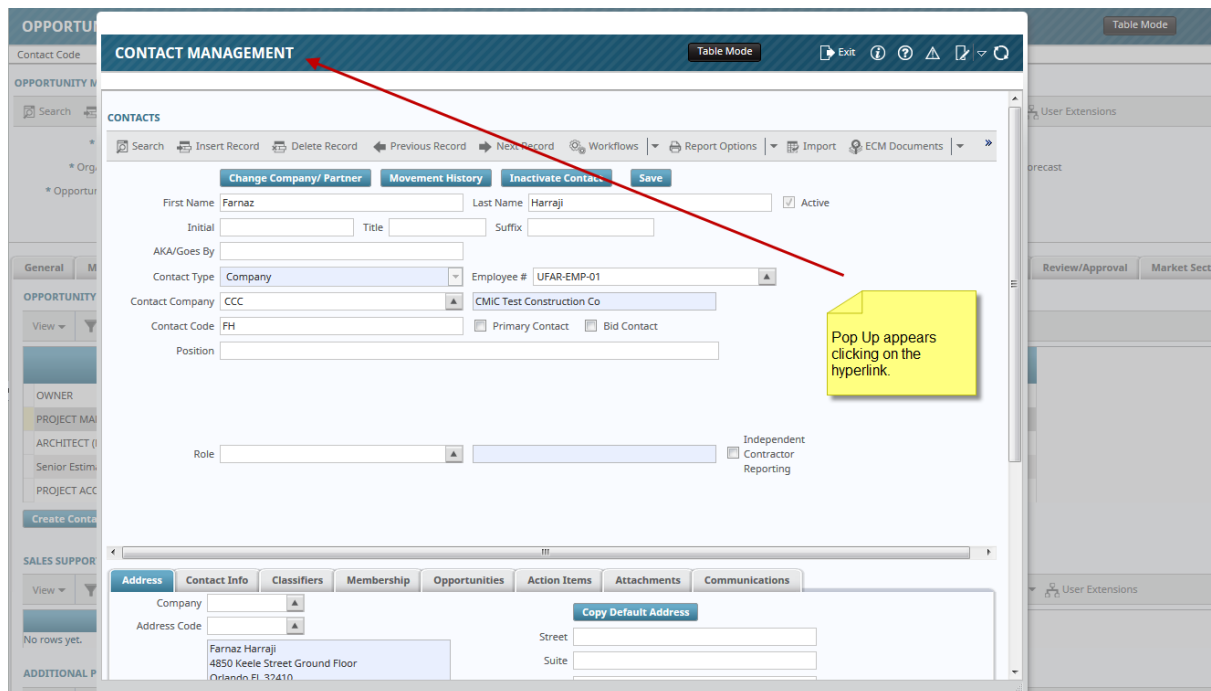
View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Pursuit Role	Partner Name	Contact Name	Contact	Print Order	Print on Transmittal
OWNER					<input type="checkbox"/>
PROJECT MANAGER	CMIC Test Construction Co	Farnaz Harraji	PH		<input type="checkbox"/>
ARCHITECT (Primary)	CMIC Test Construction Co	zohreh A	ZA1		<input type="checkbox"/>
Senior Estimator	CMIC Test Construction Co	Rajk kum	RK		<input type="checkbox"/>
PROJECT ACCOUNTANT					<input type="checkbox"/>

[Create Contact](#)

**SALES SUPPORT TEAM**

Hyperlink directs users to the contact pop up to access the contact information.



## BP Address Code Security based on Remit-To Flag (15.11856)

### Overview:

CMiC has created a new security on the business partner Remit-To addresses. For that purpose the new system option flag “Secure Remit-To Address” and a new privilege “SYS-Allow Edit of Remit-To Address” have been introduced.

When the system option flag “Secure Remit-To Address” is checked Remit-To addresses become protected and only users with the privilege “SYS-Allow Edit of Remit-To Address” will be able to edit them including checking on and off the Remit-To flag itself.

**Note:** The users without this privilege are still able to edit business partner alternate addresses that do not have the flag Remit-To checked though they cannot change the status of Remit-To flag.

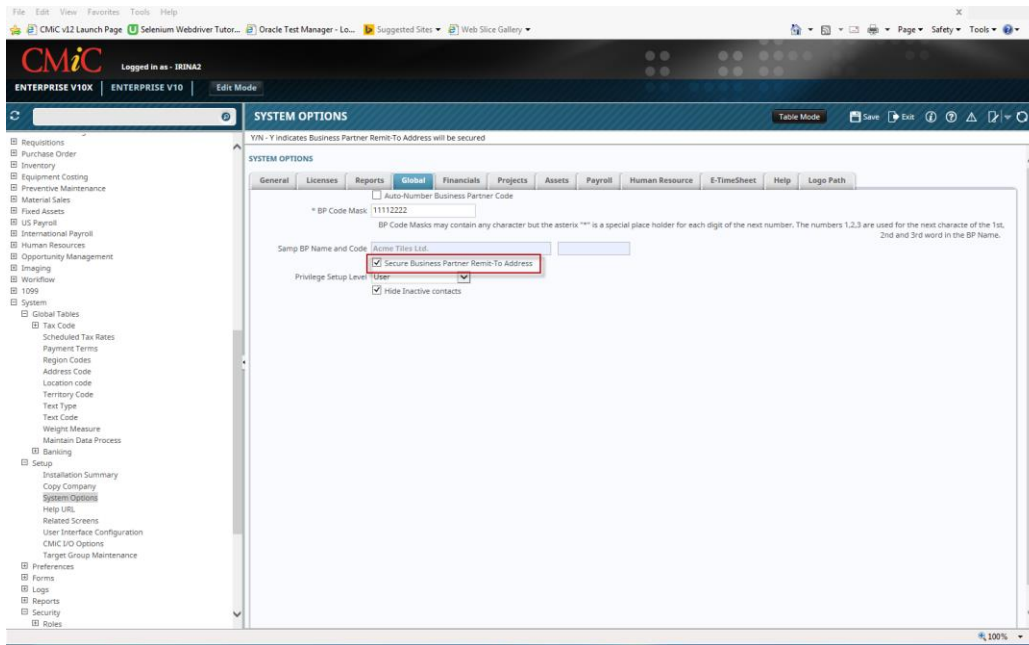
Also the users without this privilege can create new business partner alternate addresses (where they did not exist). In this case the flag Remit-To (either checked or unchecked during the address creation) will become protected (disabled) immediately upon saving the record.

This new business logic affects Maintain Business Partner, Maintain Vendor, Maintain Customer, and Organization ADF programs.

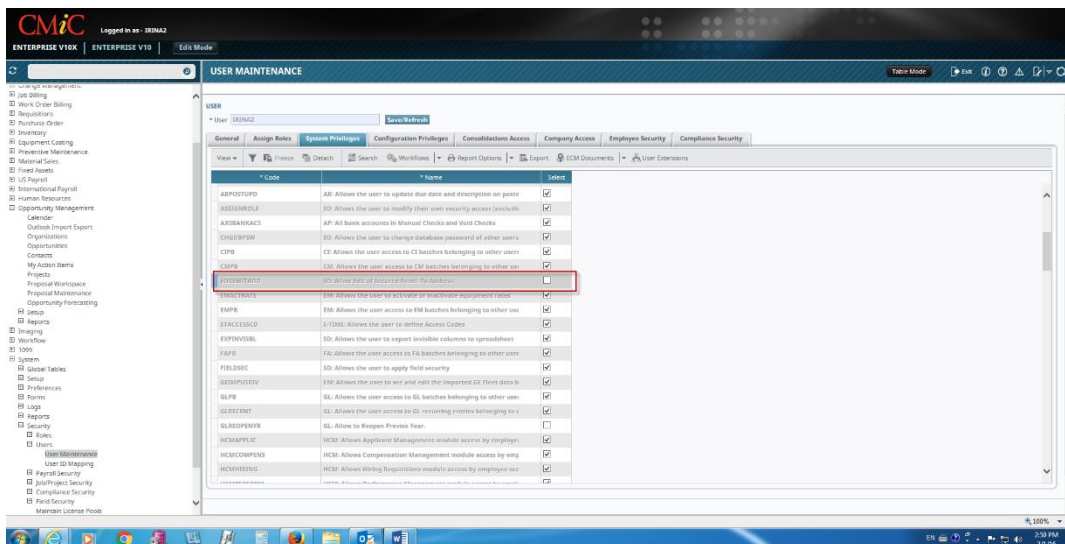
### Settings and Examples:

To check on/off the system option flag “Secure Remit-To Address” go to:

System -> Setup -> System Options -> Global tab:



1. To assign/revoke the new privilege “SYS-Allow Edit of Remit-To Address” to a user go to:  
System -> Security -> User -> User Maintenance -> System Privileges tab -> EDREMITADD  
Privilege Code:



2. The Remit-To flag locates on Address Tab of the Business Partner Maintenance screen:

**BUSINESS PARTNER MAINTENANCE** Table Mode

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User Extensions

Business Partner Code: JH-PC      Irina's Publishing Company      **Save**

Business Partner OM Classification Market Sector CSI **Address** Classifiers Territory Bank Company Company Type

Search Insert Previous Next Workflows Report Options ECM Documents User Extensions

\* Address Code: JH001      JH Code 1

Street: 333 Lake Str.

Suite: Unit 24

City: Chicago

State/Province: IL      Illinois

Country: US

Zip/Postal: 60636

Attention: Mr. Cooper

Phone:

Fax:

Add Email:

☒ Active

Applies to Company:

☒ Order From

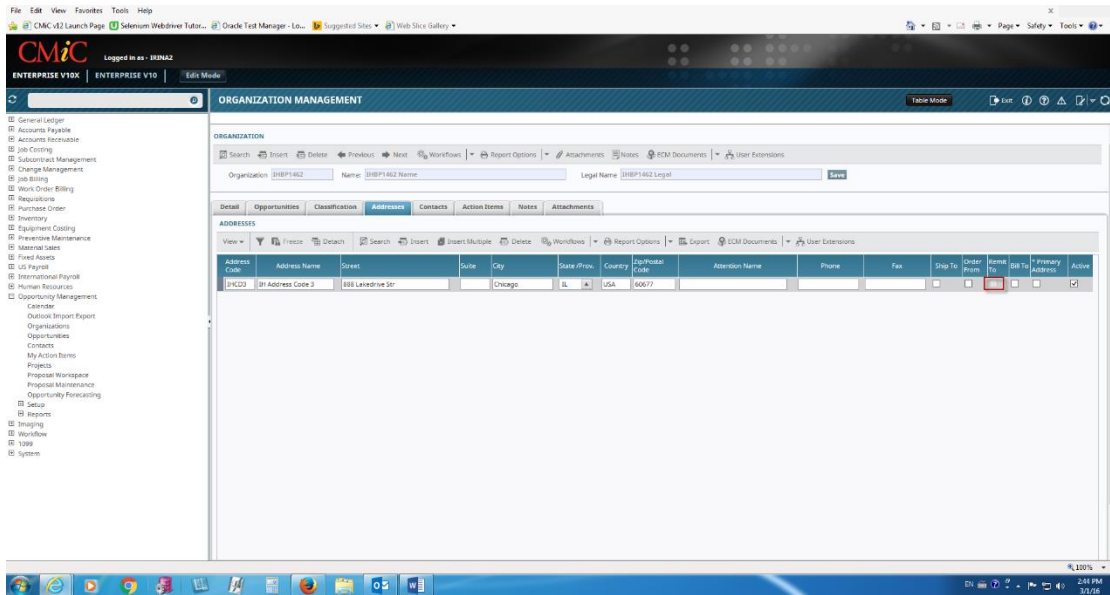
☒ Remit To

☒ Ship To

☒ Bill To

3. The business partner alternate address screen could be accessed via different programs:

- a/ Account Payable -> Setup -> Maintain Business Partners program -> Click Edit Icon next to the Business Partner Code -> Address tab
- b/ Account Receivable -> Setup -> Maintain Business Partners program -> Click Edit Icon next to Business Partner Code -> Address tab
- c/ Account Payable -> Setup -> Maintain Vendors program -> Click Edit Icon next to the Business Partner -> Business Partner Address tab
- d/ Account Receivable -> Setup -> Maintain Customers program -> Click Edit Icon next to Business Partner -> Business Partner Address tab
- e/ Opportunity Management (ADF) -> Organizations -> Click Edit Icon next to Organization -> Business Partner Address tab. In this particular case the screen has the same content but different appearance:



Regardless the program the user is utilizing to access the business partner alternate address screen the business logic remains the same.

#### New functionality summary:

1. The new system option flag “Secure Remit-To Address” and a new privilege “SYS-Allow Edit of Remit-To Address” have been introduced.
2. When the system option flag “Secure Remit-To Address” is checked the business partner alternate addresses that have Remit-To flag checked become protected. In this case only the users with the privilege “SYS-Allow Edit of Remit-To Address” will be able to edit these alternate addresses as well as to check on and off the Remit-To flag itself.

## Opportunity Revenue Tab – Closing Revenue and Send To Spreadsheet (17.34710)

**NOTE:** OM JSP has been deprecated.

Added a **Closing Revenue** column and the **[Send to Spreadsheet]** button to the Revenue tab of the OM Opportunity screen in PM JSP.

The prompt for Closing Revenue can be changed to a more suitable name if desired, using Prompt Maintenance.

Field security is available to be set for the two new objects. The default setting is ‘Hidden on the \*ALL\* role:

\*ALL\*



Update Back

\*Note: Not all programs have fields available with field privileges

Programs Opportunities

### COLUMN/FIELD SECURITY

Item Name	Security Level
Action Item Tab	Unrestricted
Competitor Tab	Unrestricted
Job Info Tab	Unrestricted
Revenue Tab	Unrestricted
Contacts Tab	Unrestricted
Notes Tab	Unrestricted
Attachments Tab	Unrestricted
User-Defined Field Tab	Unrestricted
Quotes and Sales Orders Button	Unrestricted
Review/Approval	Unrestricted
Opportunity Code	Unrestricted
Spread Button	Unrestricted
Stage	Unrestricted
Add Project Contact Button	Unrestricted
Copy From	Unrestricted
Send To Spreadsheet (Revenue tab)	Unrestricted
Closing Revenue (Revenue tab)	Unrestricted

When the field security is set to '**Unrestricted**', the objects can be seen on the Revenue Tab of the Opportunity screen:

File Edit View Favorites Tools Help

ThycticSecret Server CMicPlanGridSync CMIC PORTAL Resource Planning Oracle WebLogic Server A... CMIC Search - TESTV10X Oracle Test Manager - Lo... Suggested Sites H&KU Login - PRIGD PM JSP Sign In Opportunity Management

CMIC PROJECT MANAGEMENT

Project Management

Edit Spread Send To Spreadsheet Add Action Item

Organization Wal-Mart Stores Inc  
Opportunity Horrific (RP) Project

Opportunity Management

Calendar

Outlook Import/Export

Organizations

Opportunities

Horrific (RP) Project

Contacts

Contacts Synchronization

Action Items

Projects

User-Defined Logs

Reports

Maintenance

Security

Detail	User-Defined Fields	Action Items	Competitors	Job Info	Revenue	Contacts	Notes	Attachments	Review/Approval
Spread Rule		Potential Revenue		3,000,000.00		Gross Profit		540,000.00	
Date	Closing Revenue	Potential Revenue \$ *	Potential Revenue % *	Gross Profit \$ *		Gross Profit % *			
31-Mar-17	255,000.00	300,000.00	10.00	54,000.00		10.00			
30-Apr-17	255,000.00	300,000.00	10.00	54,000.00		10.00			
31-May-17	255,000.00	300,000.00	10.00	54,000.00		10.00			
Sum									
Current Year		3,000,000.00	100.0	540,000.00		100.0			
Future Years		0.00	0.0	0.00		0.0			
Total		3,000,000.00	100.0	540,000.00		100.0			

The **Closing Revenue** is calculated:

**Potential Revenue X % chance of closing**, and is spread over the number of months:

CMiC Project Management

The **[Send to Spreadsheet]** button will generate a spreadsheet of the data:

CMiC PROJECT MANAGEMENT | Project Management

## Opportunities Log – Action Item Date and Note columns added (17.34445)

**NOTE:** OM JSP has been deprecated.

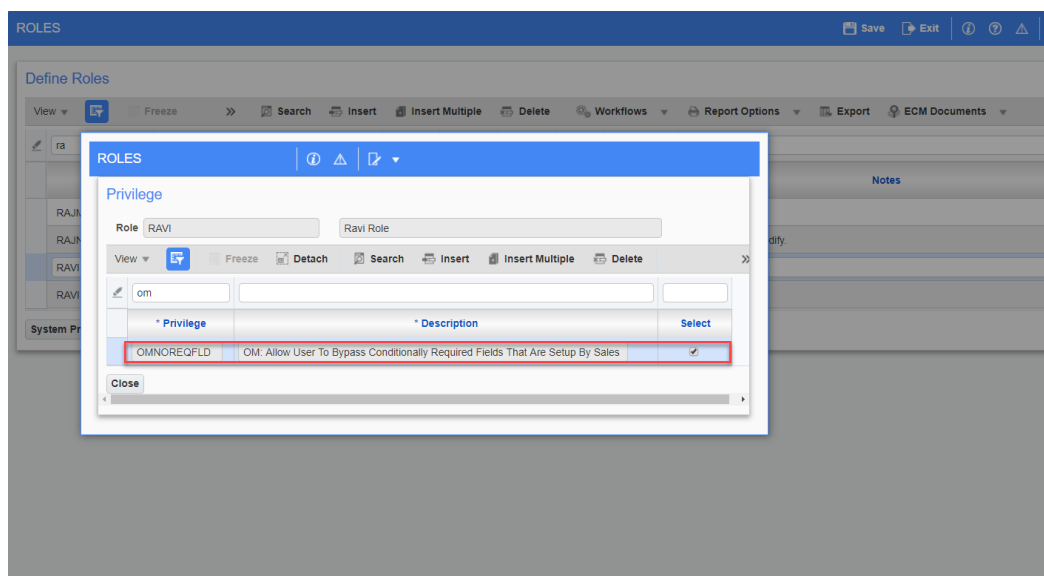
OPPORTUNITIES									
Vis	Column	Header	Alignment	Wrap	Link	Link Description	Sort Order	Srch	
<input checked="" type="checkbox"/>	OMOP_COMP_NAME	Company	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	OMOP_STAGE_DESC	Stage	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	OMOP_SALES_REP_NAME	Sales Rep	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	OMOP_PARTN_TYPE_DESC	Partner Type	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	OMOP_PARTN_NAME	Organization/Business	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	OMOP_PROJ_NAME	Opportunity	left	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	View Opportunity Detail		<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	OMOP_PROJ_BID_JOB_CODE	Bid Job Code	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	OMOP_SYSAL_DATE	Action Date	left	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	OMOP_SYSAL_NOTE	Action Note	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	OMOP_COMP_CODE	Company Code	left	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>

Added two columns to the opportunities log in OMJSP based on the most recent action item that is listed on the opportunity under the Action Items tab.

- One column is the **Date** field from the action item.
- The other column pulls data from the **Note** attached to the action item.

## Addition to Conditional Required Fields Based on Sales Stage (19.85683)

Added a new system privilege "OM: Allows user to bypass conditionally required fields that are setup by sales stage".



Modify database routine which checks for conditionally required fields by sales stage, to determine if the validation should be triggered based on the new user privilege.

Setup opportunity required fields as follows:

**SETUP OPPORTUNITY REQUIRED FIELD** Save Exit ? ? ? ? ?

**Selection Criteria**

Stage: PREQU  Prospect Qualifications

**Required Field**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export >>

* Column Name	UE Field Name	* Field Prompt
OMOPV_CLOSING_DATE		Closing Date

If the privilege flag is off, system will check for required fields.

**OPPORTUNITY MANAGEMENT** Table Mode Exit ? ? ? ? ?

**Closing Date is missing**

Description:

\* Current Sales Stage: Prospect Qualifications

Construction Value:  Potential Revenue:  Fee %: 0 Fee Amt:

Proposal Budget:  GBASF:

Go(%): 100 Get (%): 95 Closing (%): 95

Gross Profit:  Gross Profit %: 0.00

Ctrl Market Sector:  Market Sector:

Construction Type:  Building Classification:

Delivery Method:  Red Team Date:

☐ Red Team Review Req

☐ Include As Target

☐ Special Projects

☐ Top 100

**Dates**

Services Start:  Services End:  Duration Months:

Precon. Start:  Precon. End:  Current Year Months:

Construction Start:  Construction End:  Next Year Months:

Closing Date:  Actual Closing Date:  Future Year Months:

If the privilege flag is on, system will bypass the conditionally required fields. Validation will not be triggered.

**OPPORTUNITY MANAGEMENT** Table Mode Exit Info Help Print Refresh

**History** **Data Sheet** **Proposal**

**General** **More Info** **Team** **Detail** **Allocation** **Site Address** **Life Cycle** **Action** **Competitors** **Risk Management** **Accounting** **Revenue** **Notes** **Attachments** **Review/Approval** **Market Sectors**

**Opportunity**

Source:

Description:

**\* Current Sales Stage:**

Construction Value:  Potential Revenue:  Fee %:  Fee Amt:

Proposal Budget:  GBASF:

Go(%):  Get (%):  Closing (%):

Gross Profit:  Gross Profit %:

Ctrl Market Sector:

Market Sector:

Construction Type:

Building Classification:

Delivery Method:

Red Team Review Req: ☐

Red Team Date:

Include As Target: ☐

Special Projects: ☐

Top 100: ☐

**Dates**

Services Start:  Services End:  Duration Months:

Precon. Start:  Precon. End:  Current Year Months:

Construction Start:  Construction End:  Next Year Months:

Closing Date:  Actual Closing Date:  Future Year Months:

## Conversion of Company Types Program from FORMS to ADF (20.29860)

### Overview

Converted Company Types program to ADF.

### Modifications

Company Type menu added to Customer Relationship Management > Opportunity Management > Setup > Company Types.

**Enterprise v12** **Enterprise v12 Forms** **ESB** **ESB Role**

**Search for programs:**

**Opportunity Management** **COMPANY TYPE MAINTENANCE**

**Company Type**

Type	Description
1	1
30	30
A	A
B	B
TYPE 2	Empty Type
TYPE 32	Type 2 - Duplicate
TYPE1-EDIT	TYPE1: Edit Description

**Setup**

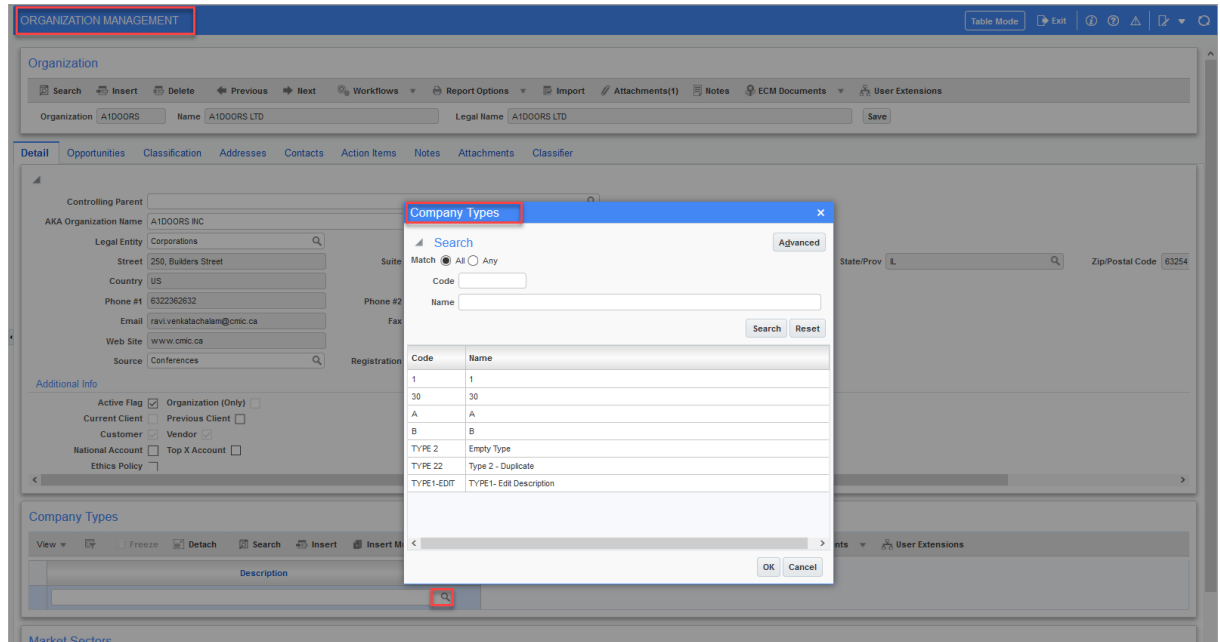
**Company Types**

Customer Relationship Management > Opportunity Management > Setup > Company Types

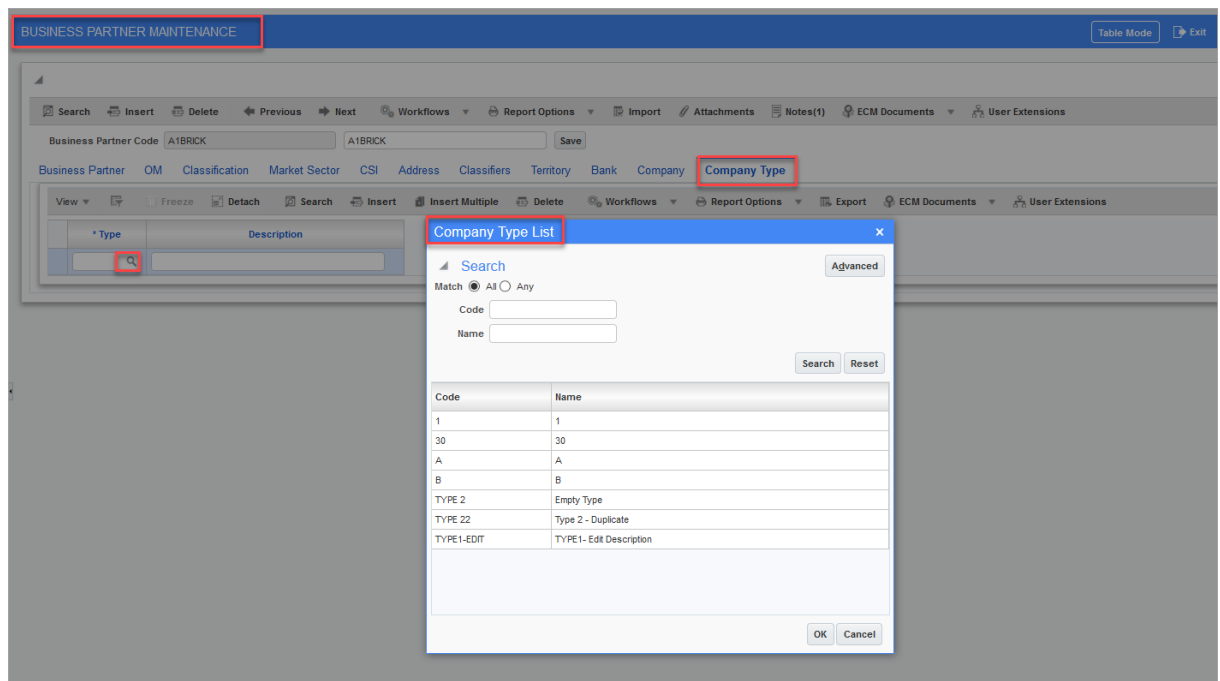
## Implementation

Company Types LOV is available for user in the following programs:

- 1) Organization Management
- 2) Business Partner Maintenance



*Customer Relationship Management > Opportunity Management > Organizations*



*Financial > Accounts Payable > Setup > Maintain Business Partner – Company Type tab*

## Added Ability to Import Notes (21.40230)

### Overview

Added Import button to import notes in Opportunities.

### Modifications

Added 'Import' button under 'Notes' tab in Opportunities.

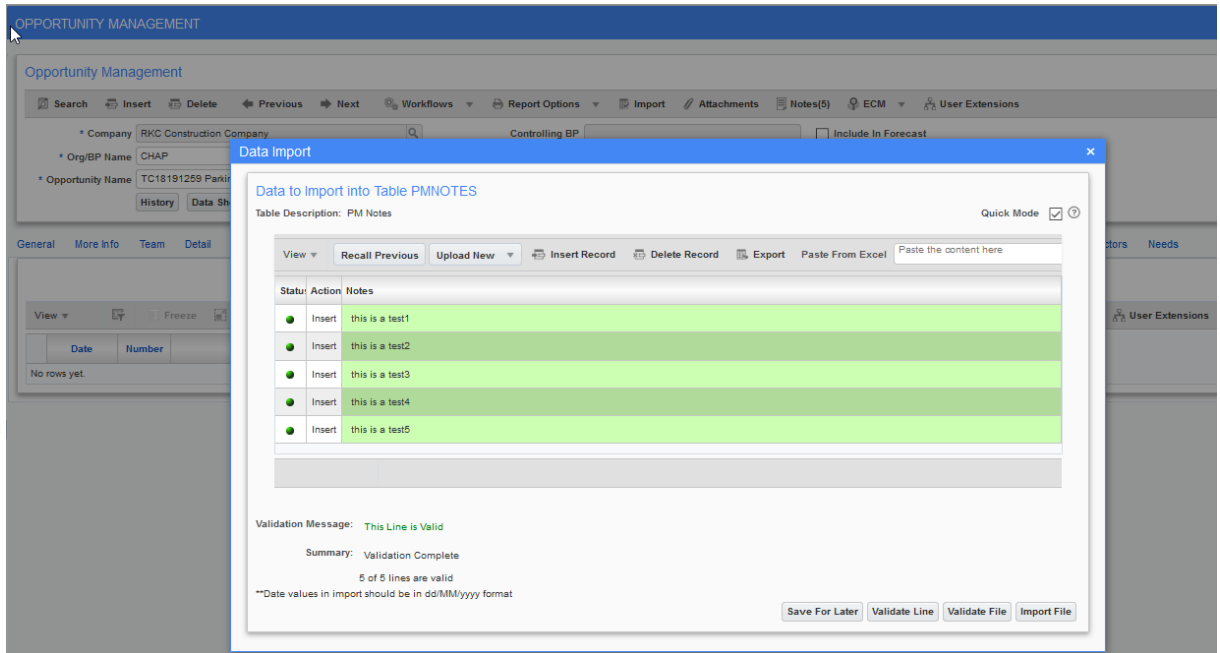
The screenshot shows the 'Opportunity Management' interface. At the top, there's a blue header bar with the text 'OPPORTUNITY MANAGEMENT'. Below it, the 'Opportunity Management' section is visible. It includes a search bar and several tabs: 'General', 'More Info', 'Team', 'Detail', 'Allocation', 'Site Address', 'Life Cycle', 'Action', 'Competitors', 'Risk Management', 'Accounting', 'Revenue', 'Notes', 'Attachments', 'Review/Approval', 'Market Sectors', and 'Needs'. The 'Notes' tab is currently selected. In the 'Notes' tab, there's a table with columns 'Date', 'Number', 'User', and 'Note'. Below the table, it says 'No rows yet.' To the right of the table, there's a red box highlighting the 'Import' button.

*Customer Relationship Management> Opportunity Management> Opportunities Implementation*

The screenshot shows the 'Data Import' dialog box. The dialog box has a title bar 'Data Import' and a close button. Inside, there's a section 'Data to Import into Table PMNOTES'. Below this, there's a table description 'Table Description: PM Notes'. There's a 'Quick Mode' checkbox which is checked. Below the table description, there's a table with columns 'Status', 'Action', and 'Notes'. The table is empty, and it says 'No data to display.' Below the table, there's a 'Validation Message' section. It says 'Summary:' and '\*\*Date values in import should be in dd/MM/yyyy format'. At the bottom right, there are four buttons: 'Save For Later', 'Validate Line', 'Validate File', and 'Import File'.

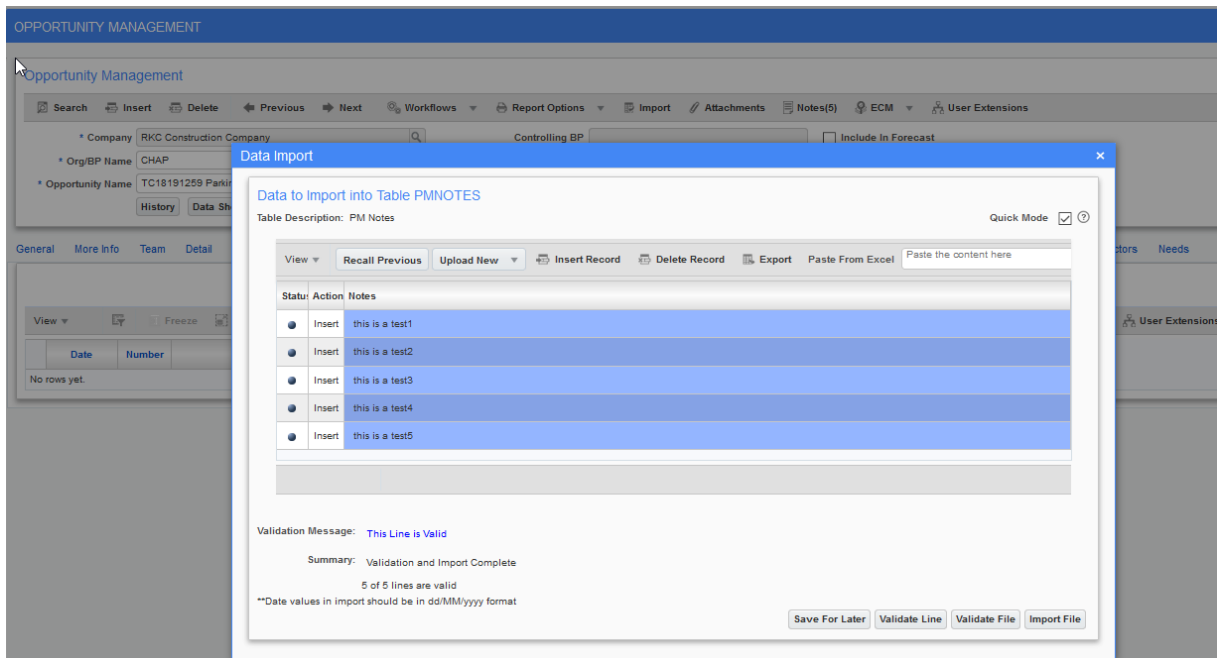
*Customer Relationship Management> Opportunity Management> Opportunities*

Download the CSV template and input and save you input your Notes in it. Upload the saved notes and click on 'Validate File' button.



Customer Relationship Management> Opportunity Management> Opportunities

Once notes are validated, click on 'Import File' button to import notes.



Customer Relationship Management> Opportunity Management> Opportunities



**OPPORTUNITY MANAGEMENT**

---

Opportunity Management

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes(5) ECM User Extensions

\* Company RKC Construction Company Controlling BP Include In Forecast  
 \* Org/BP Name CHAP Org/BP Addr Set Site Address  
 \* Opportunity Name TC18191259 Parking Expansion Opportunity Code WINJOB123  
 History Data Sheet Proposal Save

General More Info Team Detail Allocation Site Address Life Cycle Action Competitors Risk Management Accounting Revenue **Notes** Attachments Review/Approval Market Sectors Needs

---

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM User Extensions

Date	Number	User	Note
27-Jul-2021	1	VIKAS	this is a test1
27-Jul-2021	2	VIKAS	this is a test2
27-Jul-2021	5	VIKAS	this is a test5
27-Jul-2021	4	VIKAS	this is a test4
27-Jul-2021	3	VIKAS	this is a test3

Customer Relationship Management> Opportunity Management> Opportunities

## Payroll

### Modifications to Expense Functionality (15.10038)

CMiC expanded the expense functionality to allow users to setup expense codes with a calculation method based on a percentage of base rate. The master setup was changed to add a new drop down for Expense Type called "Percent of Base Pay Rate". Upon selection of the type, the system will allow users to setup a percentage of the expense. All current timesheets programs have functionality to retrieve the rates based on employee preference. The same functionality will be utilized to retrieve the rate in order to calculate the percentage of expense base on employee pay rate. Applicable timesheet programs will display the calculated rate based on employee pay rate and percentage setup on expense category screen for the specified expense code on the timesheet. The user **MUST** enter the quantity in order to calculate the amount for the expense.

All timesheets including regular and mechanics timesheets are modified to allow users to enter expense code along with the described functionality above. The expense claim entry screen will also be modified to allow users to enter the new expense category.

**Base Rate:** The base pay rate is the employee pay rate setup in CMiC payroll. The pay rate can be setup by employee, Job, Union or trade. The profile allows users to set the preference hierarchy for pay rate in order to get the pay rate when entering timesheets.

1. On the Expense Maintenance screen added a selection for "Percent of Base Pay Rate" to the "Unit" field.

EXPENSE CATEGORIES

Table Mode Save Exit

Selection Criteria

Company ZZ CMiC Test Company

Expense Details

Search Insert Delete Previous Next

\* Expense EXP2

\* Description Expense 35%

\* Short Description Expense 35%

\* Unit ACTL

Expense Rate

Maximum Limit

\* Expense Type Other

☐ Override Calculated Amount

☐ Deductible from Gross Pay

Reporting Group

Print Order 1

Debit Department

\* Debit Account

Clearing Department

Clearing Account

Tax Elements

Unit Listing

Search Advanced

Name

Search Reset

Name

Actual

Daily

Mileage

Percent of Pay Rate

OK Cancel

- Existing "Expense Rate" field will be used to enter the "Percentage". Entering 35 means 35% of base pay rate. The "Expense Rate" field is on the expense maintenance screen when Unit is "Percent of Base Pay Rate".

EXPENSE CATEGORIES

Table Mode Save Exit

Selection Criteria

Company ZZ CMiC Test Company

Expense Details

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Expense EXP2

\* Description Expense 35%

\* Short Description Expense 35%

\* Unit PCT

Expense Rate 35

Maximum Limit

\* Expense Type Other

☐ Override Calculated Amount

☐ Deductible from Gross Pay

Reporting Group

Print Order 1

Debit Department

\* Debit Account 6000.100 Non Job Salary Expense

Clearing Department

Clearing Account

Tax Elements

- There is a new field was added to Regular Timesheet Entry "Expense Hour Type" with a 4 options in drop down menu: Normal, Overtime, Double, Other.

Payroll - ENV5 Time Sheet Entry

**Pay Period**

Company ZZ Blais Industries Pay Run ZZWK ZZ Weekly Payroll

Year 2016 Period 18 25-APR-16 01-MAY-16 Document EXPENSE %

NH Total 0 OT Total 0 DOT Total 0 Other Total 0

Currency USD Total Hours 0

**Timesheet Details**

Seq. No	Employee	Date	Hours	Other Hours Type	Code	Pay Rate	Expense	Expense Hour Type
	CA-EMPLOYEE4	04/25/2016	.00		Z400	38.000	EXP2	Normal

Emp Name EMPLOYEE4 CA NH 0 OT 0 DOT 0 OTH Total 0

Description Expense 35% Record Desc Regular

VV-Line Detail Create Phs/Cat TAC VVBS Auto Recall Additional Values

Enter Hour Type For Expenses Based On Percent Of Pay Rate

Record: 1/1 ... <OSC>

**User Extensions** +

User Extension1  
User Extension2  
User Extension3  
User Extension4  
User Extension5  
User Extension6  
User Extension7  
More Extensions ...

**Related Screens** +

Related Screen 1  
Related Screen 2  
Related Screen 3  
Related Screen 4  
Related Screen 5  
Related Screen 6  
Related Screen 7  
More Related ...

- When a "Percent of Base Pay Rate" Expense is entered, the program calculates the default expense "Rate" by taking the expense master "percentage" value and multiply by timesheet normal pay rate ( $\text{exp.pct} \times \text{payrate}/100$ ). This calculated expense "Rate" is displayed on the timesheet screen and cannot be overridden by the user. Total expense amount will be calculated as usual by taking (expense quantity X expense rate) rounded to 4 decimal places.

Action Edit Block Field Record Query Utility Help Window

Payroll - ENV5 Time Sheet Entry

**Pay Period**

Company ZZ Blais Industries Pay Run ZZVWK ZZ Weekly Payroll

Year 2016 Period 18 25-APR-16 01-MAY-16 Document EXPENSE %

NH Total 0 OT Total 0 DOT Total 0 Other Total 0

Currency USD Total Hours 0

**Timesheet Details**

Seq. No	Employee	Date	Expense	Hour Type	Quantity	Rate
1	CA-EMPLOYEE4	04/25/2016	EXP2	Normal	10.00	13.3000
2						
3						
4						
5						
6						
7						
8						
9						
10						

Emp Name EMPLOYEE4 CA NH 0 OT 0 DOT 0 OTH Total 0

Description Expense 35% Record Desc Regular

VV-Line Detail Create Phs/Cat TAC VVBS Auto Recall Additional Values

Enter Expense Amount

Record: 1/1 ... <OSC>

**User Extensions** +

User Extension1  
User Extension2  
User Extension3  
User Extension4  
User Extension5  
User Extension6  
User Extension7  
More Extensions ...

**Related Screens** +

Related Screen 1  
Related Screen 2  
Related Screen 3  
Related Screen 4  
Related Screen 5  
Related Screen 6  
Related Screen 7  
More Related ...

In the above example, the program calculated the Expense rate by taking 35% from Regular pay rate: Regular Pay Rate \$38 \* 35% = \$ 13.30. User needs to enter the quantity and the program will calculate the Expense Amount automatically.

## Addition of 'Trade' field to PY Overhead Cost Rates Form (16.18438)

**Addition of 'Trade' Column/Field:** CMiC has modified and added a 'Trade Code' option to PY Overhead Rate Setup under PY> Setup> Jobs-Overhead Code> Overhead Rates Screen. The TRADE field/column is added after the Pay Group column and field. The new TRADE column/field will allow users to setup overhead rates by Trade. The default value for the TRADE would be 'ALL'. The overhead calculation program is modified to consider this new field and option. If an overhead rate is setup by specifying the 'Trade', then the Trade Code would take precedence, otherwise system will use the 'ALL' value.

Payroll - ENV5 Payroll Overhead Cost Rates

**Company**

Work Company

**Overhead Codes**

Type	Code	Description	Active
Job	DMSRB	DMSRB Benefit	<input checked="" type="checkbox"/>
Job	ZZTESTOVH	zz test over head code	<input checked="" type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

**Overhead Rates**

Effective Date	Payroll Compan	Pay Group	Trade	Phase
09/01/2016	ALL	ALL	220	Electrician

Pgm: PYOVHEAD – Payroll Overhead Cost Rates

The Payroll Overhead Cost Rates form is for creating and maintaining Overhead Codes for application of overheads to Jobs and Departments. These overheads can be either Rate or Amount based, and may be general, or very specific in their determination of amounts to be charged to a job or a department. Multiple Overhead Codes may also be assigned to any job through the Assign Overhead Rates to Job form.

**NOTE:** Overheads will only be applied at the Timesheet Posting, and only when the flag for 'Calculate Overhead' is checked on the Timesheet Posting form.

**NOTE:** Final Posting will calculate Overhead Markup (%) on benefit Tran Types (transaction lines), provided the benefit has the 'Calculate Overhead' flag checked and is Job Allocated to that Job/Phase/Category.

**Use Case Scenario:** Entered timesheet for an hourly employee Trade Code 220 with a job allocated to DMSR benefit. Entered another timesheet with a different job that is not allocated to DMSR benefit for an hourly employee with a different Trade Code ZZ10. In this example, the DMSRB benefit is job allocated with a 2.5% markup. The benefit should calculate 2.5% overhead on employee's basic wage, expense and a 2.5% overhead cost against Union and Non-Benefits against Trade Code 220 as specified on the Payroll Overhead Cost Rate Setup Form.

### Company

Work Company

### Overhead Codes

Type	Code	Description	Active
Job	DMSRB	DMSRB Benefit	<input checked="" type="checkbox"/>
Job	ZZTESTOVH	zz test over head code	<input checked="" type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

### Overhead Rates

Effective Date	Payroll Compan	Method	Percent/Rate	Overhead Phase
09/01/2016	ALL	Markup	2.500	

Entered and posted Timesheets for the two hourly employees with 2 different Trade Codes.

EE: CA-EMPLOYEE11 with Trade Code 220 has calculated 2.5% Overhead on Wages (NWHR, OVHR, DTHR) ( $1200 + 60 + 90 = 1350$ )  $2.5\%$  of  $1350 = 33.75$ . 2 Expenses ( $31.50 + 9 = 40.50$ )  $2.5\%$  of  $40.50 = 1.02$ . Total DMSR = 34.77

EE: ZZ-100 with Trade Code ZZ10 did not calculate 2.5% DMSR Benefit on Wages and Expenses.

Timesheet Job Costing Report

**ZZ - Blais Industries**  
**JOB COSTING - JC POSTING REPORT**

Page: 1 of 2  
Date: 09/30/2016  
Time: 11:54 AM

Co	T	Dept	Account	Job	Phase	Cat	Source Code	Reference Code	Ref Date	Post Date	Batch	Src	PO/SC	WM	Quantity	Amount
ZZ	C	00	5200.100	1000	01-100	1300	CA-EMPLOYEE1 1 ZZWK201642	ZZWK	10/16/2016	10/16/2016	210	PY		\$	1.000	60.00
ZZ	C	00	5200.100	1000	01-100	3000	CA-EMPLOYEE1 1 ZZWK201642	ZZWK	10/16/2016	10/16/2016	210	PY		NA	2.000	90.00
ZZ	C	00	5200.100	1000	01-100	3000	CA-EMPLOYEE1 1 ZZWK201642	ZZWK	10/16/2016	10/16/2016	210	PY		NA	3.000	9.00
ZZ	C	00	5200.100	1000	01-100	1300	CA-EMPLOYEE1 1 ZZWK201642	ZZWK	10/16/2016	10/16/2016	210	PY		\$	3.000	31.50
ZZ	C	00	5200.100	1000	01-100	3000	CA-EMPLOYEE1 1 ZZWK201642	ZZWK	10/16/2016	10/16/2016	210	PY		NA	8.000	240.00
ZZ	C	00	5200.100	1000	01-100	1300	CA-EMPLOYEE1 1 ZZWK201642	ZZWK	10/16/2016	10/16/2016	210	PY		\$	32.000	960.00
ZZ	C	00	5200.100	1000	01-100	1300	CA-EMPLOYEE1 1 ZZWK201642 DMSRB Benefit	ZZWK	10/16/2016	10/16/2016	210	PY		\$		1.50
ZZ	C	00	5200.100	1000	01-100	1300	CA-EMPLOYEE1 1 ZZWK201642 DMSRB Benefit	ZZWK	10/16/2016	10/16/2016	210	PY		\$		0.23
ZZ	C	00	5200.100	1000	01-100	1300	CA-EMPLOYEE1 1 ZZWK201642 DMSRB Benefit	ZZWK	10/16/2016	10/16/2016	210	PY		\$		0.79

**ZZ - Blais Industries**  
**JOB COSTING - JC POSTING REPORT**

Page: 2 of 2  
Date: 09/30/2016  
Time: 11:54 AM

Co	T	Dept	Account	Job	Phase	Cat	Source Code	Reference Code	Ref Date	Post Date	Batch	Src	PO/SC	WM	Quantity	Amount
ZZ	C	00	5200.100	1000	01-100	1300	CA-EMPLOYEE1 1 ZZWK201642 DMSRB Benefit	ZZWK	10/16/2016	10/16/2016	210	PY		\$		30.00
ZZ	C	00	5200.100	1000	01-100	1300	CA-EMPLOYEE1 1 ZZWK201642 DMSRB Benefit	ZZWK	10/16/2016	10/16/2016	210	PY		\$		2.25
<b>Total for Job 1000</b>																<b>1,425.27</b>
ZZ	C	30	5200.100	ZZ-WMT	01-100	1100	ZZ-100 ZZWK201642	ZZWK	10/16/2016	10/16/2016	210	PY		HR	2.000	75.00
ZZ	C	30	5200.100	ZZ-WMT	01-100	1100	ZZ-100 ZZWK201642	ZZWK	10/16/2016	10/16/2016	210	PY		HR	2.000	4.00
ZZ	C	30	5200.100	ZZ-WMT	01-100	1100	ZZ-100 ZZWK201642	ZZWK	10/16/2016	10/16/2016	210	PY		HR	40.000	1,000.00
<b>Total for Job ZZ-WMT</b>																<b>1,079.00</b>
<b>Total for Company ZZ</b>																<b>2,504.27</b>
<b>Total for Currency USD</b>																<b>2,504.27</b>

DMSR Benefit of 2.5% Overhead calculation has not been applied to EE ZZ-100 with Trade Code of ZZ10 during JC Timesheet Posting. EE ZZ-100 Wages (NWHR + OVHR) and Expenses have been allocated to Job Costing as per setup.

**END OF REPORT**

Report Parameters  
Batch Number: 210 Run Date: 09/30/2016  
Report Code: JC705 Run Time: 11:54 AM  
Posted with Overheads: Y Operator: DA

Processed Payroll, Printed Checks and completed Final Payroll Posting.  
Job Costing Final Posting Report



# ZZ - Blais Industries

Page: 1 of 1  
Date: 09/30/2016  
Time: 12:37 PM

## JOB COSTING - JC POSTING REPORT

Co	I	Dept	Account	Job	Phase	Cat	Source Code	Reference Code	Ref Date	Post Date	Batch	Src	PO/SC	WM	Quantity	Amount
ZZ		C 00	5200.100	1000	01-100	1300	CA-EMPLOYEE11	ZZWK	10/16/2016	10/16/2016	211	PY		\$	0.000	489.08
							ZZ Weekly Payroll201642									
ZZ		C 00	5200.100	1000	01-100	3000	CA-EMPLOYEE11	ZZWK	10/16/2016	10/16/2016	211	PY		NA	0.000	125.80
							ZZ Weekly Payroll201642									
ZZ		C 00	5200.100	1000	01-100	1300	CA-EMPLOYEE11	ZZWK	10/16/2016	10/16/2016	211	PY		\$		9.38
							ZZ Weekly Payroll201642 DMSRB Benefit									
													Total for Job	1000		624.26
ZZ		C 30	5200.100	ZZ-WMT	01-100	1100	ZZ-100	ZZWK	10/16/2016	10/16/2016	211	PY		HR	0.000	66.90
							ZZ Weekly Payroll201642									
													Total for Job	ZZ-WMT		66.90
													Total for Company	ZZ		691.16
													Total for Currency	USD		691.16

2.5% Overhead calculation on Union and Non Union Benefits that had the Calculated Overhead flag for JC on Master Benefit Form. UCCP, UCCQ and Car Allowance ZZ20) checked. CA-EMPLOYEE11 with Trade Code 220 has 2.5% Overhead rate calculated as specified for DMSR Benefit and Job 1000. PY Overhead Rate Form has Trade Code 220

## END OF REPORT

### Parameters

Jumber: 211  
Code: JC705  
with Overheads: Y

Run Date: 09/30/2016  
Run Time: 12:37 PM  
Operator: DA

2.5% Overhead calculation on Union and Non Union Benefits that had the Calculated Overhead flag for JC on Master Benefit Form. UCCP, UCCQ and Car Allowance ZZ20) checked. CA-EMPLOYEE11 with Trade Code 220 has 2.5% Overhead rate calculated as specified for DMSR Benefit and Job 1000. PY Overhead Rate Form has Trade Code 220

## Addition of the ACH Date Format option on the Bank Setup screen. (16.20718)

### Overview

CMiC added an ACH Date Format option on the Bank Setup screen.

The default date format will remain "YYMMDD" if the new date format field is NULL.

### Modification:

1. A new field "ACH Date Format" has been added on the Bank Maintenance screen to allow user to set the desired date format of the ACH Check/Register Reports.

2. When the ACH Date format is setup on the Bank Maintenance screen, the ACH file uses this format on the EFT report.

Payroll - Check EFT Register

**Printing Options**

FEIN Number

Company ZZ CMIC Test Company

Pay Run ZZWK ZZ Weekly Payroll

Pay Group

Pay Year 2016 From Period 25 13-JUN-16 19-JUN-16 To Period 25 13-JUN-16 19-JUN-16

Check Location

Bank BOH Bank of Hawaii

Branch MAIN Honolulu

Bank Account 27233002 Payroll Account#2

From Employee

To Employee

File Number 61

☐ Include New Direct Deposits / Positive Pays

☐ Create New Direct Deposits / Positive Pay File Excluding Old Data

☐ Include Voided Checks

Emp. Name Print Order First Name Last Name

Sort By Check Number

File ID Modifier A

☒ Reconcile Deposit(s)

Bank Formats ACH - ACH (Secure File Transport)

☒ ASCII File

C:\TEMP\BOH.TXT

5 deposit(s) reconciled.

Record: 1/1

<OSC>

This date to be displayed on the ACH file in the format MMDDYY

User Extension 3

User Extension 4

User Extension 5

User Extension 6

User Extension 7

More Extensions....

Related Screens +

Related Screen 1

Related Screen 2

Related Screen 3

Related Screen 4

Related Screen 5

Related Screen 6

Related Screen 7

More Related ...

BOH - Notepad

File Edit Format View Help

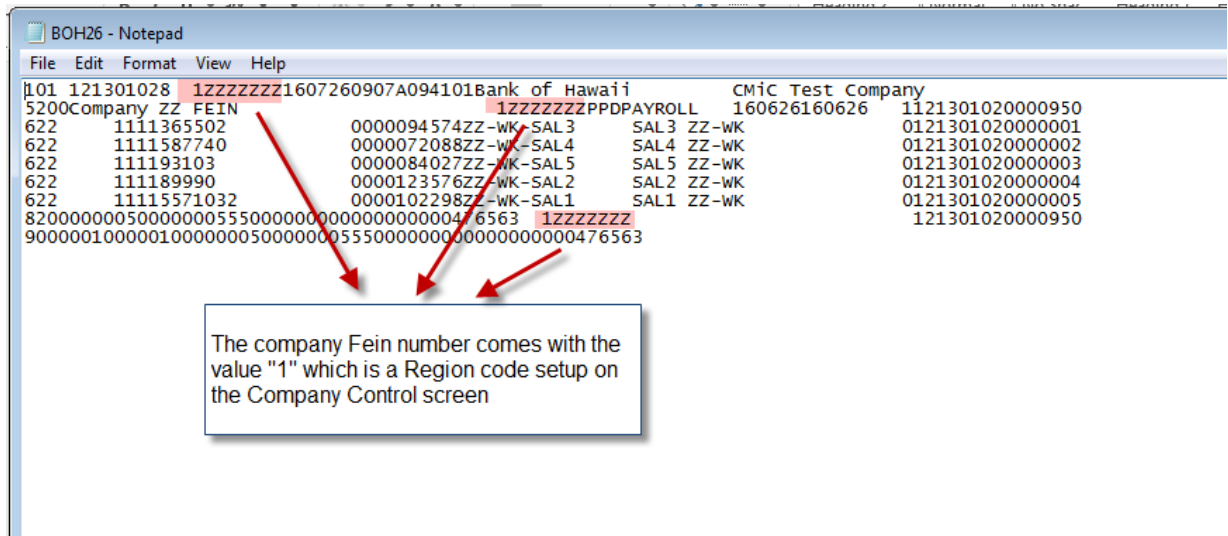
101 121301028 1ZZZZZZZ0726160907A094101Bank of Hawaii CMIC Test Company  
5200Company ZZ FEIN 1ZZZZZZZPPDPAYROLL 061916061916 1121301020000910  
622 1111365502 0000094574ZZ-WK-SAL3 SAL3 ZZ-WK 0121301020000001  
622 1111587740 0000072088ZZ-WK-SAL4 SAL4 ZZ-WK 0121301020000002  
622 111193103 0000084027ZZ-WK-SAL5 SAL5 ZZ-WK 0121301020000003  
622 111189990 0000123576ZZ-WK-SAL2 SAL2 ZZ-WK 0121301020000004  
622 11115571032 0000102298ZZ-WK-SAL1 SAL1 ZZ-WK 0121301020000005  
820000000500000005550000000000000000476563 1ZZZZZZZ 121301020000910  
900000100000100000005000000055000000000000000476563

The Date is displayed in the format MMDDYY (061916)

- When the ACH Date format is setup as NULL/blank on the Bank Maintenance screen, the ACH file uses a default format "YYMMDD".







## Modifications to '401K Filing Parameter' Form (16.24454)

**Overview:**— Added Report options by Tran Date and Post Date on the 401K Filing Parameter screen. Program has been modified to look at posting date instead of transaction dates for Multiple Company option. CMiC has made the following modifications to '401K Filing Parameter' screen:

Addition of two new drop down options for 401K file creation when Multiple company plan code is selected. The new "REPORT DATE BY" option will be available with two drop down selections:

- 1- Transaction Date: ( This will be the actual transaction Date between the Date From and To)
- 2-Posting Date: (This will be the actual posting date between the Date From and To))

There will be no change in programing when the Multiple Company option is not selected by user.

**Note:** If the plan code has multiple companies then the user is not allow to select Pay run and Pay period because multiple companies may have different pay frequency and/or period start and end dates. The user is allowed to enter only a start date and end date for timesheet transaction date. The system will pick all the timesheet transactions between the start date Brinderson requires and end date.

### Step 1: PY Setups

Govt Forms: 401K Plan Maintenance – Multiple Company Plan Code

Payroll - CONV 401K Plan Maintenance

---

**401K Plan Details**

Plan Code  Description

Plan Administrator  Plan Number

Greenshades Type

**User Extensions** +

User Extension1  
User Extension2  
User Extension3  
User Extension4  
User Extension5  
User Extension6  
User Extension7  
More Extensions ...

**Related Screens** +

**Related Screen 1**  
Related Screen 2  
Related Screen 3  
Related Screen 4  
Related Screen 5  
Related Screen 6  
Related Screen 7  
More Related ...

**Company**

01	Brinderson, L.P.
05	Schultz Mechanical Contractors
07	Brinderson Constructors, Inc.
09	Aegion Energy Services

## Step 2: PY Govt Forms – 401K Parameter Screen Processing

Generating the 401K XML File with Report Date by Option: Posting Date Vs Transaction Date

REPORT DATE BY" option will be available with two drop down selections:

1- Transaction Date: This will be the actual transaction Date between the Date From and To

2-Posting Date: This will be the actual posting date between the Date From and To

There will be no change in programing when the Multiple Company option is not selected by user.

**Note:** If the plan code has multiple companies then the user is not allowed to select Pay run and Pay period because multiple companies may have different pay frequency and/or period start and end dates. The user can enter only a start date and end date for timesheet transaction date. The system will pick all the timesheet transactions between the start date and end date.

Payroll - CONV 401K Parameter Screen

**Parameters Selection**

401K Plan Code: WF Wells Fargo

FEIN:

Company:

Pay Run:

Report Date By: Transaction Date

Year:

Pay Period, From: To:

Monthly, From: To:

Date, From: To:

From Pay Group:

To Pay Group:

City: City Code on Employee Address

ASCII File:

☐ Year End Run

Proceed

**User Extensions** +

User Extension1

User Extension2

User Extension3

User Extension4

User Extension5

User Extension6

User Extension7

More Extensions ...

**Related Screens** +

Related Screen 1

Related Screen 2

Related Screen 3

Related Screen 4

Related Screen 5

Related Screen 6

Related Screen 7

More Related ...

Select Report Date Option From The Drop-Down List

Record: 1/1 ... <OSC>

### Report Date By: Options added

Payroll - CONV 401K Parameter Screen

**Parameters Selection**

401K Plan Code: WF Wells Fargo

FEIN:

Company:

Pay Run:

Report Date By: Transaction Date

Year: Pay Period

Pay Period, From: Monthly - Defined by Month on Pay Period Screen

Monthly, From: Transaction Date

Date, From: Posting Date To:

From Pay Group:

To Pay Group:

City: City Code on Employee Address

ASCII File:

☐ Year End Run

Proceed

**User Extensions** +

User Extension1

User Extension2

User Extension3

User Extension4

User Extension5

User Extension6

User Extension7

More Extensions ...

**Related Screens** +

Related Screen 1

Related Screen 2

Related Screen 3

Related Screen 4

Related Screen 5

Related Screen 6

Related Screen 7

More Related ...

Select Report Date Option From The Drop-Down List

Record: 1/1 ... <OSC>

Generating 401K. XML File: 401K Parameter Screen with Report Date by: Posting Date

**Note:** This will be the actual posting date between the Date From and To



Payroll - CONV 401K Parameter Screen

**Parameters Selection**

401K Plan Code  Wells Fargo

FEIN

Company

Pay Run

Report Date By

Year

Pay Period, From  To

Monthly, From  To

Date, From  To

From Pay Group

To Pay Group

City

ASCII File

☐ Year End Run

**User Extensions** +

User Extension1

User Extension2

User Extension3

User Extension4

User Extension5

User Extension6

User Extension7

More Extensions ...

**Related Screens** +

Related Screen 1

Related Screen 2

Related Screen 3

Related Screen 4

Related Screen 5

Related Screen 6

Related Screen 7

More Related ...

401K ASCII file created ... 3463 employees processed.

Enter 401K Plan Code

Record: 1/1 ... List of Valu... <OSC>

With Posting Date option, the 401K ASCII file created and processed with 3463 employees.

Generating 401K. XML File: 401K Parameter Screen with Report Date by: Transaction Date

**Note:** This will be the actual transaction Date between the Date From and To

Payroll - CONV 401K Parameter Screen

**Parameters Selection**

401K Plan Code  Wells Fargo

FEIN

Company

Pay Run

Report Date By

Year

Pay Period, From  To

Monthly, From  To

Date, From  To

From Pay Group

To Pay Group

City

ASCII File

☐ Year End Run

**User Extensions** +

User Extension1

User Extension2

User Extension3

User Extension4

User Extension5

User Extension6

User Extension7

More Extensions ...

**Related Screens** +

Related Screen 1

Related Screen 2

Related Screen 3

Related Screen 4

Related Screen 5

Related Screen 6

Related Screen 7

More Related ...

401K ASCII file created ... 3464 employees processed.

Enter 401K Plan Code

With Transaction Date option the 401K ASCII file created and processed with 3464 employees. When compared to Posting Date, file generated with option of Transaction Date has 1 extra employee picked from pay period 23. Generated 401K XML File successfully with option Transaction Date.

## **Posted Crew Timesheet Screen** (16.24261)

---

CMiC has made the following modifications in Crew Timesheet Program.

A new feature/screen has been added on the tree view called '**Posted Crew timesheets**'. It has the same appearance as the Crew Timesheet Approval option, except that, it will display a log for all posted timesheets. The log will display Job Company, Job Code, Date, Shift and Crew code with a radio button for the user to select the timesheet to display. Once the crew timesheet is selected, the program will open the timesheet in a popup window with LOCKING MODE.

The log will display the '**Originator**' or '**Crew timesheet Owner**' by pulling the name of the person who generated this timesheet.

A new screen has been added to the PYE Application Tree View called '**Posted Crew Timesheets**'.

[**Copy Timesheet**] button has been added to copy timesheet from previous day.

Enter Job, Date and Crew Code. User can type a new crew code or the same crew code. Select [**Refresh**] button to load a blank Crew Timesheet.

[**Copy Timesheet**] buttons is only enabled and appears if the Crew Timesheet is empty.

Select [**Copy Timesheet**] to copy previous existing timesheets. A popup opens for the user to select and copy previous crew timesheets. User is able to search by Crew Code.

Posted Timesheet from previous period is available to be copied over to current.

[**Copy Timesheet**] feature to copy an Unposted Timesheet.

Unposted (submitted) Timsheets are also available to be copied via [**Copy Timehsset**] button.

[**Recall Previous Header**] button is enabled as soon user submits the crew timesheet.

Timesheet is available to be submitted and approved in Crew Timesheet Approval screen. Crew Timesheet is available for Timesheet Posting.

### **Posted Crew Timesheet Screen & Log:**

Posted Crew Timsheet Screen only display the logs for Posted Timsheets. User can review the Posted Crew Timsheet and log under the new added 'Posted Crew Timesheet' Screen.

User can select the Posted Timesheet to review. The posted timesheet is in Locked Mode.

User can search Posted Crew Timesheet from Created By:

The log will also display the 'Originator' or 'Crew timesheet Owner' by pulling the name of the person who generated this timesheet.

## **Crew Timesheet: Addition of Comment & Notes Field** (16.24242)

---

CMiC has made the following modifications in **Crew Timesheet Entry** and **Approval** screens:

- 1- Addition of Comment field per employee row. The Comment Field is added to Employee Section on the Crew Timesheet Entry and Approval Screen only.

- 2- A 'New Table' is created for the Crew Time Comment field to store data per line. Comments and notes are available to the user and displayed on Crew Timesheet and Approval screens. Comments & Notes entered by the user, is applied per line.

---

**NOTE:** Printing Crew Timesheet Comments and Notes on report is not in scope. CMiC has not modified any Crew Timesheet and Edit Listing Reports, other than Crew Time Entry and Crew Time Approval Screens for addition of Comments Field.

---

The Comment & Notes field is on Employee Entry Screen after the Union Code field. The Comment & Notes is a Static field. User can enter notes and text wrap with the length of the note. User can double click on the Comment Field, to open a small popup window and enter and/or edit the value. The Comment field also has a Spell Check feature. Special Characters are also allowed and will be saved with no errors.

The user entered comments and notes are saved in the crew timesheet entry screen and submitted for Approval. Crew Timesheet is posted via the Approval Screen with the inserted comments and notes.

Timesheets entered notes in the comment field will be deleted when user deletes the Timesheet. Delete Multiple Rows with comments and notes is also available.

## Crew Timesheet: 'Copy Previous Record' button to copy Equipment hours (17.3377)

---

CMiC has modified 'Copy Previous Record' program with the functionality to copy the Equipment information along with Employee information.

'Copy Previous Record' button is available to copy both employee and equipment information from the previous day.

Pre-Requisites: Under Crew Timesheet Configuration and Setup check the flags for the following to enable this functionality:

- Copy Previous Timesheet hours
- Copy Equipment Hour

Enter timesheet and select 'Copy Previous Record' button to copy both employee and equipment information and hours from the previous day (Crew Timesheet) to the current Crew Timesheet entry and date.

The screenshot shows the 'CrewMechanic Time Configuration' window. The 'TIMESHEET CONFIGURATION' section is active. It contains various settings for the timesheet, including 'Displayed Rows' (10), 'Crew Timesheet Columns' (10), and several checkboxes. The 'Copy Previous Timesheet Hours' and 'Copy Equipment Hour' checkboxes are highlighted with red boxes. Other checkboxes include 'Trade Code Editable', 'Show Over Time Hour', 'Show Double Over Time Hour', 'Show Distribution Job Field', 'Show Phase Qty Field', 'Show Trucker Info', 'Show Union', 'Utilize Crew Codes', 'Show Other Hours In Mechanic Timesheet', 'Auto Defaults Equipment Location', 'Allow JC Phase Quantity Posting', and 'Disable Auto Create Employee Equipment Line'. A 'Save Configuration' button is located in the top right corner.

## E-Time Job Security per Enterprise (17.31773)

---

**Overview of the modification:** To limit an employee's job access in E-Time to only those Jobs/Projects that, the employee has access to in Enterprise when there is an asterisk (\*) assigned to the Job field in E-Time Access Code Administration. If there is no (\*) asterisks specified, then security should work as is.

CMiC has modified E-Time Job Security by adding three new flags on the system to allow users to filter Job LOV. The new added flags are as under:

Added 'Allow E-Timesheet Entries' flag on the Payroll Tab of Job Maintenance Module. To Allow Transactions against the Job in E-Time Entry Screen, if it is 'Y'

Added 'Allow All Allocations When Access Code Allows None' Flag on 'E-Timesheet' Tab of System Option module. If 'Checked' then Allow All Allocations When Access Code has no setup on Job/Account Tab and Override PY Company Control Level Setup

Added 'Restrict To Enterprise Job Security' flag on the 'E-timesheet Role Maintenance' module to allow users to restrict by job security (My Jobs). When the flag is 'Checked' then user is only allowed to enter secure jobs. All Jobs, radio button will not be available to user in the Job LOV. This function will only be available if, feature 'Allow Access to all jobs where access is null' has been enabled.

Job Costing - Job Setup Screen: A New flag is added on the Job Setup screen in addition to 'Allow Transaction'. The new flag is called 'Allow E Timesheet Entries'. The default value for the flag will be CHECKED. The new flag will allow users to Un-Check the flag to remove the job from timesheet entry screen including E-Time, Crew Time and Mechanics time entry screens. E-Time users will not be able to enter time once the flag is Un-Checked. The existing 'Allow Transactions' flag functionality will remain the same. The 'Allow Transactions' flag will supersede the new 'Allow E-Timesheet Entries' flag. Once the 'Allow Transactions' flag is un-checked, the job setup will automatically un-check the new 'Allow E-Timesheet Entries' flag. The 'Allow E-Timesheet Entries' flag is disabled when 'Allow Transactions' flag is un-checked.

Hour Type Job Mapping Screen in E-Time: Additional modification is made for Hour Type Job Mapping in E Time. The Job LOV is modified to consider hour type mapping when 'Restrict To Enterprise Job Security' flag is checked. Job LOV will now apply and consider E Time Hour Type Job mapping in Secure Job mode.

---

**NOTE:** Enterprise Job Security will only apply, if the Job field under User Access Code Administration is null and empty. If there are (\*) Asterisks and or values, then the job security will be applied as per the user access code and defined in the Job field.

---

## Job Costing – Job Setup screen

In Job Costing module > Job > Enter Jobs > Query the Job > Go to Payroll tab and check the flag **"Allow E-Timesheet Entries"**. When this flag is checked, the program allows user to create transactions against this Job in E-Time, Crew Time and Mechanic Time

The screenshot shows the CMiC ENTERPRISE Job Setup screen. The left sidebar contains a 'Job' menu with options like 'Enter Project', 'Assign Project Contacts', 'Enter Job', 'Setup Job Pick List', 'Assign Cost Codes', 'Assign Templates To Multiple Jobs', 'Enter Budget', 'Assign Overhead Cost Rates', 'Start Job', 'Add Categories To Jobs In Process', 'Win/Lose Bid', and a 'Transactions' menu with 'Enter Cost Transaction' and 'Enter Billing Transaction'. The main area is titled 'JOB SETUP' and has tabs for 'Job Detail', 'Settings', 'Accounts', 'AP Taxes', 'Job Billing', 'WIP', 'Payroll' (selected), 'Bank', 'Security', 'Equipment Locations', 'Compliance', and 'PO / WO'. Below the tabs is a toolbar with icons for Search, Insert, Delete, Previous, Next, Workflows, Report Options, Attachments, Notes, and ECM Documents. The 'Payroll' tab contains several input fields: 'Work Location', 'Prevailing Job Sector Code', 'Prevailing Job Payrate Schedule Code', 'Prevailing Wage Rate Code', 'Prevailing Wage Override Rate', 'Default Payroll Overhead Group', 'Workers Compensation Policy', and 'Public Liability Policy'. Below these fields is a section for 'Process Separate Checks for' with checkboxes for 'Use Payroll Bill Rates', 'Use Calculated Salary Charge Rates', 'Use Job Company To Pay Employee In Payroll', 'Use Job For Prevailing Wage', 'Use Default Davis Bacon Rule', and 'Allow E-Timesheet Entries' (which is checked and highlighted with a red box). A 'Generate Rates' button is located to the right of the 'Prevailing Wage Rate Code' field.

## System Options – E Timesheet Tab

On the Main Menu > System > Setup > System Options > E-Timesheet tab > check the flag “**Allow All Allocations When Access Code Allows None**”. When this flag is checked and the Job is not setup on the Access Code Administration screen, then the program will display all Jobs in the Job LOV on the E-time Entry screen and, also Override PY Company Control Level Setup.

The screenshot shows the 'SYSTEM OPTIONS' window with the 'E-Timesheet' tab selected. The left sidebar lists various system options. The main area contains several settings for E-Timesheet, including 'Generate Timesheet Utility for' (set to E-Timesheet), 'Timesheet Rate Round Up to Decimal' (set to Three), and 'Validate In-Out Time In E-Timesheet' (set to Not Applicable). Under 'E-Timesheet Document Code Format', the 'Access Code / Year / Period' dropdown is expanded, showing a list of checkboxes. The checkbox 'Allow All Allocations When Access Code Allows None' is checked and highlighted with a red box.

On the E-time tree view > Select E-time Role Maintenance > ‘Restrict To Enterprise Job Security’ flag feature is added on the ‘E-timesheet Role’ Setup screen. When this flag is ‘Checked’ then user is only allowed to enter jobs which are setup under the Enterprise user Job Security group, when unchecked user can enter any job.

The screenshot shows the 'E-Time' window with the 'E-Timesheet' tab selected. The left sidebar lists various E-Time options. The main area contains the 'E-TIME ROLE SETUP' screen. The 'Timesheet' section has several checkboxes, including 'Restrict To Enterprise Job Security', which is checked and highlighted with a red box. The 'E-Expense' section has a 'Master' checkbox. The 'Administration' section has several checkboxes, including 'Can Add/Delete Assigned Employees', 'Can Add/Delete Assigned Approvers', and 'Can Add/Delete Assigned Payruns'.

## Enterprise User

The Job LOV restricts and displays the jobs for the user based on the Enterprise Job Security.

**NOTE:** The Access Code Setup (Master) in this condition has no Job assigned under the Access Code Administration, Job Tab. The Job Tab is empty and has no values.

### Scenario 1:

When the flag 'Restrict To Enterprise Job Security' is unchecked under E-Time Role Maintenance, the Jobs LOV displays 2 radio buttons: My Jobs and All Jobs. This is under a condition where there is no Job setup under Job field in the Access Code Administration screen.

My Jobs radio button displays Jobs based on user's enterprise job security.

All jobs radio button displays all jobs based on the access code security.

When the flag 'Allow All Allocations when Access Code Allows None' is unchecked, then ALL Jobs radio button will not display ALL jobs and retrieve any records for the user.

### Scenario 2:

In E-Time Role Maintenance: 'Restrict To Enterprise Job Security' flag is checked.

Access Code Administration Setup: User Access Code has a Job assigned under Job tab. Access Code has a Job defined under Job tab. The Job LOV, will display as per the Access Code setup.

## Hour Type Job Mapping – Restrict to Enterprise Job Security Mode

---

The job lov is modified to consider hours type mapping in security job mode.

In E-Time Role Maintenance: 'Restrict To Enterprise Job Security' flag is checked.

Access Code Administration Setup: User Access Code has no Job assigned under Job tab.

Under Company Profile, E-Time tab, 'Filter Phases for Default or E-Time' flag is checked.

When entering **Vacation Hour Type** as per defined Hour Type Job Mapping in ETime, with 'Restrict To Enterprise Job Security' flag checked. The Job LOV will consider the hour type job mapping setup and displays the jobs that the user has security access in Enterprise.

## Restrict Phase Codes in E-Time (17.31775)

---

To restrict phase codes in E-time based on Category. The E-Time category flag should drive phase codes availability in E-Time. When a specific phase code does not contain a category that is selected for E-Time use, then it should not be available in E-Time Application.

---

**NOTE:** This functionality is in conjunction with 17.31773 (E Time Job Security and Restriction flag)

---

CMiC has made the following functionality modifications to accommodate Restrict Phase Codes in E-Time functionality.

In Payroll Company Control > E-Timesheet Tab the following changes are made:

Default Category field is not a required field anymore, when the 'Filter Phases Category' flag is checked. User, can enter and or leave the field blank.

Hint on 'Filter Phases for Default Category is changed accordingly.

Program changes is applied for both FORMS and ADF.

The label for 'Filter Phases of Default Category' is changed to 'Filter Phase for Default Or E-Time Category'.

E-Time JSP program is changed to apply the new logic below:

When **Default Category** field/column in the PY Company Profile is Null, then program should retrieve ALL the Phases for ALL the Categories that have E-Time flag checked under the E-Time Categories setup screen. This is the logic condition and program should validate this against E Time Categories screen in Payroll.

### **Payroll Company Profile Maintenance screen**

Payroll Company Profile Maintenance screen: Filter Phases for Default Or E-Time Category. Hint is also changed as per the functionality and logic. When flag is Checked: Phases will be filtered on the basis of default category in E-Timesheet.

### **Setup Conditions & Implementation**

User can check the Filter Phase for default or E-Time Category, without entering the 'Default Category' field.

**Scenario 1:** E Time Categories are all checked and available for E Time.

**Scenario 2:** Filter Phases for Default Or E Time Category is checked with Default Category field null.

Removed Categories 1300 and 4000 from E-Time under Payroll E-Time Categories screen. UserAccess Code in E Time has defined Job in the Job field tab under Access Code Administration. Job is specific, Phase and Category is (\*). Testing in conjunction with Restrict To Enterprise Job Security flag and Allow All Allocations When Access Code Allows None functionality and logic.

Filter Phases for Default or E-Time Category has only made Category 1100 available in the Category LOV on E Timesheet entry screen, when user is entering time. Categories 1300 and 4000 are not available in E-Time since the flag is unchecked in Payroll E-Time Categories screen. E Time JSP logic applied to filter the categories against E Time Categories screen and filter the categories, even though the user access has an (\*) asterisks for Category field.

### **E-Time JSP Logic**

E-Time JSP Program is modified to apply the new logic, that if the 'Default Category' column in the Company Profile is null, then, it should retrieve and pull ALL the Phases for ALL the Categories that have the E-Time flag checked under the E-Time Categories setup screen in payroll module. This logic is now fixed and applies to both, a) when the user Access Code has Job setup with (\*) asterisk and/or b) Job Setup as 'Null' without any (\*) asterisk.

**Setup Condition 1:** If user access code job tab setup is null with no Job/Phase/Category, and Filter Phases for Default Category flag is checked with '**Default Category**' field as **null**, then E Time JSP Logic will filter the category through E Time Category setup screen to verify if the E Time flag is checked or un-checked.

The Job LOV will also retrieve based on Job Security Access and Restriction to enterprise job security flag (if enabled).

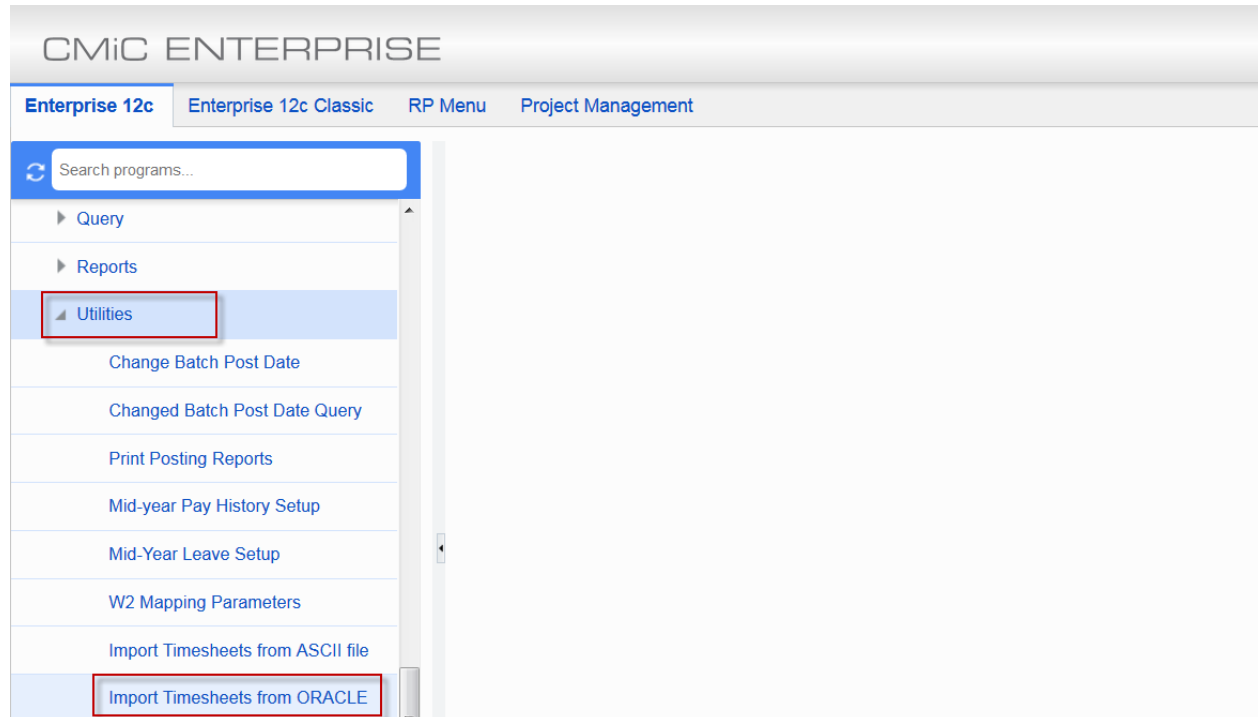
**Setup Condition 2:** If user access code job tab setup is null with no Job/Phase/Category, and Filter Phases for Default Category flag is checked with '**Default Category**' field entered (Category 1300) to restrict to a specific Category, then E Time JSP Logic will filter the category through E Time Category setup screen to verify if the E Time flag is checked or un-checked.

E Time Category restriction and filtering: E Time JSP Logic will now filter the category through E Time Category setup screen to verify if the E Time flag is checked or un-checked.

## Import Timesheets from Oracle – Utility (17.35950 & 17.37335)

CMiC has made modifications to the Import Timesheet from Oracle Program, adding the WBS and PCI along with other additional columns in the utility. The import program is modified to add all WBS columns along with their validations. The import will ONLY consider WBS values provided in ASCII file when JOB information is available on the same line. If the WBS is not enabled on the JOB, the import routine will ignore all WBS data provided in the ASCII File. The CSV file format is also modified adding the new WBS columns at the end of the file. The Oracle Control File layout (**CTL File Template**) is also modified to reflect this change.

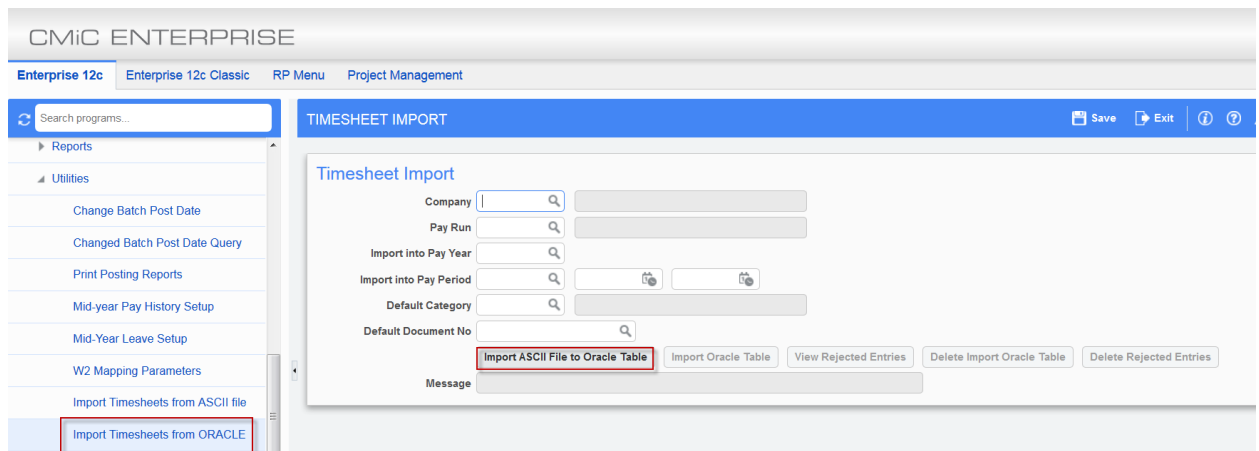
The rate is derived from the employee profile and these fields are now optional within the import. PCI value will be validated only, if entered. The import program will validate WBS entries.





Under the **Utilities** Payroll menu, select **Import Timesheets>Import Timesheets from Oracle**.

### **[Import ASCII File to Oracle Table] – Button**



*Pgm: PYTIMIMP- Time Sheet(s) Import Utility*

The **[Import ASCII File to Oracle Table]** button on the form allows users to directly import an ASCII file to the Oracle Timesheet table PYEMPTIMSHT\_IMP. This button is active if there is no information filled in on this screen. It will open an ASCII import popup for importing the ASCII file.

In the popup, select the **[Browse]** button to find the file to import. Select the import button to import the data. The number of lines read and imported will be displayed. Once, the import has completed and the window is closed, the Oracle Timesheet Import procedure can begin. Rate calculation considers the shift code when determining the rate. The enhanced program will consider and include the new added fields below along with validations:

IMP\_TSH\_EXP\_CODE ,  
IMP\_TSH\_EXP\_QUANTITY ,  
IMP\_TSH\_EXP\_RATE ,  
IMP\_TSH\_EXP\_AMOUNT ,  
IMP\_TSH\_WBSV\_CODE1,  
IMP\_TSH\_WBSV\_CODE2,  
IMP\_TSH\_WBSV\_CODE3,  
IMP\_TSH\_WBSV\_CODE4,  
IMP\_TSH\_WBSV\_PCI\_LINE\_ORASEQ,  
IMP\_TSH\_OVERRIDE\_REF\_CODE,  
IMP\_TSH\_OVERRIDE\_REF\_DES ,  
IMP\_TSH\_PRIOR\_PERIOD\_FLAG,  
IMP\_TSH\_ACTUAL\_WORK\_DATE),

The Import Timesheets from Oracle program is modified to validate the expense code defined in payroll setup, based on the expense type and Qty/Amount fields. The following conditions and rules are taken into consideration for Expense Code, Expense Type, Quantity and Amount:

If the Expense Code is setup as type 'Actual' on the expense master setup, the QTY/AMT value is considered as a flat amount.

If the expense Code is setup other than 'Actual' type, on the expense master setup, then the import program will consider the EXP\_QTY and EXP\_AMT, and the EXP\_RATE, specially for the Expense that is not setup as Actual. In a scenario where the expense and timesheet hours are provided in the same record, the program will create an hours and expense with the Job/Phase/Cat Code or Overhead Department and Account.

The ASCII file imported must be comma delimited and match the order below.

1.	IMP_TSH_EMP_NO	VARCHAR2(16)	
2.	IMP_TSH_DATE	DATE	DD-MON-YYYY
3.	IMP_TSH_JOB_CODE	VARCHAR2(10)	
4.	IMP_TSH_PHASE	VARCHAR2(16)	
5.	IMP_TSH_CATEGORY	VARCHAR2(4)	
6.	IMP_TSH_NORMAL_HOURS	NUMBER (16,8)	
7.	IMP_TSH_OT_HOURS	NUMBER (16,8)	
8.	IMP_TSH_DOT_HOURS	NUMBER (16,8)	
9.	IMP_TSH_OH_HOURS	NUMBER (16,8)	
10.	IMP_TSH_OH_TYPE	VARCHAR2(4)	
11.	IMP_TSH_WORK_COMP_CODE	VARCHAR2(2)	
12.	IMP_TSH_DEPT_CODE	VARCHAR2(6)	Optional – based on Control File Flag
13.	IMP_TSH_GL_ACC_CODE	VARCHAR2(8)	Optional – based on Control File Flag
14.	IMP_TSH_WORK_LOC	VARCHAR2(4)	
15.	IMP_TSH_EQP_HOURS	NUMBER (16,8)	
16.	IMP_TSH_DOCUMENT_NO	VARCHAR2(30)	Optional
17.	IMP_TSH_TRADE_CODE	VARCHAR2(4)	Optional
18.	IMP_TSH_UNION_CODE	VARCHAR2(4)	Optional
19.	IMP_TSH_OH_RATE_CODE	VARCHAR2(4)	Optional
20.	IMP_TSH_CKLOC_CODE	VARCHAR2(16)	Optional
21.	IMP_TSH_SHIFT_CODE	VARCHAR2(1)	Optional
22.	IMP_TSH_NH_RATE	NUMBER (16,8)	Not Required
23.	IMP_TSH_OT_RATE	NUMBER (16,8)	Not Required
24.	IMP_TSH_DOT_RATE	NUMBER (16,8)	Not Required
25.	IMP_TSH_OH_RATE	NUMBER (16,8)	Not Required
26.	IMP_TSH_SECTOR_CODE		
27.	IMP_TSH_SCHEDULE_CODE		
28.	IMP_TSH_EXP_CODE	VARCHAR2(4)	
29.	IMP_TSH_EXP_QUANTITY	NUMBER (16,8)	
30.	IMP_TSH_EXP_RATE		
31.	IMP_TSH_EXP_AMOUNT		
32.	IMP_TSH_WBSV_CODE1	VARCHAR2 (10)	Required, if enabled on Job
33.	IMP_TSH_WBSV_CODE2	VARCHAR2 (10)	Required, if enabled on Job
34.	IMP_TSH_WBSV_CODE3	VARCHAR2 (10)	Required, if enabled on Job

35	IMP_TSH_WBSV_CODE4	VARCHAR2 (10)	Required, if enabled on Job
36	IMP_TSH_WBSV_PCI_LINE_ORASEQ	NUMBER (16,8)	Required, if enabled on Job
37	IMP_TSH_OVERRIDE_REF_CODE		
38	IMP_TSH_OVERRIDE_REF_DESC		
39	IMP_TSH_PRIOR_PERIOD_FLAG		
40	IMP_TSH_ACTUAL_WORK_DATE DATE 'DD-MON-YYYY'		

## [Import Oracle Table] – Button

The **[Import Oracle Table]** button allows users to import data directly from the Oracle Timesheet table PYEMPTIMSHT\_IMP. The import utility is modified to consider and include the new added field/columns for WBS and PCI. The Import Timesheets from Oracle program is modified to validate these fields. This screen is used when not entering timesheets directly into Enterprise. It is used to import unposted timesheet data into Enterprise's Payroll module via a .CSV spreadsheet file. For details about the fields and format of the import file, refer to this section's Import File's Fields & Format subsection.

The import process requires 3 steps, if there were no issues with the entries in the import file.

### Step 1

The first step is to import the import file's data into a temporary table in the system via the **[Import ASCII File to Oracle Table]** button.

### Step 2

Once, the ASCII file is imported to Oracle Table, then user can enter the mandatory Company Code, Pay Run, Year and Period into which timesheet data will be imported. The Period LOV will display the current period and the next 3 open periods. The Default Category field assigns that category if the category imported is null. Enter the Document Code which will be assigned to the unposted timesheets created if the document code is null on the imported timesheet.

Then, the mandatory **Company**, **Pay Run**, **Import into Pay Year**, and **Import into Pay Period** fields are used to specify the Company, Pay Run, Pay Year and Pay Period for the timesheets being imported.

The **Default Category** and **Default Document No** fields are optional.

### Step 3

Then, the temporary table's data is imported into Payroll as unposted Timesheets using the **[Import Oracle Table]** button.

If there were any issues with some entries in the import file during the second import, a message will be reported stating how many were rejected with the Error reason.

The rejected entries can be corrected via the **[View Rejected Entries]** button's popup, and once corrected, the import process can be retried for these entries via the popup's **[Import]** button.

### Selection Parameters

*Pgm: PYTIMIMP- Time Sheet(s) Import Utility*

#### Company

Company Code must be entered.

#### Pay Run

Enter pay run into which the timesheet data should be imported.

#### Import into Pay Year

Pay Year into which the timesheet data should be imported

## Pay Period

Enter Pay Period into which the timesheet data should be imported

## Default Category

Enter default Category to be used with Job and Phase, if Category is NOT imported with timesheets.

## Default Document No

Enter the Document Code which will be assigned to the unposted timesheets created, if the document code is null on the imported timesheet.

## [Import Oracle Table] – Button

The screenshot shows the CMiC ENTERPRISE interface. On the left is a navigation menu with 'Import Timesheets from ORACLE' highlighted. The main window is titled 'TIMESHEET IMPORT' and contains a 'Timesheet Import' form. The form has fields for Company, Pay Run, Import into Pay Year, Import into Pay Period, Default Category, and Default Document No. Below these fields are five buttons: 'Import ASCII File to Oracle Table', 'Import Oracle Table' (highlighted with a red box), 'View Rejected Entries', 'Delete Import Oracle Table', and 'Delete Rejected Entries'. A 'Message' field is at the bottom.

When the **[Import Oracle Table]**, button is selected, the number of Timesheet records processed, inserted and rejected are displayed at the bottom the screen.

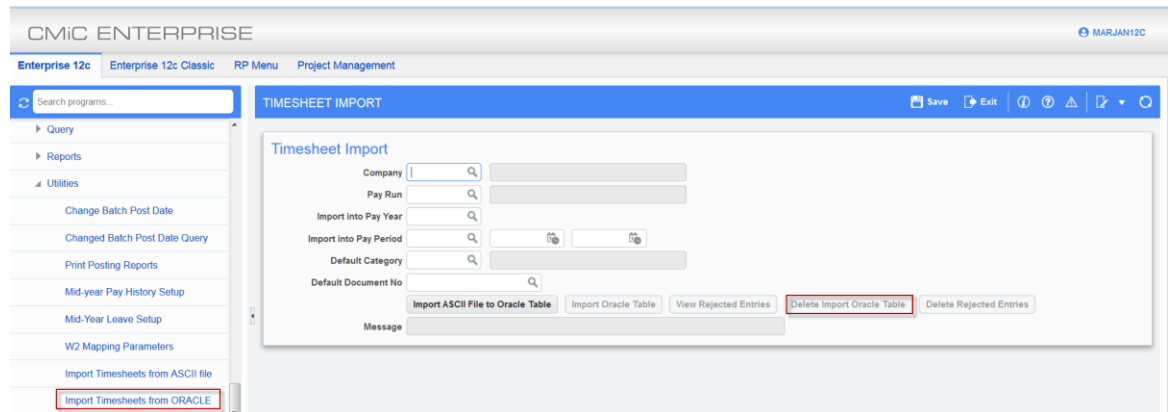
This screenshot is identical to the previous one, showing the 'TIMESHEET IMPORT' screen. In this instance, the 'View Rejected Entries' button is highlighted with a red box, indicating the next step in the process.

The rejected entries can be corrected via the **[View Rejected Entries]** button's popup, and once corrected, the import process can be retried for these entries via the popup's **[Import]** button.

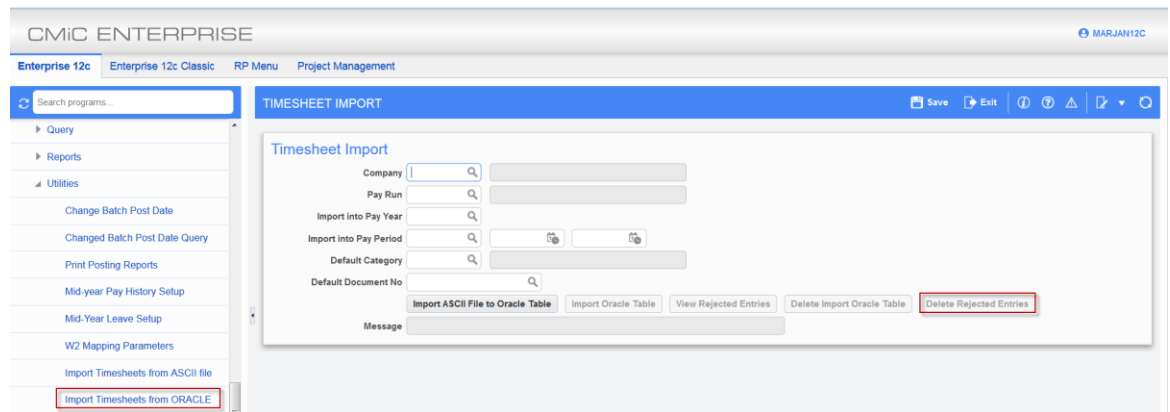
The **[View Rejected Entries]** button opens a screen with rejected entries where user can edit the data until all record(s) are valid. When the record(s) are rectified and valid, select the Import button on the Rejected Timesheet(s) Entries screen to import the corrected entry record and insert into the timesheet.

Once, the record is corrected, user saves and selects the Import Button to import the corrected record.

## [Delete Import Oracle Table] – Button



The **[Delete Import Oracle Table]** button deletes imported timesheet data from the Import table PYEMPTIMSHT\_IMP.



The **[Delete Rejected Entries]** button deletes the rejected entries from the import.

## Import Scenario – Prior Period Flag and Actual Work Date

Scenario with importing values for IMP\_TSH\_PRIOR\_PERIOD\_FLAG and IMP\_TSH\_ACTUAL\_WORK\_DATE DATE 'DD-MON-YYYY'. This is used when making a correction to a date in a prior period. If the value for this Prior Period flag field is inserted as Y then, it will allow user to put in the prior period date and the time posts to that prior period reference date instead of the date in the current period.

**IMP\_TSH\_PRIOR\_PERIOD\_FLAG,**

**IMP\_TSH\_ACTUAL\_WORK\_DATE),**

**NOTE:** For IMP\_TSH\_PRIOR\_PERIOD\_FLAG: User should enter a value of Y or N. If a value of Y is entered on the ASCII file, the import program will recognize it as Checked for Prior Period Flag in the timesheet. For IMP\_TSH\_ACTUAL WORK\_DATE field : The Actual Work Date for prior period must be before current period start date.

## Import File Fields – CTL File Template Changes

The Ascii to Oracle Import program template now has the following new added fields:

The WBS fields and PCI field may be left blank if not applicable for the timesheet line, but the comma after each should be there.

IMP\_TSH\_EXP\_CODE ,  
IMP\_TSH\_EXP\_QUANTITY ,  
IMP\_TSH\_EXP\_RATE ,  
IMP\_TSH\_EXP\_AMOUNT ,  
IMP\_TSH\_WBSV\_CODE1,  
IMP\_TSH\_WBSV\_CODE2,  
IMP\_TSH\_WBSV\_CODE3,  
IMP\_TSH\_WBSV\_CODE4,  
IMP\_TSH\_WBSV\_PCI\_LINE\_ORASEQ,  
IMP\_TSH\_OVERRIDE\_REF\_CODE,  
IMP\_TSH\_OVERRIDE\_REF\_DES ,  
IMP\_TSH\_PRIOR\_PERIOD\_FLAG,  
IMP\_TSH\_ACTUAL\_WORK\_DATE),

The following table provides details about the fields in the import file:

Import File Field	Description	Required	Type	Length
<b>Employee Number</b>	Employee Number – must be a valid employee for the company	Yes	Varchar2	16
<b>Reference Date</b>	Actual date of Timesheet <b>NOTE:</b> Date worked MUST be of the DD-MMM-YYYY format, otherwise the hours will go to the final day in the pay period.	Yes	DATE	
<b>Job</b>	The timesheet Job Code	Yes, if timesheet is for a Job	Varchar2	10
<b>Phase Code</b>	The timesheet Phase Code (Cost Code).	Yes, if Job Code is entered	Varchar2	16
<b>Category</b>	The timesheet Job Category.	Yes, if Job is entered	Varchar2	16
<b>Normal Hours</b>	The number of Normal Hours (regular time) for timesheet.	See NOTE 1	Number	16,8
<b>Overtime Hours</b>	Number of Overtime Hours for timesheet – leave blank if not applicable	See NOTE 1	Number	16,8
<b>Double Overtime Hours</b>	Number of Double Overtime hours for timesheet – enter 0 if not applicable	See NOTE 1	Number	16,8

<b>Other Hours</b>	Number of Other Hours for timesheet – leave blank if not applicable	See NOTE 1	Number	16,8
<b>Other Hours Type</b>	The type of Other Hours - must be a valid Other Hour Code in CMiC	Yes, if Other Hours are entered	Varchar2	4
<b>Company</b>	Company handling Job	Yes	Varchar2	8
<b>Department</b>	This is the Dept Code the time is charged to if a G type of timesheet OR leave this field null to auto-populate with the Payroll Dept from Employee Profile.	See NOTE 2	Varhcar2	6
<b>GL Account Code</b>	GL Account to charge time to if not a Job Timesheet OR leave this field null to auto-populate it with Wage Account from Employee Profile.	See NOTE 2	Varchar2	16
<b>Work Location</b>	A valid Work Location.	No	Varchar2	15
<b>Equipment Hours</b>	Number of hours Equipment was utilized for Job.	No	Number	16,8
<b>Document Number/Code</b>	Timesheet Document Grouping	No	Varchar2	30
<b>Trade Code</b>	Enter Employee Trade where employee worked this week or leave it null to populate from employee profile.	No	Varhcar2	4
<b>Union</b>	Enter Union Code where employee worked for this period or leave it null to populate from employee profile if employee is Unionized	No	Varhcar2	4
<b>Other Hours Rate Code</b>	Other Hours Rate Code	No, If blank, import uses rate code from employee profile.	Varhcar2	4
<b>Check Location Code</b>	Check Location Code	No	Varchar2	16
<b>Shift Code</b>	Shift Code	No	Varchar 2	1



<b>Normal Hours Rate</b>	Normal Hours Rate	No	Number	16,8
<b>Over Time Rate</b>	Over Time Rate	No	Number	16,8
<b>Double Time Rate</b>	Double Time Rate	No	Number	16,8
<b>Other Hour Rate</b>	Other Hour Rate	No	Number	16,8
<b>Sector Code</b>	Sector Code			
<b>Schedule Code</b>	Schedule Code			
<b>Expense Code</b>	Expense Code	No	Varchar2	4
<b>Expense QTY</b>	<p>Based on the Expense Type: If the Expense Code is setup as type 'Actual' on the expense master setup, the QTY/AMT value is considered as a flat amount and should be entered in the import file</p> <p>If the expense Code is setup other than 'Actual' type, on the expense master setup, then the import program will consider the value as quantity and multiply the value with the rate defined in the expense master screen.</p>	Yes, if expense code is entered	Number	16,8
<b>Expense Rate</b>	Expense Rate			
<b>Expense Amount</b>	Expense Amount			
<b>WBSV Code 1</b>	WBS Code 1	Yes, if enabled on Job.	Varchar2	10
<b>WBSV Code 2</b>	WBS Code 2	Yes, if enabled on Job.	Varchar2	10
<b>WBSV Code 3</b>	WBS Code 3	Yes, if enabled on Job.	Varchar2	10
<b>WBSV Code 4</b>	WBS Code 4	Yes, if enabled on Job.	Varchar2	10
<b>WBSV PCI ORASEQ</b>	PCI	Yes, if enabled on Job.	Number	16,8
<b>Override Reference Code</b>	Override Reference Code			
<b>Override Reference Description</b>	Override Reference Description			
<b>Prior Period Flag</b>	Prior Period Flag			
<b>Actual Work Date 'DD-MON-YYYY'</b>	Actual Work Date 'DD-MON-YYYY'			

## Revenue Billing Rate Calculation – GC Monitor Template (17.38407)

To obtain the calculated bill rate by the payroll function instead of getting from Job Billing Rate Table setup.

CMiC has modified and added a new flag on the JCJOB table for 'Use Calculated Bill rate from Payroll Function for GC Monitor'. When GC monitor requests bill rate with Job information, the system will look at the New flag and determine to use the calculated bill rate from the payroll forecasting function or use the bill rate from Job Billing rate table.

The screenshot shows the 'JOB SETUP' screen in CMiC Enterprise 12c. The 'Job Detail' section is active, and the 'Job Billing' tab is highlighted. The 'Selection Criteria' section shows 'Company' as 'CCC' and 'CMC Construction Company'. The 'Job Detail' section includes fields for 'Contact', 'Tax1', 'Tax2', 'Tax3', 'Invoice Link', 'Default Billing Type' (COST), 'Default Invoice Format' (ZZ-S), 'Billing Rate Table' (CCC-RATE1), 'JB Map Code' (ZZ-STD), 'Retainage Code' (CCC-STD), and 'Billing Address Code'. The 'Update Address' button is visible at the bottom right.

The screenshot shows the 'JOB SETUP' screen in CMiC Enterprise 12c, with the 'Job Billing' tab selected. The 'Job Detail' section is visible, showing fields for 'Contact', 'Tax1', 'Tax2', 'Tax3', 'Invoice Link', 'Default Billing Type' (COST), 'Default Invoice Format' (ZZ-S), 'Billing Rate Table' (CCC-RATE1), 'JB Map Code' (ZZ-STD), 'Retainage Code' (CCC-STD), and 'Billing Address Code'. The 'Update Address' button is visible at the bottom right. The 'Construction Value' field is empty. The '% of Construction Value' field is empty. The 'Max Billing Amt' field is empty. The 'Max Revenue Cap' field is empty. The 'Max Hourly Rate' field is empty. The 'Use Calculated Bill rate from Payroll Function for GC Monitor' checkbox is checked, and the 'Exceptions' button is visible at the bottom right.

## Functionality

CMiC ENTERPRISE

Enterprise 12c Enterprise 12c Classic RP Menu Project Management

Search programs...

**General Ledger**

**Accounts Payable**

**Accounts Receivable**

**Job Costing**

Setup

Set User Defaults

Local Tables

Control File

Enter Category

Setup Category Pick List

Setup Cost Code Segment

Enter Cost Code

Enter Cost Code Types

Cost Code Template

Create Budget Spread Rule

**JOB COST CONTROL FILE**

Table Mode Save Exit

Selection Criteria

Company CCC CMiC Construction Company Copy Control File

Job Setup Accounting Additional Charges Bid Setup Billing Budget **Forecasting** WIP Revenue Exceptions Jobs Change Manager

Search Insert Delete Workflows Report Options ECM Documents User Extensions

Forecasting Method Standard

Contract Forecast Year 2018

Contract Forecast Period 2

☒ Allow Forecast For Future Periods

☒ Use Billing Rate Table For Revenue Forecast

☐ Max Billing Amount Includes Unposted PCI's

☒ Copy Last Stored Forecast

☒ Notes To Be Carried Forward Through Periods

☒ Allow Negative Values In Cost To Complete

☐ Limit Payroll Costs By Reference Date

☐ Show Negative Values In Cost To Complete

Default Projection Threshold % 0

☐ Detailed Time Phased Budgeting

### Scenario A:

Existing functionality using Job Billing Rate. If user does not check Use Payroll Bill Rate, and does not check/enable the new flag 'Use Calculated Bill Rate From Payroll Function For GC Monitor' under the Job Billing Tab, then GC Monitor will determine to use the calculated bill rate from Job Billing rate Table instead of the payroll forecasting function.

CMiC ENTERPRISE

Enterprise 12c Enterprise 12c Classic RP Menu Project Management

Search programs...

**General Ledger**

**Accounts Payable**

**Accounts Receivable**

**Job Costing**

Setup

Set User Defaults

Local Tables

Job

Enter Project

Assign Project Contacts

Enter Job

Setup Job Pick List

Assign Cost Codes

Assign Templates To Multiple Jobs

Enter Budget

**JOB SETUP**

Table Mode Save Exit

Contact

Tax1

Tax2

Tax3

Invoice Link

Default Billing Type COST Cost Plus Markup

Default Invoice Format ZZ-S ZZ Standard Progress Billing Format

Billing Rate Table CCC-RATE1 CCC-RATE1

JB Map Code ZZ-STD ZZ Standard JC Mapping

Retainage Code CCC-STD CCC Stanard Retainage

Billing Address Code

Construction Value

% of Construction Value

Max Billing Amt

Max Revenue Cap

Max Hourly Rate

☒ Use Billing Rate Table For Revenue Forecast

☐ Use Calculated Bill rate from Payroll Function for GC Monitor

Exceptions

CMiC ENTERPRISE

Enterprise 12c Enterprise 12c Classic RP Menu Project Management

Search programs...

JOB SETUP

Table Mode Save Exit ?

Job Detail

Job Detail Settings Accounts AP Taxes Job Billing WIP Payroll Bank Security Equipment Locations Compliance PO / WO

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents

Work Location

Prevailing Job Sector Code

Prevailing Job Payrate Schedule Code

Prevailing Wage Rate Code

Prevailing Wage Override Rate

Default Payroll Overhead Group

Workers Compensation Policy

Public Liability Policy

Process Separate Checks for

☒ Use Payroll Bill Rates

☐ Use Calculated Salary Charge Rates

☐ Use Job Company To Pay Employee In Payroll

☐ Use Job For Prevailing Wage

☐ Use Default Davis Bacon Rule

Generate Rates

GC Monitor will use Job Bill Rates Table to multiply and get the Billing Rate

### Scenario B:

Modification and the new functionality - When the new flag 'Use Calculated Bill Rate From Payroll Function For GC Monitor' is Checked and enabled on the Job Setup under Job Billing Tab, then GC Monitor will determine to use the calculated bill rate from the payroll forecasting function and ignore using the Job Bill Rate from Job Billing rate table.

CMiC ENTERPRISE

Enterprise 12c Enterprise 12c Classic RP Menu Project Management

Search programs...

JOB SETUP

Table Mode Save Exit ?

Use Calculated Bill rate from Payroll Function for GC Monitor

Contact

Tax1

Tax2

Tax3

Invoice Link

Default Billing Type

Default Invoice Format

Billing Rate Table

JB Map Code

Retainage Code

Billing Address Code

Construction Value

% of Construction Value

Max Billing Amt

Max Revenue Cap

Max Hourly Rate

Cost Plus Markup

ZZ Standard Progress Billing Format

CCC-RATE1

ZZ Standard JC Mapping

CCC Standard Retainage

Update Address

Constr. Value

Total Cost Code Max

Total Cost Code Cap

\* Use Billing Rate Table For Revenue Forecast

☒ Use Calculated Bill rate from Payroll Function for GC Monitor

Exceptions

CMiC ENTERPRISE

Enterprise 12c Enterprise 12c Classic RP Menu Project Management

Search programs...

WBS Fields  
 Bid Information  
 Contract Forecasting  
 Disallow Override Limit Setup  
 Profit Plan Source Definition  
 Setup Alternate Cost Codes Structure  
 Job  
 Enter Project  
 Assign Project Contacts  
 Enter Job  
 Setup Job Pick List  
 Assign Cost Codes  
 Assign Templates To Multiple Jobs  
 Enter Budget  
 Assign Overhead Cost Rates

JOB SETUP

Table Mode Save Exit

Job Detail Settings Accounts AP Taxes Job Billing WIP Payroll Bank Security Equipment Locations Compliance PO / WO

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents

Work Location  
 Prevailing Job Sector Code  
 Prevailing Job Payrate Schedule Code  
 Prevailing Wage Rate Code  
 Prevailing Wage Override Rate  
 Default Payroll Overhead Group  
 Workers Compensation Policy  
 Public Liability Policy  
 Process Separate Checks for  
☐ Use Payroll Bill Rates  
☐ Use Calculated Salary Charge Rates  
☐ Use Job Company To Pay Employee In Payroll  
☐ Use Job For Prevailing Wage  
☐ Use Default Davis Bacon Rule  
☒ Allow E-Timesheet Entries

Generate Rates

### Scenario C:

If user chooses to only check the flag for Use Payroll Bill Rates, without checking the new flag for Use Calculated Bill Rate from Payroll Function' under Job Billing Tab, then GC Monitor will calculate the Bill Rates using the Payroll Bill Rates as per specified setup for the employee.

CMiC ENTERPRISE

Enterprise 12c Enterprise 12c Classic RP Menu Project Management

Search programs...

WBS Fields  
 Bid Information  
 Contract Forecasting  
 Disallow Override Limit Setup  
 Profit Plan Source Definition  
 Setup Alternate Cost Codes Structure  
 Job  
 Enter Project  
 Assign Project Contacts  
 Enter Job  
 Setup Job Pick List  
 Assign Cost Codes  
 Assign Templates To Multiple Jobs  
 Enter Budget  
 Assign Overhead Cost Rates

JOB SETUP

Table Mode Save Exit

Job Detail Settings Accounts AP Taxes Job Billing WIP Payroll Bank Security Equipment Locations Compliance PO / WO

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents

Enter Payroll Overhead Group

Work Location  
 Prevailing Job Sector Code  
 Prevailing Job Payrate Schedule Code  
 Prevailing Wage Rate Code  
 Prevailing Wage Override Rate  
 Default Payroll Overhead Group  
 Workers Compensation Policy  
 Public Liability Policy  
 Process Separate Checks for  
☒ Use Payroll Bill Rates  
☐ Use Calculated Salary Charge Rates  
☐ Use Job Company To Pay Employee In Payroll  
☐ Use Job For Prevailing Wage  
☐ Use Default Davis Bacon Rule  
☒ Allow E-Timesheet Entries

Generate Rates

CMiC ENTERPRISE

Enterprise 12c Enterprise 12c Classic RP Menu Project Management

Search programs...

WBS Fields

Bid Information

Contract Forecasting

Disallow Override Limit Setup

Profit Plan Source Definition

Setup Alternate Cost Codes Struc

Job

Enter Project

Assign Project Contacts

Enter Job

Setup Job Pick List

Assign Cost Codes

Assign Templates To Multiple Jobs

Enter Budget

Assign Overhead Cost Rates

JOB SETUP

Table Mode Save Exit

Use Calculated Bill rate from Payroll Function for GC Monitor

Contact

Tax1

Tax2

Tax3

Invoice Link

Default Billing Type

Default Invoice Format

Billing Rate Table

JB Map Code

Retainage Code

Billing Address Code

Construction Value

% of Construction Value

Max Billing Amt

Max Revenue Cap

Max Hourly Rate

Cost Plus Markup

ZZ Standard Progress Billing Format

CCC-RATE1

ZZ Standard JC Mapping

CCC Standard Retainage

Update Address

Constr. Value

Total Cost Code Max

Total Cost Code Cap

\* Use Billing Rate Table For Revenue Forecast

Use Calculated Bill rate from Payroll Function for GC Monitor

Exceptions

In this case GC Monitor should calculate the Bill Rates for employee as per employee profile preferred rate setup.

## E-Time Audit Flag Trigger (17.45331)

CMiC has modified Company Control Screen to add this flexible time functionality. A new column will be added in E-Timesheet Tab to give an option to set a 'Time' to allow users to enter E-Timesheet Entry.

Furthermore, existing trigger/functionality will also be modified to allow users to enter E-timesheet data as per new setup.

A new field is added in PY Control named 'Hours Offset from Server Location'. System will utilize this field to check E -Timesheet in JSP program to control time of E-Timesheet Entry.

User needs to enter the number of hour offset from the server in this field on the Company Control. E-Timesheet JSP program is also modified to allow users to enter timesheet based on offset hour settings on the Company Control.

**Example:** If your E-Timesheets become available at midnight 12:00 AM, and you would like to change time to 8:00 PM (which is 4 hours earlier), then user should enter -4 (negative 4) to apply the 4 hour early timing.

**PY CONTROL** Table Mode Save Exit ? ! ↗ ↻

Enter Hours Offset From Server Location

Company:  Get Account and Company Data Copy Settings

**General** **Rate Codes** **Accounts** **Direct Deposit** **Rules** **E-Timesheet** **Reports**

Search Workflows Report Options ECM Documents User Extensions

Max. Normal Work Hours

Max. Job Hours

Default Category

☒ Default Current Period From Company Pay Period

☐ Auto. Timesheet Approval

☒ Non-Billable Hours Post to Job Cost

☒ Allow E-Expense Posting Through Timesheet Posting

☒ Allow Non-Billable Hours Timesheets

☒ Allow Job Cost Hours Timesheets

☐ \* Allow All Allocations When Access Code Allows None

☐ Allow Other Hours Entry on E-Timesheet Screen

☐ \* Consider OT And DOT As Regular Work Week Hours

☐ Comments - E Expense

☐ Comments - E Time

☐ Overhead Time Account

Minimum Hours Code

Hours Offset

☐ Filter Phases for Default Category

Allow Shift Selection:

☒ \* All Shifts

☒ \* Day

☒ \* Evening

☒ \* Night

Default Shift

☒ \* Audit E-Timesheet

\* Reason For Change Entry

## Expense Rate & Amount Field Security (17.45308)

Modification to hide expense rate and amount fields on Crew Timesheet.

CMiC has implemented field security on expense rate and amount columns. User can then apply field security based on roles.

**E-Time** ✎ 🔔

**E-MASTER** Update Back

\*Note: Not all programs have fields available with field privileges

Programs

**COLUMN/FIELD SECURITY**

Item Name	Security Level
Category Field	<input type="text" value="Unrestricted"/>
Submit Button	<input type="text" value="Unrestricted"/>
Expense Amount	<input type="text" value="Unrestricted"/>
Expense Rate	<input type="text" value="Unrestricted"/>
Delete Button	<input type="text" value="Unrestricted"/>

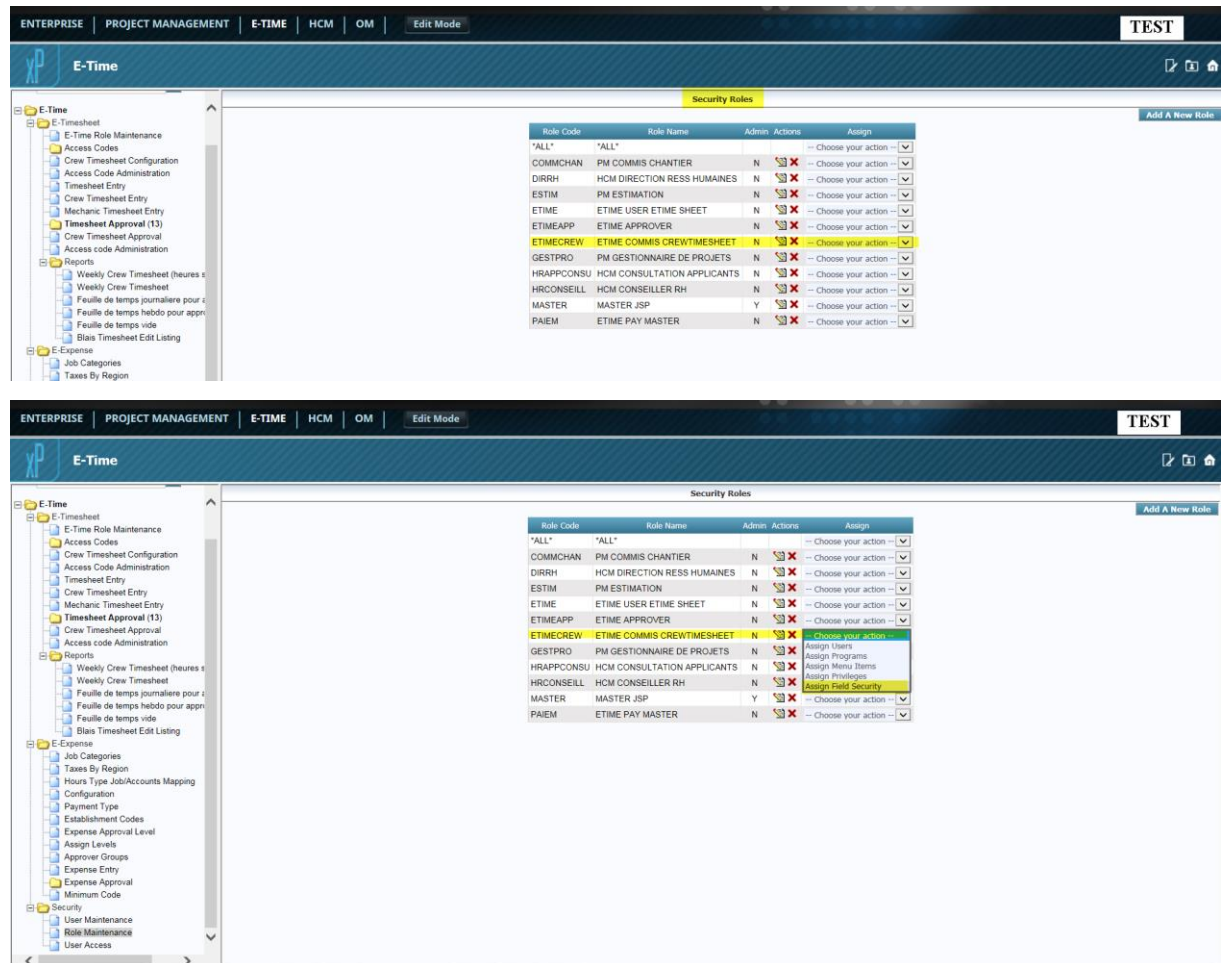
**Left Sidebar:**

- Hours Type Job/Account Mapping
- Posted Crew Timesheet
- E-Expense**
  - Job Categories
  - Taxes By Region
  - Payment Type
  - Establishment Codes
  - Expense Approval Level
  - Assign Levels
  - Approver Groups
  - Expense Entry
  - Expense Approval
- Security**
  - User Maintenance
  - Role Maintenance

Crew Timesheet without expense rate and amount field prior to assigning Field Security under Security and Role Maintenance. The Expense Rate and Amount fields are visible and displayed on the crew timesheet entry screen for E Crew Time Paymaster.

Assigning Field Security to Roles. Select Role Maintenance under Security. Select the Role that requires field security for Crew Timesheet Expense Rate and Amount.

## Role Maintenance



The screenshots show the 'Security Roles' table in the E-Time system. The table lists various roles and their associated actions. The 'ALL' role is highlighted in the first screenshot, and the 'ETIMCREW' role is highlighted in the second screenshot. The 'Assign' column for the 'ETIMCREW' role is expanded, showing options for assigning users, programs, menu items, and field security.

Role Code	Role Name	Admin	Actions	Assign
'ALL'	'ALL'			Choose your action
COMMCHAN	PM COMMIS CHANTIER	N		Choose your action
DIRRH	HCM DIRECTION RESS HUMAINES	N		Choose your action
ESTIM	PM ESTIMATION	N		Choose your action
ETIME	ETIME USER ETIME SHEET	N		Choose your action
ETIMEAPP	ETIME APPROVER	N		Choose your action
ETIMCREW	ETIME COMMIS CREWTIMESHEET	N		Choose your action
GESTPRO	PM GESTIONNAIRE DE PROJETS	N		Choose your action
HRAPPCONSU	HCM CONSULTATION APPLICANTS	N		Choose your action
HRCONSEILL	HCM CONSEILLER RH	N		Choose your action
MASTER	MASTER JSP	Y		Choose your action
PAIEM	ETIME PAY MASTER	N		Choose your action

Select Program 'Crew Timesheet' and change Field Security for Expense Amount and Expense Rate field from Unrestricted to Hidden.



The screenshot shows the E-Time system interface. On the left is a sidebar with navigation links: Hours Type Job/Account Mapping, Posted Crew Timesheet, E-Expense (expanded), Job Categories, Taxes By Region, Payment Type, Establishment Codes, Expense Approval Level, Assign Levels, Approver Groups, Expense Entry, Expense Approval, Security (expanded), User Maintenance, and Role Maintenance. The main content area is titled 'E-MASTER' and includes a note: '\*Note: Not all programs have fields available with field privileges'. Below this is a 'Programs' dropdown menu set to 'Crew Timesheet'. The 'COLUMN/FIELD SECURITY' section contains a table with two columns: 'Item Name' and 'Security Level'.

Item Name	Security Level
Category Field	Unrestricted
Submit Button	Unrestricted
Expense Amount	Unrestricted
Expense Rate	Unrestricted
Delete Button	Unrestricted

Once you have assigned the field security to the Role, the user with Role is unable to see the fields for Expense Rate and Amount. These two fields will be hidden and not displayed on the Crew Timesheet Entry Screen.

## **Employee Re-Numbering & associated Benefits/Deductions (17.44747)**

Modifications made for using the Employee Re-Numbering utility. System will also renumber associated records for employee level benefits and deductions and loans and advances.

CMiC has made the following modifications:

Employee History screen to show a new popup if the user changes Employee's Pay Group or Pay Run values. This new popup will ask if user also want to transfer Benefit/Deduction from the old Pay Group/Pay Run to the NEW Pay Group or Pay Run.

The program will ONLY transfer all benefit/deduction assigned at the employee level. If user selects 'OK', then the Employee's Benefit and Deduction setup will transfer on employee level with the new Pay Group/Pay Run.

**Programming Logic:** It will transverse and go thru every Benefit Setup for this Employee.

**PAY GROUP Change Conditions:** If the Benefit/Deduction is Setup exists at the Company level with this New Pay Group or ALL or NONE, Then, OK, No Action is Needed, since the Employee Benefit Setup has no Pay Group Attribute. The Benefit/Deduction records will be transferred to the new Pay Group assigned at Employee level.

If the Benet/Deduction does not exist at the Company Level with this New Pay Group or ALL or NONE, then, display the following Warning Message in a Pop-Up.

If OK is selected, Employee Pay Group is changed; but Employee will not be paid the Benefit in next Payroll, unless the Benefit is setup in the New Pay Group before next Payroll processing.

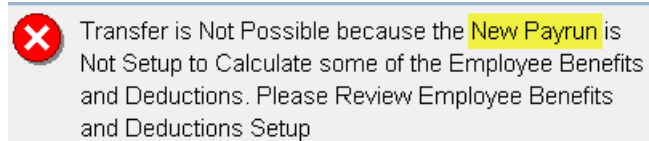


Warning: the New Paygroup is Not Setup to Calculate some of the Employee Benefits and Deductions. Please Review Employee Benefits and Deductions Setup

**PAY RUN Change Conditions:** If the Benefit/Deduction is Setup exists at the Company level with this New Pay (Go thru every Benefit/Deduction Setup for this Employee Where Pay Run = Old Pay Run). Then, OK, Update this Employee Benefit/Deduction Setup from Old Pay Run to New Pay Run. The Benefit/Deduction records will be transferred to the new Pay Run assigned at Employee level.

If the Benefit/Deduction does not exist at the Company Level with this New Pay Run, then, display the following Warning Message in a Pop-Up.

If OK is selected, Employee Pay Run is changed; but PYEMPBEN is not changed, and Employee will not be paid the Benefit/Deduction in next Payroll, unless the Benefit/Deduction is setup in the New Pay Run before next Payroll processing.



## PY Positive Pay Format for CIBC Bank (19.71751)

CMiC has added a new Positive Pay format for CIBC Bank in PY Check/EFT program. The ASCII File (CSV) is created as per CIBC Bank Positive Pay Specifications. The format is as per Standard Fixed Length File Format.

### Pre-Requisites:

Customer should ensure to have their Banking Information and setup completed in CMiC System under Global Tables → Banking Maintenance.

CMiC has added a new option/format in Check EFT Register (PY1081) Program to generate Positive Pay \_CIBC Bank (CSV) file.

Process payroll and print checks. Under Processing > Reports > Check/EFT Register, select bank format: Positive Pay – CIBC (CSV) to prepare the data and download the file in Notepad.

A screenshot of the 'CHECK EFT REGISTER' application window. The window has a blue title bar with 'CHECK EFT REGISTER' and standard window controls. Below the title bar is a 'Selection Criteria' section with various input fields and checkboxes. The fields include: FEIN Number, Company (PYUS), Pay Run (MDWK), Pay Group, Pay Year (2019), From Period (13), To Period (13), Check Location, Bank (010), Branch (CIBC), Account Number (8521476), From Employee, To Employee, and File Number. There are also checkboxes for 'Include New Direct Deposits/Positive Pays', 'Create New Direct Deposits/Positive Pay File Excluding Old Data', and 'Include/Validated Checks' (which is checked). Below these are radio buttons for 'Print Check(s)', 'Print Deposit(s)', and 'Print Both'. There are also dropdown menus for 'Sort By' (Check Number) and 'Employee Name Print Order' (First Name Last Name). At the bottom, there is a checkbox for 'Reconcile Deposit(s)', a dropdown for 'File ID Modifier' (A), and a dropdown for 'Bank Formats' (Positive Pay - CIBC). There are also buttons for 'Generate File' and 'Download File'.

**CHECK EFT REGISTER** Save Exit ? ? ? ? ?

Pay Group

\* Pay Year

\* From Period

\* To Period

Check Location

Bank

Branch

Account Number

From Employee

To Employee

File Number

☐ Include New Direct Deposits/Positive Pays

☐ Create New Direct Deposits/Positive Pay File Excluding Old Data

☒ IncludeVoidedChecks

☐ Print Check(s)

\* Print Option ☐ Print Deposit(s)

☒ Print Both

Sort By  Employee Name Print Order

☐ Reconcile Deposit(s) File ID Modifier

☒ ASCII File \* Bank Formats

**alert**

Data Prepared Successfully. Please download file.

**CHECK EFT REGISTER** Save Exit ? ? ? ? ?

\* Pay Year

\* From Period

\* To Period

Check Location

Bank

Branch

Account Number

From Employee

To Employee

File Number

☐ Include New Direct Deposits/Positive Pays

☐ Create New Direct Deposits/Positive Pay File Excluding Old Data

☒ IncludeVoidedChecks

☐ Print Check(s)

\* Print Option ☐ Print Deposit(s)

☒ Print Both

Sort By  Employee Name Print Order

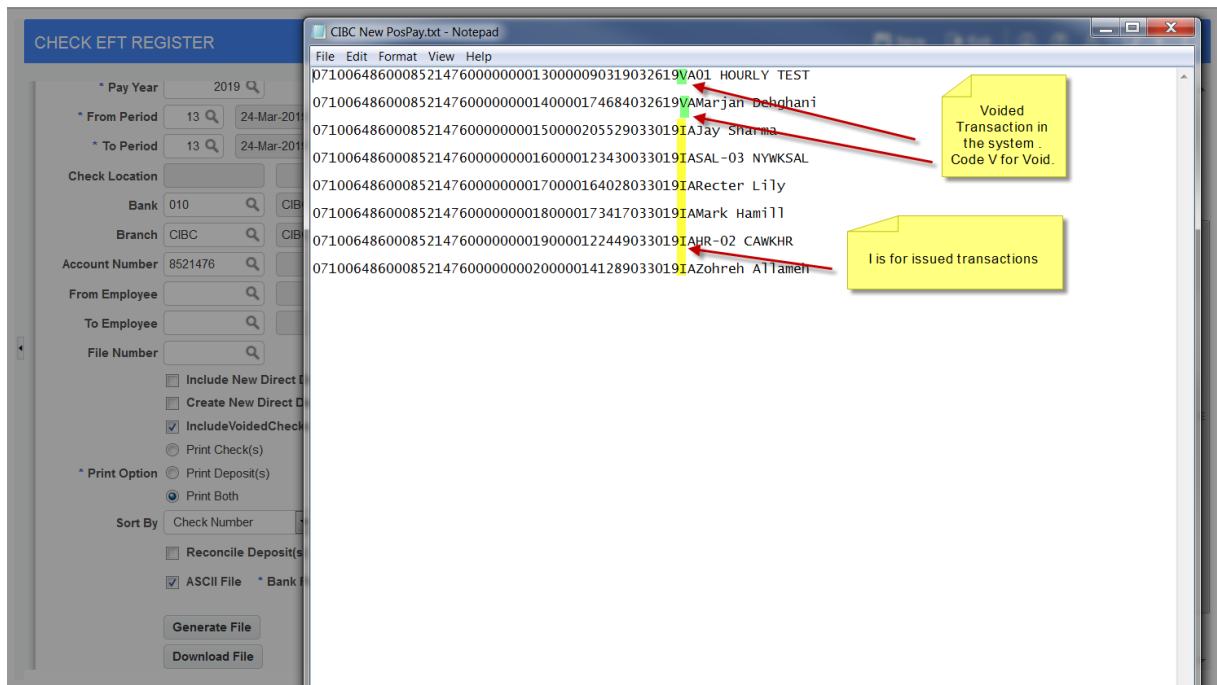
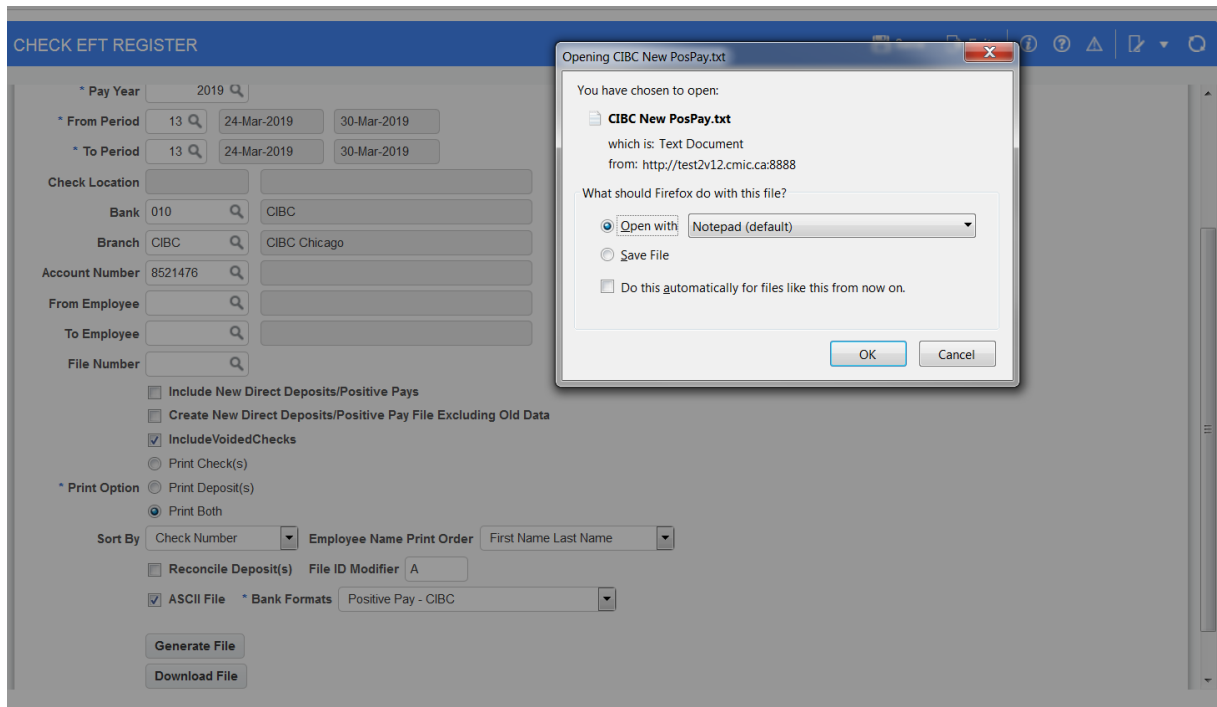
☐ Reconcile Deposit(s) File ID Modifier

☒ ASCII File \* Bank Formats

**Download To File** x

File Name

File Format



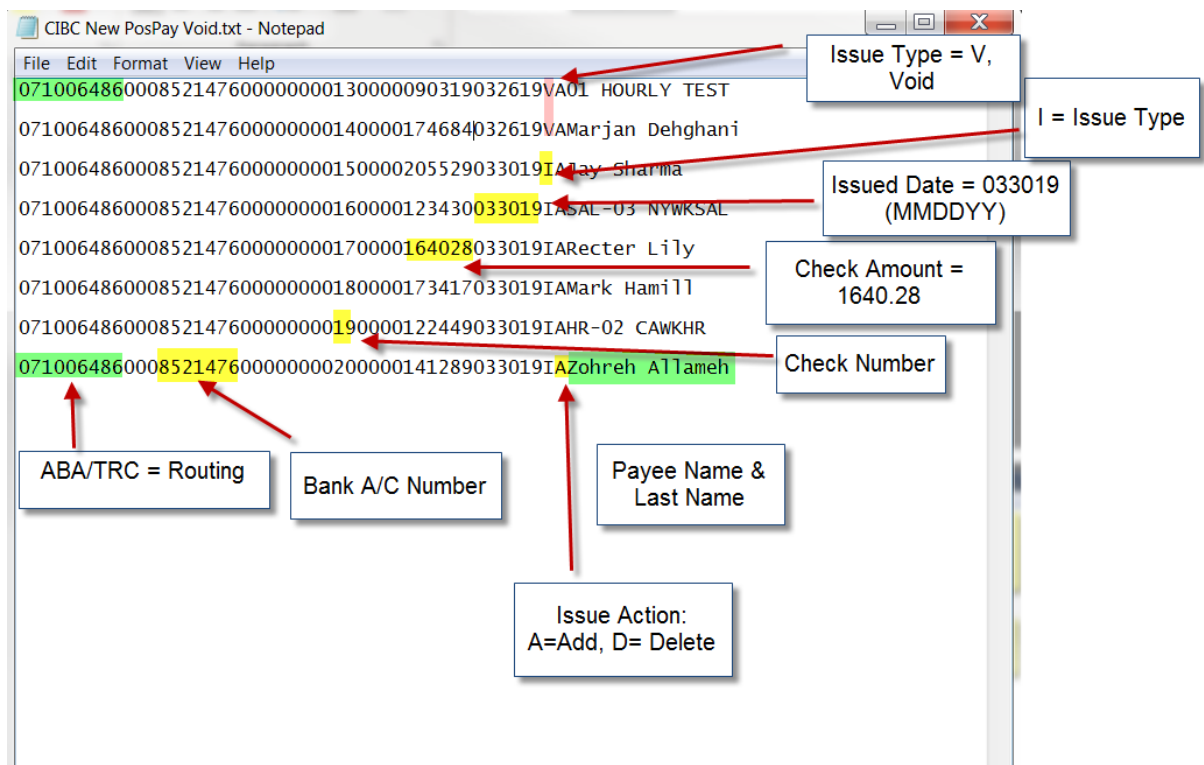
## Check/EFT Register Program – PY1081

The Check / EFT Register will print a listing of all checks printed on a particular Pay Run for a given period and employee range. The Paychecks listing for Employee Report will print a listing of the checks and direct deposit payments made on a particular check run.

```

CIBC New PosPay Void.txt - Notepad
File Edit Format View Help
071006486000852147600000000130000090319032619VA01 HOURLY TEST
071006486000852147600000000140000174684032619VAMarjan Dehghani
071006486000852147600000000150000205529033019IAJay Sharma
071006486000852147600000000160000123430033019IASAL-03 NYWKSAL
071006486000852147600000000170000164028033019IARecter Lily
071006486000852147600000000180000173417033019IAMark Hamill
071006486000852147600000000190000122449033019IAHR-02 CAWKHR
071006486000852147600000000200000141289033019IAZohreh Allameh

```



**BANKS** Save Exit ? ? ? ? ?

**Bank Details**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export

* Code	* Name	* Short Name	Routing Code	File Format	ID	Pwd	Positive Pay File Format	Positive Pay Output File Name
010	CIBC	CIBC	071006486	CIBC				

This is where the Bank Routing Code (ABA) is setup

**BANK BRANCHES** Save Exit ? ? ? ? ?

**Selection Criteria**

Bank 010 CIBC

**Branch Details**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export

* Branch Code	Branch Name	Short Name	Address Line 1	Address Line 2	Address Line 3	St
CIBC	CIBC Chicago	CIBC Chicago	SUITE 200	70 W MADISON		IL

**BANK ACCOUNT MAINTENANCE** Save Exit ? ? ? ? ?

**Selection Criteria**

Company PYUS LOFT Constructions Marjan-USA Bank Control

**Bank Accounts**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export

* Dept	* Account	* Bank Code	Branch	Account Prefix	* Bank Account Number	* Acct Type	Last Check Number	CRS Account Number	CDA Account Number	* Curr Code	Title
00	1000.100	010	CIBC		8521476	PY	70			USD	
00	1000.200	JPMC	MAIN		789456109	PY	51			USD	

This is Bank Account Number setup

**CHECK EFT REGISTER**

Save Exit

Pay Group: [Search] [ ]

\* Pay Year: 2019 [Search]

\* From Period: 13 [Search] 24-Mar-2019 30-Mar-2019

\* To Period: 13 [Search] 24-Mar-2019 30-Mar-2019

Check Location: [Search] [ ]

Bank: 010 [Search] CIBC

Branch: CIBC [Search] CIBC Chicago

Account Number: 8521476 [Search]

From Employee: [Search] [ ]

To Employee: [Search] [ ]

File Number: [Search] [ ]

☐ Include New Direct Deposits/Positive Pays

☐ Create New Direct Deposits/Positive Pay File Excluding Old Data

☒ Include Voided Checks

☐ Print Check(s)

\* Print Option: ☐ Print Deposit(s)

☒ Print Both

Sort By: Check Number [Search] Employee Name Print Order: First Name Last Name [Search]

☐ Reconcile Deposit(s) File ID Modifier: A [Search]

☐ ASCII File

**Print**

**Report Configuration for: PY - Check EFT Register (PY1081)**

Destination: Preview [Search]

Format: PDF [Search]

Locale: US English [Search]

**Run Report** **Close**

## PAYROLL - PAYCHECKS LISTING FOR EMPLOYEE

Page: 1 of 1  
Date: Mar 29, 2019  
Time: 4:11 PM EDT

Employee	Type	Void	Check/EFT Number	Check/Void Date	Description	Employee Deposit Bank & Account	Amount	Issuing Bank Branch & Account
FEIN: PYUS-MD14799001 - LOFT Construction Company: PYUS - LOFT Constructions Marjan-								
HOURLY TEST 01	Hourly	V	13	033019	Check Issued		903.19	010
01 HOURLY TEST				032619				CIBC 8521476
PYUS-MARJAN-01	Salaried	V	14	033019	Check Issued		1,746.84	010
Marjan Dehghani				032619		NB NA 56237894		CIBC 8521476
PYUS-SAL-WK-01	Salaried		15	033019	Check Issued		2,055.29	010
Jay Sharma								CIBC 8521476
PYUS-WK-SAL-03	Salaried		16	033019	Check Issued		1,234.30	010
SAL-03 NYWKSAL								CIBC 8521476
PYUS-SAL-WK-03	Salaried		17	033019	Check Issued		1,640.28	010
Recler Lily								CIBC 8521476
PYUS-SAL-WK-04	Salaried		18	033019	Check Issued		1,734.17	010
Mark Hamill								CIBC 8521476
PYUS-WK-HR-02	Hourly		19	033019	Check Issued		1,224.49	010
HR-02 CAWKHR								CIBC 8521476
PYUS-SAL-WK-02	Salaried		20	033019	Check Issued		1,412.89	010
Zohreh Allameh								CIBC 8521476
Voided Check Total:							2,650.03	
Active Check Total:							9,301.42	Period: 13
Comany's Voided Total:							2,650.03	
Comany's Active Total:							9,301.42	
Report's Voided Total:							2,650.03	
Report's Active Total:							9,301.42	

### Report Parameters

FEIN.: PYUS  
Company: PYUS  
Pay Run: MDWK  
Year: 2019  
From Period: 13  
To Period: 13  
Pay Group:

Check Location:  
Bank Code: 010  
Bank Branch: CIBC  
Bank Account: 8521476

Starting Employee:  
Ending Employee:  
Printed: Both  
Order By: Check Number  
Operator: DA

Run Date: Mar 29, 2019  
Run Time: 4:11 PM EDT  
Operator: DA  
Report Code: PY1081





CMIC ENTERPRISE TESTR12

Enterprise 12c Enterprise 12c Forms RP Menu CMIC Field **E-Time** HCM Employee Console ESS Edit Mode

E-Time

CREW TIMESHEET REPORT

From Date\* 01-Aug-2019 To Date\* 10-Sep-2019

Company PYUS PYUS - LOFT Constructions Marjan-USA

Job PY0001 Freshmart Grocery Store

Transaction Type Both

Print Report

The **Selection Criteria** to run the report consists of following fields:

**From Date:** This is a **Mandatory** field. Enter the Start date to report on.

**To Date:** This is a **Mandatory** field. Enter the End Date to report on

**Company:** This is an **Optional** field. Enter the Company to report on. If left blank, the report runs for ALL Companies.

**Job:** This is an **Optional** field. Specify the Job to report on. If left blank, the report runs for ALL Companies. This field is linked to **Company** field and will only be enabled if **Company** is specified.

**Transaction Type:** Select the type of Transaction to report on-Posted, Unposted, Both.

CMIC ENTERPRISE TESTR12

Enterprise 12c Enterprise 12c Forms RP Menu CMIC Field **E-Time** HCM Employee Console ESS Edit Mode

E-Time

CREW TIMESHEET REPORT

From Date\* 01-Aug-2019 To Date\* 10-Sep-2019

Company PYUS PYUS - LOFT Constructions Marjan-USA

Job PY0001 Freshmart Grocery Store

Transaction Type Both

Print Report

CMiC ENTERPRISE TESTR12

Enterprise 12c Enterprise 12c Forms RP Menu CMiC Field E-Time HCM Employee Console ESS Edit Mode

E-Time

Access Code Administration

Timesheet Entry

Crew Timesheet Entry

Mechanic Timesheet Entry

Timesheet Approval (1)

Crew Timesheet Approval

Minimum Code

ETime Categories

Timesheet Period Setup

Hours Type Job/Account Mapping

Posted Crew Timesheet

Crew Timesheet Report

E-Expense

Job Categories

Taxes By Region

Payment Type

Establishment Codes

CREW TIMESHEET REPORT

From Date: 01-Aug-2019 To Date: 10-Sep-2019

Company: PYUS PYUS - LOFT Constructions Marjan-USA

Job: PY0001 Freshmart Grocery Store

Transaction Type: Both

Print Report

Step 1

CREW TIMESHEET REPORT - Mozilla Fir...

REPORT CONFIG

Print Server: Jasper Server

Destination: Preview

Name:

Format: PDF

Run Report

Close

Step 2

PYUS - LOFT Constructions Marjan-USA													Page: 1 of 1
Payroll Timesheet Edit List By Employee													Date: Sep 11, 2019
													Time: 2:29 AM EDT
Date	Comp Code	Job Type	Job/Eqp/WO Code	Phase/Eqp Cat/WO Line No.	Exp	WCB Code	Union	Trade	Work Loc.	Dept	Account	Tran Stat	Expense Quantity
Employee: HOURLY TEST 01 01 HOURLY TEST													
08/27/2019	PYUS	J	PY0001	01130	2000	8810		123	1400151		5200.100	N	0.00
									14				1.00
Employee Total:													1.00
Employee: PYUS-MARJAN-01 Marjan Dehghani													
08/15/2019	PYUS	J	PY0001	02060	1000	8810		CE28	0503703		5200.100	N	0.00
									60				2.25
08/14/2019	PYUS	J	PY0001	02060	1000	8810		CE28	0503703		5200.100	N	0.00
									60				2.50
08/13/2019	PYUS	J	PY0001	02060	1000	8810		CE28	0503703		5200.100	N	0.00
									60				1.50
08/12/2019	PYUS	J	PY0001	02060	1000	8810		CE28	0503703		5200.100	N	0.00
									60				1.75
Employee Total:													8.00
Employee: PYUS-SAL-WK-01 Jay Sharma													
08/27/2019	PYUS	J	PY0001	01130	1000	8810		DRV1	1400151		5200.100	N	0.00
									14				1.00
Employee Total:													1.00
Grand Total:													10.00

Report Parameters			
Crew Orqseq#:	From Date	01/08/2019	Run Date: Sep 11, 2019
Date :	To Date	10/09/2019	Run Time: 2:29 AM EDT
Transaction Type: Both	Job	PY0001	Operator: MARJANR12
			Report Code: PYCRWEDT

## Pay Register – Addition of flag to omit Employer Burden (19.71462)

CMiC has added a flag on Pay Register (PY1057) parameter screen to give an option to hide 'Employer Burden' on the report. Report is modified to hide the Employer portion, if the new parameter is passed to hide it. Changes are applied on both reports being called from the parameter screen (Main PY1057 and Summary PY1057SUM).

## Program Modifications:

A new flag “Print Employer Burden” has been added to the parameter screen of Payroll Register Report. The flag controls whether Non-Cash Benefits, Deductions and Employer Paid Taxes are printed on the report or not. The flag is checked by default, in which case, Employer Burden is printed on the far-right side under column “Employer Part”. If a user chooses to uncheck the flag to hide Employer Burden, the column ‘Employer Part’ will be omitted from the report and Employer Burden will not be printed.

New flag added to the screen:

The screenshot shows the 'PAYROLL REGISTER' parameter screen in the CMIC Enterprise application. The left sidebar lists various reports, with 'Pay Register' selected. The main area displays 'Printing Options' with several input fields for search and selection, including Fein Number, Company, Pay Run, Pay Year, From Period, To Period, Check Location, Pay Group, Employee Pick List, From Employee, To Employee, From Home Company, and To Home Company. At the bottom, there is a list of checkboxes for printing options: 'Print Outstanding Payments Only', 'Print Zero Net Pay Only', 'Print Summary Only', 'Period Totals', 'Print Pay Rate', 'Include Voided Checks', and 'Print Employer Burden'. The 'Print Employer Burden' checkbox is checked and highlighted with a red box. A 'Print' button is located at the bottom right of the form.

Employer Burden is printed if the report is run with this flag in checked state:

test2v12.cmic.ca:8888/cmictest12c/UIReport2/faces/report

Page: 1 of 1  
Date: Aug 07, 2019  
Time: 10:50 AM EDT

### PYUS - LOFT Constructions Marjan-USA Payroll - Register Report Summary

Wages and Benefits					Deductions and Taxes		Employer Part	
Code	Description	Rate	Hours	Amount	Code	Description	Amount	Amount
FEIN#: PYUS-MD14799001 Company: PYUS - LOFT Constructions Marjan-USA Pay Run: MDWK								
Pay Period: 1		Start Date: 123018		End Date: 010519				
NWHR	Normal Hours	48.08	40.00	1,923.08	DC01	RRSP	-150.00	201.92
NWHR	Normal Hours	54.00	28.00	1,512.00	EE	eeeeeeee	-201.92	440.00
NWHR	Normal Hours	52.88	40.00	2,115.38	SSEE	SEC EE (*ALL)	-250.38	250.38
NWHR	Normal Hours	32.00	1.00	32.00	ZFED	Federal Taxes (*ALL)	-591.99	58.55
OVHR	Over-Time Hours	50.12	6.00	300.72	ZMD2	MED EE (*ALL)	-58.55	201.92
DTHR	Double Over-Time	66.83	6.00	400.95	ZSTA	State Taxes (**CA)	-279.61	201.92
BN01	Loyalty	0.00		40.38				
Pay Period Total:				121.00	6,324.51		-1,532.45	1,354.69
<b>Grand Total</b>								
NWHR	Normal Hours		109.00	5,582.46	DC01	RRSP	-150.00	201.92
OVHR	Over-Time Hours		6.00	300.72	EE	eeeeeeee	-201.92	440.00
DTHR	Double Over-Time		6.00	400.95	SSEE	SEC EE (*ALL)	-250.38	250.38
BN01	Loyalty			40.38	ZFED	Federal Taxes (*ALL)	-591.99	58.55
					ZMD2	MED EE (*ALL)	-58.55	201.92
					ZSTA	State Taxes (**CA)	-279.61	201.92
Grand Total				121.00	6,324.51		-1,532.45	1,354.69
Total Employees:				18	Net Pay		4,792.06	

**Report Parameters**

Company: PYUS	Pay Year: 2019	Employee Pick List:	Period Totals: N	Run Date: Aug 07, 2019
Fain Number:	From Period: 1	From Employee:	Print Pay Rate: Y	Run Time: 10:50 AM EDT
Pay Run: MDWK	To Period: 1	To Employee:	Print Zero Net Pay Only: N	Operator: JAY15C
Pay Group:		Check Location:	Print Outstanding Payments Only: N	Report Code: PY1057SUM
		Include Voided Checks: Y	Print Employer Burden: Y	20.0

Employer Burden is NOT printed if the report is run with this flag in unchecked state:

test2v12.cmic.ca:8888/cmictest12c/UIReport2/faces/report

Page: 1 of 1  
Date: Aug 07, 2019  
Time: 10:53 AM EDT

### PYUS - LOFT Constructions Marjan-USA Payroll - Register Report Summary

Wages and Benefits					Deductions and Taxes		Employer Part	
Code	Description	Rate	Hours	Amount	Code	Description	Amount	Amount
FEIN#: PYUS-MD14799001 Company: PYUS - LOFT Constructions Marjan-USA Pay Run: MDWK								
Pay Period: 1		Start Date: 123018		End Date: 010519				
NWHR	Normal Hours	48.08	40.00	1,923.08	DC01	RRSP	-150.00	201.92
NWHR	Normal Hours	54.00	28.00	1,512.00	EE	eeeeeeee	-201.92	440.00
NWHR	Normal Hours	52.88	40.00	2,115.38	SSEE	SEC EE (*ALL)	-250.38	250.38
NWHR	Normal Hours	32.00	1.00	32.00	ZFED	Federal Taxes (*ALL)	-591.99	58.55
OVHR	Over-Time Hours	50.12	6.00	300.72	ZMD2	MED EE (*ALL)	-58.55	201.92
DTHR	Double Over-Time	66.83	6.00	400.95	ZSTA	State Taxes (**CA)	-279.61	201.92
BN01	Loyalty	0.00		40.38				
Pay Period Total:				121.00	6,324.51		-1,532.45	1,354.69
<b>Grand Total</b>								
NWHR	Normal Hours		109.00	5,582.46	DC01	RRSP	-150.00	201.92
OVHR	Over-Time Hours		6.00	300.72	EE	eeeeeeee	-201.92	440.00
DTHR	Double Over-Time		6.00	400.95	SSEE	SEC EE (*ALL)	-250.38	250.38
BN01	Loyalty			40.38	ZFED	Federal Taxes (*ALL)	-591.99	58.55
					ZMD2	MED EE (*ALL)	-58.55	201.92
					ZSTA	State Taxes (**CA)	-279.61	201.92
Grand Total				121.00	6,324.51		-1,532.45	1,354.69
Total Employees:				18	Net Pay		4,792.06	

**Report Parameters**

Company: PYUS	Pay Year: 2019	Employee Pick List:	Period Totals: N	Run Date: Aug 07, 2019
Fain Number:	From Period: 1	From Employee:	Print Pay Rate: Y	Run Time: 10:53 AM EDT
Pay Run: MDWK	To Period: 1	To Employee:	Print Zero Net Pay Only: N	Operator: JAY15C
Pay Group:		Check Location:	Print Outstanding Payments Only: N	Report Code: PY1057SUM
		Include Voided Checks: Y	Print Employer Burden: N	20.0

## **US Tax Changes – New Federal Form W4 January 2020** (19.81036)

---

In 2020, Form W-4 eliminates some withholding allowances and adds other items to determine appropriate federal withholding for employees.

**NOTE:** The filing status you provide will be critical to the application in determining which calculation path is followed. Use one of the prior year filing statuses (Single or Married) when the employee(s) W-4 is from a year prior to 2020.

---

Use one of the new filing statuses when the employee uses the new 2020 W-4. If a valid filing status is not provided, the application will use the new filing status of Single or Married Filing Separately and will calculate tax withholding using the new calculation logic for 2020.

### **Calculate Withholding Using 2020 Form W-4 Data**

---

Vertex calculates employee withholding using information from the 2020 Form W-4 as follows:

- Basic withholding requires the following:
  - Wages
  - Filing status from the federal tax handle
- Filing status options are as follows:
  - Head of Household (ID 3)
  - Married Filing Jointly (ID 16)
  - Single or Married Filing Separately (ID 62)

If Vertex receives an invalid filing status, Single or Married Filing Separately is used, along with the standard withholding rate table.

The number of allowances no longer affects tax calculation. Vertex disregards withholding allowances if the information is passed in.

### **CMiC Program Modifications**

CMiC has added four new fields to the pop-up window launched from the **[Exemptions]** button on the Tax tab of the Employee Profile to comply with the new Federal W-4 changes of 2020:

- 'Multi Job' checkbox to indicate employee having multiple jobs.
- Dependent Tax Credit Amount
- Other Income Amount
- Other Deduction Amount

### **Steps to Calculate Withholding**

---

#### **For Employees**

The 2020 Form W-4 is now broken up into five steps for employees to complete (or to skip if they are not applicable):

1. Enter personal information, including filing status.
2. Account for multiple jobs.
3. Claim tax credits for dependents.
4. Make other adjustments.
5. Sign and date under penalties of perjury.

Steps 1 and 5 are required. Adjustments on steps 2, 3, and 4 are optional and are designed to make withholding calculations more accurate.

### **For Employers**

Here are the steps employers will follow, based on employee entries on Form W-4.

When employees only complete steps 1 and 5, employers will withhold using the appropriate method based on the filing status and wage amounts.

When employees complete at least one of steps 2-4, employers will need to take these steps:

- Step 2: When an employee checks the box on Line 2, the employer will figure withholding from the higher rate tables, which will mean higher withholding. If the employee chooses one of the other two alternatives to account for multiple jobs, the additional withholding will be included with any other additional tax amounts per pay period in step 4, Line 4c.
- Step 3: Employers will use the amount entered by employees on Line 3 to claim their dependents as an annual reduction of tax. Employers should use the amount entered on Line 3 even if it is not equal to the sum of any amounts entered by employees on the left in step 3 because Line 3 may be used to take into account other tax credits.
- Step 4: Employers will increase the annual amount of wages subject to withholding by the annual amount shown in Line 4a and reduce the annual amount of wages subject to withholding by the annual amount shown in Line 4b. Employers will increase withholding by the per pay period tax amount on Line 4c. Line 4d is where employees can claim an exemption from withholding.

### **Calculation Process**

Vertex calculates withholding from information on the 2020 Federal Form W-4 using the following process:

1. Annualize current wages by number of pay periods.
2. If the Line 4a (Other income) amount is provided, add the amount to annual wages.
3. If the Line 4b (Deductions) amount is provided, subtract the amount from annual wages. Wages are also reduced by the value of the standard deduction.
4. Calculate tax on adjusted wages using the percentage method.  
  
If the Form W-4 Step 2 checkbox (Multiple jobs) is cleared, Vertex uses the standard withholding rate schedule.  
  
If the Form W-4 Step 2 checkbox is selected, Vertex uses the Step 2 withholding rate schedule.
5. Divide the calculated annual tax by the number of pay periods to determine the pay period withholding amount.
6. If the Line 3 (Dependents) amount is provided, divide this amount by the number of pay periods to determine the pay period amount.
7. Subtract the tax credits amount from the pay period withholding amount.

If the result is negative, tax is zero.

8. If the Line 4c (Extra withholding) amount is provided, add the amount of extra withholding to the pay period tax amount.

---

**NOTE:** If you pass in old Federal filing statuses with the new W4 data, the new data will be ignored. Same follows for the new filing statuses. If you pass us a new Federal filing status, Vertex will ignore the old number of exemptions data.

---

### **Federal Tax Changes**

Federal Tax Changes effective January 1, 2020 based on December 2019 Vertex Release.

- Added the following standard deduction amounts:
  - \$12,900.00 for Married Filing Jointly filers
  - \$8,600.00 for Single or Married Filing Separately and Head of Household filers
- Increased withholding allowance from \$4,200.00 to \$4,300.00.
- The additional withholding amounts for Nonresident Aliens are as follows:
  - \$12,400.00 for employees who have filed a 2020 form W-4
  - \$8,100.00 for employees who have not filed a 2020 form W-4 and have a prior version on file
- Revised withholding tables.

## Withholding Tax Rate Tables

Standard Withholding Rate Schedule				
Single or Married Filing Separately				
Line	If taxable wages are	Tax is		Of the excess over
		Amount	+ %	
1	Not over 3,800.00		0.00%	
2	13,675.00	0.00	10.00%	3,800.00
3	43,925.00	987.50	12.00%	13,675.00
4	89,325.00	4,617.50	22.00%	43,925.00
5	167,100.00	14,605.50	24.00%	89,325.00
6	211,150.00	33,271.50	32.00%	167,100.00
7	522,200.00	47,367.50	35.00%	211,150.00
8	Over 522,200.00	156,235.00	37.00%	522,200.00

Married Filing Jointly				
Line	If taxable wages are	Tax is		Of the excess over
		Amount	+ %	
1	Not over 11,900.00		0.00%	
2	31,650.00	0.00	10.00%	11,900.00
3	92,150.00	1,975.00	12.00%	31,650.00
4	182,950.00	9,235.00	22.00%	92,150.00
5	338,500.00	29,211.00	24.00%	182,950.00
6	426,600.00	66,543.00	32.00%	338,500.00
7	633,950.00	94,735.00	35.00%	426,600.00
8	Over 633,950.00	167,307.50	37.00%	633,950.00

Head of Household				
Line	If taxable wages are	Tax is		Of the excess over
		Amount	+ %	
1	Not over 10,050.00		0.00%	
2	24,150.00	0.00	10.00%	10,050.00
3	63,750.00	1,410.00	12.00%	24,150.00
4	95,550.00	6,162.00	22.00%	63,750.00
5	173,350.00	13,158.00	24.00%	95,550.00
6	217,400.00	31,830.00	32.00%	173,350.00
7	528,450.00	45,926.00	35.00%	217,400.00
8	Over 528,450.00	154,793.50	37.00%	528,450.00



## Payroll Processed with Pay Date in 2020

### Calculation Examples

This section provides examples of Vertex calculations.

#### Example 1: Pre-2020 Form W-4

The following table shows the calculation process when information from a pre-2020 Form W-4 is passed in for an employee filing as Married (ID 2) with four exemptions:

Step	Action	Result	Example
1	Multiply wages by the number of pay periods.	Annual wages	$1,000.00 \times 52 = 52,000.00$
2	Calculate the withholding allowance amount.	Withholding allowance amount	$4 \times 4,300.00 = 17,200.00$
3	Subtract the withholding allowance amount.	Annual taxable wages	$52,000.00 - 17,200.00 = 34,800.00$
4	Subtract the standard deduction.	Net taxable wages	$34,800.00 - 31,650.00 = 3,150.00$
5	Calculate the tax using the married filing jointly standard withholding rate schedule.	Annual tax	$3,150.00 \times 12\% = 378.00$ $378.00 + 1,975.00 = 2,353.00$
6	Divide the annual tax by the number of pay periods.	Pay period tax amount	$2,353.00 / 52 = 45.25$

### Employee Setup

EMPLOYEE PROFILE

Table Mode Save Exit

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # PYUS-W4-01L Employee Full Name Parker Richard Copy Employee Notes

Personal Company Rates/Salary Address Tax HR Info HCM Exclude Other Hours Security Project History User Defined Fields

\* Annual Salary 52,000.00

\* Hourly Rate

\* Charge Out Rate

\* Billing Rate

GC Charge Rate

GC Billing Rate

\* NWH Rate Z100 Regular

\* OT Rate Z200 Overtime

\* DOT Rate Z300 Double Time

\* OTH Rate Z400 Other

EMPLOYEE PROFILE

Table Mode
Save
Exit

Employee Detail

Search
Insert
Delete
Previous
Next
Workflows
Report Options
Import
ECM Documents
User Extension

Employee # PYUS-W4-01L
Employee Full Name Parker Richard
Copy Employee
Notes

Personal
Company
Rates/Salary
Address
Tax
HR Info
HCM
Exclude Other Hours
Security
Project History
User Defined Fields

Geo Code 140977267
School District Code
PSD Code
Jurisdiction
Tax Collections
Federal Filing Status 02 Married
State Filing Status
City Filing Status
Primary Exemptions 4
Secondary Exemptions
Primary Exemption Amount
Suppl Exemption Amount
SUI/SDI Location
☒ Non-Residence Certificate
☐ Pension

EMPLOYEE PROFILE

Save

Tax Exemptions

View
Freeze
Detach
Search
Insert
Insert Multiple
Delete
Workflows
Report Options
Export

* State	* Work Location	Work Location Name	* Effective Date	Filing Status	Filing Status Description	NR Certificate	Primary Exmp	Secondary Exmp	Te
ALL	ALL	All Work Locations	07-Dec-19	02	Married	N	4		

State Name All States
Close

EMPLOYEE PROFILE

Save

Tax Exemptions

View
Freeze
Detach
Search
Insert
Insert Multiple
Delete
Workflows
Report Options
Export

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### ***Example 2: 2020 Form W-4, Step 2 Checkbox Cleared***

The following table shows the calculation process for the following information:

- 2020 Form W-4 with a cleared Step 2 (Multiple Jobs) checkbox
- Single or Married Filing Separately (ID 62)
- No exemptions

Step	Action	Result	Example
1	Multiply wages by the number of pay periods.	Annual wages	$1,750.00 \times 52 = 91,000.00$
2	Subtract the standard deduction.	Annual taxable wages	$91,000.00 - 8,600.00 = 82,400.00$
3	Calculate the tax using the Single or Married Filing Separately standard withholding rate schedule.	Annual tax	$82,400.00 - 43,925.00 = 38,475.00$ $38,475.00 \times 22\% = 8,464.50$ $8,464.50 + 4,617.50 = 13,082.00$
4	Divide the annual tax by the number of pay periods.	Pay period tax amount	$13,082.00 / 52 = 251.58$

## Employee Setup

EMPLOYEE PROFILE Table Mode Save Exit ? ? ? ? ? ?

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # PYUS-W4-04N Employee Full Name Anderson Mike Copy Employee Notes

Personal Company **Rates/Salary** Address Tax HR Info HCM Exclude Other Hours Security Project History User Defined Fields

\* Annual Salary 91,000.00

\* Hourly Rate

\* NWHR Rate Z100 Regular

\* OT Rate Z200 Overtime

\* DOT Rate Z300 Double Time

\* OTH Rate Z400 Other

\* Charge Out Rate

\* Billing Rate

GC Charge Rate

GC Billing Rate

EMPLOYEE PROFILE Table Mode Save Exit ? ? ? ? ? ?

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extension

\* Employee # PYUS-W4-04N Employee Full Name Anderson Mike Copy Employee Notes

Personal Company Rates/Salary Address **Tax** HR Info HCM Exclude Other Hours Security Project History User Defined Fields

Geo Code 140977267

School District Code PSD Code

Jurisdiction Tax Collections

Federal Filing Status 62 Single or Married Filing Separately

State Filing Status

City Filing Status

Primary Exemptions

Secondary Exemptions

Primary Exemption Amount

Suppl Exemption Amount

SUI/SDI Location

☒ Non-Residence Certificate

☐ Pension

EMPLOYEE PROFILE Save ? ? ? ? ? ?

Tax Exemptions

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export

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### ***Example 3: 2020 Form W-4, Step 2 Checkbox Selected***

The following table shows the calculation process for the following information:

- 2020 Form W-4 with a selected Step 2 (Multiple Jobs) checkbox
- Single or Married Filing Separately (ID 62)
- Other Income Step 4a (12,000.00)
- Deduction Step 4b (5,000.00)
- Dependents tax credit Step 3 (4,000.00)

Step	Action	Result	Example
1	Multiply wages by the number of pay periods.	Annual wages	$2,884.50 \times 52 = 149,994.00$
2	Add the Other income amount.	Total annual wages	$149,994.00 + 12,000.00 = 161,994.00$
3	Subtract the deduction.	Net wages	$161,994.00 - 5,000.00 = 156,994.00$
4	Subtract the standard deduction.  Because the Step 2 (Multiple Jobs) checkbox is selected, the standard deduction is 0 (zero).	Annual taxable wages	$156,994.00 - 0.00 = 156,994.00$
5	Calculate the tax using the Single or Married Filing Separately Step 2 withholding rate schedule.	Annual tax	$156,994.00 - 109,875.00 = 47,119.00$ $47,119.00 \times 35\% = 16,491.65$ $16,491.65 + 23,683.75 = 40,175.40$
6	Divide the annual tax by the number of pay periods.	Gross pay period tax amount	$40,175.40 / 52 = 772.60$
7	Determine the pay period Dependents tax credit and subtract it from the gross pay period tax amount.	Dependents tax credit	$4,000.00 / 52 = 76.92$
8	Subtract the tax credit from the gross pay period tax amount.	Net pay period tax amount	$772.60 - 76.92 = 695.68$

*Vertex Payroll Tax Q Series Calculation Guide for the United States  
Federal*

Step 2 Checkbox Withholding Rate Schedule					
Single or Married Filing Separately					
Line	If taxable wages are		Tax is		Of the excess over
			Amount	+ %	
1	Not over	6,200.00	0.00	0.00%	0.00
2		11,138.00	0.00	10.00%	6,200.00
3		26,263.00	493.75	12.00%	11,138.00
4		48,963.00	2,308.75	22.00%	26,263.00
5		87,850.00	7,302.75	24.00%	48,963.00
6		109,875.00	16,635.75	32.00%	87,850.00
7		265,400.00	23,683.75	35.00%	109,875.00
8	Over	265,400.00	78,117.50	37.00%	265,400.00

Married Filing Jointly					
Line	If taxable wages are		Tax is		Of the excess over
			Amount	+ %	
1	Not over	12,400.00	0.00	0.00%	0.00
2		22,275.00	0.00	10.00%	12,400.00
3		52,525.00	987.50	12.00%	22,275.00
4		97,925.00	4,617.50	22.00%	52,525.00
5		175,700.00	14,605.50	24.00%	97,925.00
6		219,750.00	33,271.50	32.00%	175,700.00
7		323,425.00	47,367.50	35.00%	219,750.00
8	Over	323,425.00	83,653.75	37.00%	323,425.00

Head of Household					
Line	If taxable wages are		Tax is		Of the excess over
			Amount	+ %	
1	Not over	9,325.00	0.00	0.00%	0.00
2		16,375.00	0.00	10.00%	9,325.00
3		36,175.00	705.00	12.00%	16,375.00
4		52,075.00	3,081.00	22.00%	36,175.00
5		90,975.00	6,579.00	24.00%	52,075.00
6		113,000.00	15,915.00	32.00%	90,975.00
7		268,525.00	22,963.00	35.00%	113,000.00
8	Over	268,525.00	77,396.75	37.00%	268,525.00



## Employee Setup

EMPLOYEE PROFILE Table Mode Save Exit ? ? ? ? ?

**Employee Detail**

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # PYUS-W4-05N Employee Full Name Bergen Candice Copy Employee Notes

Personal Company **Rates/Salary** Address Tax HR Info HCM Exclude Other Hours Security Project History User Defined Fields

\* Annual Salary 149,994.00

\* Hourly Rate

\* NWHR Rate Z100 Regular

\* OT Rate Z200 Overtime

\* DOT Rate Z300 Double Time

\* OTH Rate Z400 Other

\* Charge Out Rate

\* Billing Rate

GC Charge Rate

GC Billing Rate

EMPLOYEE PROFILE Table Mode

**Employee Detail**

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # PYUS-W4-05N Employee Full Name Bergen Candice Copy Employee Notes

Personal Company Rates/Salary Address **Tax** HR Info HCM Exclude Other Hours Security Project History User Defined Fields

Geo Code 140971310

School District Code PSD Code

Jurisdiction Tax Collections

Federal Filing Status 62 Single or Married Filing Separately

State Filing Status

City Filing Status

Primary Exemptions

Secondary Exemptions

Primary Exemption Amount

Suppl Exemption Amount

SUI/SDI Location

☒ Non-Residence Certificate

☐ Pension

☐ Deferred Compensation

\* Exemptions

Overrides

EMPLOYEE PROFILE Save ? ? ? ? ?

**Tax Exemptions**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export

* State	* Work Location	Work Location Name	* Effective Date	Filing Status	Filing Status Description	NR Certificate	Primary Exmp	Secondary Exmp	Ter E:
ALL	ALL	All Work Locations	07-Dec-19	62	Single or Married Filing Separately	N			

State Name All States Close

EMPLOYEE PROFILE
Save ⓘ ⚠ 📄 ↻

Tax Exemptions

View 📄 Freeze 🧊 Detach 📄 Search 🔍 Insert 📄 Insert Multiple 📄 Delete 🗑 Workflows ⚙ Report Options ⚙ Export 📄

Residence Location Name	Primary Work Location	Primary Work Location Name	Multi Jobs	Dependants Tax Credit	Other Income	Other Deductions
			<input checked="" type="checkbox"/>	4000	12000	5000

State Name All States
Close

```

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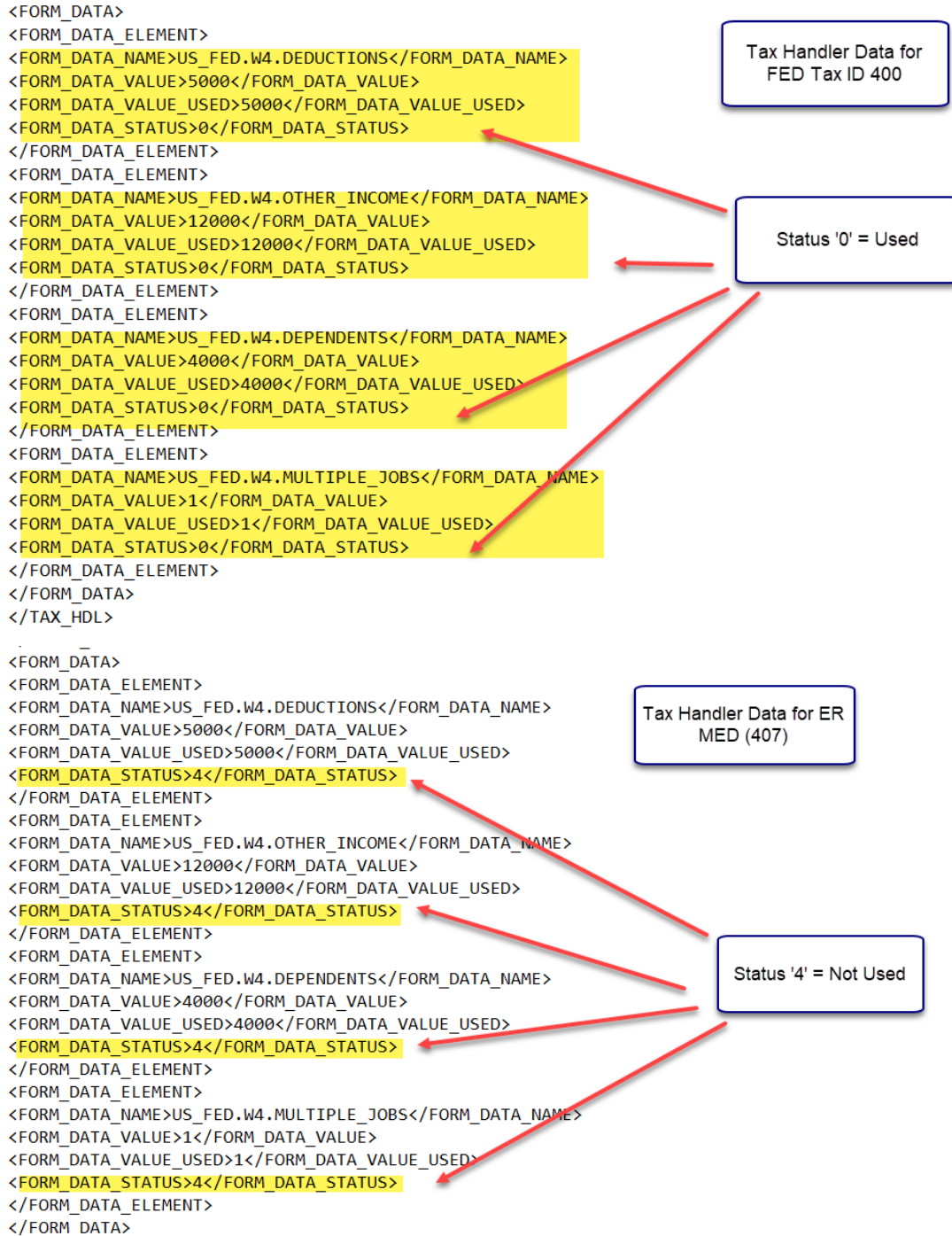
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```

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```



## National Bank Positive Pay File (19.88126)

CMiC has added a new Positive Pay format for National Bank in PY Check/EFT program. The ASCII File (CSV) is created as per National Bank Positive Pay Specifications. The format is field delimiter (Comma,) with 'Amount' format decimal included (example 123.00)

### Pre-Requisites:

Customer should ensure to have their Banking Information and setup completed in CMiC System under Global Tables → Banking Maintenance.

### Modifications:

CMiC has added a new option/format in Check EFT Register (PY1081) Program to generate Positive Pay National Bank file.

Process Payroll and print checks. Under Processing > Reports > Check/EFT Register, select bank format: Positive Pay – National Bank to prepare the data and download the file in Notepad.

CHECK EFT REGISTER

### Selection Criteria

FEIN Number	<input type="text"/>	<input type="text"/>
Company	<input type="text" value="PYUS"/>	<input type="text" value="LOFT Constructions Marjan-USA"/>
* Pay Run	<input type="text" value="MCHK"/>	<input type="text" value="Weekly Checks"/>
Pay Group	<input type="text" value="PCHK"/>	<input type="text" value="PY CHECKS"/>
* Pay Year	<input type="text" value="2019"/>	
* From Period	<input type="text" value="9"/>	<input type="text" value="24-Feb-2019"/> <input type="text" value="02-Mar-2019"/>
* To Period	<input type="text" value="9"/>	<input type="text" value="24-Feb-2019"/> <input type="text" value="02-Mar-2019"/>
Check Location	<input type="text"/>	<input type="text"/>
Bank	<input type="text"/>	<input type="text"/>
Branch	<input type="text"/>	<input type="text"/>
Account Number	<input type="text"/>	<input type="text"/>
From Employee	<input type="text"/>	<input type="text"/>
To Employee	<input type="text"/>	<input type="text"/>
File Number	<input type="text"/>	
<input type="checkbox"/> Include New Direct Deposits/Positive Pays		
<input type="checkbox"/> Create New Direct Deposits/Positive Pay File Excluding Old Data		
<input checked="" type="checkbox"/> IncludeVoidedChecks		
<input type="radio"/> Print Check(s)		
* Print Option	<input type="radio"/> Print Deposit(s)	
	<input checked="" type="radio"/> Print Both	
Sort By	<input type="text" value="Check Number"/>	Employee Name Print Order <input type="text" value="First Name Last Name"/>
<input type="checkbox"/> Reconcile Deposit(s) File ID Modifier <input type="text" value="A"/>		
<input checked="" type="checkbox"/> ASCII File Bank Formats <input type="text" value="Positive Pay - National Bank"/>		
<input type="button" value="Generate File"/>		

**CHECK EFT REGISTER**

**Selection Criteria**

FEIN Number

Company PYUS  LOFT Constructions Marjan-USA

\* Pay Run MCHK  Weekly Checks

Pay Group PCHK  PY CHECKS

\* Pay Year 2019

\* From Period 9  24-Feb-2019 02-Mar-2019

\* To Period 9  24-Feb-2019 02-Mar-2019

Check Location

Bank

Branch

Account Number

From Employee

To Employee

File Number

☐ Include New Direct Deposits/Positive Pays

☐ Create New Direct Deposits/Positive Pay File Excluding Old Data

☒ Include Voided Checks

☐ Print Check(s)

\* Print Option ☐ Print Deposit(s)

☒ Print Both

Sort By Check Number  Employee Name Print Order First Name Last Name

☐ Reconcile Deposit(s) File ID Modifier A

☒ ASCII File Bank Formats Positive Pay - National Bank

**Generate File**

**alert**

Data Prepared Successfully. Please download file.

**OK**

**CHECK EFT REGISTER**

**Selection Criteria**

FEIN Number

Company PYUS  LOFT Constructions Marjan-USA

\* Pay Run MCHK  Weekly Checks

Pay Group PCHK  PY CHECKS

\* Pay Year 2019

\* From Period 9  24-Feb-2019 02-Mar-2019

\* To Period 9  24-Feb-2019 02-Mar-2019

Check Location

Bank

Branch

Account Number

From Employee

To Employee

File Number

☐ Include New Direct Deposits/Positive Pays

☐ Create New Direct Deposits/Positive Pay File Excluding Old Data

☒ Include Voided Checks

☐ Print Check(s)

\* Print Option ☐ Print Deposit(s)

☒ Print Both

Sort By Check Number  Employee Name Print Order First Name Last Name

☐ Reconcile Deposit(s) File ID Modifier A

☒ ASCII File Bank Formats Positive Pay - National Bank

**Generate File**

**Download File**

**Download To File**

File Name PPF\_NB\_TEST

File Format Text

**Download** **Close**

**Opening PPF\_NB\_TEST.txt**

You have chosen to open:

**PPF\_NB\_TEST.txt**

which is: Text Document

from: http://test2v12.cmic.ca:8888

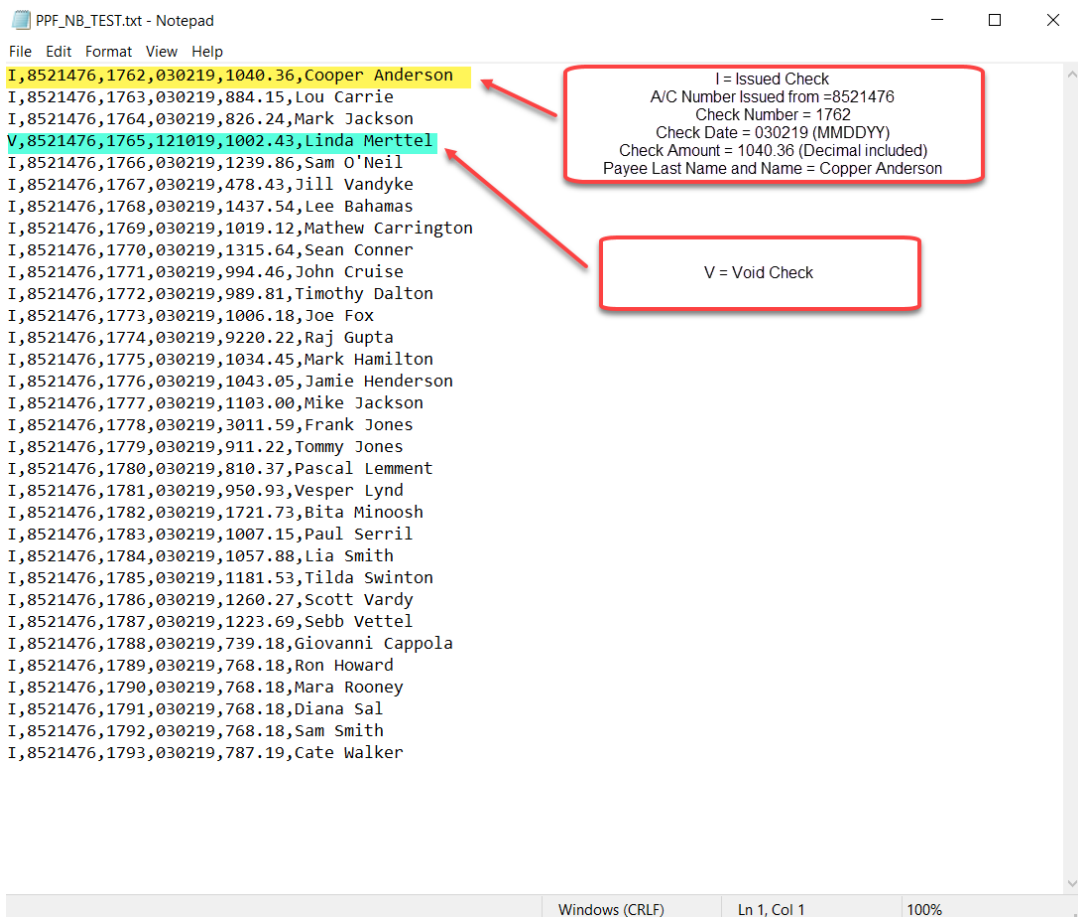
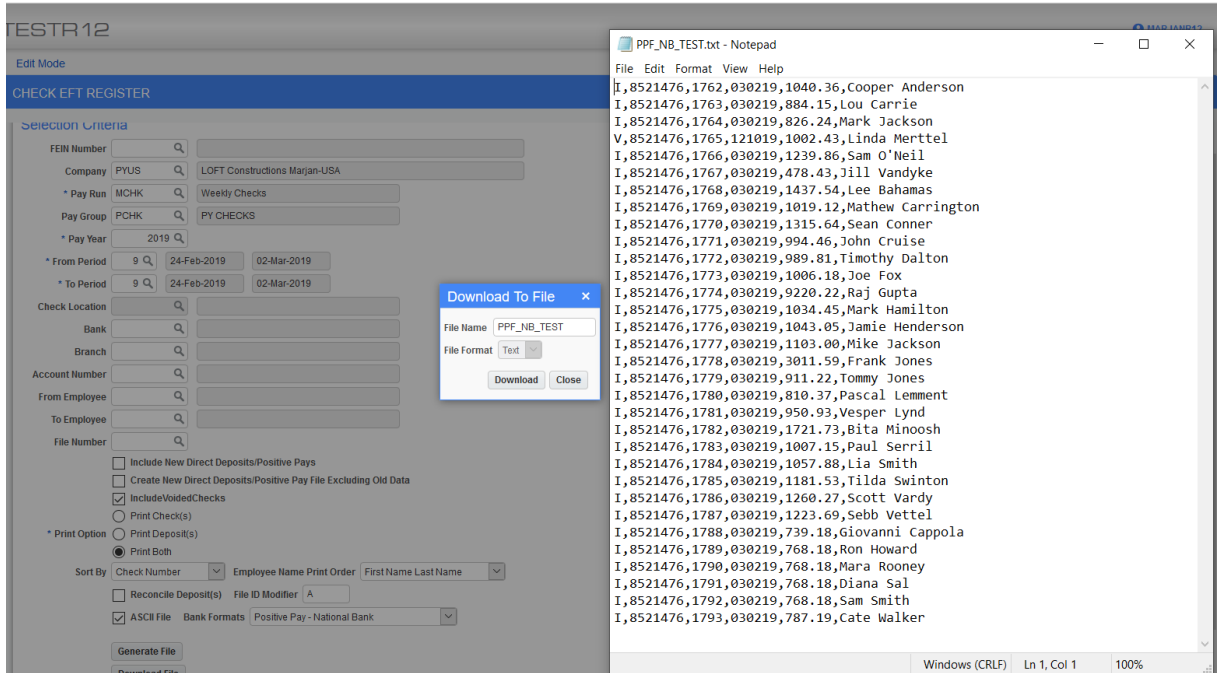
What should Firefox do with this file?

☒ Open with Notepad (default)

☐ Save File

☐ Do this automatically for files like this from now on.

**OK** **Cancel**



## Check/EFT Register Program – PY1081

The Check / EFT Register will print a listing of all checks printed on a particular Pay Run for a given period and employee range. The Paychecks listing for Employee Report will print a listing of the checks and direct deposit payments made on a particular check run.

CHECK/EFT REGISTER

**Selection Criteria**

FEIN Number

Company PYUS  LOFT Constructions Marjan-USA

\* Pay Run MCHK  Weekly Checks

Pay Group PCHK  PY CHECKS

\* Pay Year 2019

\* From Period 9  24-Feb-2019 02-Mar-2019

\* To Period 9  24-Feb-2019 02-Mar-2019

Check Location

Bank

Branch

Account Number

From Employee

To Employee

File Number

☐ Include New Direct Deposits/Positive Pays

☐ Create New Direct Deposits/Positive Pay File Excluding Old Data

☒ Include Voided Checks

☐ Print Check(s)

☐ Print Deposit(s)

\* Print Option ☒ Print Both

Sort By  Check Number  Employee Name Print Order  First Name Last Name

☐ Reconcile Deposit(s) File ID Modifier  A

☐ ASCII File

**Report Configuration for: PY - Check EFT Register (PY1081)**

Destination  Preview

Format  PDF

Locale  US English

PAYROLL - PAYCHECKS LISTING FOR EMPLOYEE										Page: 1 of 3
										Date: Dec 16, 2019
										Time: 1:28 AM EST
Employee	Type	Void	Check/EFT Number	Check/Void Date	Description	Employee Deposit Bank & Account	Amount	Issuing Bank Branch & Account		
FEIN: PYUS-MD14799001 - LOFT Construction	Company:	PYUS	- LOFT Constructions Marjan-							
PYCHK-04 Cooper Anderson	Salaried		1762	030219	Check Issued	1,040.38	010 CIBC 8521476	Issued Check		
PYCHK-06 Lou Carrie	Salaried		1763	030219	Check Issued	884.15	010 CIBC 8521476			
PYCHK-03 Mark Jackson	Salaried		1764	030219	Check Issued	826.24	010 CIBC 8521476			
PYCHK-02 Linda Mentel	Salaried	V	1765	030219 121019	Check Issued	1,002.43	010 CIBC 8521476	Voided Check		
PYCHK-01 Sam O'Neil	Salaried		1766	030219	Check Issued	1,239.86	010 CIBC 8521476			
PYCHK-05 Jill Vandyke	Salaried		1767	030219	Check Issued	478.43	010 CIBC 8521476			
PYCHK-14 Lee Bahamas	Salaried		1768	030219	Check Issued	1,437.54	010 CIBC 8521476			
PYCHK-09 Mathew Carrington	Salaried		1769	030219	Check Issued	1,019.12	010 CIBC 8521476			
PYCHK-19 Sean Conner	Salaried		1770	030219	Check Issued	1,315.64	010 CIBC 8521476			
PYCHK-10 John Cruise	Salaried		1771	030219	Check Issued	994.46	010 CIBC 8521476			
PYCHK-24 Timothy Dalton	Salaried		1772	030219	Check Issued	989.81	010 CIBC 8521476			
PYCHK-08 Joe Fox	Salaried		1773	030219	Check Issued	1,006.18	010 CIBC 8521476			
PYCHK-26 Raj Gupta	Salaried		1774	030219	Check Issued	9,220.22	010 CIBC 8521476			
PYCHK-21 Mark Hamilton	Salaried		1775	030219	Check Issued	1,034.45	010 CIBC 8521476			
PYCHK-23 Jamie Henderson	Salaried		1776	030219	Check Issued	1,043.05	010 CIBC 8521476			
PYCHK-16 Mike Jackson	Salaried		1777	030219	Check Issued	1,103.00	010 CIBC 8521476			



# PAYROLL - PAYCHECKS LISTING FOR EMPLOYEE

Date: Dec 16, 2019  
Time: 1:28 AM EST

Employee	Type	Void	Check/EFT Number	Check/Void Date	Description	Amount	Employee Deposit Bank & Account	Issuing Bank Branch & Account
PYCHK-11 Frank Jones	Salaried		1778	030219	Check Issued	3,011.59	010 CIBC	8521476
PYCHK-13 Tommy Jones	Salaried		1779	030219	Check Issued	911.22	010 CIBC	8521476
PYCHK-07 Pascal Lemment	Salaried		1780	030219	Check Issued	810.37	010 CIBC	8521476
PYCHK-12 Vesper Lynd	Salaried		1781	030219	Check Issued	950.93	010 CIBC	8521476
PYCHK-25 Bita Minoosh	Salaried		1782	030219	Check Issued	1,721.73	010 CIBC	8521476
PYCHK-17 Paul Serril	Salaried		1783	030219	Check Issued	1,007.15	010 CIBC	8521476
PYCHK-15 Lia Smith	Salaried		1784	030219	Check Issued	1,057.88	010 CIBC	8521476
PYCHK-20 Tilda Swinton	Salaried		1785	030219	Check Issued	1,181.53	010 CIBC	8521476
PYCHK-18 Scott Vardy	Salaried		1786	030219	Check Issued	1,260.27	010 CIBC	8521476
PYCHK-22 Sebb Vettel	Salaried		1787	030219	Check Issued	1,223.89	010 CIBC	8521476
PYCHK-31 Giovanni Cappola	Salaried		1788	030219	Check Issued	739.18	010 CIBC	8521476
PYCHK-28 Ron Howard	Salaried		1789	030219	Check Issued	788.18	010 CIBC	8521476
PYCHK-29 Mara Rooney	Salaried		1790	030219	Check Issued	788.18	010 CIBC	8521476
PYCHK-30 Diana Sal	Salaried		1791	030219	Check Issued	788.18	010 CIBC	8521476
PYCHK-33 Sam Smith	Salaried		1792	030219	Check Issued	788.18	010 CIBC	8521476
PYCHK-27 Cate Walker	Salaried		1793	030219	Check Issued	787.19	010 CIBC	8521476

Direct Deposit Transaction with Pre-Notification setup. Payment is issued as check and included in Positive Pay File

Employee ID	Employee Name	Period Ending	Check No.
PYCHK-04	Cooper Anderson	03-02-2019	1762
Net Pay Calculation		Current	YTD
Gross Pay		1,442.31	2,884.62
Bonus		0.00	0.00
Other Earnings & Reimbursements		0.00	0.00
Taxes And Deductions		401.95	803.88
Check Amount		1,040.36	2,080.74
Earnings		Current	YTD
Summary			
Regular Wages	36.06	40.00	80.00
Other Earnings & Reimb.			
Taxes Withheld		Current	YTD
County Tax 150012088		23.42	46.84
Federal Taxes		221.59	443.18
MED EE		20.92	41.83
SEC EE		89.43	178.85
State Taxes IN	IN	46.59	93.18

	Employee ID	Date	Check No.
	PYCHK-04	03-02-2019	1762
		2-480	
		710	

Pay :	ONE THOUSAND FORTY DOLLARS 36/100	<b>\$1,040.36</b>
-------	-----------------------------------	-------------------

PAY TO THE ORDER OF	Cooper Anderson Jackson County, IN 47220
------------------------------	---

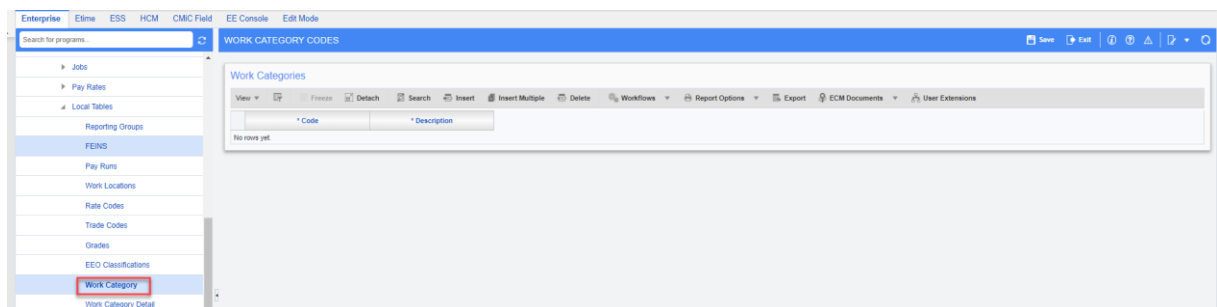
⑈0000001762⑈	⑈071006486⑈	8521476⑈
--------------	-------------	----------

## New E-Time Entry – Work Category & Types (19.79654) – BETA Version

New E-Time Entry by Work Category and Work Category Types – Beta Version (In Programming/Not Released).

In this release we have added two new screens under US Payroll Local Tables.

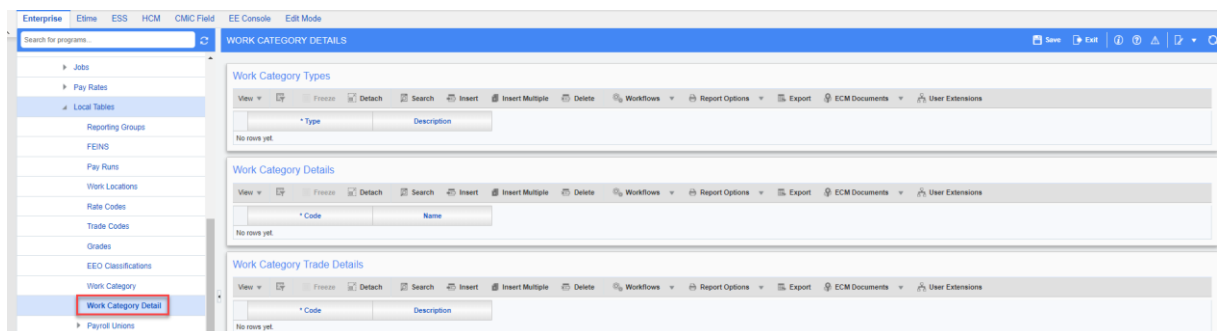
### Work Category Screen – New Screen



A new screen is programmed to allow users to create 'Work Categories'. Employees would utilize these work categories when entering timesheets to create analytics on the employee spent time during the day. The screen will consist of two columns Category code and descriptions.

### Work Category Details – New Screen

In order to manage these categories by employee and trade, these categories will be assigned to a specific group.



A new screen is programmed to allow users to create 'Work Category Types'. Users will be creating 'Work Category Type' based on employee trades daily work. The screen will have header to create Work Category Type and detail section to add work categories. The third block will allow users to

assign trade code where work Category type is applicable. This would allow e-timesheet program to filter categories by employee trades and they will only see work categories applicable to their trades.

## Employee Profile – Employee Creation Process Modifications

The Work Category Type will be assigned on employee level, the employee creation process will be modified to assign the Work Category Type automatically to the employee based on employee trade.

The process will search Work Category and assign trades to employees where trade code matches with employee trade. Users will continue to have an override feature to assign work category manually.

## Employee Profile Work Category Tab > Work Category Type

The screenshot shows the 'Employee Profile' window with the 'Work Category' tab selected. The tab is highlighted with a red box. The interface includes a top navigation bar with 'Table Mode', 'Save', 'Exit', and other icons. Below the navigation bar, there are tabs for 'Personal', 'Company', 'Rates/Salary', 'Address', 'Tax', 'HR Info', 'HCM', 'Exclude Other Hours', 'Security', 'Project History', 'Work Category', and 'User Defined Fields'. The 'Work Category' tab is active, showing a table with columns for 'Type' and 'Description'. The table is currently empty, with a message 'No rows yet.' displayed below it. The 'Country' field is set to 'US'.

The screen will be created for users to review and assign work category by employee.

This screenshot is identical to the one above, showing the 'Employee Profile' window with the 'Work Category' tab selected. The tab is highlighted with a red box. The interface includes a top navigation bar with 'Table Mode', 'Save', 'Exit', and other icons. Below the navigation bar, there are tabs for 'Personal', 'Company', 'Rates/Salary', 'Address', 'Tax', 'HR Info', 'HCM', 'Exclude Other Hours', 'Security', 'Project History', 'Work Category', and 'User Defined Fields'. The 'Work Category' tab is active, showing a table with columns for 'Type' and 'Description'. The table is currently empty, with a message 'No rows yet.' displayed below it. The 'Country' field is set to 'US'.

## E-Timesheet Entry Screen Modification (In Programming – Not Released in this Patch)

E-timesheet entry screen will be modified to add a new field called 'Work Category' after Job Category field. Timesheet will display all Work Categories based on employee assignments. Employees will select their work category from a drop-down list when entering timesheets.

**Note:** CMiC is adding an option to disable this feature for our existing users when released.

## Change Default Posting Date (19.83333)

Currently the default posting date for payroll void checks is current day.

### Program Modifications:

Void processing program changes made for the date to default to the latest posting date in a payroll calendar that has not been processed. This posting date would be based on Company, Pay Run, and Year fields entered.

CMiC has added a new window popup which is launched automatically after entering Pay Run and tabbing out of the Pay Run field.

The new pop-up window includes the following two options for 'default posting date'.

- Current date (System Date)
- Latest posting date (based on Company/Pay Run/Year (default))

**Note:** Latest Posting Date is the default setting and is the latest posting date available and open on the Company Pay Period screen for the selected Pay Run.

The new pop-up window is launched automatically after entering Ray Run and tabbing out of the Pay Run field.

User has the option of changing the pay period and posting date on the screen. The popup is only to set as default, user can change the posting date with any date after selecting the options on the Void Check program Posting Date field.

### Latest Posting Date Option

**PAYROLL VOID CHECKS**

**Selection Criteria**

Company PYUS LOFT Constructions Marjan-USA

Pay Run MDWK PYUS Weekly

Year Period

Check Location

Check Number

From Pay Group

To Pay Group

Employee Pick List

From Employee

To Employee

Bank

Branch

Bank Account

Posting Date

Journal PY Payroll

☐ Preview Posting ☐ Print Reports Immediately ☐ Delete Reports After Printing

☒ Retain Input transactions

Void Check

Default Posting Date will always be the 'Latest Posting Date' open and available on Company Pay Period screen. User has the option to change the posting date in the posting date field.

**PAYROLL VOID CHECKS**

**Default Posting Date**

☐ Current Date

☒ Latest Posting date

Accept

## PAYROLL VOID CHECKS

### Selection Criteria

Company PYUS LOFT Constructions Marjan-USA

Pay Run MDWK PYUS Weekly

Year 2020 Period 14 29-Mar-2020 04-Apr-2020

Check Location

Check Number

From Pay Group

To Pay Group

Employee Pick List

From Employee PYUS-W4-02N Janet Thompson

To Employee PYUS-W4-02N Janet Thompson

Bank JPMC JP Morgan Chase Bank, N.A.

Branch MAIN CA Main

Bank Account 789456109

Posting Date 04-Apr-2020

Journal PY Payroll

☐ Preview Posting ☐ Print Reports Immediately ☐ Delete Reports After Printing

☒ Retain Input transactions

Void Check

Latest posting date open and available on the Company Pay Period screen

## PAY PERIODS

### Selection Criteria

Company PYUS LOFT Constructions Marjan-USA

### Pay Run

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

Pay Run MDWK PYUS Weekly Frequency Weekly

\* Year 2020 \* Periods 52 \* Start Date 29-Dec-2019

\* Check PYCHK01U US Standard Payroll Check

\* Stub PYSTB02U US Pay Stub Laser 8.5"x5.5"-2

☐ Rates On Check Stub ☐ Available For Dispatch

☐ Rates On Deposit Stub ☐ Show Stub On ESS [Create Periods](#)

### Pay Period

* Period	Start Date	End Date	Process Date	Posting Date	Pay Date	Month	Posted Flag	* Close Timesheet Period
10	01-Mar-2020	07-Mar-2020	07-Mar-2020	07-Mar-2020	07-Mar-2020	3	✓	None
11	08-Mar-2020	14-Mar-2020	14-Mar-2020	14-Mar-2020	14-Mar-2020	3	✓	None
12	15-Mar-2020	21-Mar-2020	21-Mar-2020	21-Mar-2020	21-Mar-2020	3	✓	None
13	22-Mar-2020	28-Mar-2020	28-Mar-2020	28-Mar-2020	28-Mar-2020	3	✓	None
14	29-Mar-2020	04-Apr-2020	04-Apr-2020	04-Apr-2020	04-Apr-2020	4	✓	None
15	05-Apr-2020	11-Apr-2020	11-Apr-2020	11-Apr-2020	11-Apr-2020	4		None
16	12-Apr-2020	18-Apr-2020	18-Apr-2020	18-Apr-2020	18-Apr-2020	4		None
17	19-Apr-2020	25-Apr-2020	25-Apr-2020	25-Apr-2020	25-Apr-2020	4		None

## Current Posting Date Option

**PAYROLL VOID CHECKS**

**Selection Criteria**

Company PYUS LOFT Constructions Marjan-USA

Pay Run MDWK PYUS Weekly

Year Period

Check Location

Check Number

From Pay Group

To Pay Group

Employee Pick List Edit

From Employee

To Employee

Bank

Branch

Bank Account

Posting Date

Journal PY Payroll

☐ Preview Posting ☐ Print Reports Immediately ☐ Delete Reports After Printing

☒ Retain Input transactions

Void Check

**Default Posting Date**

☒ Current Date

☐ Latest Posting date

Accept

**PAYROLL VOID CHECKS** Save Exit ? ? ? ? ?

**Selection Criteria**

Company PYUS LOFT Constructions Marjan-USA

Pay Run MDWK PYUS Weekly

Year 2020 Period 14 29-Mar-2020 04-Apr-2020

Check Location

Check Number

From Pay Group

To Pay Group

Employee Pick List Edit

From Employee

To Employee

Bank

Branch

Bank Account

Posting Date 16-Apr-2020

Journal PY Payroll

☐ Preview Posting ☐ Print Reports Immediately ☐ Delete Reports After Printing

☒ Retain Input transactions

Void Check

Period 14 but Posting date selected is current system date

Current System Date

2:02:50 AM

April-16-20

April, 2020

Su	Mo	Tu	We	Th	Fr	Sa
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

## Wells Fargo Bank Positive Pay File – Generic Changes (19.84112)

CMiC has modified and updated the standard routine for Wells Fargo Positive Pay File to be generic:

1. Increased the bank account number field on the detail record from 10 to 15 digits.
2. Removed hard coding of bank ID on the header record. Modified the program to retrieve the 'Bank ID' from the Bank ID setup on the System > Global Tables > Banking -> Banks screen.

Previously the Bank ID was hard coded; the routine is modified to get the Bank ID from Bank screen under Banking Global Tables instead of having hardcoded bank ID 'WFBI'.

### Pre-Requisites

Customer should ensure to have their Banking Information and Bank ID setup completed in CMiC System under Global Tables → Banking Maintenance.

Process Payroll and print checks. Under Processing > Reports > Check/EFT Register, select bank format: **Positive Pay – Wells Fargo Bank (ARP)**.

The screenshot shows the 'BANKS' screen with a table of bank details. A callout box states: 'Bank ID must be specified for WELLS FARGO. It is not hard coded in the format anymore.' The 'ID' field in the table is highlighted with a red box, and a red arrow points from the callout box to it.

* Code	* Name	* Short Name	Routing Code	File Format	ID	Pwd	Positive Pay File Format	Positive Pay Output File Name	User Logon Text	Zero Filled Account Num?
WELLS	Wells Fargo N.A	WELLSF	121042882		182					

The screenshot shows the 'CHECK EFT REGISTER' screen with the 'Selection Criteria' section. The form includes various fields for selection criteria, such as FEIM Number, Company, Pay Run, Pay Group, Pay Year, From Period, To Period, Check Location, Bank, Branch, Account Number, From Employee, To Employee, File Number, and Print Option. The 'Bank' field is set to 'WELLS' and the 'Branch' field is set to 'LAX'. The 'Print Option' is set to 'Print Both'. The 'Bank Format' is set to 'Positive Pay - Wells Fargo Bank (ARP)'. The 'Generate File' button is visible at the bottom.

Selection Criteria

FEIM Number [ ]

Company PYUS [ ] LOFT Constructions Marjan-USA

\* Pay Run MCHK [ ] Weekly Checks

Pay Group PCHK [ ] PY CHECKS

\* Pay Year 2020 [ ]

\* From Period 9 [ ] 23-Feb-2020 29-Feb-2020

\* To Period 9 [ ] 23-Feb-2020 29-Feb-2020

Check Location [ ]

Bank WELLS [ ] Wells Fargo N.A

Branch LAX [ ] Los Angeles

Account Number 296523350 [ ]

From Employee [ ]

To Employee [ ]

File Number [ ]

☐ Include New Direct Deposits/Positive Pays

☐ Create New Direct Deposits/Positive Pay File Excluding Old Data

☐ IncludeVoidedChecks

☐ Print Check(s)

\* Print Option ☐ Print Deposit(s)

☒ Print Both

Sort By Check Number [ ] Employee Name Print Order First Name Last Name [ ]

☐ Reconcile Deposit(s) File ID Modifier A [ ]

☒ ASCII File Bank Formats Positive Pay - Wells Fargo Bank (ARP) [ ]

Generate File

Download File

Done, Ready for Download - Postive Pay WELLSFARGO complete.

**CHECK EFT REGISTER**

**Selection Criteria**

FEIN Number

Company PYUS  LOFT Constructions Marjan-USA

\* Pay Run MCHK  Weekly Checks

Pay Group PCHK  PY CHECKS

\* Pay Year 2020

\* From Period 9  23-Feb-2020 29-Feb-2020

\* To Period 9  23-Feb-2020 29-Feb-2020

Check Location

Bank WELLS  Wells Fargo N.A

Branch LAX  Los Angeles

Account Number 296523350

From Employee

To Employee

File Number

☐ Include New Direct Deposits/Positive Pays

☐ Create New Direct Deposits/Positive Pay File Excluding Old Data

☐ Include Voided Checks

☐ Print Check(s)

\* Print Option ☐ Print Deposit(s)

☒ Print Both

Sort By Check Number  Employee Name Print Order First Name Last Name

☐ Reconcile Deposit(s) File ID Modifier A

☒ ASCII File Bank Formats Positive Pay - Wells Fargo Bank (ARP)

Generate File

Download File

Done, Ready for Download - Positive Pay WELLSFARGO complete.

**Download To File**

File Name WELLSFARGO (ARP)

File Format Text

Download Close

**BANK BRANCHES**

Save Exit

**Selection Criteria**

Bank WELLS  Wells Fargo N.A

**Branch Details**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Branch Code	Branch Name	Short Name	Address Line 1	Address Line 2	Address Line 3	State / Prov	State / Province Name	Country	Postal Code	Contact Name	Tel Cntr Code
LAX	Los Angeles	LAX	707 WLSHIRE BOULEVARD		LOS ANGELES	CA	California	US	90017		

The routine is modified to get the Bank ID from Bank screen under Banking Global Tables instead of having hardcoded bank ID 'WFB'.

**CMIC ENTERPRISE TESTR12**

Enterprise Etime ESS HCM CMIC Field Edit Mode

Search for programs...

**BANKS**

**Bank Details**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Code	* Name	* Short Name	Routing Code	File Format	ID	Pwd	Positive Pay File Format	Positive Pay Output File Name	User Logon Text	Zero Filled Account Num?
WELLS	Wells Fargo N.A	WELLSF	121042882		182					



File Edit Format View Help

Bank ID is 182

```

*03001820000002965233500
0000000010229200000002965233503200000101690PYCHK - 04
0000000020229200000002965233503200000142990PYCHK - 14
0000000030229200000002965233503200000087458PYCHK - 06
0000000040229200000002965233503200000100954PYCHK - 09
0000000050229200000002965233503200000130600PYCHK - 19
0000000060229200000002965233503200000099492PYCHK - 10
0000000070229200000002965233503200000098111PYCHK - 24
000000008022920000000296523350320000009656PYCHK - 08
0000000090229200000002965233503200000923000PYCHK - 26
0000000100229200000002965233503200000102744PYCHK - 21
0000000110229200000002965233503200000103343PYCHK - 23
0000000120229200000002965233503200000075861PYCHK - 28
0000000130229200000002965233503200000109349PYCHK - 16
0000000140229200000002965233503200000082757PYCHK - 03
0000000150229200000002965233503200000299781PYCHK - 11
0000000160229200000002965233503200000090262PYCHK - 13
0000000170229200000002965233503200000080076PYCHK - 07
0000000180229200000002965233503200000094135PYCHK - 12
000000019022920000000296523350320000009536PYCHK - 02
0000000200229200000002965233503200000170525PYCHK - 25
0000000210229200000002965233503200000123375PYCHK - 01
0000000220229200000002965233503200000075861PYCHK - 29
0000000230229200000002965233503200000075861PYCHK - 30
0000000240229200000002965233503200000099758PYCHK - 17
0000000250229200000002965233503200000075861PYCHK - 33
0000000260229200000002965233503200000104919PYCHK - 15
0000000270229200000002965233503200000117284PYCHK - 20
0000000280229200000002965233503200000046849PYCHK - 05
0000000290229200000002965233503200000124788PYCHK - 18
0000000300229200000002965233503200000121405PYCHK - 22
0000000310229200000002965233503200000077756PYCHK - 27
& 00031 0004136037

```

## Checks issued

LOFT Constructions Marjan-USA  
22400 Viva Drive  
10  
Irvine CA 92618

Employee ID	Date	Check No.
PYCHK-04	02-29-2020	1

<b>\$1,016.90</b>
-------------------

PAY: ONE THOUSAND SIXTEEN DOLLARS 90/100

PAY TO  
THE  
ORDER  
OF

Cooper Anderson
-----------------

Jackson County IN 47220

⑈000000000 1⑈ ⑆121042882⑆ 296523350⑈

## Employee Pay Rate Shift Code Indicator (19.86120)

CMiC has added a 'Shift Code' column after the 'Trade' column in the 'Employee Pay Rates' Screen. If the 'Shift Code' is changed an alert pop-up message will display, if user wants to update the un-posted timesheets with new rates based on shift code.

### Modification:

Employee Pay Rate screen is modified with addition of a 'Shift Code' column where an employee specific alternate shift pay rate can be entered. The Shift Code column is drop down list with All Shifts, Day Shift, Evening Shift and Night Shift values.

If an employee specific shift pay rate is entered in Employee Pay Rate screen and that specific alternate shift code is selected on JSP Crew Time Entry to enter time against Job and/or Equipment, then the employee's wages will be calculated using that specific alternate shift rate as defined on the Employee Pay Rate screen.

### Implementation:

**Note:** Your Timesheet default shift code is based on the Payroll Company Control settings for E Time and Regular timesheets.

For Regular and JSP Crew Timesheet entry user can change the shift code value when entering time.

Default shift code for Crew Timesheet is defined and based on System Options settings.

For JSP E-Timesheet there is no shift column/field available on E Time entry screen. Employee Pay Rate is always defaulted to 'All Shifts' regardless of Payroll Company Control E Timesheet Tab settings for default shift code and/or System Options.

Company Control - Default Shift code defined 'Blank' represents 'All Shifts' code in Company Control

Regular Timesheet entry a blank shift code represents 'All Shifts' code value.

The added shift code column on the Employee Pay Rate screen will default to 'All Shift' value. User can change and select shift code values from the drop-down list. Un-Posted timesheet are updated with a new pay rate change.

**Note:** Existing Employee Pay Rate record will default to All Shifts Code.

Company Control - Default Shift code defined 'Blank' represents 'All Shifts' code in Company Control

The screenshot displays the 'PAYROLL CONTROL' interface, specifically the 'E-Timesheet' tab. The 'Selection Criteria' section at the top shows 'Company: PYUS' and 'LOFT Constructions Marjan-USA'. Below this, the 'E-Timesheet' tab is active, showing various settings. A red box highlights the 'Default Shift' dropdown menu, which is currently set to 'All Shifts'. A callout box points to this dropdown with the text: 'Default Shift is 'ALL' (Blank represents 'All Shift Code')'. The 'Default Shift' dropdown is located under the 'Filter Phases for Default Category' section. Other settings visible include 'Max. Normal Work Hours', 'Max. Job Hours', 'Default Category', and various checkboxes for 'Allow Shift Selection' (All Shifts, Day, Evening, Night) and 'Audit E-Timesheet'.

EMPLOYEE PAY RATES

Selection Criteria

\* Company PYUS LOFT Constructions Marjan-USA

\* Employee PYUS-INWK-HR Peter Mudoch

Rate Details

Pay Rates

Existing employee pay rate record will default to 'All Shifts' Code.

* Trade Code	Trade Name	* Shift Code	* Effective Date	Pay Rate	Non Factor	Charge Out Rate	Non Factor	Billing Rate	Non Factor	Non Factor OT Pay Rate	Non Factor DOT Pay Rate	Non Factor OT Charge Rate	Non Factor DOT Charge Rate	Non Factor OT Bill Rate	Non Factor DOT Bill Rate
ALL	ALL Trades	All Shifts	09-Sep-2019	45.000		45.000		45.000							

EMPLOYEE PAY RATES

Selection Criteria

\* Company PYUS LOFT Constructions Marjan-USA

\* Employee PYUS-INWK-HR Peter Mudoch

Rate Details

Pay Rates

Inserting a new record with the addition of Shift Code indicator will now default as per PY Company Control Default Shift Code settings.

* Trade Code	Trade Name	* Shift Code	* Effective Date	Pay Rate	Non Factor	Charge Out Rate	Non Factor	Billing Rate	Non Factor	Non Factor OT Pay Rate	Non Factor DOT Pay Rate	Non Factor OT Charge Rate	Non Factor DOT Charge Rate	Non Factor OT Bill Rate	Non Factor DOT Bill Rate
ALL	ALL Trades	All Shifts	09-Sep-2019	45.000		45.000		45.000							
		Day Shift													

Inserting a new record will default to Shift Code value defined on PY Company Control Default Shift code setting.

PAYROLL CONTROL

Selection Criteria

\* Company PYUS LOFT Constructions Marjan-USA

Copy Control File

General Rate Codes Accounts Direct Deposit Rules E-Timesheet Reports

Search Workflows Report Options ECM Documents User Extensions

Max. Normal Work Hours

Max. Job Hours

Default Category

Filter Phases for Default Category

Default Shift: Day

Allow Shift Selection:

\* All Shifts

\* Day

\* Evening

\* Night

Audit E-Timesheet

Default Current Period From Company Pay Period

Auto. Timesheet Approval

Non-Billable Hours Post to Job Cost

Allow E-Expense Posting Through Timesheet Posting

Allow Non-Billable Hours Timesheets

Allow Job Cost Hours Timesheets

Job Cost Hours for Billing Only

\* Allow All Allocations When Access Code Allows None

Allow Other Hours Entry on E-Timesheet Screen

\* Consider OT And DOT as Regular Work Week Hours

Comments - E Expense

Overhead Time Account

Minimum Hours Code

Hours Offset

EMPLOYEE PAY RATES

Selection Criteria

\* Company PYUS LOFT Constructions Marjan-USA

\* Employee PYUS-INWK-HR Peter Mudoch

Rate Details

Pay Rates

Inserting a new record with the addition of Shift Code indicator will now default as per PY Company Control Default Shift Code settings.

* Trade Code	Trade Name	* Shift Code	* Effective Date	Pay Rate	Non Factor	Charge Out Rate	Non Factor	Billing Rate	Non Factor	Non Factor OT Pay Rate	Non Factor DOT Pay Rate	Non Factor OT Charge Rate	Non Factor DOT Charge Rate	Non Factor OT Bill Rate	Non Factor DOT Bill Rate
ALL	ALL Trades	All Shifts	09-Sep-2019	45.000		45.000		45.000							
		Day Shift													

User can select shift code value from the drop down list

The screenshot shows the 'EMPLOYEE PAY RATES' window. Under 'Selection Criteria', the company is 'PYUS' (LOFT Constructions Marjan-USA) and the employee is 'PYUS-INWK-HR' (Peter Mudoch). The 'Rate Details' section has a 'Pay Rates' tab. A table lists pay rates with columns: Trade Code, Trade Name, Shift Code, Effective Date, Pay Rate, Non Factor, Charge Out Rate, Non Factor, Billing Rate, Non Factor, Non Factor OT Pay Rate, Non Factor DOT Pay Rate, Non Factor DOT Charge Rate, Non Factor DOT Bill Rate, and Non Factor DOT Bill Rate. The first row shows 'ALL' for Trade Code, 'ALL Trades' for Trade Name, 'All Shifts' for Shift Code, '09-Sep-2019' for Effective Date, and '45,000' for Pay Rate. The second row shows 'ALL' for Trade Code, 'ALL Trades' for Trade Name, 'Day Shift' for Shift Code, '13-Apr-2020' for Effective Date, and '50,000' for Pay Rate. A dropdown menu for 'Shift Code' is open, showing options: 'All Shifts', 'Day Shift', 'Evening Shift', and 'Night Shift'. A red arrow points to the 'Day Shift' option with a text box stating: 'User is allowed to select shift code values from the drop down list'.

Employee Pay Rate updates unposted timesheets (Regular, E Time and Crew Time) based on Effective Date and Shift Code and Trade.

The screenshot shows the 'EMPLOYEE PAY RATES' window with the same selection criteria as before. The 'Pay Rates' table is visible. An alert dialog box is displayed in the foreground with the title 'alert' and the message 'Do You Want to correct Un-posted timesheets with new Rate Changes?'. The dialog has 'Yes' and 'No' buttons, with 'Yes' highlighted by a red box.

Regular Timesheet - Insert record

The screenshot shows the 'TIMESHEET ENTRY' window. Under 'Selection Criteria', the company is 'PYUS' (LOFT Constructions Marjan-USA), the pay run is 'MDHK' (PYUS Weekly), the year is '2020', and the period is '16' (12-Apr-2020 to 18-Apr-2020). The document is 'DAYSHIFT'. The 'Timesheet Details' section shows the employee 'PYUS-INWK-HR' (Peter Mudoch). The 'Timesheet Details' tab is active, showing a table with columns: Seq No, Employee, Date, DT, Union, Trade, Shift, Comp, Job/Dept/Eqp, CostCode/Acc/Com, Cal/Tran, Normal Hours, NH Rate, NH Pay Rate, Overtime Hours, OT Rate, OT Pay Rate, Double Over Time Hours, DOT Rate, DOT Pay Rate, Other Hours, Type, Rate Code, Pay Rate, and Expense. The first row shows '9893' for Seq No, 'PYUS-INWK-HR' for Employee, '12-Apr-2020' for Date, 'J' for DT, 'CE2' for Union, 'Day Shift' for Shift, 'PYUS' for Comp, 'PYUS' for Job/Dept/Eqp, 'MD01' for CostCode/Acc/Com, '1000' for Cal/Tran, '8' for Normal Hours, 'REC' for NH Rate, '50,000' for NH Pay Rate, '0' for Overtime Hours, 'DV1' for OT Rate, '75,000' for OT Pay Rate, '0' for Double Over Time Hours, 'DOT' for DOT Rate, '100,000' for DOT Pay Rate, '0' for Other Hours, 'Q' for Type, 'OTR' for Rate Code, '50,000' for Pay Rate, and 'Expense' for Expense. A red box highlights the 'Day Shift' dropdown menu. Below the table, there are buttons for 'Record Desc', 'Job/Dept/Eqp Desc', 'CostCode/Comp Desc', 'GENERAL CONDITIONS', and 'Cal/Tran Desc'.

Entering E Time

Currently Payroll Company Control default shift is set to 'Day' Shift.

**Note:** For JSP E-Timesheet there is no shift column/field available on E Time entry screen. Employee Pay Rate is always defaulted to 'All Shifts' regardless of Payroll Company Control E Timesheet Tab settings for default shift code and/or System Options.

**PAYROLL CONTROL** Table Mode Save Exit Help Print Refresh

Selection Criteria  
 \* Company PYUS LOFT Constructions Marjan-USA Copy Control File

General Rate Codes Accounts Direct Deposit Rules **E-Timesheet** Reports

Search Workflows Report Options ECM Documents User Extensions

Max. Normal Work Hours  
 Max. Job Hours  
 Default Category

☒ Default Current Period From Company Pay Period  
☐ Auto. Timesheet Approval  
☒ Non-Billable Hours Post to Job Cost  
☒ Allow E-Expense Posting Through Timesheet Posting  
☒ Allow Non-Billable Hours Timesheets  
☒ Allow Job Cost Hours Timesheets  
☐ Job Cost Hours for Billing Only  
☒ \* Allow All Allocations When Access Code Allows None  
☒ Allow Other Hours Entry on E-Timesheet Screen  
☐ \* Consider OT And DOT as Regular Work Week Hours  
☒ Comments - E Expense  
☐ Comments - E Time  
☐ Overhead Time Account

Minimum Hours Code  
 Hours Offset

☐ Filter Phases for Default Category

Allow Shift Selection  
☒ \* All Shifts  
☒ \* Day  
☒ \* Evening  
☒ \* Night

Default Shift: Day

☐ Audit E-Timesheet

**EMPLOYEE PAY RATES** Save Exit Help Print Refresh

Selection Criteria  
 \* Company PYUS LOFT Constructions Marjan-USA  
 \* Employee PYUS-INWK-HR3 Melissa Mertyl

Rate Details

Pay Rates

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Trade Code	Trade Name	* Shift Code	* Effective Date	Pay Rate	Non Factor	Charge Out Rate	Non Factor	Billing Rate	Non Factor	Non Factor OT Pay Rate	Non Factor DOT Pay Rate	Non Factor OT Charge Rate	Non Factor DOT Charge Rate	Non Factor OT Bill Rate	Non Factor DOT Bill Rate
ALL	ALL Trades	All Shifts	09-Sep-2019	42.000		42.000		42.000							

**E-Time** Change Password Recalc Save Auto Recal Reset Submit For Approval Close Period Notes Print

PERIOD  
 Company LOFT Constructions Marjan-USA Employee Mertyl, Melissa Period 14 Date 04-Apr-2020

Job

Action	Hours Type	Trade	Job	Phase	Category	Sun Mar 29	Mon Mar 30	Tue Mar 31	Wed Apr 01	Thu Apr 02	Fri Apr 03	Sat Apr 04	Total	Comment	Status	Approved
+ -	NVHR-Norm	CE28	PY0001-FR	01130-SUP	1000-LABO	0	0	0	0	0	0	0	0.00		P	
+ -													0.00			
+ -													0.00			
Total Hours:						0	0	0	0	0	0	0	0			

Overhead



PYUS - LOFT Constructions Marjan-USA  
PAYROLL - TIMESHEET EDIT LIST BY EMPLOYEE

Page: 1 of 1  
Date: Apr 15, 2020  
Time: 4:54 PM EDT

Date	Comp	TRN TYP	Job/Eqp/WQ Code	Phase/Equip. Cat.	Cat./Tr/WQ Exp	WCR Code	Union	Trade/ Batch#	Work Loc.	Dept	Account	Tran Stat.	Rate Type/ Shift/Void Date	Expense Quantity	Hours	PayRate	Amount	Billable Rate	Billable Amount
Employee: PYUS-INWK-HR3 Melissa Mertyl													NWHR: 8	OVHR: 0		DTHR: 0		OTHR: 0	
Period: 14																			
30-Mar-2020	PYUS	J	PY0001	01130		1000	5606	CE28	IN1	00	5200.100	N	Normal	0.00	8.00	42,000	336.00	42,000	336.00
Freshmart Grocery Store													All Shifts						
Period 14 Total:																8.00	336.00	336.00	
Employee Total:																8.00	336.00	336.00	
Grand Total:																8.00	336.00	336.00	

Update employee pay rate

EMPLOYEE PAY RATES

Selection Criteria

\* Company PYUS LOFT Constructions Marjan-USA

\* Employee PYUS-INWK-HR3 Melissa Mertyl

Rate Details

Pay Rates

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Trade Code	Trade Name	* Shift Code	* Effective Date	Pay Rate	Non Factor	Charge Out Rate	Non Factor	Billing Rate	Non Factor	Non Factor OT Pay Rate	Non Factor DOT Pay Rate	Non Factor OT Charge Rate	Non Factor DOT Charge Rate	Non Factor OT Bill Rate	Non Factor DOT Bill Rate
ALL	ALL Trades	All Shifts	09-Sep-2019	42,000		42,000		42,000							
CE28	Civil Engineer	All Shifts	30-Mar-2020	45,000		45,000		45,000							

alert

Do You Want to correct Un-posted timesheets with new Rate Changes?

Yes No



PYUS - LOFT Constructions Marjan-USA  
PAYROLL - TIMESHEET EDIT LIST BY EMPLOYEE

Page: 1 of 1  
Date: Apr 15, 2020  
Time: 4:58 PM EDT

Date	Comp	TRN TYP	Job/Eqp/WQ Code	Phase/Equip. Cat.	Cat./Tr/WQ Exp	WCR Code	Union	Trade/ Batch#	Work Loc.	Dept	Account	Tran Stat.	Rate Type/ Shift/Void Date	Expense Quantity	Hours	PayRate	Amount	Billable Rate	Billable Amount
Employee: PYUS-INWK-HR3 Melissa Mertyl													NWHR: 8	OVHR: 0		DTHR: 0		OTHR: 0	
Period: 14																			
30-Mar-2020	PYUS	J	PY0001	01130		1000	5606	CE28	IN1	00	5200.100	N	Normal	0.00	8.00	45,000	360.00	45,000	360.00
Freshmart Grocery Store													All Shifts						
Period 14 Total:																8.00	360.00	360.00	
Employee Total:																8.00	360.00	360.00	
Grand Total:																8.00	360.00	360.00	

## Crew Timesheet Entry

Payroll Company Control Default Shift Code is blank which is set 'ALL Shift'

The screenshot shows the 'E-Timesheet' configuration screen in the 'PAYROLL CONTROL' application. The 'Default Shift' dropdown is highlighted with a red box and labeled 'Default Shift is ALL (Blank represents All Shift Code)'. The 'Allow Shift Selection' checkboxes for All Shifts, Day, Evening, and Night are visible.

System Options Default Shift Code is set to 'Night'

The screenshot shows the 'SYSTEM OPTIONS' configuration screen in the 'Payroll' application. The 'Default Shift' dropdown is highlighted with a red box and labeled 'Default Shift Code used for Crew Timesheet'. The 'Shift Selection' checkboxes for All Shifts, Day, Evening, and Night are visible.

Crew Timesheet will default to System Options Default Shift code settings.

The screenshot shows the 'E-Time' application interface. The 'Crew Time Entry' screen is displayed, and the 'Shift' dropdown is highlighted with a red box and labeled 'Crew Timesheet is defaulted to Night shift as per System Options default setting'. The dropdown shows 'Night' as the selected option.

User can change to other alternate shift codes.

The screenshot shows the 'E-Time' application interface. The 'Crew Time Entry' screen is displayed, and the 'Shift' dropdown is highlighted with a red box and labeled 'User can change to other alternate shift codes and select from the drop-down list'. The dropdown shows 'Night' as the selected option.

**EMPLOYEE PAY RATES**

---

**Selection Criteria**

\* Company PYUS LOFT Constructions Marjan-USA

\* Employee PYUS-RMW-HR2 Samuel Jackson

---

**Rate Details**

**Pay Rates**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Trade Code	Trade Name	* Shift Code	* Effective Date	Pay Rate	Non Factor	Charge Out Rate	Non Factor	Billing Rate	Non Factor	Non Factor OT Pay Rate	Non Factor DOT Pay Rate	Non Factor OT Charge Rate	Non Factor DOT Charge Rate	Non Factor OT Bill Rate	Non Factor DOT Bill Rate
ALL	ALL Trades	All Shifts	09-Sep-2019	45 000		45 000		45 000							

The screenshot displays the 'CMIC ENTERPRISE TESTR12' application interface. The top navigation bar includes links for Enterprise, Etime, ESS, HCM, CMIC Field, EE Console, and Edit Mode. The main header shows 'E-Time' and a search bar. The left sidebar contains a navigation menu with options like 'E-Timesheet', 'E-Time Role Maintenance', 'Access Codes', 'Crew Timesheet Configuration', 'Access Code Administration', 'Timesheet Entry', 'Crew Timesheet Entry' (highlighted), 'Mechanic Timesheet Entry', 'Timesheet Approval (4)', 'Crew Timesheet Approval', 'Minimum Code', 'ETime Categories', 'Timesheet Period Setup', 'Hours Type Job/Account Mapping', 'Posted Crew Timesheet', 'Crew Timesheet Report', 'E-Expense', 'Job Categories', 'Times By Region', 'Payment Type', 'Establishment Codes', 'Expense Approval Level', and 'Expense Levels'.

The main content area is titled 'CREW TIME ENTRY' and includes a sub-header 'Crew Time Entry'. It features a table with columns for Job, Date, Show OT Hour, Show DOT Hour, Prior Period, and Actual Work Date. The table shows data for 'JOB: PY003' and 'Date: 30-Mar-2020'. The 'Show OT Hour' column is highlighted with a red box, showing a value of 0.00. The table also includes a 'Charge To' column and a 'GENERAL CONDITIONS' section with various input fields for Category, Sector, Schedule, and Phase.

## PYUS - LOFT Constructions Marjan-USA

### PAYROLL - TIMESHEET EDIT LIST BY EMPLOYEE

Page: 1 of 1

Date: Apr 15, 2020

Time: 10:57 PM EDT

Date	Comp	TRN TYP	Job/Emp/WO Code	Phase/Equip. Cat.	Cat./Tr./WO Exp	WCB Code	Union	Trade/ Batch#	Work Loc.	Dept	Account	Tran Stat.	Rate/Type/ Shift/Void Date	Expense Quantity	Hours	PayRate	Amount	Billable Rate	Billable Amount			
Employee: PYUS-INWK-HR2 Samuel Jackson												NWHR:	8	OVRH:	0	DTHR:	0	OTHR:	0			
Period:		14																				
30-Mar-2020	PYUS	J	PY003	MD01	1000	5606		CE28	IN1	00	5200.100	N	Normal	0.00	8.00		45.000	360.00	45.000	360.00		
LOBLAWS STORE RENOVATION													Night Shift									
														Period 14 Total:	8.00		360.00	360.00				
														Employee Total:	8.00		360.00	360.00				
														Grand Total:	8.00		360.00	360.00				



**EMPLOYEE PAY RATES**

**Selection Criteria**

\* Company: PYUS LOFT Constructions Marjan-USA

\* Employee: PYUS-INWK-HR2 Samuel Jackson

**Rate Details**

**Pay Rates**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Trade Code	Trade Name	* Shift Code	* Effective Date	Pay Rate	Non Factor	Charge Out Rate	Non Factor	Billing Rate	Non Factor	Non Factor OT Pay Rate	Non Factor DOT Pay Rate	Non Factor DOT Charge Rate	Non Factor DOT Bill Rate	Non Factor DOT Bill Rate
ALL	ALL Trades	All Shifts	09-Sep-2019	45 000		45 000		45 000						

Insert a new row with ALL Shifts for a new date with a new rate. Save the record and click yes to Update Unposted Timesheet


View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Trade Code	Trade Name	* Shift Code	* Effective Date	Pay Rate	Non Factor	Charge Out Rate	Non Factor	Billing Rate	Non Factor	Non Factor OT Pay Rate	Non Factor DOT Pay Rate	Non Factor DOT Charge Rate	Non Factor DOT Bill Rate	Non Factor DOT Bill Rate
ALL	ALL Trades	All Shifts	09-Sep-2019	45 000		45 000		45 000						
ALL	ALL Trades	All Shifts	01-Jan-2020	50 000		50 000		50 000						

Do You Want to correct Un-posted timesheets with new Rate Changes?

Yes No

Timesheet entered for 30/March/2020 as Night Shift. The Rate of 50 per hour was not picked up due to the All Shift Code. Working as expected.



PYUS - LOFT Constructions Marjan-USA

PAYROLL - TIMESHEET EDIT LIST BY EMPLOYEE

Page: 1 of 1

Date: Apr 15, 2020

Time: 11:00 PM EDT

Date	Comp	TRN TYP	Job/Eqp/WO Code	Phase/ Equip. Cat.	Est./Tr/WO Exp	WCB Code	Union	Trade / Batch#	Work Loc.	Dept	Account	Tran Stat.	Rate Type/ Shift/Void Date	Expense Quantity	Hours	PayRate	Amount	Billable Rate	Billable Amount
Employee: PYUS-INWK-HR2 Samuel Jackson																			
Period: 14																			
30-Mar-2020	PYUS	J	PY003	MD01	1000	5606		CE28	IN1	00	5200.100	N	Normal	0.00	8.00	45.000	360.00	45.000	360.00
													Night Shift						
Period 14 Total:															8.00		360.00		360.00
Employee Total:															8.00		360.00		360.00
Grand Total:															8.00		360.00		360.00

**EMPLOYEE PAY RATES**

**Selection Criteria**

\* Company: PYUS LOFT Constructions Marjan-USA

\* Employee: PYUS-INWK-HR2 Samuel Jackson

**Rate Details**

**Pay Rates**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Trade Code	Trade Name	* Shift Code	* Effective Date	Pay Rate	Non Factor	Charge Out Rate	Non Factor	Billing Rate	Non Factor	Non Factor OT Pay Rate	Non Factor DOT Pay Rate	Non Factor DOT Charge Rate	Non Factor DOT Bill Rate	Non Factor DOT Bill Rate
ALL	ALL Trades	All Shifts	09-Sep-2019	45 000		45 000		45 000						
ALL	ALL Trades	Night Shift	01-Jan-2020	50 000		50 000		50 000						


Change the All Shift for 2020 and save the record. Click yes to update unposted timesheet

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

Do You Want to correct Un-posted timesheets with new Rate Changes?

Yes No

The Night Shift Code along with the effective date on Crew Timesheet Unposted timesheet meets the condition and hence the unposted time record is updated.



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PAYROLL - TIMESHEET EDIT LIST BY EMPLOYEE

Page: 1 of 1

Date: Apr 15, 2020

Time: 11:02 PM EDT

Date	Comp	TRN TYP	Job/Eqp/WO Code	Phase/Equip. Cat	Cat./Tr./WO Exp	WCB Code	Union	Trade/ Batch#	Work Loc.	Dept	Account	Tran Stat.	Rate/Type/ Shift/Void Date	Expense Quantity	Hours	PayRate	Amount	Billable Rate	Billable Amount		
Employee: PYUS-INWK-HR2 Samuel Jackson																					
Period: 14													NWHR: 8	OVHR: 0	DTHR: 0	OTHR: 0					
30-Mar-2020	PYUS	J	PY003	MD01	1000	5606		CE28	IN1	00	5200.100	N	Normal	0.00	8.00	50,000	400.00	50,000	400.00		
LOBLAWS STORE RENOVATION																					
													Period ** Total:		8.00	400.00	400.00				
													Employee Total:		8.00	400.00	400.00				
													Grand Total:		8.00	400.00	400.00				

The pay rate change with Night Shift Code has now updated the Unposted Crew Timesheet

### E-Time Auto Recall for In/Out Time (19.86496)

Auto Recall functionality has been added in E-Time to Recall In/Out time entered in the last Period similar to how time entries can be Auto Recalled from the last period.

## Pre-requisites

To Auto Recall In/Out time, the role assigned to corresponding E-Time Access code should have the flag **Allow Auto Recall for In/Out Time** enabled as shown in the screenshots below:

A) Enable the flag for corresponding Role:

The screenshot displays the CMIC Enterprise PTFR12 E-Time Role Setup page. The left sidebar contains a navigation menu with the following items: E-Time, E-Time Role Maintenance (highlighted), Access Codes, MASTER, Crew Timesheet Configuration, Access Code Administration, Timesheet Entry, Crew Timesheet Entry, Mechanic Timesheet Entry, Timesheet Approval (15), and Crew Timesheet Approval. The main content area is titled 'E-TIME ROLE SETUP' and contains a table with columns 'Code\*' and 'Name\*'. The table lists various roles and their permissions. The 'MASTER' role is selected, and its permissions are listed in the right column. The 'Allow Auto Recall for In/Out Times' permission is checked and highlighted with a red box.

Code*	Name*
MASTER	Master
Timesheet	
<input checked="" type="checkbox"/> Administrator	<input type="checkbox"/> Hide Rate/Amount on Timesheet Report
<input checked="" type="checkbox"/> Approver	<input type="checkbox"/> Hide Pre-Post Button
<input checked="" type="checkbox"/> Posting	<input type="checkbox"/> Switch Approver
<input checked="" type="checkbox"/> Allow E-Timesheet For Job	<input checked="" type="checkbox"/> Allow E-Timesheet For Overhead
<input type="checkbox"/> Restrict To Enterprise Job Security	<input type="checkbox"/> Allow Modifying Trade Code
<input checked="" type="checkbox"/> Allow Auto Recall for In/Out Times	
E-Expense	
<input checked="" type="checkbox"/> Approver	<input checked="" type="checkbox"/> Master
Administration	
<input checked="" type="checkbox"/> Can Add/Delete Assigned Employee	<input checked="" type="checkbox"/> Can Add/Delete Assigned Approvers
<input checked="" type="checkbox"/> Can Add/Delete Assigned Jobs	<input checked="" type="checkbox"/> Can Add/Delete Assigned Accounts
	<input checked="" type="checkbox"/> Allow Update Submitted Expense
	<input checked="" type="checkbox"/> Close Individual Employee Timesheet Period
	<input checked="" type="checkbox"/> Show Tracker
	<input checked="" type="checkbox"/> Allow Editing Submitted Timesheet

B) Assign the role with Auto Recall privilege to an Access Code:



Time entries and In/Out Time has been entered, saved as shown below in a Pay Period:

Date	Time In	Time Out	Total Hours
Wed Sep 09	1200	1300	1
Thu Sep 10	1200	1400	2
Fri Sep 11	1200	1500	3
Sat Sep 12			0
Sun Sep 13			0
Mon Sep 14			0
Tue Sep 15			0
Wed Sep 16			0

Date	Time In	Time Out	Total Hours
Wed Sep 09	1200	1300	1
Thu Sep 10	1200	1400	2
Fri Sep 11	1200	1500	3
Sat Sep 12			0
Sun Sep 13			0
Mon Sep 14			0
Tue Sep 15			0
Wed Sep 16			0

To Auto Recall these time entries into the next Pay Period, the Pay Period is loaded, and Auto Recall button is clicked:

### A) Load the Pay Period:

Date	Time In	Time Out	Total Hours
Wed Sep 23			0
Thu Sep 24			0
Fri Sep 25			0
Sat Sep 26			0
Sun Sep 27			0
Mon Sep 28			0
Tue Sep 29			0
Wed Sep 30			0

## B) Click **Auto Recall**:

The screenshot shows the CMIC Enterprise PTFR12 E-Time interface. The top toolbar includes buttons for 'Change Password', 'Time Entry', 'Reload', 'Save', 'Auto Recall', 'Reset', 'Submit For Approval', 'Close Period', 'Notes', and 'Print'. The 'Auto Recall' button is highlighted with a red box. Below the toolbar, the 'PERIOD' section displays a table with columns for 'Action', 'Hour Type', 'Trade', 'Job', 'Phase', 'Category', 'WBS Code 1', 'WBS Code 2', 'WBS Code 3', 'WBS Code 4', and a grid of dates from Wednesday, September 23 to Wednesday, September 30. The 'Auto Recall' button is located in the top right corner of the toolbar.

Now, to Auto Recall In/Out time, click on **Time Entry** to load the time entry screen:

The screenshot shows the CMIC Enterprise PTFR12 E-Time interface. The top toolbar includes buttons for 'Change Password', 'Time Entry', 'Reload', 'Save', 'Auto Recall', 'Reset', 'Submit For Approval', 'Close Period', 'Notes', and 'Print'. The 'Time Entry' button is highlighted with a red box. Below the toolbar, the 'PERIOD' section displays a table with columns for 'Action', 'Hour Type', 'Trade', 'Job', 'Phase', 'Category', 'WBS Code 1', 'WBS Code 2', 'WBS Code 3', 'WBS Code 4', and a grid of dates from Wednesday, September 23 to Wednesday, September 30. The 'Time Entry' button is located in the top right corner of the toolbar.

Once the time entry screen is loaded, click **Auto Recall** button at the top right corner:

The screenshot shows the CMIC Enterprise PTFR12 E-Time Time Entry interface. The top toolbar includes buttons for 'Auto Recall', 'Save', and 'Close'. The 'Auto Recall' button is highlighted with a red box. Below the toolbar, the 'PERIOD' section displays a table with columns for 'Time In' and 'Time Out' for each day from Wednesday, September 23 to Saturday, September 26. The 'Auto Recall' button is located in the top right corner of the toolbar.

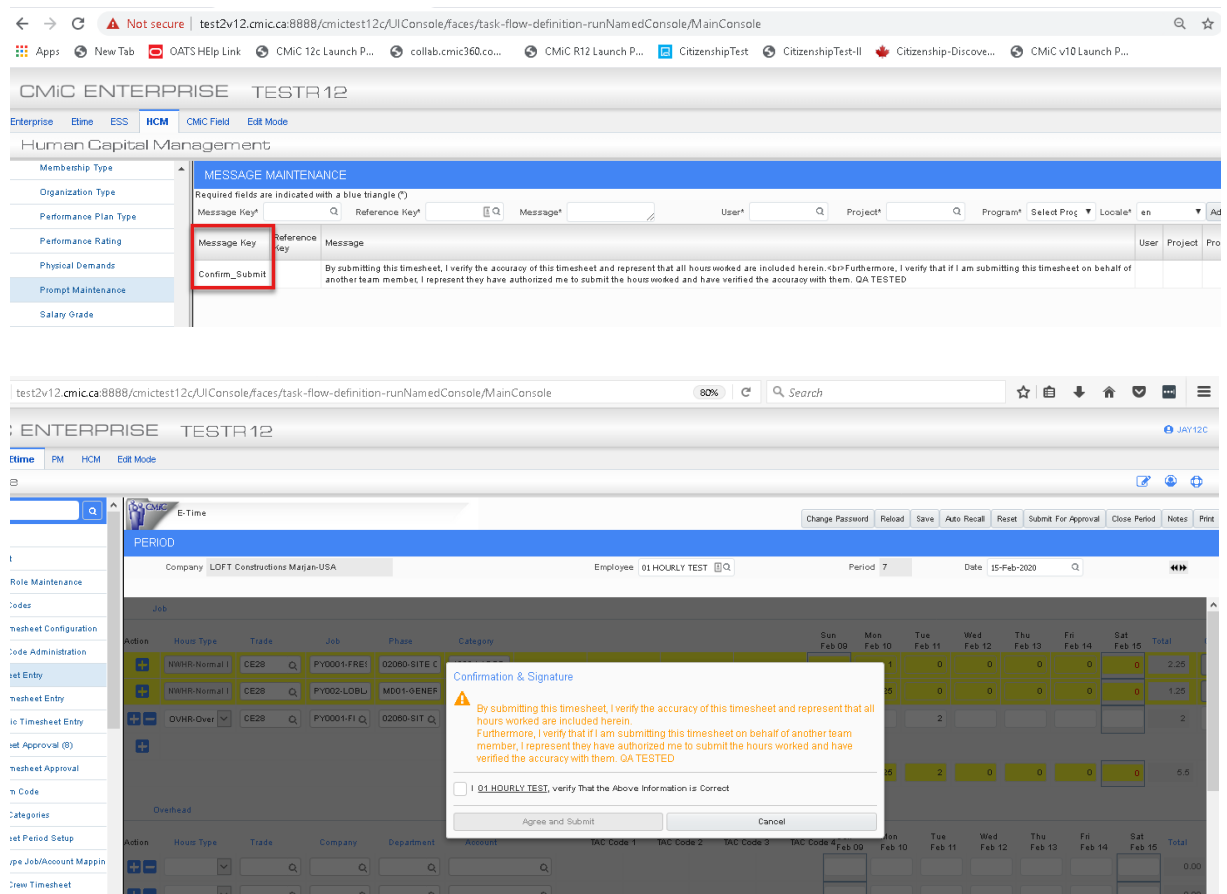
As soon as the button is clicked, the system recalls In/Out Time from last period:

The screenshot shows the CMIC Enterprise PTFR12 E-Time Time Entry interface. The top toolbar includes buttons for 'Auto Recall', 'Save', and 'Close'. The 'Auto Recall' button is highlighted with a red box. Below the toolbar, the 'PERIOD' section displays a table with columns for 'Time In' and 'Time Out' for each day from Wednesday, September 23 to Saturday, September 26. The 'Auto Recall' button is located in the top right corner of the toolbar.

Click **Save** at the top right corner to save the In/Out Time recalled by the system:



2) Set or update the prompt message/verbiage by going to **HCM>>File Maintenance>>Employee Console Maintenance>>Prompt Maintenance** screen and changing the prompt message/verbiage for Message key **Confirm\_Submit** (highlighted in the screenshot below).



## Modifications:

Two major modifications have been made to implement this functionality:

1) Flag **Submit for approval E-Timesheet** has been added to **E-Timesheet** tab in **System Options (System Data>>Setup>>System Options)**.

2) A confirmation prompt/dialog box has been programmed to show up on **Timesheet Entry** screen in **E-Time** after user submits time entries. The prompt has a checkbox to endorse the submitted time entries for accuracy and 2 buttons-**Agree and Submit** and **Cancel**.

## Implementation:

**Scenario 1:** Generate a confirmation prompt post Timesheet Submittal

When flag **Submit for approval E-Timesheet** is enabled in **System Options**, the system generates a confirmation Prompt upon Timesheet Submittal in E-Time, requiring the user to verify time entries for accuracy prior to sending them for approval. The step by step demonstration for this scenario is as follows:

1) Enabled the flag in **System Options**:

The screenshot shows the 'SYSTEM OPTIONS' window with the 'E-Timesheet' tab active. Under the 'User Extensions' section, the checkbox 'Submit for approval E-Timesheet' is checked and highlighted with a red rectangle. Other options visible include 'Generate Timesheet Utility for', 'Timesheet Rate Round Up to Decimal', 'Validate In-Out Time in E-Timesheet', and 'E-Timesheet Document Code Format'.

2) Entered, submitted entries in E-Time:

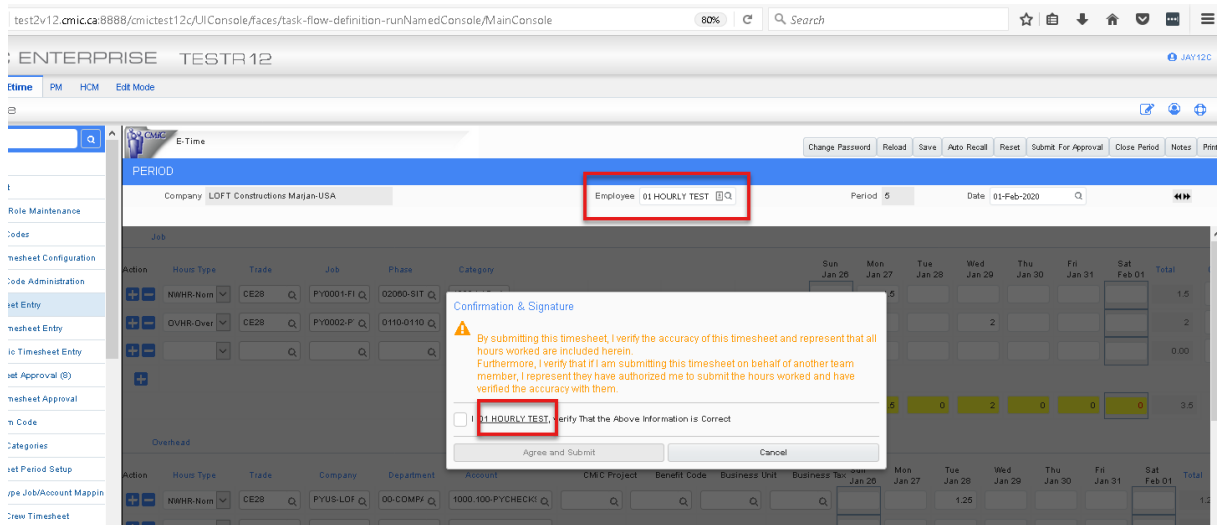
**Entered:**

The screenshot shows the 'E-Time' 'PERIOD' entry screen. The 'Job' section displays time entries for 'NWHR-Nom' and 'OVHR-Over' with a total of 3.5 hours. The 'Overhead' section shows a total of 0.0 hours. The 'Total Hours' for the period is 3.5.

Action	Hours Type	Trade	Job	Phase	Category	Sun Jan 26	Mon Jan 27	Tue Jan 28	Wed Jan 29	Thu Jan 30	Fri Jan 31	Sat Feb 01	Total
NWHR-Nom	CE28	Q	PY0001-FI	Q	1000-LAB		1.5						1.5
OVHR-Over	CE28	Q	PY0002-P	Q	1000-LAB			2					2
													0.00
Total Hours:						0	1.5	0	2	0	0	0	3.5

**Submitted:** Clicked on **Submit for Approval** button to submit Time entries:





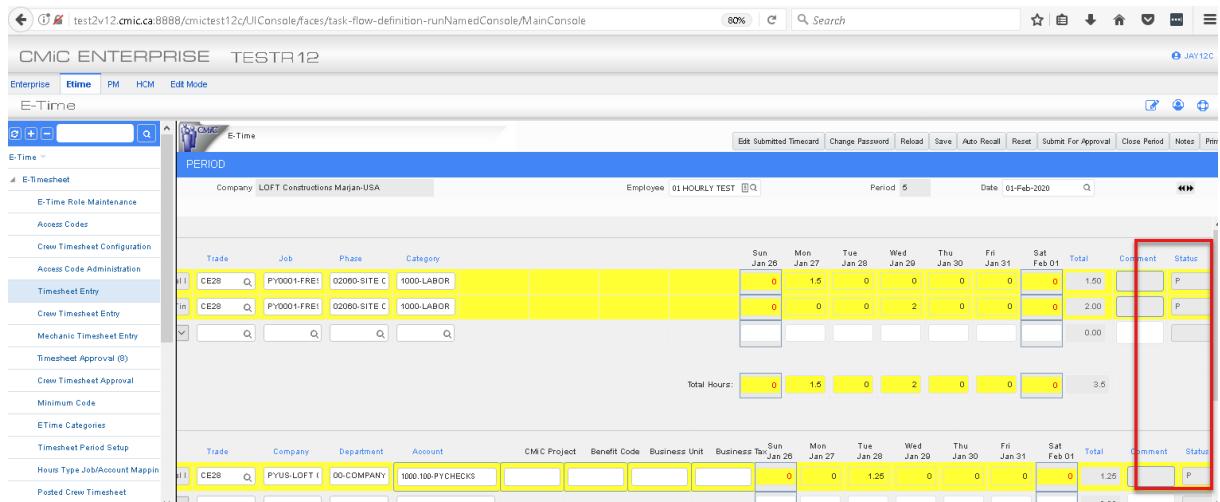
As shown above, upon Timesheet Submittal, a confirmation prompt pops up. The prompt has a checkbox to agree to the stated message and 2 buttons: **Agree and Submit**, **Cancel**

On clicking **Agree and Submit**, Time entries are sent for Approval

On clicking **Cancel**, the entries are not submitted for approval and can be edited, saved and later submitted.

3) Clicked on **Agree and Submit** after checking the checkbox to submit entries for approval

4) Entries were successfully sent for approval:



**Scenario 2:** Do not generate a confirmation prompt post Timesheet Submittal

1) Disabled the flag in **System Options**:

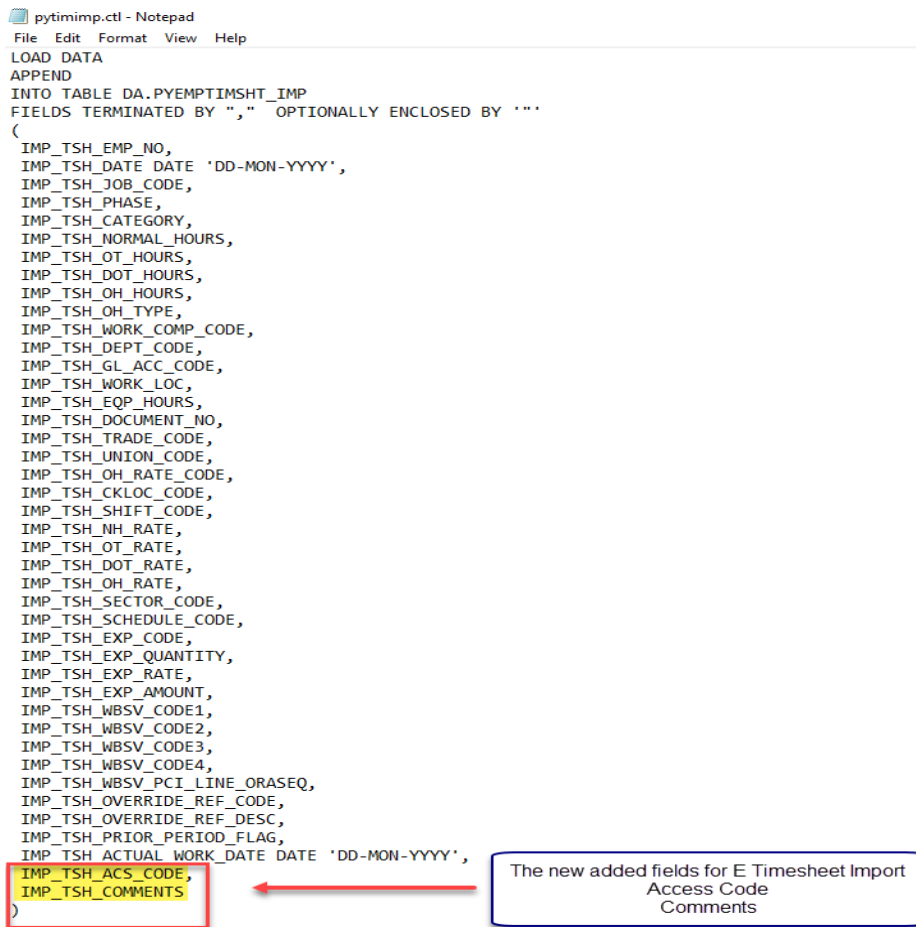


## E-Timesheet Import (19.88826)

A new feature has been added to the Import Timesheets from Oracle (Multi-User) ADF screen in the US Payroll module, which allows users to import timesheet data into the E-Timesheet program. This update gives users the option of importing timesheet data into E-Timesheet, in addition to the pre-existing functionality which allows users to import timesheet data into the Regular Timesheet program. This new flexibility has been made available through an update to the System Options screen, where users can select whether they are importing into the Regular Timesheet program or the E-Timesheet program. In addition, new columns have also been added to the Oracle ASCII File, which are Access Code and Comment.

### Import Oracle ASCII File Template (CTL File)

New fields have been added to the Oracle Import ASCII File Template (PYTIMIMP.CTL). The newly added fields are Access Code and Comment.



```
pytimimp.ctl - Notepad
File Edit Format View Help
LOAD DATA
APPEND
INTO TABLE DA.PYEMPTIMSHT_IMP
FIELDS TERMINATED BY "," OPTIONALLY ENCLOSED BY '"'
(
  IMP_TSH_EMP_NO,
  IMP_TSH_DATE DATE 'DD-MON-YYYY',
  IMP_TSH_JOB_CODE,
  IMP_TSH_PHASE,
  IMP_TSH_CATEGORY,
  IMP_TSH_NORMAL_HOURS,
  IMP_TSH_OT_HOURS,
  IMP_TSH_DOT_HOURS,
  IMP_TSH_OH_HOURS,
  IMP_TSH_OH_TYPE,
  IMP_TSH_WORK_COMP_CODE,
  IMP_TSH_DEPT_CODE,
  IMP_TSH_GL_ACC_CODE,
  IMP_TSH_WORK_LOC,
  IMP_TSH_EQP_HOURS,
  IMP_TSH_DOCUMENT_NO,
  IMP_TSH_TRADE_CODE,
  IMP_TSH_UNION_CODE,
  IMP_TSH_OH_RATE_CODE,
  IMP_TSH_CKLOC_CODE,
  IMP_TSH_SHIFT_CODE,
  IMP_TSH_NH_RATE,
  IMP_TSH_OT_RATE,
  IMP_TSH_DOT_RATE,
  IMP_TSH_OH_RATE,
  IMP_TSH_SECTOR_CODE,
  IMP_TSH_SCHEDULE_CODE,
  IMP_TSH_EXP_CODE,
  IMP_TSH_EXP_QUANTITY,
  IMP_TSH_EXP_RATE,
  IMP_TSH_EXP_AMOUNT,
  IMP_TSH_WBSV_CODE1,
  IMP_TSH_WBSV_CODE2,
  IMP_TSH_WBSV_CODE3,
  IMP_TSH_WBSV_CODE4,
  IMP_TSH_WBSV_PCI_LINE_ORASEQ,
  IMP_TSH_OVERRIDE_REF_CODE,
  IMP_TSH_OVERRIDE_REF_DESC,
  IMP_TSH_PRIOR_PERIOD_FLAG,
  IMP_TSH_ACTUAL_WORK_DATE DATE 'DD-MON-YYYY',
  IMP_TSH_ACS_CODE,
  IMP_TSH_COMMENTS
)
```

The new added fields for E Timesheet Import  
Access Code  
Comments

## System Options

The screenshot shows the 'SYSTEM OPTIONS' window. At the top, there is a blue header bar with 'SYSTEM OPTIONS' on the left and 'Table Mode', 'Save', 'Exit', and help icons on the right. Below the header is a navigation bar with tabs: 'General', 'Licenses', 'Reports', 'Global', 'Financials', 'Projects', 'Forecast', 'Assets', 'Payroll', 'Human Resource', 'E-TimeSheet' (highlighted with a red box), 'Help', and 'Logo Path'. Under the 'E-TimeSheet' tab, there is a section with several configuration options:

- \* Generate Timesheet Utility for: E-Timesheet
- \* Oracle Import Timesheet Utility (Multi User) for: Regular Timesheet
- \* Timesheet Rate Round Upto Decimal: Three
- \* Validate In-Out Time In E-Timesheet: Not Applicable
- \* E-Timesheet Document Code Format: Access Code / Year / Period

Below these options are several checkboxes:

- ☒ E-Time: Restrict Access Codes By Company
- ☐ Mandatory Approver Priority Flag
- ☒ Activate Approver Filters
- ☐ Show WBS Code on E-Timesheet (JSP) Entry
- ☐ Show TAC Code on E-Timesheet (JSP) Entry
- ☒ Allow All Allocations When Access Code Allows None
- ☐ Submit For approval E-Timesheet
- ☐ Show Work Category E-Timesheet

Pgm: SYSOPT – System Options; standard Treeview path: System > Setup > System Options – E-TimeSheet tab

A new field has been added to the E-Time Sheet tab in the System Options screen, as highlighted in the screenshot above. This field is used to select the type of timesheet data to be imported. Two options are available in the drop-down menu: “Regular Timesheet” and “E-Timesheet”.

**NOTE:** When the program is initially installed, this field will default to a blank value. A blank value is equivalent to “Regular Timesheet”. Depending on the type of timesheet data being imported, users should select the timesheet program option accordingly.

Users should ensure that the option selected matches the type of data being imported, otherwise imported records will not be inserted into the appropriate timesheet table. For example, if E-Timesheet data is being imported, and “Regular Timesheet” is selected in this field, records will not be successfully imported into the E-Timesheet table.

**SYSTEM OPTIONS**

Table Mode Save Exit ? ? ? ? ?

System Options

General Licenses Reports Global Financials Projects Forecast Assets Payroll Human Resource **E-Timesheet** Help Logo Path

Workflows Report Options ECM Documents User Extensions

\* Generate Timesheet Utility for E-Timesheet

\* Oracle Import Timesheet Utility (Multi User) for E-Timesheet

\* Timesheet Rate Round Upto Decimal Three

\* Validate In-Out Time In E-Timesheet Not Applicable

\* E-Timesheet Document Code Format Access Code / Year / Period

- ☒ E-Time: Restrict Access Codes By Company
- ☐ Mandatory Approver Priority Flag
- ☒ Activate Approver Filters
- ☐ Show WBS Code on E-Timesheet (JSP) Entry
- ☒ Show TAC Code on E-Timesheet (JSP) Entry
- ☒ Allow All Allocations When Access Code Allows None
- ☐ Submit For approval E-Timesheet
- ☐ Show Work Category E-Timesheet

If “E-Timesheet” is selected, as shown in the screenshot above, access codes must be included in the import file for timesheet data to be successfully validated and imported into the E-timesheet table.

## User Maintenance

**USER MAINTENANCE**

User

\* User MARJANR12 Save/Refresh

General Assign Roles **System Privileges** Configuration Privileges Consolidations Access Company Access Employee Security Compliance Security

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

* Code	* Name	Select
PYIMPUSRBN	PY: Allows User to Validate/Edit PY Bonus - Adjustments Imported by other Users	<input checked="" type="checkbox"/>
PYIMPUSREH	PY: Allows user to see and edit the imported employee history by other users	<input checked="" type="checkbox"/>
<b>PYIMPUSRTM</b>	<b>PY: Allows User to Validate/Edit PY Timesheet Imported by other Users</b>	<input checked="" type="checkbox"/>

Pgm: SDUSRMNT – User Maintenance; standard Treeview path: System > Security > Users > User Maintenance – System Privileges

The system privilege ‘PYIMPUSRTM – PY: Allows User to Validate/Edit PY Timesheet Imported by Other Users’ has been created on the System Privileges tab of the User Maintenance screen. If checked, this privilege allows user to validate/edit/build/delete timesheet data imported by other users.

This security privilege must be assigned to the user/user’s role to allow that user to validate/edit/build/delete timesheet data imported by other users on the Timesheet Import Multi User screen (standard Treeview path: *US Payroll > US Payroll > Utilities > Import Timesheets from ORACLE (Multi User)*).

## Implementation

Pre-Requisite: Set the new flag in Systems Option Oracle Import Timesheet Utility for (Multi-User) under E Timesheets to E-Timesheet. Step 2: Create ASCII File Import with Access Code

### Step 3: Import ASCII file from Oracle

## Timesheet Import

OracleImportV12E1.txt - Notepad  
File Edit Format View Help  
PYUS-HR-400,30-MAR-2020,PY003,MD01,1000,8,2,,,,PYUS,,,,ETIME1,IE29,,,,,Working with OT  
PYUS-HR-400,31-MAR-2020,PY003,MD01,1000,8,,,,PYUS,,,,ETIME1,IE29,,,,,No Overtime  
PYUS-HR-400,01-APR-2020,PY003,MD01,1000,8,,,,PYUS,,,,ETIME1,IE29,,,,,MARJAN,

Access Code is missing

Enterprise | Etime | ESS | HCM | CM/C Field | EE Console | Edit Mode

Search for programs...

Payroll Reports

Utilities

Change Batch Post Date

Changed Batch Post Date Query

Print Posting Reports

Mid-Year Pay History Setup

Mid-Year Leave Setup

W2 Mapping Parameters

Import Timesheets from ASCII file

Import Timesheets from ORACLE

Import Timesheets from ORACLE(Multi User)

TIMESHEET IMPORT

Timesheet Import

Company

Pay Run

Import into Pay Year

Import into Pay Period

Default Category

Default Document No

Import ASCII File to Oracle Table

Import Oracle Table

View Rejected Entries

Delete Import Oracle Table

Delete Rejected Entries

Message

TIMESHEET IMPORT

Total Records Inserted 3

Timesheet Import

Company

Pay Run

Import into Pay Year

Import into Pay Period

Default Category

Default Document No

Import ASCII File to Oracle Table

Import Oracle Table

View Rejected Entries

Delete Import Oracle Table

Delete Rejected Entries

Message

Import File

Import File OracleImportV12E1.txt

Update...

Import

Close

## Timesheet Import Multi-User

**Pre-Requisite:** System Option flag set to E-Timesheet then Import ASCII Oracle file for E Timesheets > Go to Import Oracle (Multi-User) program. Step 1: Import Oracle Data Step 2: Validate Imported Data Step 3: Edit Imported Data Step 4: Build Timesheet

Enterprise | Etime | ESS | HCM | CM/C Field | EE Console | Edit Mode

Search for programs...

Change Batch Post Date

Changed Batch Post Date Query

Print Posting Reports

Mid-Year Pay History Setup

Mid-Year Leave Setup

W2 Mapping Parameters

Import Timesheets from ASCII file

Import Timesheets from ORACLE

Import Timesheets from ORACLE(Multi User)

TIMESHEET IMPORT MULTI USER

Timesheet Import

View

Detach

Search

Workflows

Report Options

Export

ECM Documents

User Extensions

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input type="checkbox"/>	14-Apr-2020		ERROR	RKC	RKC	WKLY	9999	99	5	0	5		ORACLE
<input type="checkbox"/>	15-Oct-2019	ZOHREHR12	BUILD	RKC	RKC	WKLY	2019	37	1	1	0		

Import Oracle Data

Validate Imported Data

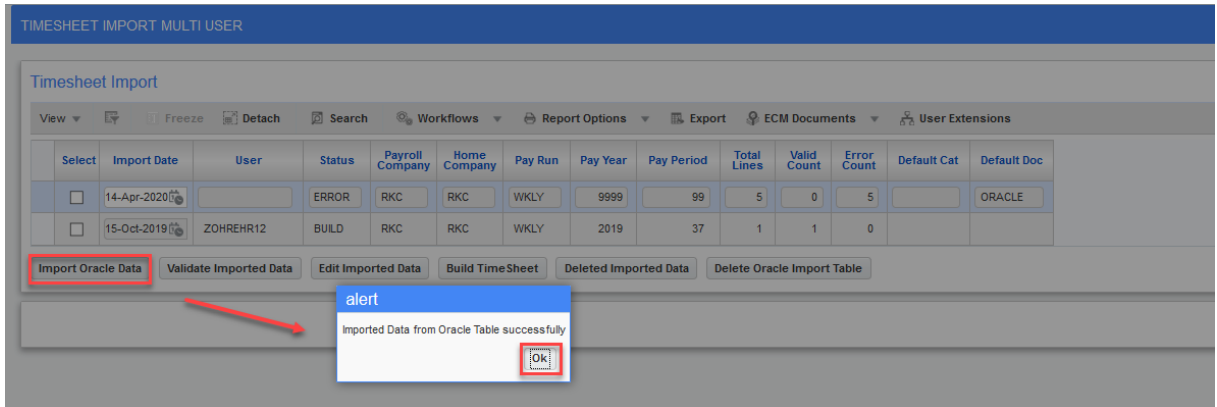
Edit Imported Data

Build TimeSheet

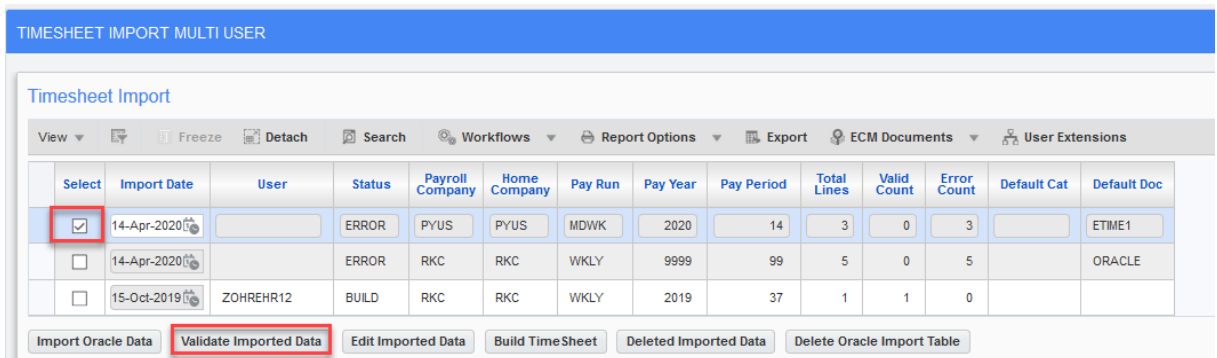
Deleted Imported Data

Delete Oracle Import Table

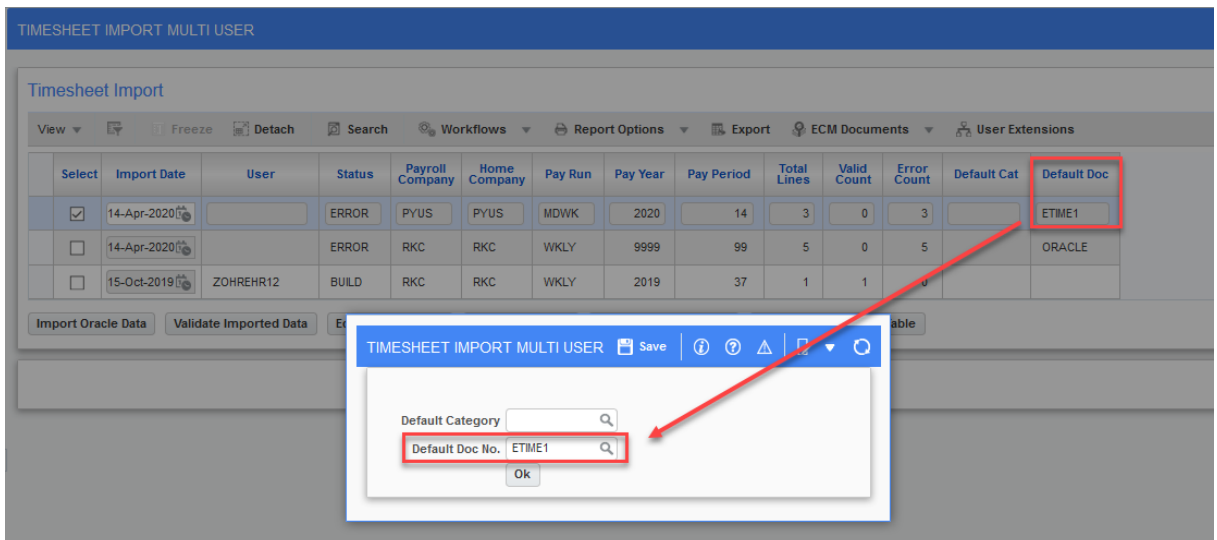
Import Oracle Data



### Validate Imported Date – Select Record



The timesheet is imported into multi oracle import routine by document number in header table both fields will be added into .CSV file format. Document Number is not a mandatory requirement in the ASCII file or program routine. However, the document number is part of the header and timesheets will be grouped by document number when passed from ASCII import file, even when it is null.



### Edit Imported Data – Select record

TIMESHEET IMPORT MULTI USER

Timesheet Import

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input checked="" type="checkbox"/>	14-Apr-2020	MARJANR12	ERROR	PYUS	PYUS	MDWK	2020	14	3	0	3		ETIME1
<input type="checkbox"/>	14-Apr-2020		ERROR	RKC	RKC	WKLY	9999	99	5	0	5		ORACLE
<input type="checkbox"/>	15-Oct-2019	ZOHREHR12	BUILD	RKC	RKC	WKLY	2019	37	1	1	0		

Import Oracle Data Validate Imported Data Edit Imported Data Build TimeSheet Deleted Imported Data Delete Oracle Import Table

Re-Validate all records to display and report errors

TIMESHEET IMPORT MULTI USER

Timesheet Import

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

TIMESHEET IMPORT MULTI USER

Edit Import Data

View Freeze Detach Search Delete Workflows Report Options Export ECM Documents User Extensions

Select For Deletion	Valid	Payroll Company	Employee	Home Company	Pay Run	Year	Period	Date	Work Company	Job	Cost C
<input type="checkbox"/>	<input type="checkbox"/>	PYUS	PYUS-HR-400	PYUS	MDWK	2020	14	30-Mar-2020	PYUS	PY003	MD01
<input type="checkbox"/>	<input type="checkbox"/>	PYUS	PYUS-HR-400	PYUS	MDWK	2020	14	31-Mar-2020	PYUS	PY003	MD01
<input type="checkbox"/>	<input type="checkbox"/>	PYUS	PYUS-HR-400	PYUS	MDWK	2020	14	01-Apr-2020	PYUS	PY003	MD01

Err Msg

☒ Validate All Records Re-Validate Validate Report Mass Delete Close

The 'Access Code' should not be NULL when importing into e-timesheet table and will be validated. Import Routine will validate the file and generate an error message.



TIMESHEET IMPORT MULTI USER

Timesheet Import

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Select	Import Date	User	Status	Payroll	Home	Pay Run	Pay Year	Pay Period	Total	Valid	Error	Default Cat	Default Doc
<input type="checkbox"/>													
<input type="checkbox"/>													
<input type="checkbox"/>													

Err Msg Access Code is missing.

Validate All Records Re-Validate Validate Report Mass Delete Close

User can run Validate Report to review the generated error

TIMESHEET IMPORT MULTI USER

Timesheet Import

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Select For Deletion	Valid	Payroll Company	Employee	Home Company	Pay Run	Year	Period	Date	Work Company	Job	Cost C
<input type="checkbox"/>	<input type="checkbox"/>	PYUS	PYUS-HR-400	PYUS	MDWK	2020	14	30-Mar-2020	PYUS	PY003	MD01
<input type="checkbox"/>	<input type="checkbox"/>	PYUS	PYUS-HR-400	PYUS	MDWK	2020	14	31-Mar-2020	PYUS	PY003	MD01
<input type="checkbox"/>	<input checked="" type="checkbox"/>	PYUS	PYUS-HR-400	PYUS	MDWK	2020	14	01-Apr-2020	PYUS	PY003	MD01

Err Msg Access Code is missing.

Validate All Records Re-Validate Validate Report Mass Delete Close



## Build Timesheet – Select record

**TIMESHEET IMPORT MULTI USER**

Timesheet Import

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input checked="" type="checkbox"/>	14-Apr-2020	MARJANR12	VALID	PYUS	PYUS	MDWK	2020	14	3	3	0		ETIME1
<input type="checkbox"/>	14-Apr-2020		ERROR	RKC	RKC	WKLY	9999	99	5	0	5		ORACLE
<input type="checkbox"/>	15-Oct-2019	ZOHREHR12	BUILD	RKC	RKC	WKLY	2019	37	1	1	0		

Import Oracle Data Validate Imported Data Edit Imported Data **Build TimeSheet** Deleted Imported Data Delete Oracle Import Table

**alert**  
Timesheets built successfully  
Ok

Timesheet is built and data is imported into E Timesheet Table

**TIMESHEET IMPORT MULTI USER**

Timesheet Import

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input type="checkbox"/>	14-Apr-2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	3	3	0		ETIME1
<input type="checkbox"/>	14-Apr-2020		ERROR	RKC	RKC	WKLY	9999	99	5	0	5		ORACLE
<input type="checkbox"/>	15-Oct-2019	ZOHREHR12	BUILD	RKC	RKC	WKLY	2019	37	1	1	0		

Import Oracle Data Validate Imported Data Edit Imported Data **Build TimeSheet** Deleted Imported Data Delete Oracle Import Table

## E-Time (JSP)

When 'E-Timesheet' has been chosen by user in system option, after click on 'Build Timesheet' in Timesheet import from oracle (Multi-user) ADF screen, user should see all records in E-Time JSP Screen.

E-Time

Change Password | Reload | Save | Auto Recal | Reset | Submit For Approval | Close Period | Notes | Print

PERIOD

Company: LOFT Constructors Margin-USA Employee: Kramer, Todd Period: 14 Date: 04-Apr-2020

Job

Action	Hours Type	Trade	Job	Phase	Category	Sun Mar 29	Mon Mar 30	Tue Mar 31	Wed Apr 01	Thu Apr 02	Fri Apr 03	Sat Apr 04	Total	Comment	Status	Approved By
+	NWHR-Norm	IE29	Q	PY003-LOE Q	MD01-GEN Q	1000-LABO Q	0	8	0	0	0	0	8.00	Working with OT	P	
+	OWHR-Over 1	IE29	Q	PY003-LOE Q	MD01-GEN Q	1000-LABO Q	0	2	0	0	0	0	2.00	Working with OT	P	
+	NWHR-Norm	IE29	Q	PY003-LOE Q	MD01-GEN Q	1000-LABO Q	0	0	8	0	0	0	8.00	No Overtime	P	
+	NWHR-Norm	IE29	Q	PY003-LOE Q	MD01-GEN Q	1000-LABO Q	0	0	0	8	0	0	8.00		P	
Total Hours:						0	10	8	8	0	0	0	26			

Overhead

Action	Hours Type	Trade	Company	Department	Account	TAC Code 1	TAC Code 2	TAC Code 3	TAC Code 4	Sun Mar 29	Mon Mar 30	Tue Mar 31	Wed Apr 01	Thu Apr 02	Fri Apr 03	Sat Apr 04	Total	Comment	Status	Approved By
+																	8.00			
+																	8.00			
+																	8.00			
Total Hours:										0	0	0	0	0	0	0	0			

## Timesheet Records – Multiple Document Numbers in ASCII File

The timesheet is imported into multi oracle import routine by document number in header table both fields will be added into .CSV file format. Document Number is not a mandatory requirement in the ASCII file or program routine. However, the document number is part of the header and timesheets will be grouped by document number when passed from ASCII import file, even when it is null.

OracleImportV12E2.txt - Notepad

File Edit Format View Help

```
PYUS-HR-400,02-APR-2020,PY003,MD01,1000,8,,,,PYUS,,,,ETIME2,IE29,,,,,,MARJAN,
PYUS-HR-400,03-APR-2020,PY003,MD01,1000,8,,,,PYUS,,,,ETIME2,IE29,,,,,,MARJAN,
PYUS-HR-400,04-APR-2020,PY003,MD01,1000,8,,,,PYUS,,,,IE29,,,,,,MARJAN,
PYUS-HR-346,30-MAR-2020,PY003,MD01,1000,8,,,,PYUS,,,,1610,,,,,,MARJAN,
PYUS-HR-346,31-MAR-2020,PY003,MD01,1000,8,,,,PYUS,,,,ETIME3,1610,,,,,,MARJAN,
PYUS-HR-346,01-APR-2020,PY003,MD01,1000,8,,,,PYUS,,,,ETIME3,1610,,,,,,MARJAN,
PYUS-HR-346,02-APR-2020,,,,,8,,,,PYUS,00,6000.100,,,ETIME4,1610,,,,,,MARJAN,GLINE
```

TIMESHEET IMPORT MULTI USER

Timesheet Import

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input type="checkbox"/>	14-Apr-2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	3	3	0		ETIME1
<input type="checkbox"/>	14-Apr-2020		ERROR	RKC	RKC	WKLY	9999	99	5	0	5		ORACLE
<input type="checkbox"/>	15-Oct-2019	ZOHREHR12	BUILD	RKC	RKC	WKLY	2019	37	1	1	0		

Import Oracle Data Validate Imported Data Edit Imported Data Build TimeSheet Deleted Imported Data Delete Oracle Import Table

alert

Imported Data from Oracle Table successfully

Ok

**TIMESHEET IMPORT MULTI USER**

Timesheet Import

View | Freeze | Detach | Search | Workflows | Report Options | Export | ECM Documents | User Extensions

Imported records are grouped by **Document Number** in ASCII Import file

3 rows imported with their default document number as per the ASCII Import file

2 rows are imported without Default document number as per the ASCII Import file

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input type="checkbox"/>	15-Apr-2020		ERROR	PYUS	PYUS	MDWK	2020	14	1	0	1		
<input type="checkbox"/>	15-Apr-2020		ERROR	PYUS	PYUS	MDWK	2020	14	2	0	2		ETIME3
<input type="checkbox"/>	15-Apr-2020		ERROR	PYUS	PYUS	MDWK	2020	14	1	0	1		ETIME4
<input type="checkbox"/>	15-Apr-2020		ERROR	PYUS	PYUS	MDWK	2020	14	2	0	2		ETIME2
<input type="checkbox"/>	15-Apr-2020		ERROR	PYUS	PYUS	MDWK	2020	14	1	0	1		
<input type="checkbox"/>	14-Apr-2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	3	3	0		ETIME1
<input type="checkbox"/>	14-Apr-2020		ERROR	RKC	RKC	WKLY	9999	99	5	0	5		ORACLE
<input type="checkbox"/>	15-Oct-2019	ZOHREHR12	BUILD	RKC	RKC	WKLY	2019	37	1	1	0		

Import Oracle Data | Validate Imported Data | Edit Imported Data | Build TimeSheet | Deleted Imported Data | Delete Oracle Import Table

**TIMESHEET IMPORT MULTI USER**

Timesheet Import

View | Freeze | Detach | Search | Workflows | Report Options | Export | ECM Documents | User Extensions

Default Category:

Default Doc No.:

Ok

No Default Doc Number

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input type="checkbox"/>	Apr/15/2020		ERROR	PYUS	PYUS	MDWK	2020	14	1	0	1		
<input type="checkbox"/>	Apr/15/2020		ERROR	PYUS	PYUS	MDWK	2020	14	2	0	2		ETIME3
<input type="checkbox"/>	Apr/15/2020								1	0	1		ETIME4
<input type="checkbox"/>	Apr/15/2020								2	0	2		ETIME2
<input checked="" type="checkbox"/>	Apr/15/2020								1	0	1		
<input type="checkbox"/>	Apr/14/2020								3	3	0		ETIME1
<input type="checkbox"/>	Apr/14/2020								5	0	5		ORACLE
<input type="checkbox"/>	Oct/15/2019								1	1	0		

Import Oracle Data | Validate Imported Data | Edit Imported Data | Build TimeSheet | Deleted Imported Data | Delete Oracle Import Table

**TIMESHEET IMPORT MULTI USER**

Timesheet Import

View | Freeze | Detach | Search | Workflows | Report Options | Export | ECM Documents | User Extensions

Default Category:

Default Doc No.:

Ok

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input type="checkbox"/>	15-Apr-2020		ERROR	PYUS	PYUS	MDWK	2020	14	1	0	1		
<input type="checkbox"/>	15-Apr-2020		ERROR	PYUS	PYUS	MDWK	2020	14	2	0	2		ETIME3
<input type="checkbox"/>	15-Apr-2020								1				ETIME4
<input checked="" type="checkbox"/>	15-Apr-2020								2				ETIME2
<input type="checkbox"/>	15-Apr-2020	DA							0				
<input type="checkbox"/>	14-Apr-2020	MARJANR12							0				ETIME1
<input type="checkbox"/>	14-Apr-2020								5				ORACLE
<input type="checkbox"/>	15-Oct-2019	ZOHREHR12							0				

Import Oracle Data | **Validate Imported Data** | Edit Imported Data | Build TimeSheet | Deleted Imported Data | Delete Oracle Import Table

## Privilege and Access

Users without access and privilege cannot use Import Multi-User to validate/view/edit imported data.

**TIMESHEET IMPORT MULTI USER** Save

**Timesheet Import**

User DA is importing and validating this row

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input type="checkbox"/>	Apr/15/2020		ERROR	PYUS	PYUS	MDWK	2020	14	1	0	1		
<input type="checkbox"/>	Apr/15/2020		ERROR	PYUS	PYUS	MDWK	2020	14	2	0	2		ETIME3
<input type="checkbox"/>	Apr/15/2020		ERROR	PYUS	PYUS	MDWK	2020	14	1	0	1		ETIME4
<input type="checkbox"/>	Apr/15/2020		ERROR	PYUS	PYUS	MDWK	2020	14	2	0	2		ETIME2
<input type="checkbox"/>	Apr/15/2020	DA	ERROR	PYUS	PYUS	MDWK	2020	14	1	0	1		
<input type="checkbox"/>	Apr/14/2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	3	3	0		ETIME1
<input type="checkbox"/>	Apr/14/2020		ERROR	RKC	RKC	WKLY	9999	99	5	0	5		ORACLE
<input type="checkbox"/>	Oct/15/2019	ZOHREHR12	BUILD	RKC	RKC	WKLY	2019	37	1	1	0		

**TIMESHEET IMPORT MULTI USER** Save

**Timesheet Import**

**EDIT IMPORT DATA**

Select For Deletion	Valid	Payroll Company	Employee	Home Company	Pay Run	Year	Period	Date	Work Company	Job	Cost C
<input type="checkbox"/>	<input type="checkbox"/>	PYUS	PYUS-HR-400	PYUS	MDWK	2020	14	Apr/04/2020	PYUS	PY003	MD01

Err Msg User DA is not allowed to access company

☒ Validate All Records

## Regular Timesheet (ADF)

The approved E Timesheets should be available in Regular Timesheet entry. The imported records with 'Document Default Code' should be displayed with their 'Document Numbers'. The imported records without a 'Document Number' should display with 'E Timesheet Document Code Format' as specified in System Options E Timesheet tab.

E-Time

PERIOD

Company: LOFT Constructions Marjan-USA Employee: Kramer, Todd Period: 14 Date: 04-Apr-2020

Action	Hours Type	Trade	Job	Phase	Category	Sun Mar 29	Mon Mar 30	Tue Mar 31	Wed Apr 01	Thu Apr 02	Fri Apr 03	Sat Apr 04	Total	Comment	Status	Approve/Unapprove	
+	NWHR-Normal H	IE29	Q	PY003-LOB	MD01-GEN	1000-LABO	0	8	0	0	0	0	8	8.00	Working with OT	P	
+	OVHR-Over Time	IE29	Q	PY003-LOB	MD01-GEN	1000-LABO	0	2	0	0	0	0	2.00	Working with OT	P		
+	NWHR-Normal H	IE29	Q	PY003-LOB	MD01-GEN	1000-LABO	0	0	8	0	0	0	8.00	No Overtime	P		
+	NWHR-Normal H	IE29	Q	PY003-LOB	MD01-GEN	1000-LABO	0	0	0	8	0	0	8.00		P		
+	NWHR-Normal H	IE29	Q	PY003-LOB	MD01-GEN	1000-LABO	0	0	0	0	8	0	8.00		P		
+	NWHR-Normal H	IE29	Q	PY003-LOB	MD01-GEN	1000-LABO	0	0	0	0	8	0	8.00		P		
+	NWHR-Normal H	IE29	Q	PY003-LOB	MD01-GEN	1000-LABO	0	0	0	0	8	0	8.00		P		
Total Hours:						0	10	8	8	8	8	8	50				

Overhead

Action	Hours Type	Trade	Company	Department	Account	TAC Code 1	TAC Code 2	TAC Code 3	TAC Code	Sun Mar 29	Mon Mar 30	Tue Mar 31	Wed Apr 01	Thu Apr 02	Fri Apr 03	Sat Apr 04	Total	Comment	Status	Approve/Unapprove
+																	0.00			
+																	0.00			
+																	0.00			

E-Time

PERIOD

Company: LOFT Constructions Marjan-USA Employee: Sullivan, Sarah Period: 14 Date: 04-Apr-2020

Action	Hours Type	Trade	Job	Phase	Category	Sun Mar 29	Mon Mar 30	Tue Mar 31	Wed Apr 01	Thu Apr 02	Fri Apr 03	Sat Apr 04	Total	Comment	Status	Approve/Unapprove
+	NWHR-Normal H	1610	Q	PY003-LOB	MD01-GEN	1000-LABO	0	0	8	0	0	0	8.00		P	
+	NWHR-Normal H	1610	Q	PY003-LOB	MD01-GEN	1000-LABO	0	0	0	8	0	0	8.00		P	
+	NWHR-Normal H	1610	Q	PY003-LOB	MD01-GEN	1000-LABO	0	8	0	0	0	0	8.00		P	
Total Hours:						0	8	8	8	8	0	0	24			

Overhead

Action	Hours Type	Trade	Company	Department	Account	CMIC Project	Benefit Code	Business Unit	Business Tax	Sun Mar 29	Mon Mar 30	Tue Mar 31	Wed Apr 01	Thu Apr 02	Fri Apr 03	Sat Apr 04	Total	Comment	Status	Approve/Unapprove
+	NWHR-Normal H	1610	Q	PYUS-LOFT O	06-COMPANY	8000.100-NON JOB SALA				0	0	0	0	0	8	0	8.00	Glue	P	
+																	0.00			
+																	0.00			
Total Hours:						0	0	8	8	8	8	0	0	8	0	8				
Grand Total:						0	8	8	8	8	0	0	8	0	8	32				

Imported records with document number will default to their imported default document number.

Imported records without a document number will default to E Timesheet Document Code Format as specified on the System Options E Timesheet Tab

TIMESHEET ENTRY

Selection Criteria

Company: PYUS LOFT Constructions Marjan-USA  
 Pay Run: MDWK PYUS Weekly  
 Year: 2020  
 Period: 14 29-Mar-2020 04-Apr-2020  
 Document: [Red Box]

Timesheet Details

Employee: PYUS-HR-240 Rose Fletcher

Document List

Document Number	Status
ETIME1	Unposted
ETIME2	Unposted
ETIME3	Unposted
ETIME4	Unposted
MARJAN02014	Unposted
TST478	Unposted

Other Total Hours: 0 Refresh

Export Import Attachments Notes ECM Documents User Extensions

Seq No	* Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Eqp	Cost/Code/Acc/Con	Cat./Tran	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time	DOT Rate Code	DOT Pay Rate
--------	------------	------	----	-------	-------	-------	-------	--------------	-------------------	-----------	--------------	--------------	-------------	----------------	--------------	-------------	------------------	---------------	--------------

Document Code – ETIME1

Enterprise Etime ESS HCM CMC Field EE Console Edit Mode

**TIMESHEET ENTRY** Save Exit

**Selection Criteria**

Company PYUS LOFT Constructors Majan USA  
 Pay Run MDWK PYUS Weekly  
 Year 2020  
 Period 14 29-Mar-2020 04-Apr-2020  
 Document ETIME1  
 NH Total 24 OT Total 2 DOT Total 0 Other Total 0  
 Currency USD Total Hours 26

**Timesheet Details**

Employee PYUS-HR-400 Todd Kramer Auto Recal Create Cost Code Cat NH Total hours 48 OT Total hours 2 DOT Total hours 0 Other Total hours 0 Refresh

**Timesheet Details Employees Equipment**

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes ECM Documents User Extensions

Seq No	Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Eqp	CostCode/Acc/Con	Cat./Tran	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate	Expense
96764	PYUS-HR-400	30-Mar-2020	J		821		PYUS	PV903	MD01	1000	0	REG	48.0000	0	OVT	72.0000	0	DOT	96.0000	0				
96765	PYUS-HR-400	30-Mar-2020	J		829		PYUS	PV903	MD01	1000	0	REG	48.0000	2	OVT	72.0000	0	DOT	96.0000	0				
96766	PYUS-HR-400	31-Mar-2020	J		829		PYUS	PV903	MD01	1000	0	REG	48.0000	0	OVT	72.0000	0	DOT	96.0000	0				
96767	PYUS-HR-400	01-Apr-2020	J		829		PYUS	PV903	MD01	1000	0	REG	48.0000	0	OVT	72.0000	0	DOT	96.0000	0				

Record Desc E-Time Job/Dept/Eqp Desc LOBLAYS STORE RENOVATION CostCode/Acc/Compon Desc GENERAL CONDITIONS Cat./Tran Desc Labor

Imported/Approved E Time records with default document code ETIME2

Enterprise Etime ESS HCM CMC Field EE Console Edit Mode

**TIMESHEET ENTRY** Save Exit

**Selection Criteria**

Company PYUS LOFT Constructors Majan USA  
 Pay Run MDWK PYUS Weekly  
 Year 2020  
 Period 14 29-Mar-2020 04-Apr-2020  
 Document **ETIME2**  
 NH Total 16 OT Total 0 DOT Total 0 Other Total 0  
 Currency USD Total Hours 16

**Timesheet Details**

Employee PYUS-HR-400 Todd Kramer Auto Recal Create Cost Code Cat NH Total hours 48 OT Total hours 2 DOT Total hours 0 Other Total hours 0 Refresh

**Timesheet Details Employees Equipment**

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes ECM Documents User Extensions

Seq No	Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Eqp	CostCode/Acc/Con	Cat./Tran	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate	Expense
96769	PYUS-HR-400	02-Apr-2020	J		821		PYUS	PV903	MD01	1000	0	REG	48.0000	0	OVT	72.0000	0	DOT	96.0000	0				
96760	PYUS-HR-400	03-Apr-2020	J		829		PYUS	PV903	MD01	1000	0	REG	48.0000	0	OVT	72.0000	0	DOT	96.0000	0				

Record Desc E-Time Job/Dept/Eqp Desc LOBLAYS STORE RENOVATION CostCode/Acc/Compon Desc GENERAL CONDITIONS Cat./Tran Desc Labor

Imported/Approved E Time records with default document code ETIME3

Enterprise Etime ESS HCM CMC Field EE Console Edit Mode

**TIMESHEET ENTRY** Save Exit

**Selection Criteria**

Company PYUS LOFT Constructors Majan USA  
 Pay Run MDWK PYUS Weekly  
 Year 2020  
 Period 14 29-Mar-2020 04-Apr-2020  
 Document **ETIME3**  
 NH Total 16 OT Total 0 DOT Total 0 Other Total 0  
 Currency USD Total Hours 16

**Timesheet Details**

Employee PYUS-HR-346 Sarah Sullivan Auto Recal Create Cost Code Cat NH Total hours 32 OT Total hours 0 DOT Total hours 0 Other Total hours 0 Refresh

**Timesheet Details Employees Equipment**

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes ECM Documents User Extensions

Seq No	Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Eqp	CostCode/Acc/Con	Cat./Tran	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate	Expense
96791	PYUS-HR-346	31-Mar-2020	J		1611		PYUS	PV903	MD01	1000	0	REG	48.0000	0	OVT	72.0000	0	DOT	96.0000	0				
96792	PYUS-HR-346	01-Apr-2020	J		1610		PYUS	PV903	MD01	1000	0	REG	48.0000	0	OVT	72.0000	0	DOT	96.0000	0				

Record Desc E-Time Job/Dept/Eqp Desc LOBLAYS STORE RENOVATION CostCode/Acc/Compon Desc GENERAL CONDITIONS Cat./Tran Desc Labor

Imported/Approved E Time records with default document code ETIME4



Enterprise Etime ESS HCM CMC Field EE Console Edit Mode

**TIMESHEET ENTRY**

Selection Criteria

Company PYUS LOFT Constructors Marjan USA  
 Pay Run MDVK PYUS Weekly  
 Year 2020  
 Period 14 Q 28-Mar-2020 04-Apr-2020  
 Document **MDVK**  
 NH Total 8 OT Total 0 DOT Total 0 Other Total 0  
 Currency USD Total Hours 8

Timesheet Details

Employee PYUS-HR-346 Sarah Sullivan Auto Recal Create Cost Code Cat NH Total hours 32 OT Total hours 0 DOT Total hours 0 Other Total hours 0 Refresh

Timesheet Details Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes ECM Documents User Extensions

Seq No	Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Eqp	CostCode/Acc/Con	Cat./Tran	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate	Expense
96794	PYUS-HR-346	02-Apr-2020	Q	1611			PYUS	60	6000 100		0	REC	48.0000	0	OVT	72.0000	0	DOT	96.0000	0				

Record Desc: E-Time Job/Dept/Eqp Desc: Company Level CostCode/Acc/Compon Desc: Non Job Salary Expense Cat./Tran Desc:

Imported/Approved E Time records without default document code will default to E Timesheet Format Code set on System Options

**SYSTEM OPTIONS**

System Options

General Licenses Reports Global Financials Projects Forecast Assets Payroll Human Resource **E-Time Sheet** Help Logo Path

Workflows Report Options ECM Documents User Extensions

\* Generate Timesheet Utility for E-Timesheet

\* Oracle Import Timesheet Utility (Multi User) for Regular Timesheet

\* Timesheet Rate Round Up to Decimal Three

\* Validate In-Out Time In E-Timesheet Not Applicable

\* E-Timesheet Document Code Format Access Code / Year / Period

☒ E-Time: Restrict Access Codes By Company  
☐ Mandatory Approver Priority Flag  
☒ Activate Approver Filters  
☐ Show WBS Code on E-Timesheet (JSP) Entry  
☒ Show TAC Code on E-Timesheet (JSP) Entry  
☒ Allow All Allocations When Access Code Allows None  
☐ Submit For approval E-Timesheet  
☐ Show Work Category E-Timesheet

Enterprise Etime ESS HCM CMC Field EE Console

**TIMESHEET ENTRY**

Selection Criteria

Company PYUS LOFT Constructors Marjan USA  
 Pay Run MDVK PYUS Weekly  
 Year 2020  
 Period 14 Q 28-Mar-2020 04-Apr-2020  
 Document **MDVK**  
 NH Total 8 OT Total 0 DOT Total 0 Other Total 0  
 Currency USD Total Hours 8

Timesheet Details

Employee PYUS-HR-400 Todd Kramer

Timesheet Details Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes ECM Documents User Extensions

Seq No	Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Eqp	CostCode/Acc/Con	Cat./Tran	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate	Expense
96788	PYUS-HR-400	04-Apr-2020	Q	1611			PYUS	60	6000 100		0	REC	48.0000	0	OVT	72.0000	0	DOT	96.0000	0				
96793	PYUS-HR-346	30-Mar-2020	J	1610			PYUS	60	6000 100		0	REC	48.0000	0	OVT	72.0000	0	DOT	96.0000	0				

Record Desc: E-Time Job/Dept/Eqp Desc: LOBLAIS STORE RENOVATION CostCode/Acc/Compon Desc: GENERAL CONDITIONS Cat./Tran Desc: Labor

Enterprise Etime HCM CMIC Field EE Console Edit Mode

### TIMESHEET ENTRY

Selection Criteria

Company PYUS LOFT Constructors Mapiu-USA  
 Pay Run MDWK PYUS Weekly  
 Year 2020  
 Period 14 29-Mar-2020 04-Apr-2020  
 Document **MD202020204**  
 NH Total 15 OT Total 0 DOT Total 0 Other Total 0  
 Currency USD Total Hours 15

Timesheet Details

Employee PYUS-HR-400 Todd Kramer Auto Recal Create Cost Code Cat NH Total hours 42 OT Total hours 2 DOT Total hours 0 Other Total hours 0 Refresh

Timesheet Details Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes ECM Documents User Extensions

Seq No	* Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Eqp	CostCode/Acc/Con	Cat./Tran	Normal Hours	Wt Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate	Expense
96788	PYUS-HR-400	04-Apr-2020	J		EE21		PYUS	PY993	MD01	1000	8	REC	48.0000	0	OVT	72.0000	0	DOT	96.0000	0				
96793	PYUS-HR-346	30-Mar-2020	J		1610		PYUS	PY993	MD01	1000	8	REG	48.0000	0	OVT	72.0000	0	DOT	96.0000	0				

Record Desc E-Time Job/Dept/Eqp Desc LOBLAYS STORE RENOVATION CostCode/Acc/Compon Desc GENERAL CONDITIONS Cat./Tran Desc Labor

## Regular Timesheet Import

**Pre-Requisite:** System Option flag set to Regular Timesheet then Import ASCII Oracle file for Regular Timesheets > Go to Import Oracle (Multi-User) program: Step 1: Import Oracle Data, Step 2: Validate Imported Data, Step 3: Edit Imported Data, Step 4: Build Timesheet.

When 'Regular Timesheet' has been chosen by user in system option, after clicking on 'Build Timesheet' in Timesheet import from oracle (Multi-user) ADF screen, user should see all records in regular timesheet screen.

Regular Timesheet Import Logic: System looks for the last open period to import and not the actual date. When there are open periods it will import records in that open period with Actual dates on the import.

### SYSTEM OPTIONS

System Options

General Licenses Reports Global Financials Projects Forecast Assets Payroll Human Resource **E-TimeSheet** Help Logo Path

Workflows Report Options ECM Documents User Extensions

\* Generate Timesheet Utility for E-Timesheet

\* Oracle Import Timesheet Utility (Multi User) for **Regular Timesheet**

\* Timesheet Rate Round Upto Decimal Three

\* Validate In-Out Time In E-Timesheet Not Applicable

\* E-Timesheet Document Code Format Access Code / Year / Period

- ☒ E-Time: Restrict Access Codes By Company
- ☐ Mandatory Approver Priority Flag
- ☒ Activate Approver Filters
- ☐ Show WBS Code on E-Timesheet (JSP) Entry
- ☒ Show TAC Code on E-Timesheet (JSP) Entry
- ☒ Allow All Allocations When Access Code Allows None
- ☐ Submit For approval E-Timesheet
- ☐ Show Work Category E-Timesheet

**TIMESHEET IMPORT**

Total Records Inserted 5

Timesheet Import

Company

Pay Run

Import into Pay Year

Import into Pay Period

Default Category

Default Document No

Import ASCII File to Oracle Table Import Oracle Table View Rejected Entries Delete Import Oracle Table Delete Rejected Entries

Message

Import File

Import File OracleImportV12RJG1.txt Update...

Import Close

**TIMESHEET IMPORT MULTI USER**

Timesheet Import

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME3
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		ETIME4
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME2
<input type="checkbox"/>	15-Apr-2020	DA	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input type="checkbox"/>	14-Apr-2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	3	3	0		ETIME1
<input type="checkbox"/>	14-Apr-2020		ERROR	RKC	RKC	WKLY	9999	99	5	0	5		ORACLE
<input type="checkbox"/>	15-Oct-2019	ZOHREHR12	BUILD	RKC	RKC	WKLY	2019	37	1	1	0		

Import Oracle Data Validate Imported Data Edit Imported Data Build TimeSheet Deleted Imported Data Delete Oracle Import Table

**TIMESHEET IMPORT MULTI USER**

Timesheet Import

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME3
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		ETIME4
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME2
<input type="checkbox"/>	15-Apr-2020	DA	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input type="checkbox"/>	14-Apr-2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	3	3	0		ETIME1
<input type="checkbox"/>	14-Apr-2020		ERROR	RKC	RKC	WKLY	9999	99	5	0	5		ORACLE
<input type="checkbox"/>	15-Oct-2019	ZOHREHR12	BUILD	RKC	RKC	WKLY	2019	37	1	1	0		

Import Oracle Data Validate Imported Data Edit Imported Data Build TimeSheet Deleted Imported Data Delete Oracle Import Table

alert

Imported Data from Oracle Table successfully

OK

TIMESHEET IMPORT MULTI USER

Timesheet Import

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Save

Access Code and Comments are not required for Regular Timesheet Import

Edit Import Data

View Freeze Detach Search Delete Workflows Report Options Export ECM Documents User Extensions

Overtime Hours Rate	Double OT Hours	Double OT Hours Rate	Other Hours	Other Hours Type	Other Hrs Rate Code	Wcb	PL	Check Location	Actual Date	Access Code	Comments
	4	150				8810	PL01		02-Mar-2020		
						8810	PL01				
						8810	PL01				
						8810	PL01				
112.5						8810	PL01				

Err Msg

☒ Validate All Records

TIMESHEET IMPORT MULTI USER

Timesheet Import

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input checked="" type="checkbox"/>	15-Apr-2020	MARJANR12	VALID	PYUS	PYUS	MDWK	2020	14	5	5	0		
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME3
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		ETIME4
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME2
<input type="checkbox"/>	15-Apr-2020	DA	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input type="checkbox"/>	14-Apr-2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	3	3	0		ETIME1
<input type="checkbox"/>	14-Apr-2020		ERROR	RKC	RKC	WKLY	9999	99	5	0	5		ORACLE
<input type="checkbox"/>	15-Oct-2019	ZOHREHR12	BUILD	RKC	RKC	WKLY	2019	37	1	1	0		

**TIMESHEET IMPORT MULTI USER**

**Timesheet Import**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input checked="" type="checkbox"/>	15-Apr-2020	MARJANR12	VALID	PYUS	PYUS	MDWK	2020	14	5	5	0		
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME3
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		ETIME4
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME2
<input type="checkbox"/>	15-Apr-2020	DA	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input type="checkbox"/>	14-Apr-2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	3	3	0		ETIME1
<input type="checkbox"/>	14-Apr-2020		ERROR	RKC	RKC	WKLY	9999	99	5	0	5		ORACLE
<input type="checkbox"/>	15-Oct-2019	ZOHREHR12	BUILD	RKC	RKC	WKLY	2019	37	1	1	0		

Import Oracle Data Validate Imported Data Edit Imported Data Build TimeSheet Deleted Imported Data Delete Oracle Import Table

**alert**  
Timesheets built successfully  
Ok

**TIMESHEET IMPORT MULTI USER**

**Timesheet Import**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input type="checkbox"/>	15-Apr-2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	5	5	0		
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME3
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		ETIME4
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME2
<input type="checkbox"/>	15-Apr-2020	DA	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input type="checkbox"/>	14-Apr-2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	3	3	0		ETIME1
<input type="checkbox"/>	14-Apr-2020		ERROR	RKC	RKC	WKLY	9999	99	5	0	5		ORACLE
<input type="checkbox"/>	15-Oct-2019	ZOHREHR12	BUILD	RKC	RKC	WKLY	2019	37	1	1	0		

Import Oracle Data Validate Imported Data Edit Imported Data Build TimeSheet Deleted Imported Data Delete Oracle Import Table

**Enterprise** Etime ESS HCM CMC Field EE Console Edit Mode

**TIMESHEET ENTRY** Save Exit Print Refresh

**Selection Criteria**

Company PYUS LOFT Contributions Marjan-USA  
 Pay Run MDWK PYUS Weekly  
 Year 2020  
 Period 14 29-Mar-2020 04-Apr-2020  
 Document  
 NH Total 40 OT Total 2 DOT Total 4 Other Total 9  
 Currency USD Total Hours 46

**Timesheet Details**

Employee PYUS-HR-240 Rose Fletcher Auto Recal Create Cost Code Cat NH Total hours 40 OT Total hours 2 DOT Total hours 4 Other Total hours 0 Refresh

**Timesheet Details Employee Equipment**

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes ECM Documents User Extensions

Seq No	Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Eqp	CostCode/Acc/Cat	Cat/Tran	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate	Expense
96779	PYUS-HR-240	02-Apr-2020	J		1610		PYUS	PI003	MD01	1000	8	REG	75.0000		OVT	112.5000	4	DOT	150.0000		OTHR		75.0000	
96780	PYUS-HR-240	30-Mar-2020	G		1610		PYUS	90	1000.100		8	REG	75.0000											
96781	PYUS-HR-240	31-Mar-2020	J	QL	1611 QL		PYUS	PI003	MD01	1000	8	REC QL	75.0000											
96782	PYUS-HR-240	01-Apr-2020	J		1610		PYUS	PI003	MD01	1000	8	REG	75.0000											
96783	PYUS-HR-240	03-Apr-2020	J		1610		PYUS	PI003	MD01	1000	8	REG	75.0000	2	OVT	112.5000								

Record Desc: Regular Job/Dept/Eqp Desc: LOBLAIVE STORE RENOVATION CostCode/Acc/Compon Desc: GENERAL CONDITIONS Cat/Tran Desc: Labor

## Delete Imported Data

Imported data can be deleted when import is completed in multi-user program. User can select the record with a status of ERROR and VALID and delete the imported data. BUILD statuses cannot be deleted.

**TIMESHEET IMPORT MULTI USER**

Timesheet Import

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input type="checkbox"/>	15-Apr-2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	5	5	0		
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME3
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		ETIME4
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME2
<input type="checkbox"/>	15-Apr-2020	DA	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input type="checkbox"/>	14-Apr-2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	3	3	0		ETIME1
<input checked="" type="checkbox"/>	14-Apr-2020	MARJANR12	ERROR	RKC	RKC	WKLY	9999	99	5	0	5		ORACLE
<input type="checkbox"/>	15-Oct-2019	ZOHREHR12	BUILD	RKC	RKC	WKLY	2019	37	1	1	0		

Import Oracle Data Validate Imported Data Edit Imported Data Build TimeSheet Deleted Imported Data Delete Oracle Import Table

**TIMESHEET IMPORT MULTI USER**

Timesheet Import

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input type="checkbox"/>	15-Apr-2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	5	5	0		
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME3
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		ETIME4
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME2
<input type="checkbox"/>	15-Apr-2020	DA	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input type="checkbox"/>	14-Apr-2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	3	3	0		ETIME1
<input checked="" type="checkbox"/>	14-Apr-2020	MARJANR12	ERROR	RKC	RKC	WKLY	9999	99	5	0	5		ORACLE
<input type="checkbox"/>	15-Oct-2019	ZOHREHR12	BUILD	RKC	RKC	WKLY	2019	37	1	1	0		

Import Oracle Data Validate Imported Data Edit Imported Data Build TimeSheet Deleted Imported Data Delete Oracle Import Table

**alert**  
Do you want to delete row(s) including valid row(s)?  
Ok Cancel

**TIMESHEET IMPORT MULTI USER**

Timesheet Import

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input type="checkbox"/>	15-Apr-2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	5	5	0		
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME3
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		ETIME4
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME2
<input type="checkbox"/>	15-Apr-2020	DA	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input type="checkbox"/>	14-Apr-2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	3	3	0		ETIME1
<input checked="" type="checkbox"/>	14-Apr-2020	MARJANR12	ERROR	RKC	RKC	WKLY	2020	5	0	5			ORACLE
<input type="checkbox"/>	15-Oct-2019	ZOHREHR12	BUILD	RKC	RKC	WKLY	2019	37	1	1	0		

Import Oracle Data Validate Imported Data Edit Imported Data Build TimeSheet Deleted Imported Data Delete Oracle Import Table

alert  
5 rows successfully deleted  
Ok

## Delete Oracle Table

Delete imported records from Oracle table

**TIMESHEET IMPORT MULTI USER**

Timesheet Import

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input type="checkbox"/>	15-Apr-2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	5	5	0		
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME3
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		ETIME4
<input type="checkbox"/>	15-Apr-2020	DA	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME2
<input type="checkbox"/>	14-Apr-2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	3	3	0		ETIME1
<input type="checkbox"/>	15-Oct-2019	ZOHREHR12	BUILD	RKC	RKC	WKLY	2019	37	1	1	0		

Import Oracle Data Validate Imported Data Edit Imported Data Build TimeSheet Deleted Imported Data Delete Oracle Import Table

**TIMESHEET IMPORT MULTI USER**

Timesheet Import

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Select	Import Date	User	Status	Payroll Company	Home Company	Pay Run	Pay Year	Pay Period	Total Lines	Valid Count	Error Count	Default Cat	Default Doc
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input type="checkbox"/>	15-Apr-2020	MARJANR12	BUILD	PYUS	PYUS	MDWK	2020	14	5	5	0		
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	2	2	0		ETIME3
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		ETIME4
<input type="checkbox"/>	15-Apr-2020	DA	BUILD	PYUS	PYUS	MDWK	2020	14	1	1	0		
<input type="checkbox"/>	15-Apr-2020	ZOHREHR12	BUILD	PYUS	PYUS						0		ETIME2
<input type="checkbox"/>	14-Apr-2020	MARJANR12	BUILD	PYUS	PYUS						0		ETIME1
<input type="checkbox"/>	15-Oct-2019	ZOHREHR12	BUILD	RKC	RKC						0		

Import Oracle Data Validate Imported Data Edit Imported Data Build TimeSheet Deleted Imported Data Delete Oracle Import Table

**Alert:** Are you sure you are going to delete imported records from Oracle Table?

## Employee SSN Validation – New Flag (19.92676)

CMiC has modified the employee profile screen to raise an error message as soon as user enters an existing SSN number. A new check box 'SSN Unique by Employee Table' is added to System Options under Payroll tab to validate the uniqueness of the SSN in the employee table.

By default, the flag for this option is set to 'N'.

If this flag is checked for the check box 'SSN Unique by Employee Table' in System Options, then the SSN validation rule defined and set under Company Control is overwritten by System Options checkbox.

If 'SSN Unique by Employee Table' in System Options is un-checked, then system will consider the SSN unique validation rules set in Company Control.

**SYSTEM OPTIONS** Table Mode Save Exit

☐ Post Leave Balances By Leave Taken Date

**Seniority**

☐ Auto Calculate Seniority

Days to Retain Seniority

**Other**

Email to Use for ESS Notification

\* Apply Exempt Employee Hour Restriction

Priority From  To

- ☒ Activate Other Hours Eligibility by Employee
- ☒ Add Burden Cost Code and Category in JCJOBCAT
- ☒ Add Hourly Premium to Zero Amount/Not Found Rate
- ☒ Apply Company Security In Payroll
- ☐ Assign New Check/EFT Number By Bank/Branch/Account
- ☐ Check Processing And Printing By Check Location
- ☒ Greenshades Installed
- ☐ Payroll/HR Auto Numbering
- ☐ Prefix Company Code when Auto Numbering
- ☒ Schedule E-mailing PayStub
- ☐ **SSN Unique by Employee Table**

By default this flag is set to 'N' value.

The new added flag SSN Unique by Employee Table is set to 'N' (Null value) by default.



The new added flag and check box 'SSN Unique by Employee Table' validates the uniqueness of employee SSN at the beginning of employee creation in employee profile, when entering the SSN and tabbing out of the SSN field.

**SYSTEM OPTIONS**

Table Mode Save Exit

☐ Post Leave Balances By Leave Taken Date

**Seniority**

☐ Auto Calculate Seniority

Days to Retain Seniority

**Other**

Email to Use for ESS Notification: Personal

\* Apply Exempt Employee Hour Restriction: All

Priority From To

- ☒ Activate Other Hours Eligibility by Employee
- ☒ Add Burden Cost Code and Category in JCJOBCAT
- ☒ Add Hourly Premium to Zero Amount/Not Found Rate
- ☒ Apply Company Security In Payroll
- ☐ Assign New Check/EFT Number By Bank/Branch/Account
- ☐ Check Processing And Printing By Check Location
- ☒ Greenshades Installed
- ☐ Payroll/HR Auto Numbering
- ☒ Prefix Company Code when Auto Numbering
- ☒ Schedule E-mailing PayStub
- ☒ **SSN Unique by Employee Table**

If SSN Unique by Employee Table flag is checked in System Options, then system will consider the SSN validation at the beginning before getting to the Company field in Employee Profile. The Company Control settings will be overwritten by this flag.

Payroll Company Control flag defined setting for SSN validation

**PAYROLL CONTROL**

Table Mode Save Exit

**Selection Criteria**

\* Company: PYUS LOFT Constructions Marjan-USA Copy Control File

General Rate Codes Accounts Direct Deposit **Rules** E-Timesheet Reports

Search Workflows Report Options ECM Documents User Extensions

- ☐ \* Document Code Required
- ☒ Allow Timesheet Entry for Inactive Employees
- ☒ Allow Calculate Salary Charge Rate
- ☒ Allow Cost and Bill Adjustment In Open Period
- ☐ Over Time Rules: Work Week includes Sat, Sun and Holidays
- ☒ Use Pay Rate When Charging GL for Overhead Timesheets
- ☐ Use Pay Rate for Charging Job Timesheets
- ☐ Reason Code Is Mandatory On Employee History
- ☐ New Employees Public Liability from Job
- ☒ Calculate Salary Leave Accrual Like Hourly Employees
- ☒ Include Emp with no Timesheets in Processing
- ☒ Validate Unposted Timesheet in Processing
- ☒ Allow Posting To Future GL Period
- ☒ Validate Payroll Processed Before Printing Checks
- ☐ Primary Exemption(s) Amount is Mandatory
- ☐ Primary Exemption(s) is Mandatory
- ☐ Include New Employees in Generate TS Utility
- ☐ New Employees Workers Comp from Job

SSN Unique By: FEIN/Company (Employee Table)

Allow Negative Expense Claims: Warning

Salaried Pay Rate: Fixed (Based On Annual Working Days)

More Than Eligible Hours: No

\* Overtime Rule Method: 1. Original Method: either daily or weekly overtime rule but not both

\* Salary Charge Rate Calc Method: 1. Original Method: Prorates full salary wage across all hours

Creating a new employee record with an existing SSN will generate an error upon entering at the beginning of employee creation.

EMPLOYEE PROFILE Table Mode Save Exit ? ! ↗ ↻

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # PYUS-HR-240 Employee Full Name Copy Employee Notes

Personal Company Rates/Salary Address Tax HR Info HCM Exclude Other Hours Security Project History User Defined Fields

Prefix Mrs. Initial \* Last Name Fletcher \* First Name Rose  
 Suffix \* Type Hourly \* Full/Part Full-Time  
 \* SSN/SIN No. 523621453 \* Status A Active  
 \* Work Status Working \* FLSA Type Non-Exempt  
☒ Allow Accrued Leave  
☐ Unionized  
☒ Eligible for Rehire  
 Union Union Membership Date  
 Union Mem. No.  
 Position Desc.

The employee SSN uniqueness is validated at the beginning of the employee record creation, upon entering and tabbing out of the employee field.

EMPLOYEE PROFILE Table Mode Save Exit ? ! ↗ ↻

SSN 523621453 already exists within Employee Table

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # PYUS-HR-240 Employee Full Name Copy Employee Notes

Personal Company Rates/Salary Address Tax HR Info HCM Exclude Other Hours Security Project History User Defined Fields

Prefix Mrs. Initial \* Last Name Fletcher \* First Name Rose  
 Suffix \* Type Hourly \* Full/Part Full-Time  
 \* SSN/SIN No. 523621453 \* Status A Active  
 \* Work Status Working \* FLSA Type Non-Exempt  
☒ Allow Accrued Leave  
☐ Unionized  
☒ Eligible for Rehire  
 Union Union Membership Date  
 Union Mem. No.  
 Position Desc.  
 \* Date of Birth

The SSN is validated when entered and tabbed out of the field.

## Addition of A/C Name in PY General Ledger History Log (19.93119)

The screenshot shows the 'PY GENERAL LEDGER HISTORY LOG' screen. The left sidebar has a 'Logs' menu item highlighted. The main area displays a table with columns: Company, Dsrc Company, Department, Account, Acc Name, Journal, Batch, Batch Name, Dsrc Code, Src Code, Src Desc, and Reference Code. The 'Acc Name' column is highlighted with a red box. The table contains several rows of data, including 'Non Job Salary Expense', 'PY Clearing AC (CR)', 'PYCHECKS', 'PY Clearing AC (DR)', and 'PY Clearing AC (DB)'.

Company	Dsrc Company	Department	Account	Acc Name	Journal	Batch	Batch Name	Dsrc Code	Src Code	Src Desc	Reference Code
PYUS	PYUS	00	6000.100	Non Job Salary Expense	PY	1344	Payroll Timesheets	PY	TSMOWK 2...	Timesheet MDWK 2018 1	PYUS MDWK
PYUS	PYUS	00	6900.200	PY Clearing AC (CR)	PY	1344	Payroll Timesheets	PY	TSMOWK 2...	Timesheet MDWK 2018 1	PYUS MDWK
PYUS	PYUS	00	1000.100	PYCHECKS	PY	2683	Periodic Payroll Posting	PY	PYMDWK 2...	Payroll MDWK 2018 49	PYUS MDWK
PYUS	PYUS	00	6900.100	PY Clearing AC (DR)	PY	2683	Periodic Payroll Posting	PY	PYMDWK 2...	Payroll MDWK 2018 49	PYUS MDWK
PYUS	PYUS	00	6900.100	PY Clearing AC (DB)	PY	2683	Periodic Payroll Posting	PY	PYMDWK 2...	Payroll MDWK 2018 49	PYUS MDWK

CMiC has added an 'Account Name' column after the 'Account Code' column in PY General Ledger History Log screen to view the account name of the account number.

The screenshot shows the 'PY GENERAL LEDGER HISTORY LOG' screen with search criteria. The 'Account' field is highlighted with a red box and labeled 'Account Number'. The 'Acc Name' column in the table is highlighted with a red box and labeled 'Account Name'. The table contains several rows of data, including 'PYCHECKS'.

Company	Dsrc Company	Department	Account	Acc Name	Journal	Batch	Batch Name	Dsrc Code	Src Code	Src Desc	Reference Code
PYUS	PYUS	00	1000.100	PYCHECKS	PY	2683	Periodic Payroll Posting	PY	PYMDWK 2...	Payroll MDWK 2018 49	PYUS ME
PYUS	PYUS	00	1000.100	PYCHECKS	PY	2683	Periodic Payroll Posting	PY	PYMDWK 2...	Payroll MDWK 2018 49	PYUS ME
PYUS	PYUS	00	1000.100	PYCHECKS	PY	2683	Periodic Payroll Posting	PY	PYMDWK 2...	Payroll MDWK 2018 49	PYUS ME
PYUS	PYUS	00	1000.100	PYCHECKS	PY	2683	Periodic Payroll Posting	PY	PYMDWK 2...	Payroll MDWK 2018 49	PYUS ME
PYUS	PYUS	00	1000.100	PYCHECKS	PY	2683	Periodic Payroll Posting	PY	PYMDWK 2...	Payroll MDWK 2018 49	PYUS ME

## Payroll Exempt Employee Utility (19.76464)

CMiC has created a utility called Employee Exempt Rules Processing. Users can assign a maximum number of hours for a pay run and designate an hour type where any hours charged over and above the maximum number of hours should be adjusted (e.g. JCHR). The processing will automatically split normal hours into NWHR and JCHR in the timesheet table and it will pro-rate hours accordingly based on job. Only employees who have been designated as exempt will have the ability to charge additional hours in a pay run.

The Employee Exempt Process screen is used to apply the exempt rule to employee(s), as well as to define any additional application criteria, such as pay run, pay year, and pay period. The screen processes un-posted timesheets as per setup and will automatically adjust time entered over maximum hours in a pay run and create a new line in the timesheet table as JCHR Hours for adjusted hours based on setup selections. Creating an adjustment line for JCHR hour type is beneficial for payroll processing as JCHR hours don't go into the payroll table, making your payroll much cleaner.

## Pre-requisites

On the Employee Profile screen, an employee must be set up as “Hourly” and the FLSA type must be set as “Exempt”, as shown in the screenshot below.

EMPLOYEE PROFILE

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # 1976464-EX-SEMF Employee Full Name KORS MIKE Copy Employee Notes

Personal Company Rates/Salary Address Tax HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Field

Prefix Initial \* SSN/SIN No. 111444555 \* Status A Active \* Work Status Working \* Type Hourly \* FLSA Type Exempt \* First Name MIKE \* Full/Part Full-Time

Allow Accrued Leave Unionized Eligible for Rehire Union Union Membership Date Union Mem. No. Position Desc. Place of Birth

**NOTE:** The Apply Exempt Employee Hour Restriction field drop-down menu should be set to “None” on the Payroll tab of the System Options screen (standard Treeview path: *System > Setup > System Options – Payroll tab*).

Search for programs... WBSPRJ - WBS PROJECT ASSET MANAGEMENT ENTERPRISE CONTENT MANAG CUSTOMER RELATIONSHIP MAN ENTERPRISE RESOURCE PLAN BUSINESS INTELLIGENCE SYSTEM DATA Global Tables Setup Installation Summary Copy Company System Options Help URL Related Screens User Interface Configuration CMIC I/O Options Target Group Maintenance

SYSTEM OPTIONS

Union Validate Trade Code Within Union

Imports Ascii File Time Import: Determine Rate If Rate Is Blank Oracle Time Import: Apply Employee Security Oracle Time Import: Mandatory Acct/Dept for G-Line Auto Upload Import Timesheet Path

Leave Copy Employee Leave Setup Into The Next Year Post Leave Balances By Leave Taken Date

Seniority Auto Calculate Seniority Days to Retain Seniority

Other Email to Use for ESS Notification Personal \* Apply Exempt Employee Hour Restriction None Priority From To Activate Other Hours Eligibility by Employee Add Budget Post Code and Category in WBSPRJ

## Modifications

With this modification, users will be able to allow Exempt employees to charge additional hours in excess of the maximum number of hours allowed for a specific pay run but employees will only be paid for hours up to the pay run’s maximum established limit. For example, for a weekly pay run, an Exempt employee could charge over 40 hours in a week to jobs for the weekly pay run but would only be paid for the 40-hour work week.

This enhancement will allow hourly employees to charge more time to jobs, time actually worked so the company can get reimbursed.

**NOTE:** The Employee Exempt Process screen will consider other hours part of an employee's regular hours based on the new 'Exempt Rule' flag introduced on the Hour Types screen.

## Implementation

The processing routine will calculate total number of hours per period based on employee pay run on profile.

The program will take an employee's total work hours/year or total work days/year from the Employee Profile screen or it will take total work hours/year and work days/year from company Payroll Control screen to calculate total number of hours in a period.

For example, if using the company Payroll Control screen to calculate total number of hours per period, the calculation would be as follows:

Total days in a year in company Payroll Control screen is 260.

Total hours in a year in company Payroll Control screen is 2080.

The processing will divide  $2080/260=8$  hours per day and it will calculate total hours per pay period by taking period start date and end date.

**NOTE:** Part-time employees are set up on the Employee Profile screen using either hours/year or work days/year. If total hours/year is set up as 1100, then the formula would be 1100 divided by the total number of days set up on the company Payroll Control screen (i.e. 260). For example,  $1100/260$ .

Please see below example of semi-monthly Full-time employee pay run calculation:

The screenshot shows the 'HOUR TYPES' screen with a table of hour types. A red box highlights the 'Exempt Rule' column, which is a new addition. A callout box points to this column with the text: 'New column added in hour type screen as "Exempt Rule" which allows user to include hour type in exempt employee calculation process'.

* Code	* Description	* Short Description	* Type	Leave Code	E-Time	Overtime Rule	Include For Job Alloc	* Validate In/Out Time	* Default Exclude Other Hour	Exclude From Salary Ch. Rate Calculation	Exempt Rule	* Dept Allo
PTO	PAID TIME	PTO	Both	PTO	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timesheet
TRAI	TRAINING	TRAINING	Both	ESS	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timesheet
VAC	VACATION	VAC	Both	VAC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Timesheet
VAC2	VACATION2	VACATION2	Both	VAC2	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timesheet

The following is a semi-monthly pay run start with September 16<sup>th</sup> until September 30<sup>th</sup>, which is 16 days. The system will calculate working days as 11 days and then multiply hours per day 8 by 11 = 88 hours.

**PAY PERIODS**

**Selection Criteria**

Company

**Pay Run**

Search  Insert  Delete  Previous  Next  Workflows  Report Options  ECM Documents  User Extensions

Pay Run   Frequency

\* Year  \* Periods  \* Start Date

\* Check   ☐ Rates On Check Stub ☐ Available For Dispatch

\* Stub   ☐ Rates On Deposit Stub ☐ Show Stub On ESS

**Pay Period**

View  Freeze  Detach  Search  Insert  Insert Multiple  Delete  Workflows  Report Options  Export  ECM Documents

P-Flag	* Period	Start Date	End Date	Process Date	Posting Date	Pay Date	Month	* Close Etimesheet Period
<input type="checkbox"/>	18	16-Sep-2020	30-Sep-2020	30-Sep-2020	30-Sep-2020	30-Sep-2020	9	None

E-Timesheet Message

September 2020

SUN	MON	TUE	WED	THU	FRI	SAT
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3

Insert timesheet for that period which is total of 88 hours.

TRAN – Training hours are not included in processing.

VAC – Vacation hours set up as include in Job cost hours processing (i.e. 'Exempt Rule' box checked for VAC code on Hour Types screen).

**TIMESHEET ENTRY** Save Exit ? ? ? ? ?

---

**Selection Criteria**

Company: TRH12  
 Pay Run: TRSE  
 Year: 2020  
 Period: 22 16-Nov-2020 30-Nov-2020  
 Document: ZA@DOC221  
 NH Total: 88 OT Total: 0 DOT Total: 0 Other Total: 18  
 Currency: USD Total Hours: 106

---

**Timesheet Details**

Employee: 1976464-EX-S MIKE KORS Auto Recall Create Cost Code Cat NH Total hours: 88 OT Total hours: 0 DOT Total hours: 0 Other Total hours: 18 Refresh

---

**Timesheet Details** Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes

Seq No	* Employee	Date	stCode/Acc/Cor	Cat./Tran	TshUserField5	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code
110595	1976464-EX-SEMF	16-Nov-2020	-102	1000		8	Z100	40.2500	0	Z200	60.3750	0	Z300	80.5000	0		Z400
110595	1976464-EX-SEMF	17-Nov-2020	-102	1000		8	Z100	40.2500	0	Z200	60.3750	0	Z300	80.5000	0		Z400
110595	1976464-EX-SEMF	19-Nov-2020	-103	1000		8	Z100	40.2500	0	Z200	60.3750	0	Z300	80.5000	0		Z400
110595	1976464-EX-SEMF	20-Nov-2020	-102	1000		8	Z100	40.2500	0	Z200	60.3750	0	Z300	80.5000	8	VAC	Z400
110595	1976464-EX-SEMF	23-Nov-2020	-300	2000		8	Z100	40.2500	0	Z200	60.3750	0	Z300	80.5000	0		Z400
110595	1976464-EX-SEMF	24-Nov-2020	-100	1300		8	Z100	40.2500	0	Z200	60.3750	0	Z300	80.5000	10	TRA	Z400
110595	1976464-EX-SEMF	25-Nov-2020	-102	1000		8	Z100	40.2500	0	Z200	60.3750	0	Z300	80.5000	0		Z400

If total hours for the period for regular hours are 88, then in above scenario employee actually entered 96 hours as regular hours because 8 vacation hours will be considered as regular hours as per hour type using new 'Exempt Rule' flag and 10 hours for training time will be considered as additional hours paid to this employee.

**EMPLOYEE EXEMPT PROCESS**

---

**Selection Criteria**

\* Company: TRH12  
 \* Pay Run: TRSE  
 \* Pay Year: 2020 \* Period: 22 16-Nov-2020 30-Nov-2020  
 From Document: ZA@DOC221  
 To Document: ZA@DOC221  
 Employee Pick List:  
 From Employee:  
 To Employee:  
 \* Option: Apply Exempt Employee Rule  
 Process

**alert**  
 Processing Completed  
 OK

So, the calculation will be as follows:  
 80 hours as NWHR  
 8 hours as Vacation  
 10 hours as Tran  
 8 hours as JCHR

**TIMESHEET ENTRY** Save Exit Help Print

NH Total 80 OT Total 0 DOT Total 0 Other Total 26  
 Currency USD Total Hours 106

**Timesheet Details**

Employee 1976464-EX-S MIKE KORS Auto Recall Create Cost Code Cat NH Total hours 80 OT Total hours 0 DOT Total hours 0 Other Total Hours 26 Refresh

**Timesheet Details** Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes

Seq No	* Employee	Date	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate	Expense	Expense Hour Type	Quantity
110595	1976464-EX-SEMF	20-Nov-2020	8	Z100	40.2500	0	Z200	60.3750	0	Z300	80.5000	8	VAC	Z400	40.2500			
110595	1976464-EX-SEMF	23-Nov-2020	8	Z100	40.2500	0	Z200	60.3750	0	Z300	80.5000	0		Z400	40.2500			
110595	1976464-EX-SEMF	24-Nov-2020	8	Z100	40.2500	0	Z200	60.3750	0	Z300	80.5000	10	TRA	Z400	40.2500			
110595	1976464-EX-SEMF	25-Nov-2020	8	Z100	40.2500	0	Z200	60.3750	0	Z300	80.5000	0		Z400	40.2500			
110595	1976464-EX-SEMF	26-Nov-2020	8	Z100	40.2500	0	Z200	60.3750	0	Z300	80.5000	0		Z400	40.2500			
110595	1976464-EX-SEMF	27-Nov-2020	8	Z100	40.2500	0	Z200	60.3750	0	Z300	80.5000	0		Z400	40.2500			
110595	1976464-EX-SEMF	30-Nov-2020	8	Z100	40.2500	0	Z200	60.3750	0	Z300	80.5000	0		Z400	40.2500			
110595	1976464-EX-SEMF	18-Nov-2020	8	Z100	40.2500	0	Z200	60.3750	0	Z300	80.5000	0		Z400	40.2500			
110595	1976464-EX-SEMF	16-Nov-2020	0	Z100	40.2500	0	Z200	60.3750	0	Z300	80.5000	0		Z400	40.2500			
110595	1976464-EX-SEMF	16-Nov-2020	0	Z100	40.2500	0	Z200	60.3750	0	Z300	80.5000	8	JCHR	Z400	40.2500			

Post the timesheet and run the reports:



**TRH12 - TRH12**  
**PAYROLL - TIMESHEET POSTING HISTORY REPORT**

Page: 1 of 1  
 Date: Nov 02, 2020  
 Time: 12:39 PM EST

Date	Work Comp	Type	Job/Dept/EQP/ WO Code	Phase/Acct/ Cat/WO Line No.	Cat/Tr/WO Exp	Transaction Description	Hrs/Qty	Pay Rate	Pay Amount	Charge Rate	Charge Amount	Billing Rate	Billing Amount
Employee : 1976464-EX-SEMF MIKE KORS													
16-11-2020	TRH12	J	JB0007	01-102	1000		8.00	40.250	322.00	40.250	322.00	40.250	1,620.06
17-11-2020	TRH12	J	JB0010	01-102	1000	Normal Wages	8.00	40.250	322.00	40.250	322.00	40.250	322.00
18-11-2020	TRH12	J	JB0010	01-102	4000	Normal Wages	8.00	40.250	322.00	40.250	322.00	40.250	322.00
19-11-2020	TRH12	J	JB0007	01-103	1000	Normal Wages	8.00	40.250	322.00	40.250	322.00	40.250	322.00
20-11-2020	TRH12	J	JB0010	01-102	1000	VACATON	8.00	40.250	322.00	40.250	322.00	0.000	0.00
20-11-2020	TRH12	J	JB0010	01-102	1000	Normal Wages	8.00	40.250	322.00	40.250	322.00	40.250	322.00
23-11-2020	TRH12	J	JB0007	03-300	2000	Normal Wages	8.00	40.250	322.00	40.250	322.00	40.250	322.00
24-11-2020	TRH12	J	JB0007	02-100	1300	Normal Wages	8.00	40.250	322.00	40.250	322.00	40.250	322.00
24-11-2020	TRH12	J	JB0007	02-100	1300	TRANING	10.00	40.250	402.50	40.250	402.50	0.000	0.00
25-11-2020	TRH12	J	JB0007	01-102	1000	Normal Wages	8.00	40.250	322.00	40.250	322.00	40.250	322.00
26-11-2020	TRH12	J	JB0010	01-101	2000	Normal Wages	8.00	40.250	322.00	40.250	322.00	40.250	322.00
27-11-2020	TRH12	J	JB0007	01-102	1000	Normal Wages	8.00	40.250	322.00	40.250	322.00	40.250	322.00
30-11-2020	TRH12	J	JB0007	01-102	1000	Normal Wages	8.00	40.250	322.00	40.250	322.00	40.250	322.00
Employee Total :							106.00		4,266.50		4,266.50		4,840.06
Grand Total :							106.00		4,266.50		4,266.50		4,840.06





**TRH12 - TRH12**  
**JOB COSTING - JC POSTING REPORT**  
**Batch 20517 - Payroll Timesheets**

Page: 1 of 2  
Date: Nov 02, 2020  
Time: 12:39 PM EST

Company	I	Dept	Account	Job	Cost Code	Cat	Source Code	Ref Code	Ref Date	Post Date	Batch	SRC	PO/SC	WM	Quantity	Amount
			/WBS 1	/WBS 2	/WBS 3	/WBS 4										
TRH12	C	00	5200.100	JB0007	01-102	1000	1976464-EX-SEMF	TRSE	16-11-2020	30-11-2020	20517	PY		HR	8.000	322.00
								TRSE202022								
TRH12	C	00	5200.100	JB0007	01-102	1000	1976464-EX-SEMF	TRSE	25-11-2020	30-11-2020	20517	PY		HR	8.000	322.00
								TRSE202022								
TRH12	C	00	5200.100	JB0007	01-102	1000	1976464-EX-SEMF	TRSE	27-11-2020	30-11-2020	20517	PY		HR	8.000	322.00
								TRSE202022								
TRH12	C	00	5200.100	JB0007	01-102	1000	1976464-EX-SEMF	TRSE	30-11-2020	30-11-2020	20517	PY		HR	8.000	322.00
								TRSE202022								
TRH12	C	00	5200.100	JB0007	01-103	1000	1976464-EX-SEMF	TRSE	19-11-2020	30-11-2020	20517	PY		HR	8.000	322.00
								TRSE202022								
TRH12	C	00	5200.100	JB0007	02-100	1300	1976464-EX-SEMF	TRSE	24-11-2020	30-11-2020	20517	PY		\$	8.000	322.00
								TRSE202022								
TRH12	C	00	5200.100	JB0007	02-100	1300	1976464-EX-SEMF	TRSE	24-11-2020	30-11-2020	20517	PY		\$	10.000	402.50
								TRSE202022								
TRH12	C	00	5200.100	JB0007	03-300	2000	1976464-EX-SEMF	TRSE	23-11-2020	30-11-2020	20517	PY		NA	8.000	322.00
								TRSE202022								
Total For Job: JB0007																2,656.50
TRH12	C	00	5200.100	JB0010	01-101	2000	1976464-EX-SEMF	TRSE	26-11-2020	30-11-2020	20517	PY		NA	8.000	322.00
								TRSE202022								
TRH12	C	00	5200.100	JB0010	01-102	1000	1976464-EX-SEMF	TRSE	17-11-2020	30-11-2020	20517	PY		HR	8.000	322.00
								TRSE202022								
TRH12	C	00	5200.100	JB0010	01-102	4000	1976464-EX-SEMF	TRSE	18-11-2020	30-11-2020	20517	PY		NA	8.000	322.00
								TRSE202022								
TRH12	C	00	5200.100	JB0010	01-102	1000	1976464-EX-SEMF	TRSE	20-11-2020	30-11-2020	20517	PY		HR	8.000	322.00
								TRSE202022								
TRH12	C	00	5200.100	JB0010	01-102	1000	1976464-EX-SEMF	TRSE	20-11-2020	30-11-2020	20517	PY		HR	8.000	322.00
								TRSE202022								
Total For Job: JB0010																1,610.00
Total For Company: TRH12																4,266.50
Total For Currency: USD																4,266.50

## New E-Time Entry – Work Category & Types (19.79654) – BETA Version

New E-Time Entry by Work Category and Work Category Types – Beta Version (In Programming/Not Released)

In this release we have added two new screens under US Payroll Local Tables.

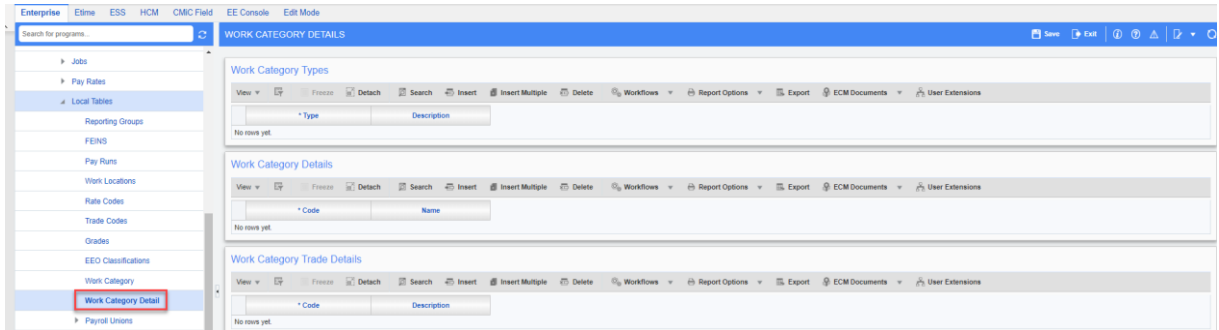
### Work Category Screen – New Screen

The screenshot displays the 'WORK CATEGORY CODES' screen. On the left, a navigation menu lists various options: Enterprise, Etime, ESS, HCM, CMC Field, EE Console, Edit Mode, Jobs, Pay Rates, Local Tables, Reporting Groups, FENS, Pay Runs, Work Locations, Rate Codes, Trade Codes, Grades, EEO Classifications, Work Category (highlighted), and Work Category Detail. The main area of the screen shows a table with columns for 'Code' and 'Description'. Below the table, it states 'No rows yet.' The top of the screen includes a search bar and various action buttons like 'Save', 'Edit', 'Print', 'Export', etc.

A new screen is programmed to allow users to create 'Work Categories'. Employees would utilize these work categories when entering timesheets to create analytics on the employee spent time during the day. The screen will consist of two columns Category code and descriptions.

### Work Category Details – New Screen

To manage these categories by employee and trade, these categories will be assigned to a specific group.



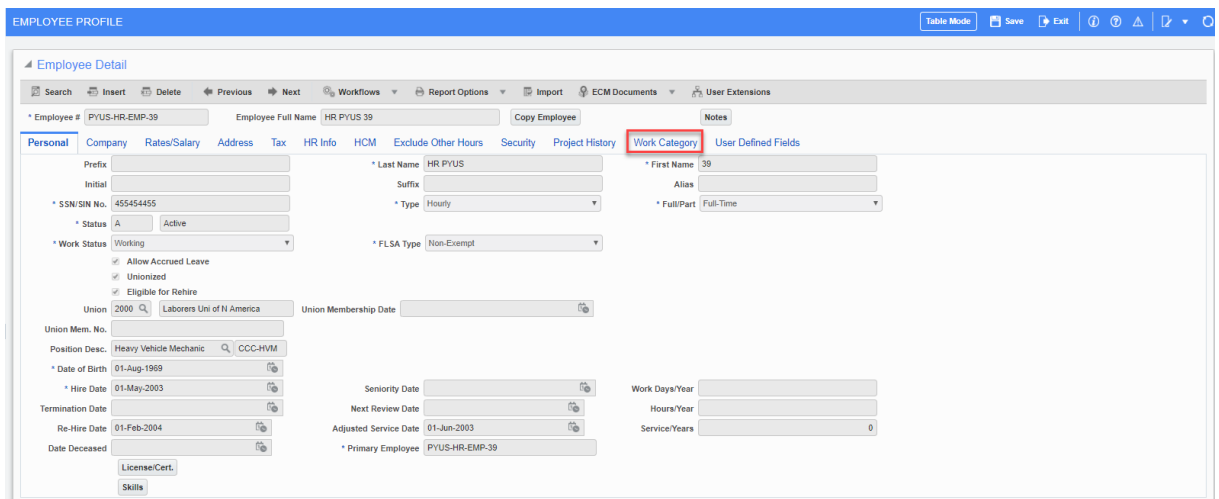
A new screen is programmed to allow users to create 'Work Category Types'. Users will be creating 'Work Category Type' based on employee trades daily work. The screen will have header to create Work Category Type and detail section to add work categories. The third block will allow users to assign trade code where work Category type is applicable. This would allow e-timesheet program to filter categories by employee trades and they will only see work categories applicable to their trades.

### Employee Profile – Employee Creation Process Modifications

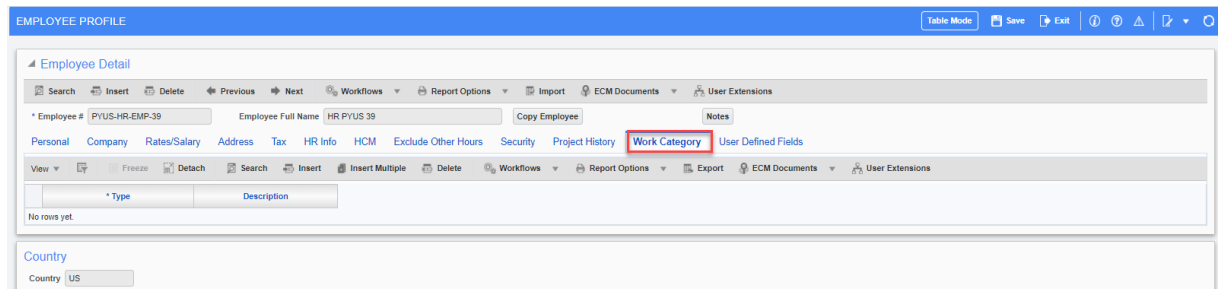
The Work Category Type will be assigned on employee level, the employee creation process will be modified to assign the Work Category Type automatically to the employee based on employee trade.

The process will search Work Category and assign trades to employees where trade code matches with employee trade. Users will continue to have an override feature to assign work category manually.

### Employee Profile Work Category Tab > Work Category Type



The screen will be created for users to review and assign work category by employee.



## E-Timesheet Entry Screen Modification (In Programming – Not Released in this Patch)

E-timesheet entry screen will be modified to add a new field called 'Work Category' after Job Category field. Timesheet will display all Work Categories based on employee assignments. Employees will select their work category from a drop-down list when entering timesheets.

---

**Note:** CMiC is adding an option to disable this feature for our existing users when released.

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## Mobile Crew Time – Trade Code Claiming (19.90341)

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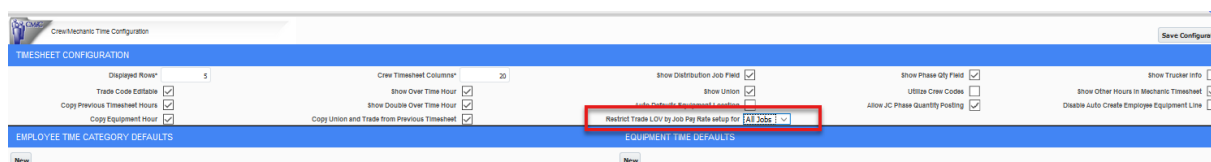
Trade Code Claiming-Restrict Trade codes for jobs as per setup on Job Pay Rates program

### Overview

Employee Trade codes available for time submission on Crew Timesheet Entry program can be restricted to Trades available on Job Pay Rates program for PW Jobs, All Jobs or no jobs at all, depending on the state of flag **Restrict Trade LOV by Job Pay Rate setup for** on Crew Timesheet Configuration screen

### Pre-requisites

Set field **Restrict Trade LOV by Job Pay Rate setup for** on Crew Timesheet Configuration screen to desired state to restrict trade codes for all jobs, PW jobs or no jobs at all.

The screenshot shows the 'Crew/Technician Time Configuration' window. The 'TIMESHEET CONFIGURATION' tab is active. In the 'Restrict Trade LOV by Job Pay Rate setup for' dropdown menu, 'All Jobs' is selected. Other visible options include 'PW Jobs' and 'None'. The 'Save Configuration' button is in the top right corner.

## Modifications

---

Drop down field **Restrict Trade LOV by Job Pay Rate setup for** has been added on **Crew Timesheet Configuration** screen with 3 options:

**-All Jobs:** Select this option to restrict Trade Codes as per setup on Job Pay Rates screen for all Jobs

**-PW Jobs:** Select this option to restrict Trade Codes as per setup on Job Pay Rates screen for PW Jobs only

**-None:** Select this option to not restrict Trade Codes for any job which means time can be submitted against any available Trade Code regardless of setup on Job Pay Rates screen

## Implementation

---

The following example demonstrates how Trades can be limited for PW Jobs:

- 1) Set field **Restrict Trade LOV by Job Pay Rate setup for** to PW Jobs:

test2v12.cmic.ca:8888/cmictest12c/UIConsole/faces/task-flow-definition-runNamedConsole/MainConsole

SE TESTR12

Crew/Mechanic Time Configuration

**TIMESHEET CONFIGURATION**

Displayed Rows: 5 Crew Timesheet Columns: 20

Trade Code Editable ☒ Show Over Time Hour ☒ Show Distribution Job Field ☒ Show Phase Qty Field ☒ Show Tracker ☒

Copy Previous Timesheet Hours ☒ Show Double Over Time Hour ☒ Show Union ☒ Utilize Crew Codes ☐ Show Other Hours in Mechanic Timesheet ☒

Copy Equipment Hour ☒ Copy Union and Trade from Previous Timesheet ☒ Restrict Trade LOV by Job Pay Rate setup for PW Jobs ☒ Allow JC Phase Quantity Posting ☒ Disable Auto Create Employee Equipment ☒

**EMPLOYEE TIME CATEGORY DEFAULTS**

**EQUIPMENT TIME DEFAULTS**

Company Code	Company Name	Category Code	Category Name	Filter Phases for Default Category	Action	Company Code	Company Name	Tran Code	Tran Name	Action
No Records Found						CCC	CMC Construction Company	ACHR	Autorange	

2) For the corresponding PW Job, setup desired Trade Codes for employees on **Job Pay Rates** screen:

Not secure test2v12.cmic.ca:8888/cmictest12c/UIConsole/faces/task-flow-definition-runNamedConsole/MainConsole

Enterprise TESTR12

**JOB WORK LOCATIONS**

Selection Criteria

Company: PYUS LOFT Constructions Marjan-USA

**Work Location Details**

Job Details

* Job Code	Job Name	Work Loc	Max # Hours	WC Policy	PL Policy	Sector Code	Payrate Schedule Code	Payroll Overtime Rate	Payroll Sick Leave Policy	PW	DB Rules	Cert Job	Rate by Job
PY001	Freshmart Grocery Store	CALIFORNIA											
PY002	LOBLAWS STORE CONSTRUCTION	US-DEN-8				COMM	RETAIL			<input checked="" type="checkbox"/>			
PY003	LOBLAWS STORE RENOVATION	IL09											
PY004	Condo Project	LA											
PYJOB	PYJOB	W1											

Work Location: California

Overtime Rule:

Not secure test2v12.cmic.ca:8888/cmictest12c/UIConsole/faces/task-flow-definition-runNamedConsole/MainConsole

Enterprise TESTR12

**JOB PAY RATES**

Selection Criteria

Company: PYUS LOFT Constructions Marjan-USA

Job: PY002 LOBLAWS STORE CONSTRUCTION

Cost Code: ALL All Categories

Copy Rates to other Job

**Rate Details**

Pay Rate Non-Factor OF Rates

Employee	Employee Name	Trade	Shift	Effective Date	Pay Rate	Non-Factor - Pay Rate	Charge Out Rate	Non-Factor - Charge Out Rate	Billing Rate	Non-Factor - Billing Rate
JS-HR-99C-101	AK-101 JS HR	1810	All Shifts	01-Jan-2012	\$8.000		\$8.000		\$8.000	

Union Code:

3) On Crew Timesheet Entry screen, select the corresponding **Job**, **Employee**, and open **Trade** LOV:

The image shows two screenshots from a software application. The top screenshot is the 'CREW TIME ENTRY' screen. It features a header with 'RISE TESTR12' and a search bar. A red box highlights the 'Enter corresponding employee, Job' text. Below this, there's a section for 'CREW TIME ENTRY' with a date of '05-Oct-2020' and a crew code of 'PCRDW120'. A table with columns 1 through 6 is visible, each with a 'Charge To' dropdown. A red box highlights the 'Job' dropdown in the first column. The bottom screenshot is a 'Trade LOV' (List of Values) screen. It shows a search bar with 'Find %' and a 'Go' button. Below the search bar, there's a table with columns 'Code' and 'Description'. A red box highlights the text 'Open Trade LOV. Only the Trade setup under Job Pay Rates screen for the employee is listed'.

4) Select an employee not listed on Job Pay Rate screen and open Trade LOV for him.

Employees not listed on Job Pay Rates screen for the corresponding Job can only enter, submit time against their default Trade i.e. the Trade assigned to them on their Employee Profile:

test2v12.cmic.ca:8888/cmictest12c/UIConsole/faces/task-flow-definition-runNamedConsole/MainConsole

67%

Search

ERPRISE TESTR12

Edit Mode

Copy Timesheet New Save Submit Recall Previous Header Refresh Print Timesheet Prepost Timesheet Post Time

CREW TIME ENTRY

Job: PY02 Date: 01-Oct-2020 Show OT Hour Show DOT Hour Prior Period Actual Work Date

Shift: all Out Crew Code: PCREVI330

Selected an employee not setup under Job Pay Rates screen

Charge To

Column 1 Column 2 Column 3 Column 4 Column 5 Column 6

Job: PY02 Job: PY02 Job: PY02 Job: PY02 Job: PY02 Job: PY02

Ph: H001 Ph: Ph: Ph: Ph: Ph:

Category: 2000 Category: Category: Category: Category: Category:

Comments: Comments: Comments: Comments: Comments: Comments:

Sector: Sector: Sector: Sector: Sector: Sector:

Schedule: Schedule: Schedule: Schedule: Schedule: Schedule:

Unit Completion: Unit Completion: Unit Completion: Unit Completion: Unit Completion: Unit Completion:

Completion Notes: Completion Notes: Completion Notes: Completion Notes: Completion Notes: Completion Notes:

Total

Control/Entered Labor Total

Control/Entered Equipment Total

35-HR WK 101 35-HR WK 101 Union Trade 2600 Notes 5.00

HOURLY TEST HOURLY TEST, 01 Union Trade 11 Notes 5.00

test2v12.cmic.ca:8888/cmictest12c/PyCrewtimsht/showPytradeLov.do?compCode=PYUS&jobCode=PY002&empNo=HOURLY TEST 01&unionCode=&date=2020-10-01

Find: 11 Go Close

<< Prev Set 1 - 1 of 1 Next Set >>

Code Description

11

Only default employee Trade is available.

Not secure | test2v12.cmic.ca:8888/cmictest12c/UIConsole/faces/task-flow-definition-runNamedConsole/MainConsole

New Tab OATS Help Link CMIC 12c Launch P... collab.cmic360.com... CMIC 12c Launch P... CitizenshipTest CitizenshipTest-II Citizenship-Discove... CMIC v10 Launch P... Secret Server

ERPRISE TESTR12

PM HCM Edit Mode

Table Mode Save Exit

Employee Profile

Employee Detail

Employee # HOURLY TEST 01 Employee Full Name HOURLY TEST 01 Copy Employee Notes

Personal Company Rates/Salary Address Tax HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

\* Payroll Company PYUS LOFT Constructions Margen-USA

\* Home Company PYUS LOFT Constructions Margen-USA

\* Payroll Dept 00 Company Level

\* Home Dept 00 Company Level

\* Debit Salary Acc 0000.100 Non Job Salary Expense

\* Credit Clearing Acc 0000.200 PY Clearing AC (CR)

\* Debit Clearing Acc 0000.100 PY Clearing AC (CR)

\* Leave Exp Accrual 0002.110 Leave Expense Accrual

\* Leave Liability Accrual 0002.115 Leave Liability Clearing

\* Pay Run MDWH PYUS Weekly

\* Pay Group PYH HOURLY EMPLOYEES

Default Security Group CALIFORNIA California

\* Work Location CALIFORNIA California

Grade

\* Trade 11 11 Type Trade

Exp Appr Group E-FIELD E-FIELD

E-Time MDWH PYUS Weekly

Only the default Trade of the employee is listed in Trade LOV when no Trade is setup for the employee on Job Pay Rates screen

5) Post time for the employee and confirm Pay Rate is in accordance with setup on Job Pay Rates screen:

Not secure | test2v12.cmic.ca:8888/cmictest12c/UIReport2/faces/report

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1 / 1

**CMiC** **PYUS - LOFT Constructions Marjan-USA** **PAYROLL - TIMESHEET POSTING HISTORY REPORT** Page: 1 of 1  
Date: Sep 01, 2020  
Time: 4:22 PM EDT

Date	Work Comp Type	Job/Dept/EQ/ WO Code	Phase/Act/ Cat/WO Line No.	Cat/Tr/WO Exp	Transaction Description	Hrs/Qty	Pay Rate	Pay Amount	Charge Rate	Charge Amount	Billing Rate	Billing Amount
Employee: 100120	PYUS - J	PY002	MD01	1000	Normal Wages	5.00	48.000	240.00	48.000	240.00	48.000	240.00
Employee Total :						5.00		240.00		240.00		240.00
Employee: 100120	PYUS - J	PY002	MD01	1000	Normal Wages	5.00	58.000	290.00	58.000	290.00	58.000	290.00
Employee Total :						5.00		290.00		290.00		290.00
Grand Total :						10.00		530.00		530.00		530.00

Timesheets posted at Rate setup on Job Pay Rates screen

## Mobile Crew Time – Crew Time Approval (19.90345)

CMiC has added the following filters on JSP Crew/Mechanics Time Approval screen, to allow users to search for posted and unposted timesheet.

Additional filters required on the screen to query and find timecards.

New filters have been added to Crew Timesheet Approval screen to enable refined searching of submitted Crew Timesheets. Additionally, new Column headers have been added to allow easier search and analysis of time entries.

Also, Posted Crew Timesheets log has been created to search, analyze crew time entries that have been posted.

### Pre-requisites

A) Crew Timesheet Approval:

Enter, submit crew time from Crew Time Entry program. Once submitted, entries would show up on this screen for approval/Posting.

B) Posted Crew Timesheets:

Post Crew Time entries. Once posted, this log will store, display records for them

### Modifications

1) Crew Timesheet Approval program has been modified to enable a more refined search through addition of filters. Also, new column headers have been added for easier searching and analysis:

a) Filters available on the program now are: Crew Code, Job Company, From Date, To Date, Job, Created Date, Created By.

These fillers can be used either exclusively or in conjunction to filter the desired crew timesheets from the list.

b) Filter Job Company is defaulted to the Company setup as default company for the corresponding access code on Access Code Administration screen. If no company is set as a default company for the access code, the field will be blank by default, but a value can be selected for it at any time to refine searching of timesheets accordingly.

c) Additional column headers have been to Crew Timesheet Approval screen. Available headers are: Job, Shift Code, Responsibility, Submit Status, Create Date, Create By, Submit Date, Submit By

2) Posted Crew Timesheets: This log has been added to display posted crew time entries.

This is a standard log screen that displays posted crew time entries. It has a standard set of filters available to refine your search.

## Implementation

A) Crew Timesheet Approval:

Step 1: Enter, Submit time on Crew Timesheet Entry:

The screenshot shows the 'CREW TIME ENTRY' screen in the RISE PTFR12 system. The interface includes a top navigation bar with 'ms', 'ESS', 'E-Time', and 'Edit Mode' buttons. Below the navigation bar, there are search and filter options for 'Job Company' (set to 'SHARMA BUILDERS'), 'Job' (set to 'LOBLAWS STORE CONGT'), 'Shift' (set to '171220'), and 'Crew Code' (set to 'JSCREWSL71220'). The main area contains a table with columns for 'Column 1' through 'Column 5', each with a 'Place' dropdown and a 'Q' button. The table rows include 'GENERAL CONDITIONS', 'Category LABOUR', 'Account 3000.200', 'Comment test', 'Sector J5-SBC01', 'Schedule 01', 'Unit Completion', and 'Completion Notes'. At the bottom, there are sections for 'Control/Entered Labor Total' and 'Control/Entered Equipment Total', each with a table of values for different categories like 'FMP', 'BW', 'HOUR', 'EQUIP', and 'PCTEST'.

Step 2: Move to Crew Timesheet Approval screen to approve the submitted time. Observe how field Job Company defaults to the default company for the corresponding Access Code:



qa2v12.cmic.ca:8888/cmictfr12/UIConsole/faces/task-flow-definition-runNamedConsole/Main 67% Search

ISE PTFR12

ms ESS E-Time Edit Mode

CREWMECHANICS TIME APPROVAL

Job Company JS SHARMA BUILDERS

From Date To Date

Job Prolist Job

Created Date Created By

1 - 50 of 58

Date	Employee No(Mechanic)	Company	Job	Crew Code	Shift Code	Timesheet Totals	Equipment Totals	Submit Status	Responsibility	Submit Date	Submit By	Create Date	Create By	<input type="checkbox"/> select All To PrepostPost	<input type="checkbox"/> select All To Delete
2019-10-20		JS	JS01-LOBLAWS STORE CONSTRUCTION	JS CREW1843	-	13.25	0	✓		13-Oct-20	JAYSHAR12	13-Oct-20	JAYSHAR12	<input type="checkbox"/>	<input type="checkbox"/>
2019-10-19		JS	JS01-LOBLAWS STORE CONSTRUCTION	JS CREW1825	-	3.5	0	✓		15-Oct-19	JAYSHAR12	15-Oct-19	JAYSHAR12	<input type="checkbox"/>	<input type="checkbox"/>
2020-05-20		JS	JS01-LOBLAWS STORE CONSTRUCTION	NBHPFT	-	16	0	✓		26-Apr-20	MARJANPTFR	26-Apr-20	MARJANPTFR	<input type="checkbox"/>	<input type="checkbox"/>
2020-07-01		JS	JS01-LOBLAWS STORE CONSTRUCTION	JS CREW1807	-	0.75	0	✓		14-Apr-20	JAYSHAR12	14-Apr-20	JAYSHAR12	<input type="checkbox"/>	<input type="checkbox"/>
2020-07-01		JS	JS01-LOBLAWS STORE CONSTRUCTION	JS CREW1820	-	3.75	0	✓		14-Apr-20	JAYSHAR12	14-Apr-20	JAYSHAR12	<input type="checkbox"/>	<input type="checkbox"/>
2020-07-10		JS	JS01-LOBLAWS STORE CONSTRUCTION	JS CREW1831	-	4	0	✓		11-Aug-20	JAYSHAR12	11-Aug-20	JAYSHAR12	<input type="checkbox"/>	<input type="checkbox"/>
2020-08-23		JS	JS01-LOBLAWS STORE CONSTRUCTION	JS CREW1823	D	14.25	0	✓		19-Oct-20	JAYSHAR12	19-Oct-20	JAYSHAR12	<input type="checkbox"/>	<input type="checkbox"/>
2020-10-10		JS	JS01-LOBLAWS STORE CONSTRUCTION	JS CREW18101020	-	12.25	0	✓		21-Oct-20	JAYSHAR12	21-Oct-20	JAYSHAR12	<input type="checkbox"/>	<input type="checkbox"/>
2020-10-10		JS	JS01-LOBLAWS STORE CONSTRUCTION	JS CREW18101020	N	18.5	0	✓		04-Nov-20	JAYSHAR12	04-Nov-20	JAYSHAR12	<input type="checkbox"/>	<input type="checkbox"/>
2020-10-10		JS	JS01-LOBLAWS STORE CONSTRUCTION	JS CREW181010207	-	9.75	0	✓		05-Nov-20	JAYSHAR12	05-Nov-20	JAYSHAR12	<input type="checkbox"/>	<input type="checkbox"/>
2020-10-10		JS	JS01-LOBLAWS STORE CONSTRUCTION	JS CREW181010209	-	2	0	✓		05-Nov-20	JAYSHAR12	05-Nov-20	JAYSHAR12	<input type="checkbox"/>	<input type="checkbox"/>
2020-10-10		JS	JS01-LOBLAWS STORE CONSTRUCTION	JS CREW181010201	-	32.75	0	✓		12-Nov-20	DA	06-Nov-20	JAYSHAR12	<input type="checkbox"/>	<input type="checkbox"/>
2020-10-10		JS	JS01-LOBLAWS STORE CONSTRUCTION	JS CREW1810102012	-	18	0	✓		06-Nov-20	JAYSHAR12	06-Nov-20	JAYSHAR12	<input type="checkbox"/>	<input type="checkbox"/>
2020-10-10		JS	JS01-LOBLAWS STORE CONSTRUCTION	JS CREW1810102013	N	27.75	0	✓		06-Nov-20	JAYSHAR12	06-Nov-20	JAYSHAR12	<input type="checkbox"/>	<input type="checkbox"/>
2020-10-10		JS	JS01-LOBLAWS STORE CONSTRUCTION	JS CREW1810102014	D	42.25	0	✓		06-Nov-20	JAYSHAR12	06-Nov-20	JAYSHAR12	<input type="checkbox"/>	<input type="checkbox"/>
2020-10-10		JS	JS01-LOBLAWS STORE CONSTRUCTION	JS CREW181020	-	1	1	✓		21-Oct-20	JAYSHAR12	21-Oct-20	JAYSHAR12	<input type="checkbox"/>	<input type="checkbox"/>
2020-10-10		JS	JS01-LOBLAWS STORE CONSTRUCTION	JS CREW1846	-	1	0	✓		29-Oct-20	JAYSHAR12	29-Oct-20	JAYSHAR12	<input type="checkbox"/>	<input type="checkbox"/>

Default Company setup on Access Code Administration screen:

qa2v12.cmic.ca:8888/cmictfr12/UIRuntime/faces/toDisplay.jspx?page\_id=1438069 6

ASSIGN ACCESS CODE

Selection Criteria

Administrative Access Code MASTER Password \*\*\*\*\*

Access Code (to be modified) MASTER

Employees Payruns Jobs Approver Accounts

View Freezes Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

Company	Job	Description	Cost Code	Category	Default
ZZ	-	All Jobs	-	-	<input type="checkbox"/>
JS	-	All Jobs	-	-	<input checked="" type="checkbox"/>

Step 3: Use filters to refine the search and narrow down to the submitted timesheet:

qa2v12.cmic.ca:8888/cmictfr12/UIConsole/faces/task-flow-definition-runNamedConsole/Main 67% Search

ISE PTFR12

ms ESS E-Time Edit Mode

CREWMECHANICS TIME APPROVAL

Job Company JS SHARMA BUILDERS

From Date 171220 To Date 171220

Job Prolist Job JS01-LOBLAWS STORE CONSTRUCTION

Created Date Created By

1 - 1 of 1

Date	Employee No(Mechanic)	Company	Job	Crew Code	Shift Code	Timesheet Totals	Equipment Totals	Submit Status	Responsibility	Submit Date	Submit By	Create Date	Create By	<input type="checkbox"/> select All To PrepostPost	<input type="checkbox"/> select All To Delete
2020-10-17		JS	JS01-LOBLAWS STORE CONSTRUCTION	JS CREW18171220	E	14	9	✓		20-Nov-20	JAYSHAR12	20-Nov-20	JAYSHAR12	<input type="checkbox"/>	<input type="checkbox"/>
Total (1 row)															

#### Step 4: Post the timesheet:

The screenshot shows the 'CREWMANAGEMENT TIME APPROVAL' interface. At the top, there are filters for 'From Date' (1/1/20) and 'To Date' (1/1/20). Below these are fields for 'Crew Code', 'Job Company', 'Job', and 'LOB/LAWS STORE CONSTRUCTION'. A table lists timesheet entries with columns: Date, Employee No(Mechanic), Company, Job, Crew Code, Shift Code, Timesheet Totals, Equipment Totals, Submit Status, Responsibility, Submit Date, Submit By, Create Date, Create By, and checkboxes for 'Select All To Prepost/Post' and 'Select All To Delete'. The entry for JAYSHAR12 on 20-Nov-20 is highlighted. The 'Post' button in the top right corner is highlighted with a red box.

#### B) Posted Crew Timesheets:

To examine Posted Crew Timesheets, “Show Filter” button on this program can be clicked to enable the filter and search the desired crew timesheet. This log only displays crew timesheets that have been posted.

Step 1: Click “Show Filter” button to open filter and enter, apply the desired filtering criteria:  
Open Filter:

The screenshot shows the 'Data Filters' and 'Posted Crew Timesheets' interface. The 'Data Filters' section has dropdown menus for Date, Employee Number, Company, Job, Crew Code, and Shift. It also has input fields for Timesheet Totals, Equipment Totals, Trade Code, Responsibility, Submit Status, Submit By, and Submit Date. Below these are buttons for 'Apply Filter', 'Clear', 'Reset', 'Save As Default', 'Reset to System Defaults', and 'Cancel'. The 'Posted Crew Timesheets' section has a search bar and buttons for 'Reset' and 'Export'. A table lists posted timesheets with columns: Date, Employee Number, Company, Job, Crew Code, Shift, Timesheet Totals, Equipment Totals, Trade Code, Responsibility, Submit Status, Submit By, and Submit Date. The entry for JAYSHAR12 on 20-Sep-19 is highlighted. The 'Show Filter' button in the top right corner is highlighted with a red box.

Enter Filtering criteria And Apply Filter:

qa2v12.cmic.ca:8888/cmictfR12/UIConsole/faces/task-flow-definition-runNamedConsole/M...

PTFR12

ESS E-Time Edit Mode

▼ Show Filter Set as Default

Data Filters

Values

Date

Employee Number

Company Equals JS

Job Equals JS01

Crew Code Equals JSCREWS171220

Shift

Timesheet Totals

Equipment Totals

Trade Code

Responsibility

Submit Status

Submit By

Submit Date

Apply Filter

Clear

Reset

Save As Default

Reset to System Defaults

Cancel

Posted Crew Timesheets

Search

Reset

Export

Date	Employee Number	Company	Job	Crew Code	Shift	Timesheet Totals	Equipment Totals	Trade Code	Responsibility	Submit Status	Submit By	Submit Date
25-Aug-19		JS	JS01	JCREW05	*	8	0			Y	DA	25-Sep-19
03-Feb-20		JS	JS01	JSCREWS33	*	80	0			Y	JAYSHAR12	04-Mar-20
20-Dec-20		JS	JS01	JSCREWS02122001	*	13	0			Y	JAYSHAR12	12-Nov-20
02-Nov-20		JS	JS01	JSCREWS021120	*	1.25	0			Y	JAYSHAR12	13-Oct-20
01-Jan-19		JS	JS01	JCREW06	*	4	0			Y	JAYSHAR12	28-Aug-19
01-Dec-19		JS	JS01	JSCREWS33	*	1	0			Y	JAYSHAR12	28-Nov-19
23-Oct-20		ZZ	ZZ-TAM	ZZCREWS231020	N	3.25	3.25			Y	JAYSHAR12	13-Oct-20
01-Jan-19		JS	JS01	JSCREW10	*	3.5	0			Y	JAYSHAR12	12-Sep-19
14-Feb-20		JS	JS01	JSCREWS16	*	5	0			Y	JAYSHAR12	04-Mar-20

Step 2: Analyze the Posted Crew Timesheet:

qa2v12.cmic.ca:8888/cmictfR12/UIConsole/faces/task-flow-definition-runNamedConsole/M...

PTFR12

12 Forms ESS E-Time Edit Mode

▼ Show Filter Set as Default

Posted Crew Timesheets

Search

Reset

Export

Drag a column header and drop it here to group by that column

Date	Employee Number	Company	Job	Crew Code	Shift	Timesheet Totals	Equipment Totals	Trade Code	Responsibility	Submit Status	Submit By	Submit Date
17-Dec-20		JS	JS01	JSCREWS171220	E	14	9			Y	JAYSHAR12	20-Nov-20

1 - 1 of 1 items

## Crew Timesheet Audit Log (19.90346)

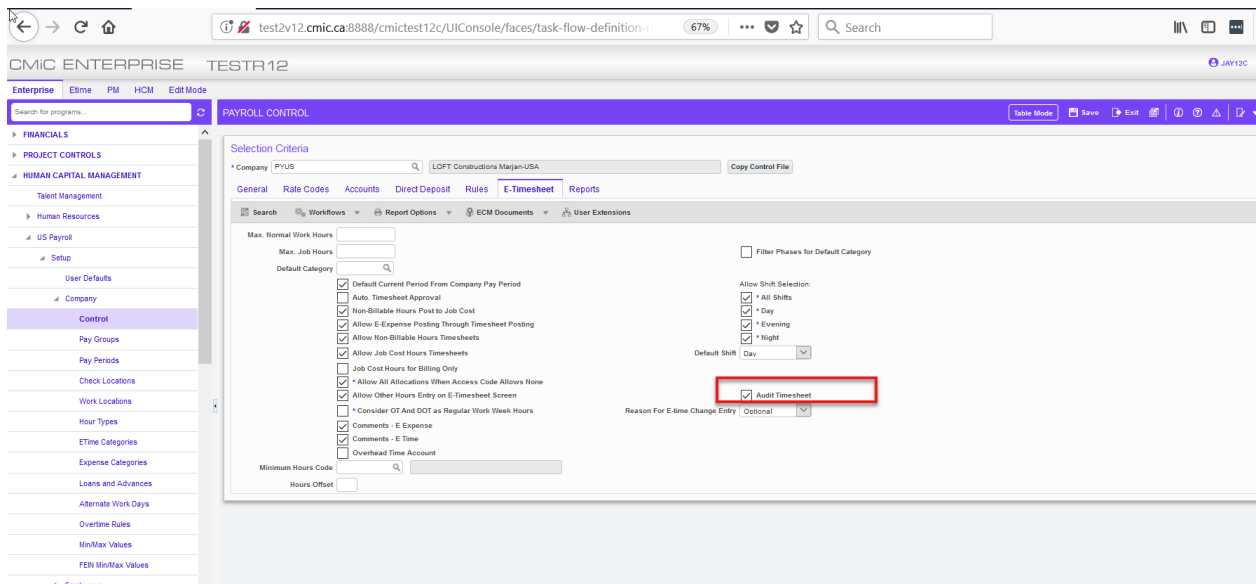
Timesheet/Crew Audit program has been created to keep track of all data; status changes made to crew timesheets from the time they are first saved to the time they are posted. The log stores and displays information for each change made to saved crew timesheets including change date, change user, change type, change column, initial value, new or revised value etc.

Another program Crew Timesheet Report has been added to generate posted, unposted crew timesheets. The report also displays total labour, Equipment hours per crew code.

### Pre-requisites

A) Timesheet/Crew Audit program:

The **Audit Timesheet** flag on **Payroll Control** program needs to be checked to generate audit logs.



Once the flag is checked, all changes made to crew timesheets will be logged.

#### B) Crew Timesheet Report:

There is no pre-requisite to this. If there are posted, unposted crew timesheets in the system, they will be displayed when this program is run.

### Modifications

2 new programs **Timesheet/Crew Audit**, **Crew Timesheet Report** have been added to E-Time tree view:

1) **Timesheet/Crew Audit**: This program stores and displays logs for Crew Timesheets.

The columns available on this log are:

Comp Code, Pay Code, Pay Year, Pay Period, Date, Job Code, Crew Code, Change Date, Change User, For User, Change Type, Change Column, Initial Value, Revised Value, Record Status

A filter is also available to filter entries by one or more columns

2) **Crew Timesheet Report**: This program displays posted, unposted crew time entries along with total Labor, Equipment hours per Crew Code.

The fields available in the Selection Criteria of this program are:

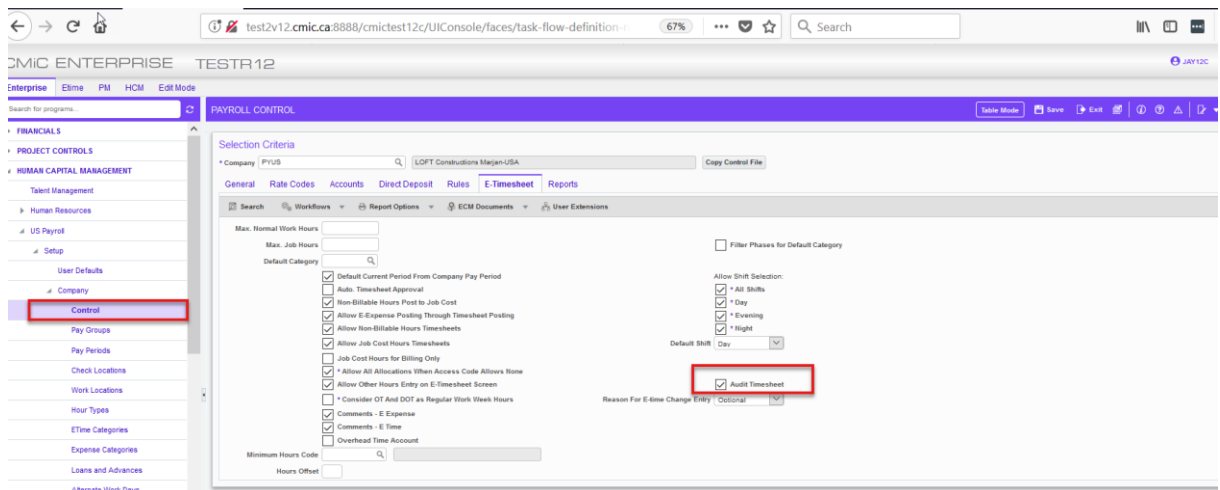
From Date, To Date, Company, Employee No, Job, Document Code/Crew Code, Transaction Type-Posted, Unposted, Both

The Document Code field on this Selection Criteria filters the LOV by Company, Job

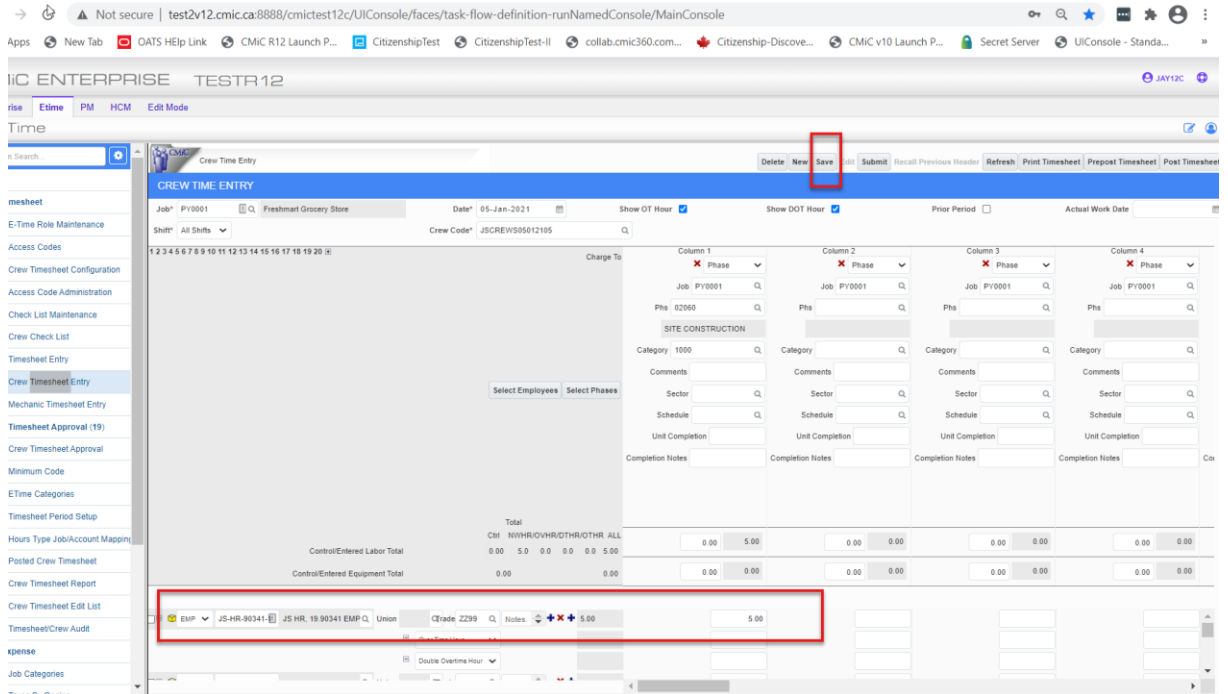
### Implementation

#### A) Timesheet/Crew audit Log:

Step 1: Enable **Audit Timesheet** flag in **Company Control**:



Step 2: Enter, Save time entries on Crew Timesheet Entry screen:



Step 3: Verify the saved entries on Timesheet/Crew Audit report:

Comp Code	Pay Code	Pay Year	Pay Period	Date	Job Code	Crew Code	Change Date	Change User	For User	Change Type	Change Column	Initial Value	Revised Value	Record Status
PVUS	MDWK	2021	2	05-Jan-2021	PY0001	JSREW505012105	30-Dec-2020	MASTER	JS-HR-90341-1	NEW	Labor Resource		JS-HR-90341-1	
PVUS	MDWK	2021	2	05-Jan-2021	PY0001	JSREW505012105	30-Dec-2020	MASTER	JS-HR-90341-1	NEW	Cost Code		02060	
PVUS	MDWK	2021	2	05-Jan-2021	PY0001	JSREW505012105	30-Dec-2020	MASTER	JS-HR-90341-1	NEW	Hours		5	
PVUS	MDWK	2021	2	05-Jan-2021	PY0001	JSREW505012105	30-Dec-2020	MASTER	JS-HR-90341-1	NEW	Trade Code		ZZ99	

Step 4: Make changes to the saved entries on Crew Time Entry screen and submit them:

Job	Phase	Category	Comment	Sector	Schedule	Unit Completion	Completion Notes
Job PY0001	Phase	Category	Comment	Sector	Schedule	Unit Completion	Completion Notes
Job PY0001	Phase	Category	Comment	Sector	Schedule	Unit Completion	Completion Notes
Job PY0001	Phase	Category	Comment	Sector	Schedule	Unit Completion	Completion Notes
Job PY0001	Phase	Category	Comment	Sector	Schedule	Unit Completion	Completion Notes

As can be seen above, changed Trade, hours, Phase for the saved time entry.

Step 5: Open Timesheet/Crew Audit program and use the filter to display desired Crew Document:

test2v12.cmic.ca:8888/cmictest12c/UIConsole/faces/task-flow-definition- 67% Search

ERIC ENTERPRISE TESTR12

Enterprise E-Time PM HCM Edit Mode

E-Time

System Resources

Time

E-Timesheet

E-Time Role Maintenance

Access Codes

Crew Timesheet Configuration

Access Code Administration

Check List Maintenance

Crew Check List

Timesheet Entry

Crew Timesheet Entry

Mechanic Timesheet Entry

Timesheet Approval (19)

Crew Timesheet Approval

Minimum Code

E-Time Categories

Timesheet Period Setup

Hours Type Job/Account Mapping

Posted Crew Timesheet

Crew Timesheet Report

Crew Timesheet Edit List

Timesheet/Crew Audit

E-Expense

Job Categories

Taxes By Region

Payment Type

Establishment Codes

Expense Approval Level

Data Filters

Values

Comp Code

Pay Code

Pay Year

Pay Period

Date

Job Code

Crew Code

Change Date

Change User

For User

Change Type

Change Column

Initial Value

Revised Value

Record Status

Apply Filter

Save As Default

Reset To System Defaults

Cancel

Timesheet/Crew Audit

Search

Reset

Export

Drag a column header and drop it here to group by that column

Comp Code	Pay Code	Pay Year	Pay Period	Date	Job Code	Crew Code	Change Date	Change User	For User	Change Type	Change Column	Initial Value	Revised Value	Record Status
CCC	CCBW	2018	23	11-Nov-2018		MAJUANR12201...	21-Jun-2019	MAJUAN	BBONGO	DELETE				
CCC	BWB2	2020	3	02-Feb-2020		CCCCEW501	23-Sep-2020	MASTER	134	UPDATE	Labor Resource		134	
CCC	BWB2	2020	3	02-Feb-2020		CCCCEW501	23-Sep-2020	MASTER	134	UPDATE	Cost Code			
CCC	BWB2	2020	3	02-Feb-2020		CCCCEW501	23-Sep-2020	MASTER	134	UPDATE	Hours		.75	
CCC	BWB2	2020	3	02-Feb-2020		CCCCEW501	23-Sep-2020	MASTER	134	UPDATE	Trade Code		123	
CCC	BWB2	2020	3	02-Feb-2020		CCCCEW501	23-Sep-2020	MASTER	134	SUBMIT				
CCC	CCOW	2020	45	01-Nov-2020	08081	CCCCEW11	17-Sep-2020	MASTER	10121212	NEW	Labor Resource		10121212	
CCC	CCOW	2020	45	01-Nov-2020	08081	CCCCEW11	17-Sep-2020	MASTER	10121212	NEW	Cost Code		01-3000	
CCC	CCOW	2020	45	01-Nov-2020	08081	CCCCEW11	17-Sep-2020	MASTER	10121212	NEW	Hours		1	
CCC	CCOW	2020	45	01-Nov-2020	08081	CCCCEW11	17-Sep-2020	MASTER	10121212	NEW	Trade Code		NA	

Step 6: Verify changes to trade, hours, phase are recorded on the Audit report:

test2v12.cmic.ca:8888/cmictest12c/UIConsole/faces/task-flow-definition- 67% Search

ERIC ENTERPRISE TESTR12

Enterprise PM HCM Edit Mode

E-Time

System Resources

Time

E-Timesheet

E-Time Role Maintenance

Access Codes

Crew Timesheet Configuration

Access Code Administration

Check List Maintenance

Crew Check List

Timesheet Entry

Crew Timesheet Entry

Mechanic Timesheet Entry

Timesheet Approval (19)

Crew Timesheet Approval

Minimum Code

E-Time Categories

Timesheet Period Setup

Hours Type Job/Account Mapping

Posted Crew Timesheet

Crew Timesheet Report

Crew Timesheet Edit List

Timesheet/Crew Audit

E-Expense

Job Categories

Taxes By Region

Payment Type

Establishment Codes

Expense Approval Level

Timesheet/Crew Audit

Search

Reset

Export

Drag a column header and drop it here to group by that column

Comp Code	Pay Code	Pay Year	Pay Period	Date	Job Code	Crew Code	Change Date	Change User	For User	Change Type	Change Column	Initial Value	Revised Value	Record Status
PYUS	MDWK	2021	2	05-Jan-2021	PY0001	JSCREWS05012105	30-Dec-2020	MASTER	JS-HR-90341-1	NEW	Labor Resource		JS-HR-90341-1	
PYUS	MDWK	2021	2	05-Jan-2021	PY0001	JSCREWS05012105	30-Dec-2020	MASTER	JS-HR-90341-1	NEW	Cost Code		02060	
PYUS	MDWK	2021	2	05-Jan-2021	PY0001	JSCREWS05012105	30-Dec-2020	MASTER	JS-HR-90341-1	NEW	Hours		5	
PYUS	MDWK	2021	2	05-Jan-2021	PY0001	JSCREWS05012105	30-Dec-2020	MASTER	JS-HR-90341-1	NEW	Trade Code		Z299	
PYUS	MDWK	2021	2	05-Jan-2021	PY0001	JSCREWS05012105	30-Dec-2020	MASTER	JS-HR-90341-1	UPDATE	Cost Code	02060	MD01	
PYUS	MDWK	2021	2	05-Jan-2021	PY0001	JSCREWS05012105	30-Dec-2020	MASTER	JS-HR-90341-1	UPDATE	Hours	5	7	
PYUS	MDWK	2021	2	05-Jan-2021	PY0001	JSCREWS05012105	30-Dec-2020	MASTER	JS-HR-90341-1	UPDATE	Trade Code	Z299	2501	
PYUS	MDWK	2021	2	05-Jan-2021	PY0001	JSCREWS05012105	30-Dec-2020	MASTER	JS-HR-90341-1	SUBMIT				

1 - 8 of 8 items

## B) Crew Timesheet Report:

Step 1: Enter, Submit time against employees, equipment on Crew Time Entry:

The screenshot shows the 'CREW TIME ENTRY' form. At the top, there's a header with 'PM HCM Edit Mode' and a date '02-Jan-2021'. Below this, a table with 8 columns (Column 1 to Column 8) and multiple rows is visible. Each column has a 'Job' field, a 'Phase' field, a 'Category' field, a 'Comment' field, a 'Sector' field, a 'Schedule' field, a 'Unit Completion' field, and a 'Completion Notes' field. A red box highlights the bottom section of the grid, which contains summary rows for various categories like 'Non-Break Hour', 'Vacation', 'Over Time Hour', 'Double Overtime Hour', and 'Total'. The 'Total' row shows values for each column: 0.00, 14.75, 0.00, 13.75, 0.00, 6.25, 0.00, 5.00, 0.00, 0.00, 0.00, 0.00.

Step 2: Go to **Crew Timesheet Report** program and enter the selection Criteria. Select value **Unposted** for field **Document Code** as the Crew document created in Step 1 above is not posted yet:

The screenshot shows the 'CREW TIMESHEET REPORT' form. It has a header with 'From Date' (02-Jan-2021) and 'To Date' (02-Jan-2021). Below this, there are fields for 'Company' (PLUS), 'Employee No' (1000), 'Job' (Freshmart Grocery Store), 'Document Code' (JSCREWTESTUNPC), and 'Transaction Type' (Unposted). A red box highlights the 'Transaction Type' field. At the bottom right, there is a 'Print Report' button. On the left side, there is a navigation menu with various options, and 'Crew Timesheet Report' is highlighted with a red box.

Step 3: Run the report by clicking **Print Report**:



**PYUS - LOFT Constructions Marjan-USA**  
**Crew Timesheet**

Page: 1 of 1  
Date: Jan 06, 2021  
Time: 2:27 PM EST

Job: PY0001  
Crew Code: JSCREWSTESTUNPOSTED01

Job Name : Freshmart Grocery Store  
Shift :

Date: 02-Jan-2021(Saturday)  
Actual Work Date: 02-Jan-2021(Saturday)

Cost Code		Cost Code												
Cost Code	01135	02060												
Cost Code Desc	Project Manager	SITE CONSTRUCTION												
Quantity														
UOM	HR	\$												
Resource	Resource Code	Resource Description	Trade Code	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Totals
Equip	JS-TRUCK	TRUCK FOR DEMOLITION		8.00	8.00									16.00
Labor	JS-HR-79954-01	19.79954, HR WK	1610	12.50	8.25									20.75
Labor	JS-EXEMPT+HR	JS HR WK, EXEMPT 01	308A	0.25	12.75									19.00
<b>Labor Totals :</b>				<b>18.75</b>	<b>21.00</b>									<b>39.75</b>
<b>Equip Totals :</b>				<b>8.00</b>	<b>8.00</b>									<b>16.00</b>

**Report Parameters**

Company :	PYUS	Employee:		Posted/Unposted/Both:	U	Run Date:	Jan 06, 2021
Starting Work Date:	1/2/21 12:00 AM	Starting Job:	PY0001	Starting Crew Code:	JSCREWSTESTUNPOST	Run Time:	2:27 PM EST
Ending Work Date:	1/2/21 12:00 AM					Operator:	JAY12C
						Report Code:	PYCRWTIMSHYT_REP

As can be seen above, the report displays Labor, Equipment time entries summarized by Job, Cost Code. The report also displays total Labor, Equipment hours per Crew Code.

## Print Pay Stub/Multiple Pay Periods (20.18524)

CMiC has enhanced the existing Pay Stub Printing program to allow users to be able to enter a range of periods to print several pay stubs at one time for an employee. Now if an employee is chosen across multiple periods, only one email will be sent to that employee with multiple pay stubs in that PDF file.

### Pre-requisites

The following new fields on the Pay Stub Printing screen will need to be enabled using Lite Editor:

- Period
- To Period
- Pay Date
- To Pay Date

### Modifications

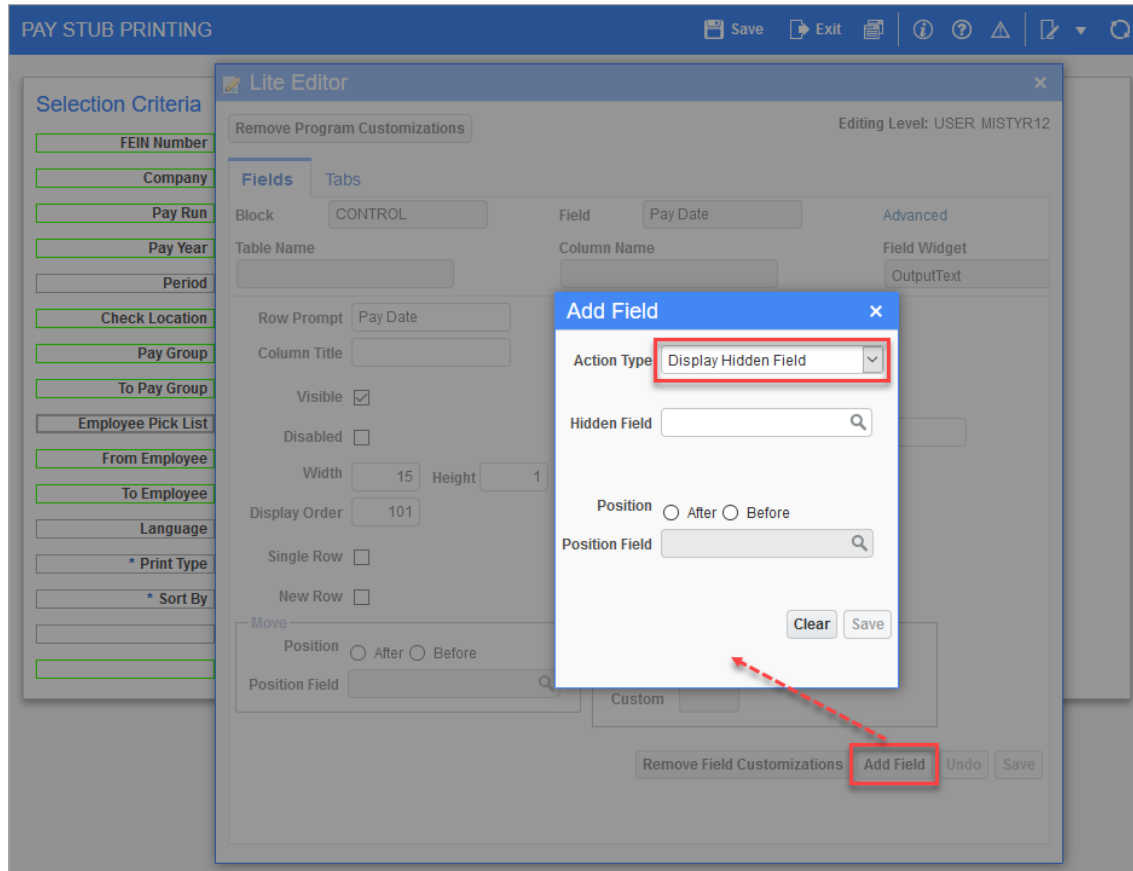
This modification has been implemented for all Standard Pay Stubs. New fields have been added to the Pay Stub Printing screen that will need to be enabled using Lite Editor: Period, To Period, Pay Date, and To Pay Date.

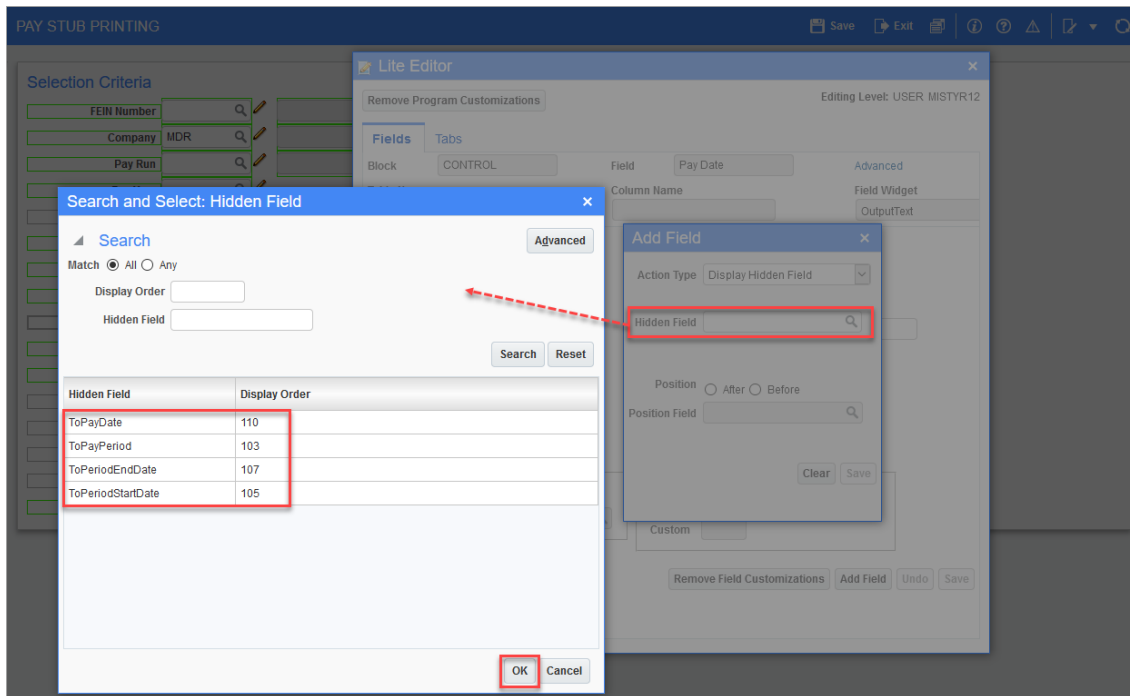
When multiple periods are chosen, the stubs can be grouped by employee + period combination.

The Sort By field option in the Pay Stub Printing screen will be disabled (grayed out) if from and to periods are both the same and by default, the pay stubs will be sorted by check sequence number. If from and to periods are different, pay stubs can be grouped by employee and periods.

## Implementation

Unhide the fields in Pay Stub Printing screen, as shown in the screenshots below.





**PAY STUB PRINTING**

**Selection Criteria**

FEIN Number

Company

Pay Run

Pay Year

Period   Pay Date

To Period   To Pay Date

Check Location

Pay Group

To Pay Group

Employee Pick List

From Employee

To Employee

Language

\* Print Type

\* Sort By

If printing a pay stub for a range of pay periods (multiple periods), then the Sort By field on the Pay Stub Printing screen will become enabled. There are two available options in the Sort By field: "Default" and "Employee and Period", as shown in the screenshot below. If "Default" is selected, then the pay stub will be sorted by check sequence number, and if "Employee and Period" is selected, then the pay stub will be sorted by Employee and Period.

**PAY STUB PRINTING**

**Selection Criteria**

FEIN Number

Company

Pay Run

Pay Year

Period

To Period

Check Location

Pay Group

To Pay Group

Employee Pick List

From Employee

To Employee

Language

\* Print Type

\* Sort By

When the **[Process]** button is pressed, a pop-up window will appear which enables users to run stubs with different destinations such as “Preview”, “Email”, “Printer”, etc.

**PAY STUB PRINTING**

**Selection Criteria**

FEIN Number

Company

Pay Run

Pay Year

Period

To Period

Check Location

Pay Group

To Pay Group

Employee Pick List

From Employee

To Employee

Language

\* Print Type

\* Sort By

**Report Configuration for: PY - Paystub Printing PYSTB09U (PYSTB09U)**

Destination

Format

Locale

Report PYSTB09U has been sent to report server

If “Email” is chosen as the destination, then two radio buttons will be displayed in the pop-up window to schedule whether the pay stub printing should be run now or later at a specified time. These radio buttons will only be enabled if users have the system privilege ‘SCHREPORT – SD: Allows the User to Schedule Reports’; otherwise, they will be disabled and greyed out. If users have the system

privilege, these radio buttons can be used to schedule the pay stub printing, as shown in the screenshot below. Once scheduling is complete, click **[Run Report]**.

**PAY STUB PRINTING**

**Selection Criteria**

FEIN Number: [Search]  
 Company: TRHI [Treasure Hill Company]  
 Pay Run: TRHW  
 Pay Year: [Search]  
 Period: [Search]  
 To Period: [Search]  
 Check Location: [Search]  
 Pay Group: [Search]  
 To Pay Group: [Search]  
 Employee Pick List: [Search]  
 From Employee: [Search]  
 To Employee: [Search]  
 Language: English  
 \* Print Type: Direct Deposit Employee Only  
 \* Sort By: Default

**Report Configuration for: PY - Paystub Printing PYSTB09U (PYSTB09U)**

Destination: Email  
 Format: PDF  
 Locale: US English

**Schedule**  
☒ Run Now  
☐ Run On [Date]

Run Report Close

Report PYSTB09U has been sent to report server

**Process**

The system privilege that allows a user to schedule a report is located on the System Privileges tab of the User Maintenance screen in the System Data module, as shown below.

**USER MAINTENANCE** Table Mode Exit

User: ZOHREHR12 Save/Refresh

General Assign Roles **System Privileges** Configuration Privileges Consolidations Access Company Access Employee Security Compliance Se

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensi

* Code	* Name	Select
SCHREPORT	SD: Allows the User to Schedule Reports	<input checked="" type="checkbox"/>

Pgm: SDUSRMNT – User Maintenance; standard Treeview path: System Data > Security > Users > Users Maintenance – System Privileges.

## Trade Code Field Extended to 30 Characters (20.23964)

CMiC has modified the payroll master trade table extending the trade code length to 30 characters. All application modules have been enhanced where trade code is referenced. Routines have been modified to apply the trade code increased length.

TRADE CODES											
Trade Details											
Cardfile Trade	* Code	* Description	* Short Desc	* Trade Type	Trade Class	Control Trade	Control Trade Description	* EEO Class	EEO Class Description	* Available in RP	SOC Code
<input type="checkbox"/>	19000ETRAD	19 Charco	19CHAR	Trade				NA	Not Applicable	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	19000ETRADELOONG	19 Charco	19CHAR	Non Trade				NA	Not Applicable	<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	30000ETRADECHARACTERLENGTHTEST	30 Charco	30CHAR	Trade				5440	Plumber	<input checked="" type="checkbox"/>	47-2152
<input type="checkbox"/>	4TRD	4 Charco	4CHAR	Trade				NA	Not Applicable	<input checked="" type="checkbox"/>	
											Plumbers, Pipefitters, and Site

## Mobile Crew Time – Quantity Claiming (19.90342)

A field for notes associated with each claimed quantity has been made available. This note would be posted to the spot where notes post when doing quantity batches

### Pre-requisites

None.

### Modifications

2 fields have been added on Crew Timesheet Entry program:

1) **Unit Completion:** A text field that accepts numbers. This field can be used to enter the number of Units completed for each activity.

2) **Completion Notes:** A text field next to Unit Completion field for entering notes/comments regarding quantity completed. Double clicking on this field opens a pop-up window that allows multiple line visibility and offers spellcheck feature.

These 2 new fields are highlighted in the screenshot below:

The screenshot shows the 'CREW TIME ENTRY' window for a user named 'TESTR12'. The window displays a grid of columns for different activities. The 'Unit Completion' and 'Completion Notes' fields are highlighted in red in the first column. The 'Unit Completion' field contains the value '25'. The 'Completion Notes' field contains the text 'progress'.

### Implementation

On Crew Timesheet Entry, a user can enter Unit Quantity in **Unit Completion** field for each activity. Another field **Completion Notes** allows the user to enter a brief description for the corresponding Unit Completion field.

These fields are editable on Crew Timesheet Entry program until posting, provided the user has relevant privileges assigned.

Once Posted, the time entries will be accessible on **Units Completed Query** program in Job Costing>>Query, with value in **Unit Completion** field copied to **Quantity** and **Completion Notes** copied over to **Notes** field. The **Notes** field remains editable.

### Step by Step Demonstration:

1) Enter Units Completed, Completion Notes for an activity:

The screenshot shows the 'CREW TIME ENTRY' form. At the top, there's a header with 'SE TESTR12' and 'Edit Mode'. Below that, the 'CREW TIME ENTRY' title is displayed. The form includes fields for 'Job#', 'Date', 'Shift', 'Crew Code', and 'Show OT Hour'. The 'Job#' is 'PY0001' and the 'Date' is '15-Jul-2020'. The 'Shift' is 'Night' and the 'Crew Code' is 'JSCREWS20'. The 'Show OT Hour' checkbox is checked. The main area of the form is divided into three columns, each with a 'Phase' dropdown and a 'Job' field. The 'Unit Completion' field is set to '4.5' and the 'Completion Notes' field contains 'Note 1: Test 1--in'. A red box highlights these two fields. At the bottom, there's a table with columns for 'Total', 'Ctrl', 'NWHR', 'OVHR', 'IDTHR', 'UOTHR', and 'ALL'. The table shows 'Control/Entered Labor Total' and 'Control/Entered Equipment Total' with values of '0.00'.

Double click on Completion Notes to open the enlarged pop-up window:

TESTR12

Crew Time Entry

Job: PY0001 Date: 15-Jul-2020 Crew Code: JSCREW20

Unit Completion: 4.5

Completion Notes: Note 1: Test 1--In Progress<-> Note 2: Test 2\_\_Completed? Note 3: Test 3? Note 4(j) Test 45 "Ended 1"

Post Timesheet

2) Enter and Submit time:

The Timesheet can be edited by clicking on "Edit" button.

Unit Completion: 4.5

Completion Notes: Note 1: Test 1--In Progress<-> Note 2: Test 2\_\_Completed? Note 3: Test 3? Note 4(j) Test 45 "Ended 1"

Post Timesheet

As highlighted above, **Unit Completion** and **Completion Notes** can still be edited by clicking on **Edit** button:

3) Post the Timesheet by clicking on **Post Timesheet** Button:



4) Move to **Units Completed Query** program in **Job Costing** and enter the required parameters to load the posted crew timesheet:

1470 • R12 New Functionality (Draft)

http://test2v12.cmic.ca:8888/cmictest12c/CMiCDashboard/cmcdashboard.jsp?prod=CMIC&env=test12c

mic360.com Webpage has expired enterprise.cmic360.com enterprise.cmic360.com CMiC R12 Launch Page

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it Summary Query  
S By Job Query  
S By Value Query  
Phase Structure Query  
renue Generation Query  
Status Query  
Code Query

4 Opening Balances  
rise Budget  
se Completed Contracts  
se Billings, Costs Jobs and T&M Contracts  
y JC Tables  
y Overhead Rates  
nsfer Job  
start Jobs  
calculations

Action Edit Block Field Record Query Utility Help Window

Job Costing - TEST12C Units Completed Query

Specify Filters

Company PYUS LOFT Constructions Marjan-USA Start Date 15-JUL-2020  
Job PY0001 Freshmart Grocery Store End Date

Units Completed Transa Editor

Date Entered Job Code  
15-JUL-2020 PY0001  
15-JUL-2020 PY0001

Note 1: Test 1--In Progress<>  
Note 2: Test 2\_\_Completed?  
Note 3:: Test 3/?  
Note 4(\*) Test 45 "Ended "

OK Cancel Search

Job Name Freshmart Grocery Store  
Phase Name SITE CONSTRUCTION Phase Total 27.500

Record: 2/2

As can be seen above, values in fields **Unit Completion** and **Completion Notes** was copied over to **Quantity**, **Notes**, respectively.

**Notes** on this screen can still be edited and saved as shown below:

A) Before Edit:



## Payroll Posting Routine (20.20714)

CMiC has created an after posting routine to debit the cash account on posting date and credit salary payable account (XXXX). The other two entries would be on pay date credit to salary payable (XXXX) and credit cash.

A new flag option is available in Company Control under Accounts tab with three new fields Cash Department, Cash Account and Salary Payable Account.

When the new checkbox 'Enable after posting routine to move GL dates to Pay date' is checked and the Cash Department, Cash Account and Salary Payable Account are provided the GL entries for the company in the cash account and cash department are supplemented by new GL entries that move the money to the salary payable account for the Payment date.

## Implementation

The Cash account is mapped and will be retrieved from Company > Pay Group setup. The Account Numbers (Cash and Salary Payable) are NOT hard coded in this posting routine and are dependent on the new setup available in Company Control Accounts tab.

The first entry will debit the Cash account (XXXX) and credit Salary Payable account (XXXX) on Posting Date.

The second entry will Debit Salary Payable (XXXX) and Credit Cash (XXXX) on Payment Date (Pay Date).

The after posting routine is for final posting and can be disabled by unchecking the flag. Users can also change and specify the value of these 3 fields as required.

## PY Setups: Company > Control > Accounts Tab

Ensure your accounts are setup and mapped appropriately.

The screenshot displays the 'Accounts' tab within the 'PAYROLL CONTROL' interface for company 'PYUS'. It lists several account mappings with their respective account numbers and descriptions. A red rectangular box highlights the following section:

- ☐ Enable after posting routine to move GL dates to Pay date
- Cash Department
- Cash Account
- Salary Payable Account

## PY Setups: Company > Pay Groups

Cash Account Setup and mapping

**PAY GROUPS**

**Selection Criteria**

Company PYUS LOFT Constructions Marjan-USA

**Pay Group Details**

**Pay Group Code** PCHK **Check Options** **Direct Deposit**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Pay Group Code PCHK

Description PY CHECKS

Short Description PY CHECKS

Bank WELLS Wells Fargo N.A.

Branch LAX Los Angeles

Bank Account Number 296523350

Department 00 Company Level

Credit Account Code 1000.210 WELLS Fargo - Payroll Checking

☐ Secure ☐ Secure Pay Rate ☐ \* Ignore SSN/SIN Validation ☐ Separate OT/DOT Checks

Payroll Overtime Rule Method

Pay Date and Post Date are different on pay period

**PAY PERIODS**

**Selection Criteria**

Company PYUS LOFT Constructions Marjan-USA

**Pay Run**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

Pay Run MCHK Weekly Checks Frequency Weekly

\* Year 2020 \* Periods 52 \* Start Date 29-Dec-2019

\* Check PYCHK09U PY STANDARD PAY CHECK PYCHK09U ☐ Rates On Check Stub ☐ Available For Dispatch

\* Stub PYSTB09U PY Standard Pay Stub (Pay Rate and Tax) ☐ Rates On Deposit Stub ☐ Show Stub On ESS [Create Periods](#)

**Pay Period**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Period	Start Date	End Date	Process Date	Posting Date	Pay Date	Month	Posted Flag	* Close Etimesheet Period
1	29-Dec-2019	04-Jan-2020	04-Jan-2020	04-Jan-2020	04-Jan-2020	1	<input checked="" type="checkbox"/>	None
2	05-Jan-2020	11-Jan-2020	11-Jan-2020	11-Jan-2020	11-Jan-2020	1	<input checked="" type="checkbox"/>	None
3	12-Jan-2020	18-Jan-2020	18-Jan-2020	18-Jan-2020	18-Jan-2020	1	<input checked="" type="checkbox"/>	None
4	19-Jan-2020	25-Jan-2020	25-Jan-2020	25-Jan-2020	25-Jan-2020	1	<input checked="" type="checkbox"/>	None
5	26-Jan-2020	01-Feb-2020	01-Feb-2020	01-Feb-2020	01-Feb-2020	2	<input checked="" type="checkbox"/>	None
6	02-Feb-2020	08-Feb-2020	08-Feb-2020	08-Feb-2020	08-Feb-2020	2	<input checked="" type="checkbox"/>	None
7	09-Feb-2020	15-Feb-2020	15-Feb-2020	15-Feb-2020	15-Feb-2020	2	<input checked="" type="checkbox"/>	None
8	16-Feb-2020	22-Feb-2020	22-Feb-2020	22-Feb-2020	23-Feb-2020	2	<input checked="" type="checkbox"/>	None
9	23-Feb-2020	29-Feb-2020	29-Feb-2020	29-Feb-2020	01-Mar-2020	3	<input type="checkbox"/>	None
10	01-Mar-2020	07-Mar-2020	07-Mar-2020	07-Mar-2020	07-Mar-2020	3	<input type="checkbox"/>	None

Final Payroll Posting - Enabled after posting routine to move GL dates to Pay date on the Company Control under Accounts tab.

**PAYROLL CONTROL**

**Selection Criteria**

\* Company PYUS LOFT Constructions Marjan-USA Copy Control File

General Rate Codes **Accounts** Direct Deposit Rules E-Timesheet Reports

Search Workflows Report Options ECM Documents User Extensions

* Debit Salary/Wage	1000.100	PYCHECKS
* Debit Clearing	2000.100	Current Payables
* Credit Clearing	2000.100	Current Payables
* Advance Holding Account for Expenses	8000.700	Advance Holding For Expenses
* Leave Expense Accrual Account	8002.110	Leave Expense Accrual
* Leave Liability (Clearing)	8002.115	Leave Liability Clearing
<input checked="" type="checkbox"/> Enable after posting routine to move GL dates to Pay date		
Cash Department	00	Company Level
Cash Account	1000.210	WELLS Fargo - Payroll Checking
Salary Payable Account	2000.100	Current Payables

**PAYROLL POSTING**

**Selection Criteria**

\* Company PYUS LOFT Constructions Marjan-USA

\* Pay Run MCHK Weekly Checks

\* Pay Year 2020

\* Period 9 23-Feb-2020 29-Feb-2020

\* Posting Date 29-Feb-2020

\* Journal PY Payroll

☐ Preview Posting ☒ Print Reports Immediately

Posting Completed successfully. Created Batch Number 15525

Post Batch

**Report Configuration**

Select Reports ☒ PY ☒ General Ledger Posting Report

Destination Preview

Format PDF

Locale US English

Run Report Close

**PAYROLL POSTING**

**Selection Criteria**

\* Company PYUS LOFT Constructions Marjan-USA

\* Pay Run MCHK Weekly Checks

\* Pay Year 2020

\* Period 9 23-Feb-2020 29-Feb-2020

\* Posting Date 29-Feb-2020

\* Journal PY Payroll

☐ Preview Posting ☒ Print Reports Immediately

Posting Completed successfully. Created Batch Number 15525

Post Batch

General Ledger – Posting Report Batch 15525

Post date entries created during after posting routine: Debit Cash Account 1000.210 and Credit Salary (Current Payables 2000.100 in this example)

**General Ledger Posting Report**  
**Batch 15525**

Page: 1 of 1  
 Date: Jun 02, 2020  
 Time: 3:04 PM EDT

Department	Account	Account Name	Post Date	Source	Reference	Debit	Credit	Exchange Amount	Currency	Rate
<b>Company PYUS - LOFT Constructions Marjan-USA</b>										Currency USD
00	1000.210	WELLS Fargo - Payroll Checking	022920	PYMCHK 2020 9	PYUS MCHK	0.00	55,835.28	-55,835.28	USD	1.0000
00	1000.210	WELLS Fargo - Payroll Checking	022920	PYMCHK 2020 9	PYUS MCHK	55,835.28	0.00	-55,835.28	USD	1.0000
00	2000.100	Current Payables	022920	PYMCHK 2020 9	PYUS MCHK	0.00	55,835.28	-55,835.28	USD	1.0000
00	6000.100	Non Job Salary Expense	022920	PYMCHK 2020 9	PYUS MCHK	76,594.46	0.00	76,594.46	USD	1.0000
00	6001.100	Workers Compensation (DR)	022920	PYMCHK 2020 9	PYUS MCHK	879.81	0.00	879.81	USD	1.0000
00	6001.101	Workers Compensation(CR)	022920	PYMCHK 2020 9	PYUS MCHK	0.00	879.81	-879.81	USD	1.0000
00	6001.200	Federal Taxes	022920	PYMCHK 2020 9	PYUS MCHK	1,110.83	0.00	1,110.83	USD	1.0000
00	6001.201	Federal Taxes (CR)	022920	PYMCHK 2020 9	PYUS MCHK	0.00	13,317.86	-13,317.86	USD	1.0000
00	6001.300	State Taxes	022920	PYMCHK 2020 9	PYUS MCHK	90.00	0.00	90.00	USD	1.0000
00	6001.301	State Taxes (CR)	022920	PYMCHK 2020 9	PYUS MCHK	0.00	754.90	-754.90	USD	1.0000
00	6001.400	Social Security EE (CR)	022920	PYMCHK 2020 9	PYUS MCHK	0.00	4,748.82	-4,748.82	USD	1.0000
00	6001.450	Social Security ER (CR)	022920	PYMCHK 2020 9	PYUS MCHK	0.00	4,748.82	-4,748.82	USD	1.0000
00	6001.451	Social Security ER (DR)	022920	PYMCHK 2020 9	PYUS MCHK	4,748.82	0.00	4,748.82	USD	1.0000
00	6020.100	State Tax Withholding (DR)	022920	PYMCHK 2020 9	PYUS MCHK	1,438.22	0.00	1,438.22	USD	1.0000
00	6020.101	State Tax Withholding (CR)	022920	PYMCHK 2020 9	PYUS MCHK	0.00	4,476.45	-4,476.45	USD	1.0000
00	6300.301	Dental Care (CR)	022920	PYMCHK 2020 9	PYUS MCHK	0.00	300.00	-300.00	USD	1.0000
00	1000.210	WELLS Fargo - Payroll Checking	030120	PYMCHK 2020 9	PYUS MCHK	0.00	55,835.28	-55,835.28	USD	1.0000
00	2000.100	Current Payables	030120	PYMCHK 2020 9	PYUS MCHK	55,835.28	0.00	-55,835.28	USD	1.0000
<b>Total for Company PYUS - LOFT Constructions Marjan-USA</b>						<b>196,132.50</b>	<b>196,132.50</b>			
<b>Total for Currency USD</b>						<b>196,132.50</b>	<b>196,132.50</b>			
<b>Total for Batch</b>						<b>196,132.50</b>	<b>196,132.50</b>			

Pay date entries created during posting routine: Debit Salary Payables (current payable 2000.100) and Crediting Cash Account 1000.210

**Report Parameters**  

Batch Number: 15525	Summary: No	Run Date: Jun 02, 2020
	Show: Yes	Run Time: 3:04 PM EDT
	Job ID: 1090517	Operator: MARJANR12
		Report Code: GLPOST

## Delete Unposted Timesheet Utility (20.24275)

A new utility is created to delete 'Payroll Unposted Timesheets'. The utility will have the following mandatory parameters as the selection criteria:

Company

Pay Run

Year

Period

From and To Document Code is 'Non-Mandatory' field.

## Implementation

Pre-Requisite: User should have a privilege that allows the user access to timesheets belonging to others.

USER MAINTENANCE

User

\* User

MARJANR12

Save/Refresh

General

Assign Roles

System Privileges

Configuration Privileges

Consolidations Access

Company Access

Employee Security

Compliance Security

View

Freeze

Detach

Search

Workflows

Report Options

Export

ECM Documents

User Extensions

* Code	* Name	Select
PYTIMEDIT	PY: ALLOWS USER TO CHANGE E-TIME DATA IN REGULAR TIMESHEET	<input checked="" type="checkbox"/>
PYIMPUSRTM	PY: Allows User to Validate/Edit PY Timesheet Imported by other Users	<input checked="" type="checkbox"/>
PYLBRTTR	PY: Allows the user to transfer timesheet entries to acutal timesheet table	<input checked="" type="checkbox"/>
PYTM	PY: Allows the user access to timesheets belonging to other users	<input checked="" type="checkbox"/>

DELETE UNPOSTED TIMESHEET

Save Exit ? ? ? ? ?

Selection Criteria

\* Company

PYUS

LOFT Constructions Marjan-USA

\* PayRun

\* Year

\* Period

From Document Code

To Document Code

☐ Delete Imported Timesheet

Delete

**NOTE:** Timesheet entries imported via timesheet import tool bar and feature are not considered as imported. They are flagged as regular timesheet entries in the database.

Deleting timesheets with a document code reference will only delete available unposted records in the referenced From and To Document Code.

Deleting without checking the flag for Imported Timesheet will delete all the available unposted timesheets, both imported and non-imported records. All time entries are deleted regardless of these entries being imported or not.

When user does not check the flag to delete Imported TS entries, system will delete all the unposted entries in that specified Pay Run, Pay Period and Document Code.



**DELETE UNPOSTED TIMESHEET**

**Selection Criteria**

\* Company PYUS LOFT Constructions Marjan-USA

\* PayRun VBWK

\* Year 2020

\* Period 8

From Document Code DOC2 To Document Code DOC2

☐ Delete Imported Timesheet

Delete

**alert**

All timesheet Records will be deleted for the parameters entered.Are you sure you want to proceed?

Yes No

**DELETE UNPOSTED TIMESHEET**

**Selection Criteria**

\* Company PYUS LOFT Constructions Marjan-USA

\* PayRun VBWK

\* Year 2020

\* Period 8

From Document Code DOC2 To Document Code DOC2

☐ Delete Imported Timesheet

Delete

20 timesheet records were deleted successfully.

Deleting with checking the flag for Imported Timesheet will delete all the available unposted imported timesheets. When user checks the flag to delete Imported TS entries, system will delete all the unposted entries in that specified Pay Run, Pay Period and Document Code.

Scenario: Delete Unposted Imported Timesheet flag checked should only delete the 14 records that were imported into timesheet entry for the specified period.

**TIMESHEET ENTRY**

**Selection Criteria**

Company PYUS LOFT Constructions Marjan-USA

Pay Run VBWK VERTEX BIWEEKLY

Year 2020

Period 9 21-Apr-2020 04-May-2020

Document

NH Total 400 OT Total 0 DOT Total 20 Other Total 0

Currency USD Total Hours 420

**Timesheet Details**

Employee VIMP02 IMP02 VS2 Auto Recall Create Cost Code Cat NH Total hours 0 OT Total hours 0 DOT Total hours 4 Other Total Hours 0 Refresh

**Timesheet Details Employee Equipment**

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes ECM Documents User Extensions

Seq No	* Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Eqp	CostCode/Acc/Con	Cat/Tran	Normal Hours	NH Rate	NH Pay Rate	Overtime Hours	OT Rate	OT Pay Rate	Double Over Time Hours	DOT Rate	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate
97833	VIMP02	27-Apr-2020	J	CE2	CE2		PYUS	PV0001	01135	1000	80	REG	33.0530	0	OVT	50.4800	4	DOT	67.3060	0	OTR		33.053
97834	VIMP01	27-Apr-2020	J	CE28	CE28		PYUS	PV0001	01135	1000	80	REG	45.6730	0	OVT	68.5100	4	DOT	91.3480	0	OTR		45.673
97853	VIMP08	27-Apr-2020	J	CE28	CE28		PYUS	PV0001	01135	1000	80	REG	31.5660	0	OVT	47.3790	4	DOT	63.1720	0	OTR		31.566
97854	VIMP05	27-Apr-2020	J	CE28	CE28		PYUS	PV0001	01135	1000	80	REG	15.1500	0	OVT	22.7250	4	DOT	30.3000	0	OTR		15.150
97855	VIMP04	27-Apr-2020	J	CE28	CE28		PYUS	PV0001	01135	1000	80	REG	36.0570	0	OVT	54.0850	4	DOT	72.1140	0	OTR		36.057

Record Desc Regular Job/Dept/Eqp Desc Freshman Grocery Store CostCode/Acc/Compon Desc Project Manager Cat/Tran Desc Labor

Existing TS entry data - not imported via Oracle Import  
No document code.

**TIMESHEET IMPORT**

**Timesheet Import**

Company: PYUS LOFT Constructions Marjan-USA

Pay Run: VBWK VERTEX BIWEEKLY

Import into Pay Year: 2020

Import into Pay Period: 21-Apr-2020 04-May-2020

Default Category:

Default Document No:

Import ASCII File to Oracle Table Import Oracle Table View Rejected Entries Delete Import Oracle Table Delete Rejected Entries

Message: Import Completed: Processed 14 records, inserted 14 records, rejected 0

Timesheet Entry now has 19 records in total (14 imported and 5 manual)

**TIMESHEET ENTRY**

**Selection Criteria**

Company: PYUS LOFT Constructions Marjan-USA

Pay Run: VBWK VERTEX BIWEEKLY

Year: 2020

Period: 21-Apr-2020 04-May-2020

Document: 512

NH Total: 512 OT Total: 0 DOT Total: 20 Other Total: 0

Currency: USD

**Timesheet Details**

Employee: VMP02 IMP02 V02 Auto Recall Create Cost Code Cat NH Total

**Document List**

Search Match: All Any Document Number Status Search Reset

Document Number Status

No rows to display.

Seq No	* Employee	Date	DT	Union	Trade	Shift	Comp	Document	Document Number	Status	Hours	Rate	Pay	OT	OT Rate	OT Pay	Double	DOT	DOT Rate	DOT Pay	Other	Type	Rate	Pay	
97833	VMP02	27-Apr-2020	J		CE28			PYUS	PI0001	01135	1000	80	REG	33.8530	0	0	4	DOT	87.3360	0	0	0	0	0	33.8530
97834	VMP01	27-Apr-2020	J		CE28			PYUS	PI0001	01135	1000	80	REG	45.6730	0	0	4	DOT	91.3460	0	0	0	0	0	45.6730
97853	VMP08	27-Apr-2020	J		CE28			PYUS	PI0001	01135	1000	80	REG	31.5880	0	0	4	DOT	63.1760	0	0	0	0	0	31.5880
97854	VMP05	27-Apr-2020	J		CE28			PYUS	PI0001	01135	1000	80	REG	15.1500	0	0	4	DOT	30.3000	0	0	0	0	0	15.1500
97855	VMP04	27-Apr-2020	J		CE28			PYUS	PI0001	01135	1000	80	REG	38.0870	0	0	4	DOT	76.1740	0	0	0	0	0	38.0870
98454	VMP07	04-May-2020	J		CE28			PYUS	PI0001	01135	1000	8	REG	28.4420	0	0	4	DOT	56.8840	0	0	0	0	0	28.4420
98455	VMP06	04-May-2020	J		CE28			PYUS	PI0001	01135	1000	8	REG	32.2110	0	0	4	DOT	64.4220	0	0	0	0	0	32.2110
98456	VMP09	04-May-2020	J		CE28			PYUS	PI0001	01135	1000	8	REG	33.5810	0	0	4	DOT	67.1620	0	0	0	0	0	33.5810
98457	VMP10	04-May-2020	J		CE28			PYUS	PI0001	01135	1000	8	REG	32.9590	0	0	4	DOT	65.9180	0	0	0	0	0	32.9590
98458	VMP11	04-May-2020	J		CE28			PYUS	PI0001	01135	1000	8	REG	108.8150	0	0	4	DOT	217.6300	0	0	0	0	0	108.8150

Record Desc: Regular Job/Dept/Exp Desc: Freshmart Grocery Store CostCode/Ass/Compn Desc: Project Manager Cat/Tran Desc: Labor

Delete Unposted Imported Timesheet flag checked should only delete the 14 records that were imported into timesheet entry.

**DELETE UNPOSTED TIMESHEET**

**Selection Criteria**

\* Company PYUS LOFT Constructions Marjan-USA

\* PayRun VBWK

\* Year 2020

\* Period

From Document Code To Document Code

☒ Delete Imported Timesheet

Delete

**DELETE UNPOSTED TIMESHEET**

**Selection Criteria**

\* Company PYUS LOFT Constructions Marjan-USA

\* PayRun VBWK

\* Year 2020

\* Period

From Document Code To Document Code

☒ Delete Imported Timesheet

Delete

**alert**

All timesheet Records will be deleted for the parameters entered. Are you sure you want to proceed?

Yes No

**DELETE UNPOSTED TIMESHEET**

**Selection Criteria**

\* Company PYUS LOFT Constructions Marjan-USA

\* PayRun VBWK

\* Year 2020

\* Period

From Document Code To Document Code

☒ Delete Imported Timesheet

Delete

14 timesheet records were deleted successfully.

## **E Time Entry – Added Expense, Sector & Schedule Code (20.26074)**

CMiC has added the expense, sector, and schedule columns to E-Timesheet entry screen.

The screenshot shows the E-Time system interface. The top navigation bar includes links for Enterprise, ESS, HCM, CMC Field, EE Console, and ESR Mode. The main header displays 'E-Time' and a user profile for 'Employee: Margen Delgaden'. The 'PERIOD' section shows 'Company: LOFT Constructions Marjan-USA', 'Employee: Margen Delgaden', 'Period: 37', and 'Date: 12 Sep 2020'. The main form area is divided into two sections: 'Job' and 'Overhead'. The 'Job' section has a table with columns: Action, Hour Type, Trade, Job, Phase, Category, Work Category, Sector, Schedule, Expense Code, and Quantity. The 'Overhead' section has a table with columns: Action, Hour Type, Trade, Company, Department, Account, Work Category, Expense Code, Quantity, Rate, and Amount. The 'Sector' and 'Schedule' fields in the 'Job' section are highlighted with a red box.

Sector and Schedule are added for J-line entries. Expense and related fields have been added for G-Line entries.

## Generate Vertex Employee Tax Report (20.24236)

A utility screen to generate and display the Vertex Tax XML Report of an employee for a selected year and period in a structured and readable format with a XSL (XML Style Sheet) applied, along with a provision to download in HTML format to view later.

Users are required to add the utility program to the tree view menu under US Payroll Menu>Utilities>Generate Vertex Employee Tax Report.

1. Fields like Payroll Company, Payrun Code, and Employee Number can be selected from the LOV or entered manually.
2. If no Period From and Period To are provided, the system will fetch results for all the periods
3. Enter the form details and click “Show Results”.

The screenshot shows the 'Vertex Employee Tax Report' form. It includes the following fields: 'Payroll Company' (PYUS), 'Employee No' (PYCHK-04), 'Payrun Code' (MCHK), 'Pay Year' (2020), 'Period From' (42), and 'Period To' (42). A blue 'Show Results' button is located at the bottom center of the form and is highlighted with a red box.

4. Click on “View Report” to view the generated vertex report of the required pay period.

The screenshot shows the 'Vertex Employee Tax Report' form with the 'Show Results' button highlighted. Below the form, there is a table with the following data:

Payrun Code	Pay Period	Check No.	
MCHK	42	-N/A-	<a href="#">View Report</a>

The 'View Report' link is highlighted with a red box.

5. A pop-up window with results displays the vertex tax report information.

Vertex Employee Tax Report

Payroll Company

PYUS

Q

PYUS - LOFT Constructions Marjan-USA

Q

Employee No

PYCHK-04

Q

Cooper Anderson

Q

Payrun Code

MCHK

Q

Period From

42

Pay Year

2020

Period To

42

Show Results

Payrun Code	Pay Period	Check No.
MCHK	42	-NA-

View Report

Employee Vertex Report - Mozilla Firefox

test2v12.cmicca8888/cmctest12c/PyPayrollProcess/showVtrRpt.do?rowid=0

80%

Vertex Employee Report

Software Version: 4.3.7.20200918

Data Version: Version 4.3.7, Update 202010161210

Run Date: 10/29/2020 23:13:33

Employee ID: PYCHK04

Resident Geo	Primary Work Geo	Pay Date	# of Pay Pds	Current Pay Ptd	TaxID Range
15-001-2088	00-000-0000	10/17/2020	52.00	42.00	Current

Tax ID	Passed Tax ID	Range Mapped	Tax Type	Work Geo	Calc Status
400 - FED WH	400 - FED WH	0	Federal	S	OK

Filing Status	Single	Exemption Amt		Ov Rate		Supp Ov Rate	
Filing Status Used	Single	Supp Exemption Amt		Rate Used	0.220000	Supp Rate Used	
Primary Exempt	0	Special Pay Period	0	Additional Rate		Supp Additional Rate	
Secondary Exempt	0	Non Resident Alien Treatment	0	Ov Exe Amt		Supp Ov Exempt Amt	
Tertiary Exempt	0	School Dist	0	Add Exe Amt		Supp Add Exe Amt	
PTD App Flag	0	School Dist Used		Ov Max Deduction		Ov Wage Base	
Tax Exempt	0	NR Certif		Max Deduction Used		Wage Base Used	
Daily Divisor	0.00	Jur Int Treat		Exe Amt Used	0.00	Internal Tax Gross	0.00
Federal Filing Status	Single	Jur Int Treat Used				Total Internal Gross	
		# of Hours	40.00			Pro-ration fraction	
		Pay Pds Used	52.00			Pro-rated res tax	
		Cur Pay Ptd	0.00				

Gross	App Tax	App Hours			
ID	Amt	ID	Amt	Type	Number
MTD	1442.31	MTD	225.27	Current	40.00
QTD	1442.31	QTD	225.27	Month-to-Date	80.00
YTD	10086.17	YTD	1541.88	Year-to-Date	80.00
Current	1442.31	MTD Supp	0.00	Year-to-Date	260.00
Supp	0.00	QTD Supp	0.00		
MTD Supp	0.00	YTD Supp	0.00		



Vertex Employee Tax Report

Payroll Company

PYUS

PYUS - LOFT Constructions Marjan-USA

Employee No

PYCHK-36

Albert Casper

Payrun Code

MCHK

Pay Year

2020

Period From

22

Period To

22

Show Results

Payrun Code

MCHK

Pay Period

22

Check No.

200

View Report

Employee Vertex Report - Mozilla Firefox

test2v12.cmic.ca:8888/cmictest12c/PyPayrollProcess/showVtrRpt.do?rowid=0

80%

Vertex Employee Report

Software Version: 4.3.7 20200918

Data Version: Version 4.3.7, Update 202010161210

Run Date: 10/29/2020 23:17:28

Resident Geo

01-051-0870

Primary Work Geo

00-000-0000

Pay Date

05/30/2020

# of Pay Prds

52.00

Current Pay Prd

22.00

TaxID Range

Current

Tax ID

400 - FED WH

Passed Tax ID

400 - FED WH

Range Mapped

0

Tax Type

Federal

Work Geo

0

Calc Status

OK

Filing Status

Single or Married Filing Separately

Exemption Amt

Ov Rate

Supp Ov Rate

Filing Status Used

Single or Married Filing Separately

Supp Exemption Amt

Rate Used

0.320000

Supp Rate Used

Primary Exempt

0

Special Pay Period

Additional Rate

Supp Additional Rate

Secondary Exempt

0

Non Resident Alien Treatment

Ov Exe Amt

Supp Ov Exempt Amt

Tertiary Exempt

0

School Dist

Add Exe Amt

Supp Add Exe Amt

PTD Agg Flag

0

School Dist Used

Ov Max Deduction

Supp Max Deduction

Tax Exempt

0

WRCat

Max Deduction Used

Wage Base Used

Daily Divisor

0.00

Jur Int Treat

Exe Amt Used

0.00

Internal Tax Gross

0.00

Federal Filing Status

Single or Married Filing Separately

Jur Int Treat Used

Total Internal Gross

# of Hours

40.00

Pro-ration Fraction

Pay Prds Used

52.00

Pro-rated res tax

Cur Pay Prd

22.00

Gross

Agg Tax

Agg Hours

ID

Amount

ID

Amount

Type

Number

MTD

4000.00

MTD

0.00

Current

40.00

QTD

4000.00

QTD

0.00

Month-to-Date

40.00

YTD

4000.00

YTD

0.00

Quarter-to-Date

40.00

Current

4000.00

MTD Supp

0.00

Year-to-Date

40.00

Supp

0.00

QTD Supp

0.00

Menu Info: If the menu option is not available, please perform the following steps:

Go to the environment home screen. In the Left section (“Development Tools”), under “Select a Tool”, select “Treeview Builder”, and under “Select an Environment”, select your preferred environment. Click on “Launch Dev Tools”

The screenshot displays the CMiC R12 Software interface. It is divided into two main sections: 'DEVELOPMENT TOOLS' and 'R12 SOFTWARE'. In the 'DEVELOPMENT TOOLS' section, a list of tools is shown, with 'Treeview Builder' highlighted. In the 'R12 SOFTWARE' section, a list of products is shown, with 'Enterprise Console' highlighted. Below these lists, there are two 'Select an Environment' dropdown menus, both showing 'devv12'. At the bottom, there are two buttons: 'Launch Dev Tools' and 'Launch Software'. The 'Launch Dev Tools' button is highlighted with a green border. A 'Logout' link is visible in the bottom right corner.

DEVELOPMENT TOOLS		R12 SOFTWARE	
Select a Tool	Select an Environment	Select a Product	Select an Environment
Treeview Builder	dev4jv12	Enterprise Console	dev4jv12
Log Builder	devv12	Enterprise Classic	devv12
Workflow Monitor		Classic without Treeview	
Form Letter Definition		Classic without Treeview webstart	
Jasper Server / Analytics		Project Management	
Oracle Report Queue		Earned Value Management	
Program Builder		Opportunity Management	
Simple Menu		Subcontractor Prequalification	
Report Parameters		Timesheet Entry	
Process Builder		HR Self-Service	
BI Catalog Builder		Resource Planning	
BI Dashboard Builder		RTI Log	
BI Query Builder		Analytics	
Server Logs			
Jasper Server Logs			
Latest Server Log			
	Launch Dev Tools		Launch Software

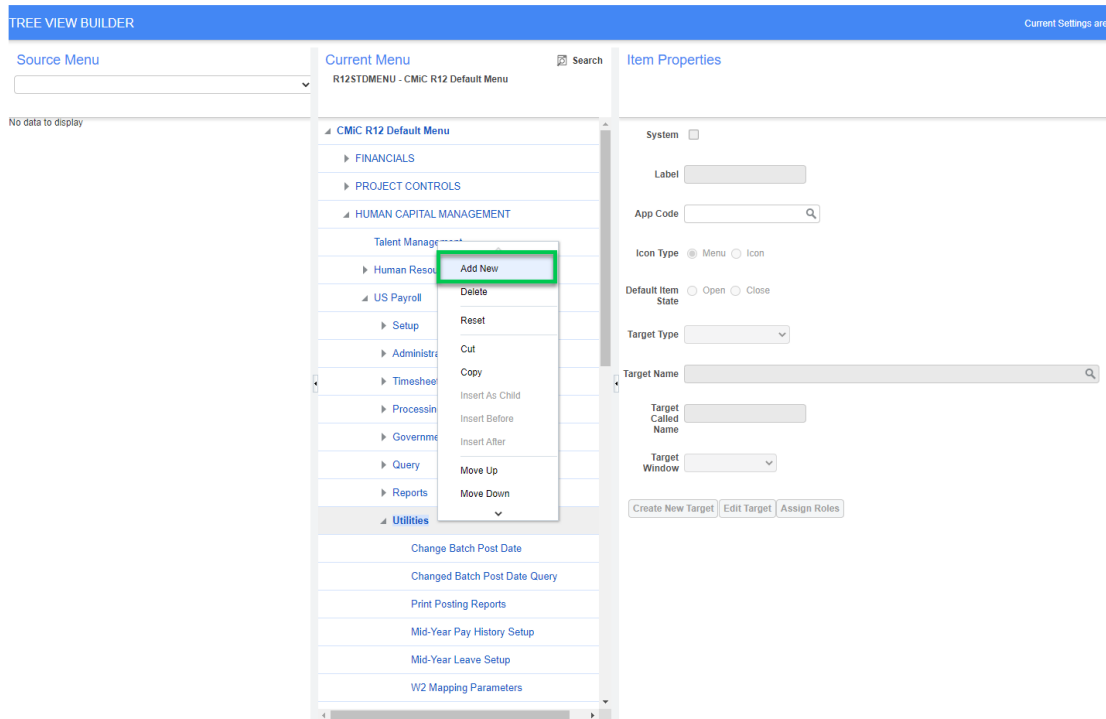
Logout

In the new Pop-up window, filter results by entering the Code as “R12STDMENU” and hit “Search”. This will return the Standard R12 CMiC Menu. Click on “OK”.

In the middle frame titled “Current Menu”, navigate to CMiC R12 Default Menu > Human Capital Management > US Payroll > Utilities.

Right Click on Utilities > Add New. This will create a New Item at the very end of “Utilities” Option. Click on “New Item”.





In the right frame with the details, provide label as “Generate Vertex Employee Tax Report”.

In the App Code LOV, select “PY”.

Select the “Icon Type” as “Icon”, and “Default Item State” as “Close”.

Select the “Target Type” as “JSP Direct Call”

In the “Target Name” LOV, select the name “PY - Vertex Employee Report”.

Select “Target Window” as “Replace Content”.

Click on “Save” at the top right. The menu option will now be available at given path.

Current Settings are for: Site CMiC Standard Client Save Save As Reset Undo

**Item Properties** 2

---

System ☐

Label

App Code

Icon Type ☐ Menu ☒ Icon

Default Item State ☐ Open ☒ Close

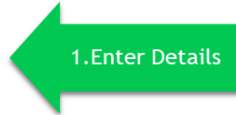
Target Type

Target Name

Target Called Name

Target Window

Create New Target Edit Target Assign Roles



## Changing the Subject/Body of Emailed Paystub (20.26978)

CMiC has modified the Direct Deposit email subject line and added the email body.

### Pre-requisites

Employee E-mail address and preferred method for Direct Deposit Stub needs to be SETUP in Employee profile under Rate/Salary tab:

**Employee Detail**

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # PYC-BW-HRL-308 Employee Full Name QCBWHRL-308 HRL-308 Copy Employee Notes

Personal Company **Rates/Salary** Address Tax HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

\* Annual Salary

\* Hourly Rate  \* Charge Out Rate  \* Billing Rate  GC Charge Rate  GC Billing Rate

\* NWHR Rate REG

\* OT Rate OT

\* DOT Rate DOT

\* OTH Rate OTHR

\* Preferred Pay Rate  \* Preferred Charge Out Rate

\* Preferred Bill Rate  \* Preferred Method for Direct Deposit Stubs

Direct Deposit Email  Minimum Hour Code

Company PYMC Caspian Canada Constructions

Job

☐ Entered Overtime ☐ Entered Double Overtime

### Modifications

Subject line will be as: <employee Company Name> Paystub for Pay Date <Payroll Period Pay Date>.

Email Body: Dear <employee First name> <employee last name>

Attached, you will find your Paystub for the pay date %PPR\_PAY\_DATE%

To view your pay stub, please open the attached file and enter your unique password (if required). We encourage you to save this document in a secure/private location for your future reference.

If you have any questions regarding the contents of the attached, please contact <From email Address>  
Thank you,

<Company Name> Payroll Department

### **Implementation**

Please see below Email:

Dear Mike S Nichols

Attached, you will find your Paystub for the pay date 09/04/2019.

To view your pay stub, please open the attached file and enter your unique password (if required). We encourage you to save this document in a secure/private location for your future reference.

If you have any questions regarding the contents of the attached, please contact [payroll department](#).

Thank you,  
Canadian Company Payroll Department

## **Employee History Import (20.29265)**

---

Employee history import program allows the user to import employee history records in a CSV file (excel sheet) with a specified format of existing employees in a company to update their pay rates (hourly rate, charge out rate and billing rate).

### **Pre-requisites**

Employee profile needs to be set before importing any employee history records.

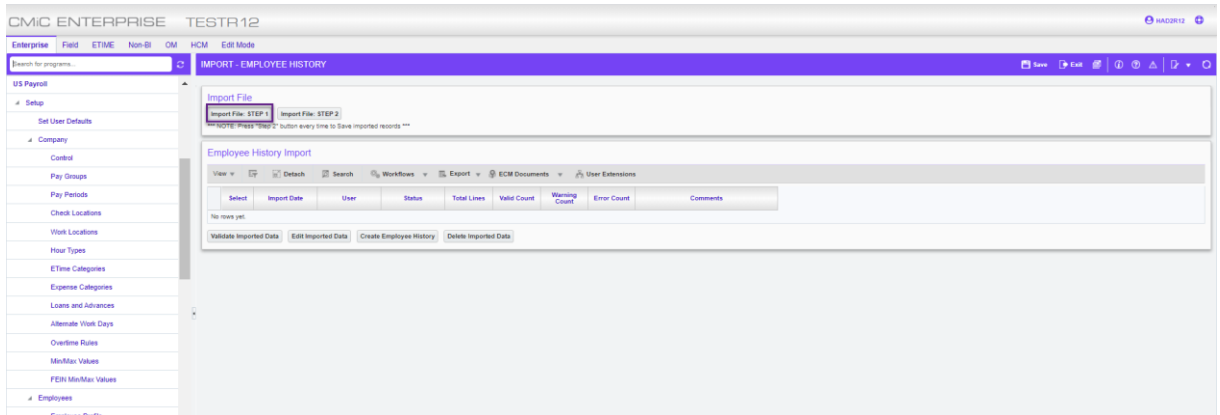
### **Modifications**

The program updates employee information in terms of hourly rate, charge out rate and billing rate. The screens that are mainly affected by this program are employee profile, employment history, as well as timesheet entry.

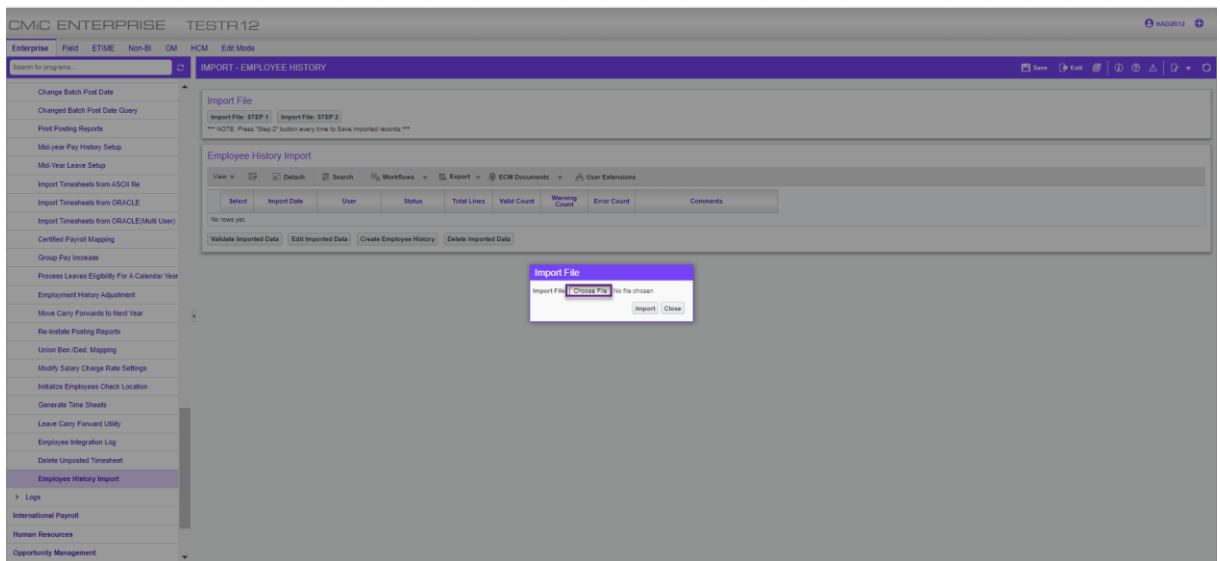
### **Implementation**

This section provides examples of using the new functionality, enhancement or change request.

To start importing data the first step to be taken is pressing import file: STEP 1.



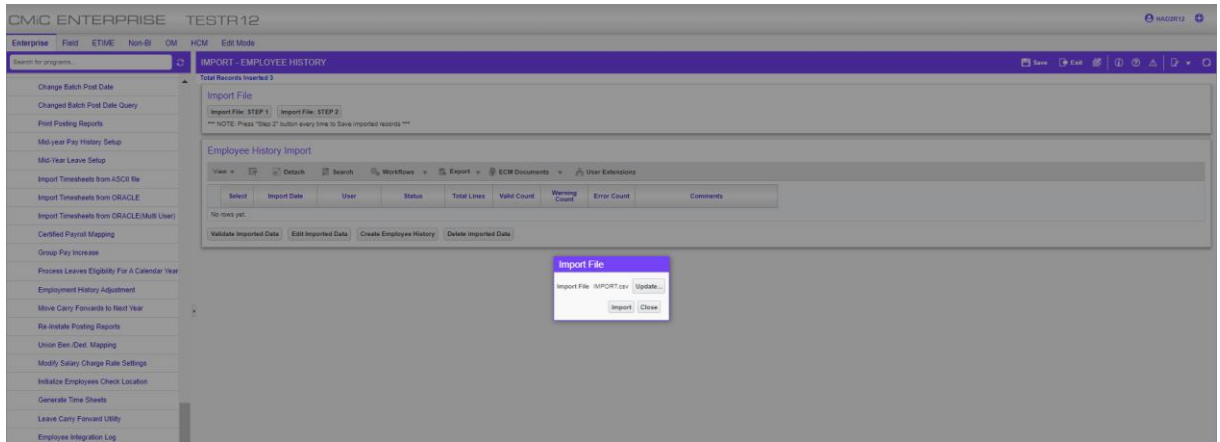
Choose the file that needs to be imported. The file must be a .CSV format.



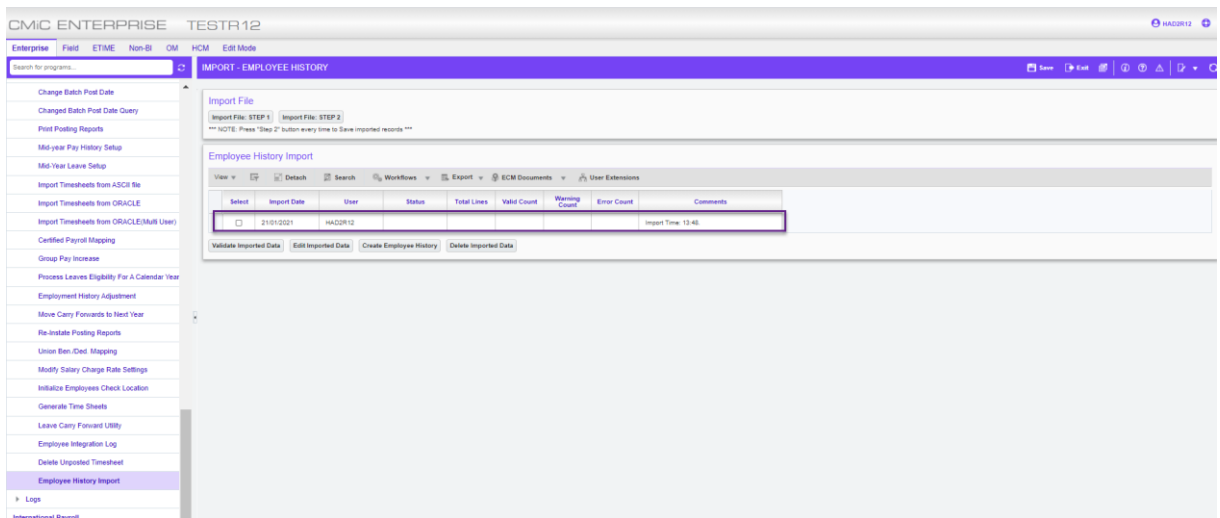
The following is a sample file with the following order: ID, first name, last name, effective date, reason, hourly rate, charge out rate, billing rate.

	A	B	C	D	E	F	G	H
1	EMPH17	EMPLOYE	TEST	12/01/202	ATB	40	40	40
2	EMPH15	JENNIFER	LOCUS	12/03/202	ATB	25	25	25
3	EMPH14	JJ	JJ	12/03/202	ATB	25	25	25

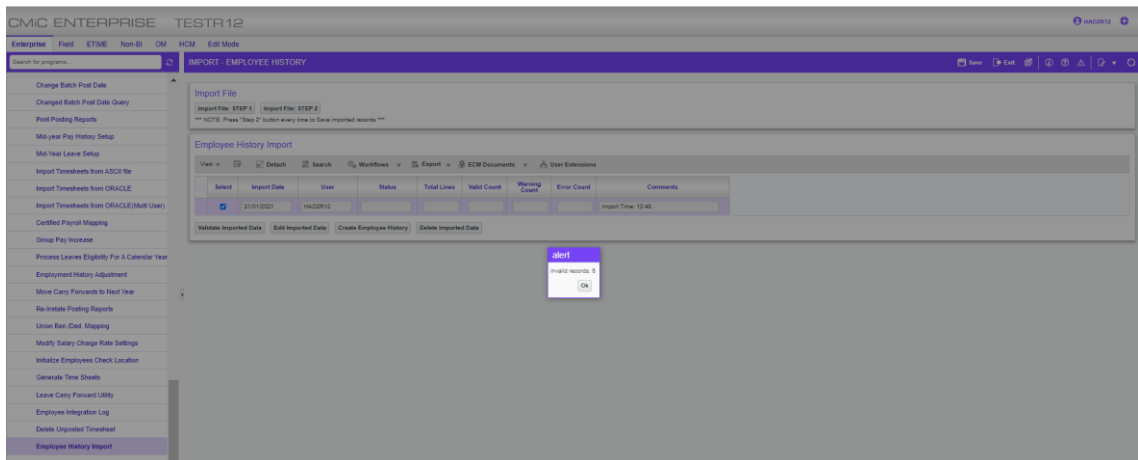
After clicking import click on close and move to STEP 2.



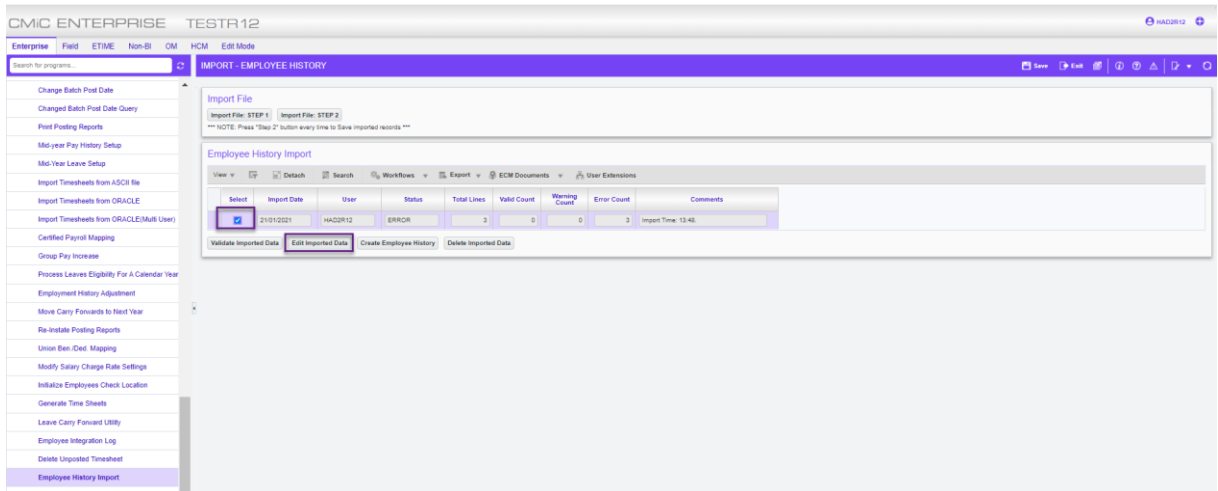
After clicking import file: STEP 2. The file is now imported showing the date and the user that imported the data as well as the time it was imported under the comments field.



Select the file and click on validate imported data button it will indicate if there valid and invalid records.



You can edit the invalid records by checking the checkbox of the file and pressing on edit imported data.

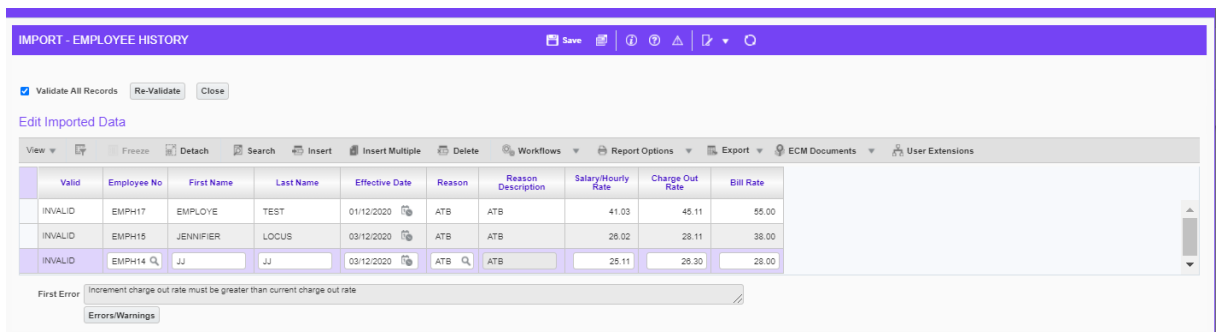


The records imported are shown on the following screen. The “valid” field tells whether the record is valid or invalid.

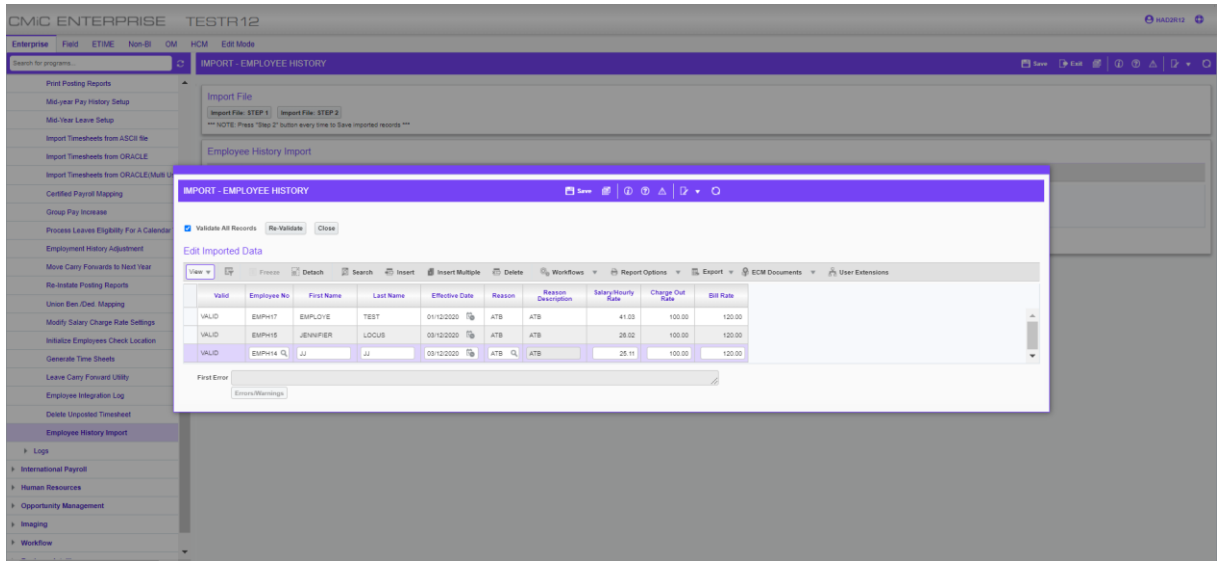
The invalid records need to be corrected before the records can be written to employees’ history.

The “errors/warnings” button show all the errors that need to be corrected.

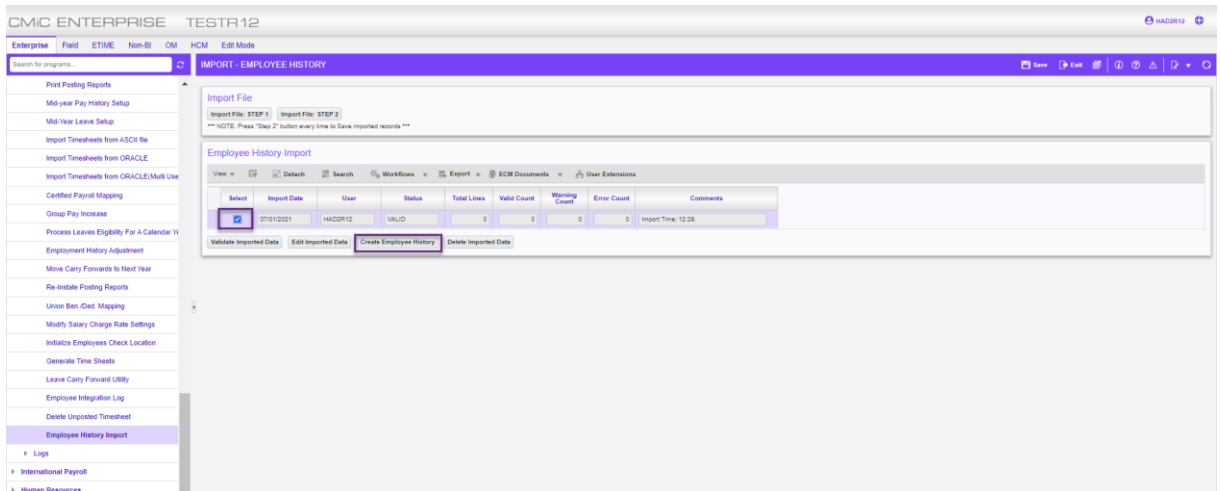
Once corrected click on the “Re-Validate” button to ensure that all errors were corrected.



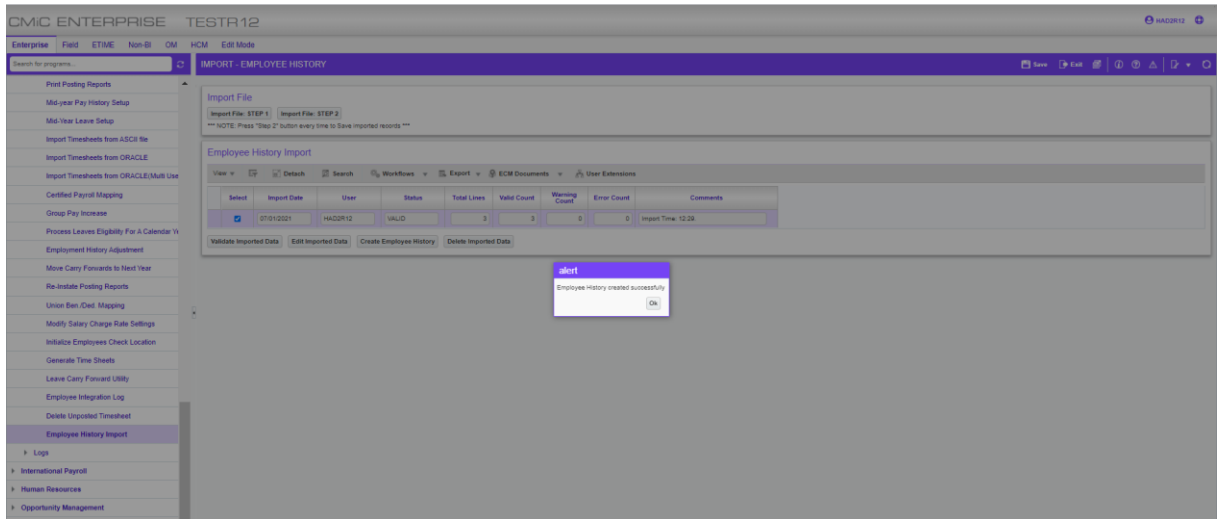
Once all records are validated showing Valid status. Save and close this pop-up window.



Select the file and click “create employee history”.



The following message is displayed on the screen and you can no longer see the imported file.



## New T4 Box Codes & Reporting Requirements (20.31003)

Canada Revenue Agency has introduced an additional reporting requirement for the T4 slip for the Tax year 2020. For the tax year 2020, in addition to reporting employment income in Box 14 or Code 71, use new other information codes when reporting employment income and retroactive payments in the following periods:

Other Box Codes 57, 58, 59 and 60 T4 Mapping – There is no requirement to setup the Box Code # 57, 58, 59 and 60 in the T4 mapping parameter screen. The employment income for the below periods and Box Codes are reported based on setup against the Box # 14 ( and if applicable Box 71) in the T4 mapping parameter screen.

Amount against Box Code # 57, 58, 59 and 60 is already part of Employment Income (Box #14). Reporting employment income is only for the following periods.

Code 57: Employment income , March 15 to May 9

Code 58: Employment income , May 10 to July 4

Code 59: Employment income , July 5 to August 29

Code 60: Employment income , August 30 to September 26



## W2/T4 PARAMETERS

### Selection Criteria

\* Form Code

### Mapping Parameters

View

* Box Code	* Tran Type	* Tran Code	* Amount Type	* Employer's Contr. Flag	Factor Number	ADP Tax Level	Description	Include Rec.
14	BW	DTHR	Employee Amount	All	1			<input checked="" type="checkbox"/>
14	BW	NWHR	Employee Amount	All	1			<input checked="" type="checkbox"/>
14	BW	OVHR	Employee Amount	All	1			<input checked="" type="checkbox"/>
14	EX	AUTO	Employee Amount	All	1			<input checked="" type="checkbox"/>
16	TX	CPP1	Employee Amount	All	-1			<input checked="" type="checkbox"/>
17	TX	QPP1	Employee Amount	All	-1			<input checked="" type="checkbox"/>
18	TX	EI1	Employee Amount	All	-1			<input checked="" type="checkbox"/>
22	TX	EEHT	Employee Amount	All	-1			<input checked="" type="checkbox"/>
22	TX	FIT	Employee Amount	All	-1			<input checked="" type="checkbox"/>
22	TX	PWHT	Employee Amount	All	-1			<input checked="" type="checkbox"/>
24	TX	EI1	Gross Earnings	All	1			<input type="checkbox"/>
26	TX	CPP1	Gross Earnings	All	1			<input type="checkbox"/>
26	TX	QPP1	Gross Earnings	All	1			<input type="checkbox"/>
O71	BN	BX71	Gross Earnings	All	1		PennCo	<input checked="" type="checkbox"/>
O71	BW	NWHR	Employee Amount	All	1		Test2 ALL	<input type="checkbox"/>

Employer's name – Nom de l'employeur  
**Caspian Canadian Constructions**  
5050  
Yonge Street  
ON M2N5N8

Canada Revenue Agency  
Year 2020  
Agence du revenu du Canada

**T4**  
Statement of Remuneration Paid  
État de la rémunération payée

Employment income – line 101  
Revenus d'emploi – ligne 101  
14 **35480,74**

Income tax deducted – line 437  
Impôt sur le revenu retenu – ligne 437  
22 **8146,52**

Employer's account number / Numéro de compte de l'employeur  
54 **001489087**

Province of employment  
Province d'emploi  
10 **ON**

Employee's CPP contributions – line 308  
Cotisations de l'employé au RPC – ligne 308  
16 **1792,04**

Employee's QPP contributions – line 308  
Cotisations de l'employé au RRQ – ligne 308  
17 **560,62**

Employee's EI premiums – line 312  
Cotisations de l'employé à l'AE – ligne 312  
18 **560,62**

RPP contributions – line 207  
Cotisations à un RPA – ligne 207  
20 **560,62**

Pension adjustment – line 206  
Facteur d'équivalence – ligne 206  
52 **560,62**

Employee's PPIP premiums – see over  
Cotisations de l'employé au RPAP – voir au verso  
55 **560,62**

EI insurable earnings  
Gains assurables d'AE  
24 **0,00**

CPP/QPP pensionable earnings  
Gains ouvrant droit à pension – RPC/RRQ  
26 **0,00**

Union dues – line 212  
Cotisations syndicales – ligne 212  
44 **0,00**

Charitable donations – line 349  
Dons de bienfaisance – ligne 349  
46 **0,00**

RPP or DPSP registration number  
N° d'agrément d'un RPA ou d'un RPDB  
50 **0,00**

PPIP insurable earnings  
Gains assurables du RPAP  
56 **0,00**

Other information (See over)  
Autres renseignements (voir au verso)

Box – Case	Amount – Montant	Box – Case	Amount – Montant	Box – Case	Amount – Montant
57	13798,04	58	3942,31		

Employer's name – Nom de l'employeur  
**Caspian Canadian Constructions**  
5050  
Yonge Street  
ON M2N5N8

Canada Revenue Agency  
Year 2020  
Agence du revenu du Canada

**T4**  
Statement of Remuneration Paid  
État de la rémunération payée

Employment income – line 101  
Revenus d'emploi – ligne 101  
14 **35480,74**

Income tax deducted – line 437  
Impôt sur le revenu retenu – ligne 437  
22 **8146,52**

Employer's account number / Numéro de compte de l'employeur  
54 **001489087**

Province of employment  
Province d'emploi  
10 **ON**

Employee's CPP contributions – line 308  
Cotisations de l'employé au RPC – ligne 308  
16 **1792,04**

Employee's QPP contributions – line 308  
Cotisations de l'employé au RRQ – ligne 308  
17 **560,62**

Employee's EI premiums – line 312  
Cotisations de l'employé à l'AE – ligne 312  
18 **560,62**

RPP contributions – line 207  
Cotisations à un RPA – ligne 207  
20 **560,62**

Pension adjustment – line 206  
Facteur d'équivalence – ligne 206  
52 **560,62**

Employee's PPIP premiums – see over  
Cotisations de l'employé au RPAP – voir au verso  
55 **560,62**

EI insurable earnings  
Gains assurables d'AE  
24 **0,00**

CPP/QPP pensionable earnings  
Gains ouvrant droit à pension – RPC/RRQ  
26 **0,00**

Union dues – line 212  
Cotisations syndicales – ligne 212  
44 **0,00**

Charitable donations – line 349  
Dons de bienfaisance – ligne 349  
46 **0,00**

RPP or DPSP registration number  
N° d'agrément d'un RPA ou d'un RPDB  
50 **0,00**

PPIP insurable earnings  
Gains assurables du RPAP  
56 **0,00**

Other information (See over)  
Autres renseignements (voir au verso)

Box – Case	Amount – Montant	Box – Case	Amount – Montant	Box – Case	Amount – Montant
57	13798,04	58	3942,31		

[illegible]

**T4 FORMS**

Other Boxes

View ▾ | Freeze | Detach

Box Code	Box Amount
57	13798.04
58	3942.31
59	0
60	0

Close

T4(14) Protected B when completed / Protégé B une fois rempli

Employer's name -- Nom de l'employeur <b>Caspian Canadian Constructions</b> <b>5050</b> <b>Yonge Street</b> <b>ON M2N5N8</b>		<b>Canada Revenue Agency</b> <b>Agence du revenu du Canada</b> Year / Année: <b>2020</b>		<b>T4</b> <b>Statement of Remuneration Paid</b> <b>État de la rémunération payée</b>	
54 Employer's account number / Numéro de compte de l'employeur <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		14 Employment income -- line 101 / Revenus d'emploi -- ligne 101 <div style="border: 1px solid black; padding: 2px;">14    <b>59692,32</b></div>		22 Income tax deducted -- line 437 / Impôt sur le revenu retenu -- ligne 437 <div style="border: 1px solid black; padding: 2px;">22    <b>13614,34</b></div>	
12 Social insurance number / Numéro d'assurance sociale <div style="border: 1px solid black; padding: 2px;">12    <b>430999490</b></div>		10 Province of employment / Province d'emploi <div style="border: 1px solid black; padding: 2px;">10    <b>ON</b></div>		16 Employee's CPP contributions -- line 308 / Cotisations de l'employé au RPC -- ligne 308 <div style="border: 1px solid black; padding: 2px;">16    <b>3020,80</b></div>	
<div style="display: flex; justify-content: space-around; font-size: 0.8em;"> <div>Exempt -- Exemption CPP/QPP    EI    PPIP 28    28    28</div> <div>RPC/RRQ    AE    RPAP</div> </div>		17 Employee's QPP contributions -- line 308 / Cotisations de l'employé au RRQ -- ligne 308 <div style="border: 1px solid black; padding: 2px;">17      </div>		24 EI insurable earnings / Gains assurables d'AE <div style="border: 1px solid black; padding: 2px;">24    <b>0,00</b></div>	
Employee's name and address -- Nom et adresse de l'employé Last name (in capital letters) -- Nom de famille (en lettres majuscules)    First name -- Prénom initial -- Initiale <div style="border: 1px solid black; padding: 2px;"> <b>ONBWSAL-300    Sal-300</b> </div>		18 Employee's EI premiums -- line 312 / Cotisations de l'employé à l'AE -- ligne 312 <div style="border: 1px solid black; padding: 2px;">18    <b>943,20</b></div>		26 CPP/QPP pensionable earnings / Gains ouvrant droit à pension -- RPC/RRQ <div style="border: 1px solid black; padding: 2px;">26    <b>0,00</b></div>	
<b>Toronto</b>  <b>ON Canada</b> <b>M2N 3H3</b>		20 RPP contributions -- line 207 / Cotisations à un RPA -- ligne 207 <div style="border: 1px solid black; padding: 2px;">20      </div>		44 Union dues -- line 212 / Cotisations syndicales -- ligne 212 <div style="border: 1px solid black; padding: 2px;">44      </div>	
52 Pension adjustment -- line 206 / Facteur d'équivalence -- ligne 206 <div style="border: 1px solid black; padding: 2px;">52      </div>		46 Charitable donations -- line 349 / Dons de bienfaisance -- ligne 349 <div style="border: 1px solid black; padding: 2px;">46      </div>		50 RPP or DPSP registration number / N° d'agrément d'un RPA ou d'un RPDB <div style="border: 1px solid black; padding: 2px;">50      </div>	
55 Employee's PPIP premiums -- see over / Cotisations de l'employé au RPAP -- voir au verso <div style="border: 1px solid black; padding: 2px;">55      </div>		56 PPIP insurable earnings / Gains assurables du RPAP <div style="border: 1px solid black; padding: 2px;">56      </div>			
Other information (See over) <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		57 Box -- Case    Amount -- Montant <div style="border: 1px solid black; padding: 2px;">57    <b>14923,08</b></div>		58 Box -- Case    Amount -- Montant <div style="border: 1px solid black; padding: 2px;">58    <b>14923,08</b></div>	
Autres renseignements (voir au verso) <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		59 Box -- Case    Amount -- Montant <div style="border: 1px solid black; padding: 2px;">59    <b>7461,54</b></div>		60 Box -- Case    Amount -- Montant <div style="border: 1px solid black; padding: 2px;">60    <b>3730,77</b></div>	

T4(14) Protected B when completed / Protégé B une fois rempli

Employer's name -- Nom de l'employeur <b>Caspian Canadian Constructions</b> <b>5050</b> <b>Yonge Street</b> <b>ON M2N5N8</b>		<b>Canada Revenue Agency</b> <b>Agence du revenu du Canada</b> Year / Année: <b>2020</b>		<b>T4</b> <b>Statement of Remuneration Paid</b> <b>État de la rémunération payée</b>	
54 Employer's account number / Numéro de compte de l'employeur <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		14 Employment income -- line 101 / Revenus d'emploi -- ligne 101 <div style="border: 1px solid black; padding: 2px;">14    <b>59692,32</b></div>		22 Income tax deducted -- line 437 / Impôt sur le revenu retenu -- ligne 437 <div style="border: 1px solid black; padding: 2px;">22    <b>13614,34</b></div>	
12 Social insurance number / Numéro d'assurance sociale <div style="border: 1px solid black; padding: 2px;">12    <b>430999490</b></div>		10 Province of employment / Province d'emploi <div style="border: 1px solid black; padding: 2px;">10    <b>ON</b></div>		16 Employee's CPP contributions -- line 308 / Cotisations de l'employé au RPC -- ligne 308 <div style="border: 1px solid black; padding: 2px;">16    <b>3020,80</b></div>	
<div style="display: flex; justify-content: space-around; font-size: 0.8em;"> <div>Exempt -- Exemption CPP/QPP    EI    PPIP 28    28    28</div> <div>RPC/RRQ    AE    RPAP</div> </div>		17 Employee's QPP contributions -- line 308 / Cotisations de l'employé au RRQ -- ligne 308 <div style="border: 1px solid black; padding: 2px;">17      </div>		24 EI insurable earnings / Gains assurables d'AE <div style="border: 1px solid black; padding: 2px;">24    <b>0,00</b></div>	
Employee's name and address -- Nom et adresse de l'employé Last name (in capital letters) -- Nom de famille (en lettres majuscules)    First name -- Prénom initial -- Initiale <div style="border: 1px solid black; padding: 2px;"> <b>ONBWSAL-300    Sal-300</b> </div>		18 Employee's EI premiums -- line 312 / Cotisations de l'employé à l'AE -- ligne 312 <div style="border: 1px solid black; padding: 2px;">18    <b>943,20</b></div>		26 CPP/QPP pensionable earnings / Gains ouvrant droit à pension -- RPC/RRQ <div style="border: 1px solid black; padding: 2px;">26    <b>0,00</b></div>	
<b>Toronto</b>  <b>ON Canada</b> <b>M2N 3H3</b>		20 RPP contributions -- line 207 / Cotisations à un RPA -- ligne 207 <div style="border: 1px solid black; padding: 2px;">20      </div>		44 Union dues -- line 212 / Cotisations syndicales -- ligne 212 <div style="border: 1px solid black; padding: 2px;">44      </div>	
52 Pension adjustment -- line 206 / Facteur d'équivalence -- ligne 206 <div style="border: 1px solid black; padding: 2px;">52      </div>		46 Charitable donations -- line 349 / Dons de bienfaisance -- ligne 349 <div style="border: 1px solid black; padding: 2px;">46      </div>		50 RPP or DPSP registration number / N° d'agrément d'un RPA ou d'un RPDB <div style="border: 1px solid black; padding: 2px;">50      </div>	
55 Employee's PPIP premiums -- see over / Cotisations de l'employé au RPAP -- voir au verso <div style="border: 1px solid black; padding: 2px;">55      </div>		56 PPIP insurable earnings / Gains assurables du RPAP <div style="border: 1px solid black; padding: 2px;">56      </div>			
Other information (See over) <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		57 Box -- Case    Amount -- Montant <div style="border: 1px solid black; padding: 2px;">57    <b>14923,08</b></div>		58 Box -- Case    Amount -- Montant <div style="border: 1px solid black; padding: 2px;">58    <b>14923,08</b></div>	
Autres renseignements (voir au verso) <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		59 Box -- Case    Amount -- Montant <div style="border: 1px solid black; padding: 2px;">59    <b>7461,54</b></div>		60 Box -- Case    Amount -- Montant <div style="border: 1px solid black; padding: 2px;">60    <b>3730,77</b></div>	

Mid-Year Pay History																													
Company: <a href="#">Capgem Canada Constructors</a>			Pay Run: <a href="#">Monthly CA</a>			Period Start Date: <a href="#">23-Dec-2019</a>			End Date: <a href="#">10-Jan-2020</a>																				
View >		<a href="#">Print</a>	<a href="#">Refresh</a>	<a href="#">Details</a>	<a href="#">Search</a>	<a href="#">Insert</a>	<a href="#">Insert Multiple</a>	<a href="#">Delete</a>	<a href="#">Duplicate Record</a>	<a href="#">Workflows</a>	<a href="#">Report Options</a>	<a href="#">Export</a>	<a href="#">ECM Documents</a>	<a href="#">User Extensions</a>															
		Company	Pay Run	Year	Period	Employee No	Emp Full Name	*Tax Type	*Tax Code	Amount	Pay Amount	Gross Earnings	Calculated Earnings	Work Company	Work Location	Date Type	Dept	GL Acc	Emp Dept	CR Acc	Batch Num	Check Ref Number	Check Location	Manual Print Flag	Post Date	Actual Pay Date	Pay Date	Check Void Date	Return Transaction
		PMFC	CABW	2020	6	PYIC-BW-SAL-300	SAL-300 ONERHAL	BW	NHWR	3,730.77	3,730.77			PMFC	TORONTO	G	00	6000-100	00	1000-400		18814	N		20-Nov-2020	20-Nov-2020	20-Nov-2020		
		PMFC	CABW	2020	7	PYIC-BW-SAL-300	SAL-300 ONERHAL	BW	NHWR	3,730.77	3,730.77			PMFC	TORONTO	G	00	6000-100	00	1000-400		18128	N		03-Apr-2021	03-Apr-2021	03-Apr-2021		
		PMFC	CABW	2020	8	PYIC-BW-SAL-300	SAL-300 ONERHAL	BW	NHWR	3,730.77	3,730.77			PMFC	TORONTO	G	00	6000-100	00	1000-400		17063	N		11-Apr-2021	11-Apr-2021	11-Apr-2021		
		PMFC	CABW	2020	9	PYIC-BW-SAL-300	SAL-300 ONERHAL	BW	NHWR	3,730.77	3,730.77			PMFC	TORONTO	G	00	6000-100	00	1000-400		17101	N		01-May-2021	01-May-2021	01-May-2021		
		PMFC	CABW	2020	10	PYIC-BW-SAL-300	SAL-300 ONERHAL	BW	NHWR	3,730.77	3,730.77			PMFC	TORONTO	G	00	6000-100	00	1000-400		17391	N		15-May-2021	15-May-2021	15-May-2021		
		PMFC	CABW	2020	11	PYIC-BW-SAL-300	SAL-300 ONERHAL	BW	NHWR	3,730.77	3,730.77			PMFC	TORONTO	G	00	6000-100	00	1000-400		18174	N		28-May-2021	28-May-2021	28-May-2021		
		PMFC	CABW	2020	12	PYIC-BW-SAL-300	SAL-300 ONERHAL	BW	NHWR	3,730.77	3,730.77			PMFC	TORONTO	G	00	6000-100	00	1000-400			N			12-Jun-2021	12-Jun-2021		
		PMFC	CABW	2020	13	PYIC-BW-SAL-300	SAL-300 ONERHAL	BW	NHWR	3,730.77	3,730.77			PMFC	TORONTO	G	00	6000-100	00	1000-400			N			01-Jul-2021	01-Jul-2021		
		PMFC	CABW	2020	14	PYIC-BW-SAL-300	SAL-300 ONERHAL	BW	NHWR	3,730.77	3,730.77			PMFC	TORONTO	G	00	6000-100	00	1000-400			N			01-Aug-2021	01-Aug-2021		
		PMFC	CABW	2020	15	PYIC-BW-SAL-300	SAL-300 ONERHAL	BW	NHWR	3,730.77	3,730.77			PMFC	TORONTO	G	00	6000-100	00	1000-400			N			01-Sep-2021	01-Sep-2021		
		PMFC	CABW	2020	16	PYIC-BW-SAL-300	SAL-300 ONERHAL	BW	NHWR	3,730.77	3,730.77			PMFC	TORONTO	G	00	6000-100	00	1000-400			N			01-Oct-2021	01-Oct-2021		
		PMFC	CABW	2020	17	PYIC-BW-SAL-300	SAL-300 ONERHAL	BW	NHWR	3,730.77	3,730.77			PMFC	TORONTO	G	00	6000-100	00	1000-400			N			01-Nov-2021	01-Nov-2021		
		PMFC	CABW	2020	18	PYIC-BW-SAL-300	SAL-300 ONERHAL	BW	NHWR	3,730.77	3,730.77			PMFC	TORONTO	G	00	6000-100	00	1000-400			N			01-Dec-2021	01-Dec-2021		
		PMFC	CABW	2020	20	PYIC-BW-S																							

```

-<T4Slip>
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  <snm>ONBWSAL-300</snm>
  <gvn_nm>SAL-300</gvn_nm>
</EMPE_NM>
-<EMPE_ADDR>
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  <cntry_cd>CAN</cntry_cd>
  <pstl_cd>M2N3H3</pstl_cd>
</EMPE_ADDR>
  <sin>430999490</sin>
  <empe_nbr>PYC-BW-SAL-300</empe_nbr>
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  <cpp_cntrb_amt>3020.80</cpp_cntrb_amt>
  <empe_eip_amt>943.20</empe_eip_amt>
  <itx_ddct_amt>13614.34</itx_ddct_amt>
</T4_AMT>
-<OTH_INFO>
  <empt_inc_amt_covid_prd1>14923.08</empt_inc_amt_covid_prd1>
  <empt_inc_amt_covid_prd2>14923.08</empt_inc_amt_covid_prd2>
  <empt_inc_amt_covid_prd3>7461.54</empt_inc_amt_covid_prd3>
  <empt_inc_amt_covid_prd4>3730.77</empt_inc_amt_covid_prd4>
</OTH_INFO>
</T4Slip>
-<T4Slip>

```

T4 Mapping is required to generate Box 71. Users need to map Box 071 to the transaction types.

**W2/T4 PARAMETERS**

**Selection Criteria**

\* Form Code: T4 Form W2/ T4 Default Setup

**Mapping Parameters**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents

* Box Code	* Tran Type	* Tran Code	* Amount Type	* Employer's Contr. Flag	Factor Number	ADP Tax Level	Description	Include Rec.
14	BN	CBON	Employee Amount	All	1			<input checked="" type="checkbox"/>
14	BW	DTHR	Employee Amount	All	1			<input checked="" type="checkbox"/>
14	BW	NWHR	Employee Amount	All	1			<input checked="" type="checkbox"/>
14	BW	OVHR	Employee Amount	All	1			<input checked="" type="checkbox"/>
14	EX	AUTO	Employee Amount	All	1			<input checked="" type="checkbox"/>
16	TX	CPP1	Employee Amount	All	-1			<input checked="" type="checkbox"/>
17	TX	QPP1	Employee Amount	All	-1			<input checked="" type="checkbox"/>
18	TX	EI1	Employee Amount	All	-1			<input checked="" type="checkbox"/>
22	TX	EEHT	Employee Amount	All	-1			<input checked="" type="checkbox"/>
22	TX	FIT	Employee Amount	All	-1			<input checked="" type="checkbox"/>
22	TX	PWHT	Employee Amount	All	-1			<input checked="" type="checkbox"/>
24	TX	EI1	Gross Earnings	All	1			<input type="checkbox"/>
26	TX	CPP1	Gross Earnings	All	1			<input type="checkbox"/>
26	TX	QPP1	Gross Earnings	All	1			<input type="checkbox"/>
O71	BW	NWHR	Employee Amount	All	1			<input checked="" type="checkbox"/>

## Employee profile setup

**EMPLOYEE PROFILE**

**Employee Detail**

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # PYMC-INDI-001 Employee Full Name Taio Chuki Copy Employee Notes

Personal Company Rates/Salary Address Tax **HR Info** HCM Exclude Other Hours Security Project History Work Category User Defined Fields

Addr. Company System User

Site Address

Region

Disability

☐ \* Able to Travel Distance 0

Sex Male

Marital Status Married

Disabled

Visible Minority

Aboriginal Status

Dominant Hand Right

Preferred Lang

Yearly Salary

Benefit Type Salaried

Last Timesheet Job

Employee Hire/Term

Paystub Password

Calculate Accrued Leave From Re-Hire Date

Calculate Burdens From Seniority Date

## Tax Overrides

Tax Code	Tax Description	Effective Date	End Date	Amount	Amount Type	Amount effective	Excl.
FIT	Federal Tax	01-Jan-2020			Tax	Override	<input type="checkbox"/>
CPP1	CPP Premium EMPLY	01-Jan-2020			Tax	Override	<input type="checkbox"/>
CPP2	CPP Premium EMLR	01-Jan-2020			Tax	Override	<input type="checkbox"/>
PWHT	Provincial Withholding T.	01-Jan-2020			Tax	Override	<input type="checkbox"/>
MHT	Manitoba Health Tax	01-Jan-2020			Tax	Override	<input type="checkbox"/>

Employment earned income for period 10 and 11 in Year 2020

Report Configuration for: PAYROLL - T4 With Form (JSR\_PY1070CE\_PrintedT4)

Destination: Preview  
 Format: PDF  
 Locale: US English

Run Report Close

Generated T4 – Box 71 should report employment income and box 14 should report 0.00

Employer's name – Nom de l'employeur  
**Caspian Canadian Constructions**  
**5050**  
**Yonge Street**  
**ON M2N5N8**

Canada Revenue Agency / Agence du revenu du Canada  
Year / Année: **2020**

**T4**  
Statement of Remuneration Paid / État de la rémunération payée

Employment income – line 101 / Revenus d'emploi – ligne 101: **14** **0,00**

Income tax deducted – line 437 / Impôt sur le revenu retenu – ligne 437: **22**

Province of employment / Province d'emploi: **10** **AB**

Employee's CPP contributions – line 308 / Cotisations de l'employé au RPC – ligne 308: **16**

Employee's QPP contributions – line 308 / Cotisations de l'employé au RRQ – ligne 308: **17**

Employee's EI premiums – line 312 / Cotisations de l'employé à l'AE – ligne 312: **18** **42,54**

RPP contributions – line 207 / Cotisations à un RPA – ligne 207: **20** **0,00**

Pension adjustment – line 206 / Facteur d'équivalence – ligne 206: **52**

Employee's PPIP premiums – see over / Cotisations de l'employé au RPAP – voir au verso: **55**

EI insurable earnings / Gains assurables d'AE: **24** **0,00**

CPP/QPP pensionable earnings / Gains ouvrant droit à pension – RPC/RRQ: **26** **0,00**

Union dues – line 212 / Cotisations syndicales – ligne 212: **44** **0,00**

Charitable donations – line 349 / Dons de bienfaisance – ligne 349: **46**

RPP or DPSP registration number / N° d'agrément d'un RPA ou d'un RPD8: **50**

PPIP insurable earnings / Gains assurables du RPAP: **56**

Employee's name and address – Nom et adresse de l'employé  
Last name (in capital letters) – Nom de famille (en lettres majuscules): **TAIO**  
First name – Prénom initial – Initiale: **Chuki**

**AB Canada** **T1X 0L3**

Other information (See over) / Autres renseignements (voir au verso):  
Box – Case: **58** Amount – Montant: **2692,30**  
Box – Case: **71** Amount – Montant: **2692,30**

T4 XML including the Box 71 Employment Income earned. The income was earned in Box 71 falls into COVID Period 2, box 58.

Box 58 is also reported.

```

</OTH_INFO>
</T4Slip>
<T4Slip>
  <EMPE_NM>
    <snm>Taio</snm>
    <gvm_nm>Chuki</gvm_nm>
  </EMPE_NM>
  <EMPE_ADDR>
    <prov_cd>AB</prov_cd>
    <cntry_cd>CAN</cntry_cd>
    <pstl_cd>T1X0L3</pstl_cd>
  </EMPE_ADDR>
  <sin>143869212</sin>
  <empe_nbr>PYMC-INDI-001</empe_nbr>
  <bn>8967543-RP01</bn>
  <rpp_dsp_rgst_nbr>0000000</rpp_dsp_rgst_nbr>
  <cpp_qpp_xmpt_cd>1</cpp_qpp_xmpt_cd>
  <ei_xmpt_cd>0</ei_xmpt_cd>
  <prov_pip_xmpt_cd>0</prov_pip_xmpt_cd>
  <rpt_tcd>O</rpt_tcd>
  <empt_prov_cd>AB</empt_prov_cd>
  <T4_AMT>
    <empe_eip_amt>42.54</empe_eip_amt>
  </T4_AMT>
  <OTH_INFO>
    <empt_inc_amt_covid_prd2>2692.30</empt_inc_amt_covid_prd2>
    <indn_empe_amt>2692.30</indn_empe_amt>
  </OTH_INFO>
</T4Slip>

```



## T4 FORMS Summary

T4 FORMS Summary report generated for all the printed T4's for all provinces. Including Other Boxes 57, 58, 59 and 60 with Box 71.

**T4 FORMS Summary**

Summarized by Province and Pension Registrations

Province	Pensions	Count of Employees
ALL	ALL	21
14	800,245.82	70
16	29,570.27	71
17	11,997.49	72
18	9,138.30	73
20	0.00	74
22	203,655.89	75
*24	0.00	76
*26	0.00	77
44	0.00	81
46	0.00	82
52	0.00	83
55	0.00	84
56	0.00	85
30	0.00	
31	0.00	
32	0.00	
33	0.00	
34	0.00	
35	0.00	
36	0.00	
37	0.00	
38	0.00	
39	0.00	
40	0.00	
41	0.00	
42	0.00	

\*24, \*26 total the exceptions

Close Other Boxes

**T4 FORMS Other Boxes**

Box Code	Box Amount
57	206,098.49
58	208,512.94
59	113,036.07
60	62,075.74
71	2,692.30

Close

## Trustmark National Bank ACH Bank Format File (20.34398)

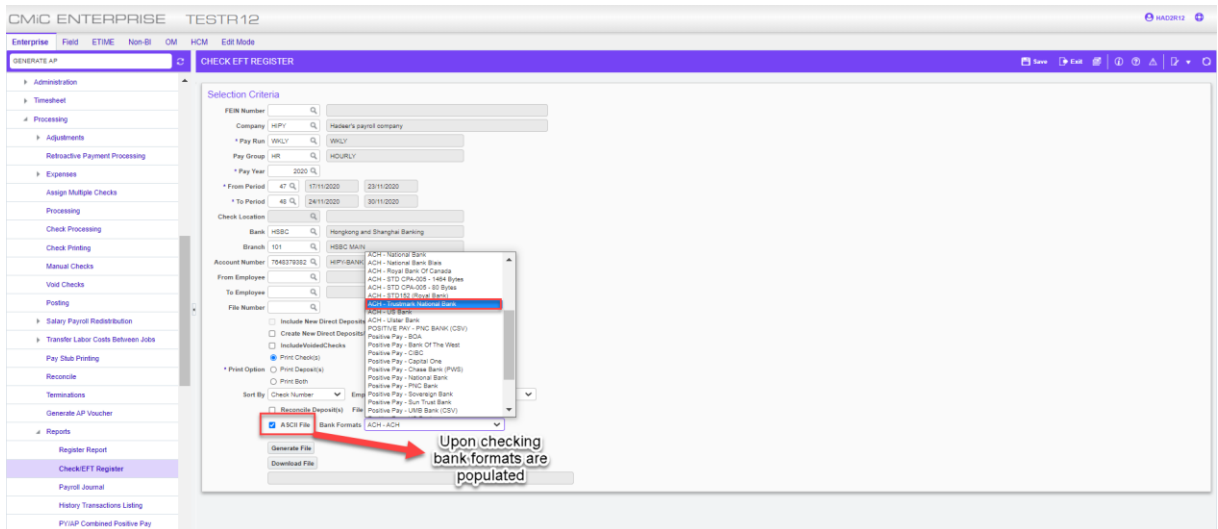
CMIC has added a new ACH Bank Format File - Trustmark national bank to the check/EFT Register screen.

### Pre-requisites

Payroll Processing, Check Processing, and Check Printing needs to be processed before printing Check/EFT Register report.

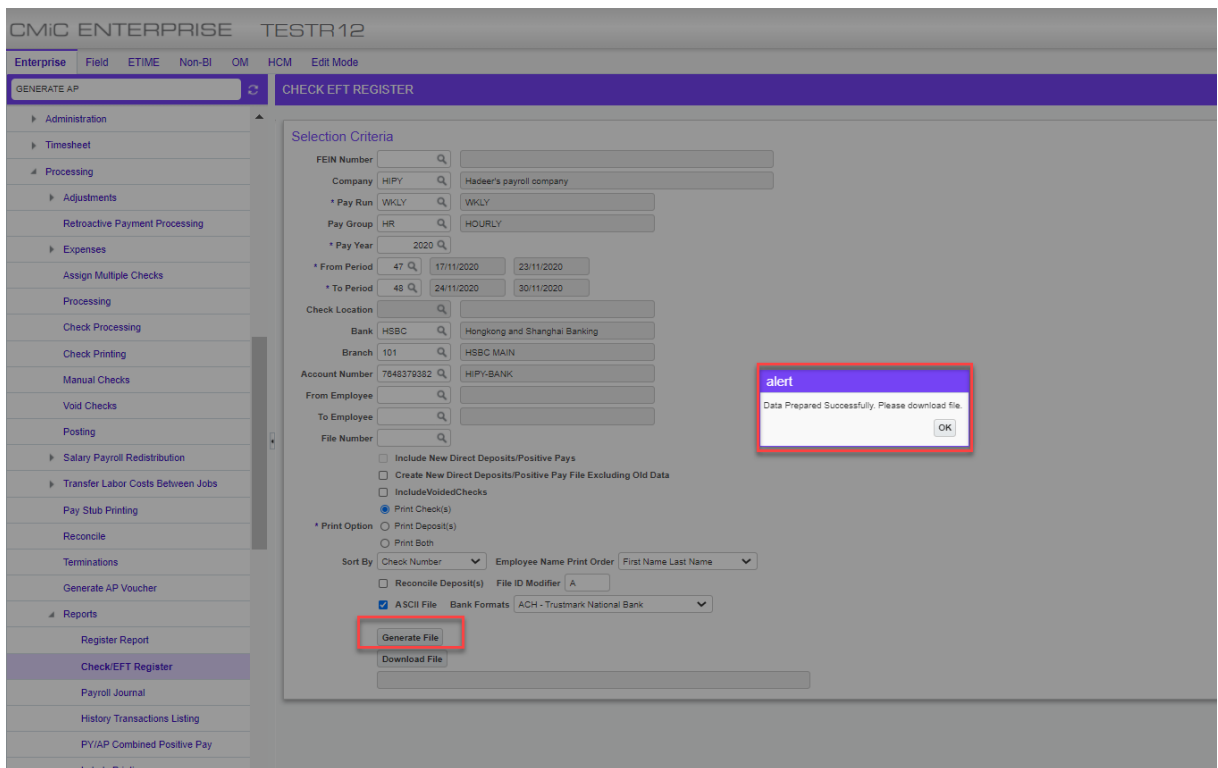
### Modifications

After filling the required fields on the Check/EFT Register page. Upon checking ASCII File option>Bank Formats become active and a drop-down window is generated with a list of banks. As seen in the following screenshot the Trustmark National Bank is now one of those selections in the LOV.



## Implementation

Upon selecting ACH- Trustmark National Bank the format of the report will change accordingly. Use the following steps on how to print this bank format: Click on “Generate File” to generate data with the new bank format.



Once the alert pops up with successful data preparation. Press ok then download the file.



**CHECK EFT REGISTER**

**Selection Criteria**

FEIN Number

Company PYMC  Caspian Canada Constructions

\* Pay Run CABW  Biweekly CA

Pay Group

\* Pay Year 2021

\* From Period 2  15-Jan-2021 28-Jan-2021

\* To Period 2  15-Jan-2021 28-Jan-2021

Check Location

Bank 003  Royal Bank of Canada

Branch 00002  Main Bloor

Account Number 56000897  PYMC-RBC

From Employee

To Employee

File Number

☐ Include New Direct Deposits/Positive Pays

☐ Create New Direct Deposits/Positive Pay File Excluding Old Data

☐ IncludeVoidedChecks

☐ Print Check(s)

\* Print Option ☐ Print Deposit(s)

☒ Print Both

Sort By  Check Number  Employee Name Print Order  First Name Last Name

☐ Reconcile Deposit(s)  File ID Modifier A

☒ ASCII File  Bank Formats ACH - STD 152 (ScotiaBank)

**CHECK EFT REGISTER**

**Selection Criteria**

FEIN Number

Company PYMC  Caspian Canada Constructions

\* Pay Run CABW  Biweekly CA

Pay Group

\* Pay Year 2021

\* From Period 2  15-Jan-2021 28-Jan-2021

\* To Period 2  15-Jan-2021 28-Jan-2021

Check Location

Bank 003  Royal Bank of Canada

Branch 00002  Main Bloor

Account Number 56000897  PYMC-RBC

From Employee

To Employee

File Number

☐ Include New Direct Deposits/Positive Pays

☐ Create New Direct Deposits/Positive Pay File Excluding Old Data

☐ IncludeVoidedChecks

☐ Print Check(s)

\* Print Option ☐ Print Deposit(s)

☒ Print Both

Sort By  Check Number  Employee Name Print Order  First Name Last Name

☐ Reconcile Deposit(s)  File ID Modifier A

☒ ASCII File  Bank Formats ACH - STD 152 (ScotiaBank)

Done, Ready for Download -

**Download To File**

File Name STD\_125\_Scotia\_ACH

**Opening STD\_125\_Scotia\_ACH.txt**

You have chosen to open:

**STD\_125\_Scotia\_ACH.txt**  
which is: Text Document  
from: http://test2v12.cmic.ca:8888

**What should Firefox do with this file?**

☒ Open with Notepad (default)

☐ Save File

☐ Do this automatically for files like this from now on.

[illegible]

Page: 1 of 2  
Date: Jan 27, 2021  
Time: 6:29 PM EST

Issued Direct  
Deposits

## Show Payroll Post Update on JC Detail + Premium (20.23960)

1) Rate Code can be assigned to individual Other Hour types to enable calculation of pay rate by specific other hour code used on Timesheets. This provides the flexibility to setup different premiums for different Other Hour codes.

2) Job Premium Rate Policies can be created to override the default rate code definition, which allows setting up of different rate code definitions for different jobs as each job can be assigned a policy of its own

### Pre-requisites

1) Flag Post Transactions by Hour Type in Job Cost should be enabled in Company Control (US Payroll>>Setup>>Company>>Control)

Selection Criteria

Company: JS SHARMA'S BUILDING CORP

General Rate Codes Accounts Direct Deposit Rules E-Timesheet Reports

Search Workflows Report Options ECM Documents User Extensions

FEDIN Number: 22 22 222 Company: 22 FEDIN

Country: US United States of America

State/Prov: IL Illinois

County/Region: City: Work Days/Year: 260 Work Hours/Year: 2080

Job Summary By: Job by Employee

Default Journal: PY Payroll

Default Adj. Journal: Text Type:

Use Charge Rate Multiplier: All Hour Types

Use Billing Rate Multiplier: ☐ Calculate Workers Compensation ☐ Calculate Workers Comp. by Job ☐ Public Liability by Job ☒ Post Transactions by Hour Type in Job Cost ☒ Post Transactions by Shift Type in Job Cost ☐ Post Transactions by Job Cost

Post Burden By: (Transaction Type) Rate Code

### Modifications

1) Columns **Rate Code**, **Rate Name** have been added on **Hour Types** program (US Payroll>>Setup>>Company>>Hour Types). This allows users to assign Rate Codes to individual other Hour Types:

Selection Criteria

Company: JS SHARMA'S BUILDING CORP

Hour Type Details

* Code	* Description	* Short Description	* Type	Rate Code	Rate Name	Leave Code	E-Time	Overtime Rule	Include For Job Alloc	* Validate In/Out Time	* Default Exclude Other Hour	Excl From CR
RGF1	Reg S1 Foreman Step Up	APRT-REGL-F1	Both	101	Reg F1							
STAT	stat holidays	stat holidays	Both	Z100	Regular	STAT						
UH	Unpaid Hours-No Rate Code	Unpaid Hours	Both									
VAC	VAC	VAC	Both	Z100	Regular	VAC						
WFH	Work from Home	WFH	Both	RC01	RATE CODE 01							

2) A new program **Job Premium Rate Setup** (US Payroll>>Setup>>Jobs>>Job Premium Rate Setup) has been created to allow users to create a Job Premium Rate Policy, which can then be assigned to individual jobs:

**Job Premium Rate Policy**

Job Premium Rate Policy Code	Job Premium Rate Policy Description
JOB PREM. POLICY FOR J801	Premium Policy for Job J801
REG FORE TEST	Regular Foreman Test

**Rate Code Details**

Rate Code	Description	Short Desc	Premium Per Hour Amount	Multiplier
RC01	RATE CODE 01	RATE CODE 01	10.00	2.000
Z200	Overtime	Overtime	7.50	1.500

## Implementation

**A)** The following example demonstrates how Rate Codes can be assigned to individual Other Hour types to calculate pay rates accordingly on Timesheet Entry:

Step 1: Create Rate Codes on Rate Codes program:

**Rate Codes Maintenance**

Code	Description	Short Description	Multiplier	Premium Per Hour Amt
Z100	Regular	Regular	1.000	0.00
Z200	Overtime	Overtime	1.500	5.00
Z300	Double Time	Double Time	2.000	0.00
Z400	Other	Other	1.500	10.00
109	Overtime Foreman Step Up Sh	APOT-RESLF4	1.500	2.50
101	Reg F1	REG-LF1	1.000	0.00
RC01	RATE CODE 01	RATE CODE 01	1.250	5.00

## Step 2: Setup default Rate Codes on Company Control:

Selection Criteria

\* Company JS SHARMA'S BUILDING CORP Copy Control File

General **Rate Codes** Accounts Direct Deposit Rules E-Timesheet Reports

Search Workflows Report Options ECM Documents User Extensions

* Normal Hours	Z100	Regular
* Overtime Hours	Z200	Overtime
* Double Overtime Hours	Z300	Double Time
* Other Hours	Z400	Other

**Step 3: On Hour Types** program, assign a Rate Code to Other Hour Types as shown below. Note that Rate Code is not a mandatory field on this program and can be left blank in which case the system will use default other hour Rate Code set on Employee Profile.

Selection Criteria

Company JS SHARMA'S BUILDING CORP

Hour Type Details

View Filter Detail Search Insert Insert Multiple Details Workflows Report Options Export ECM Documents User Extensions

* Code	* Description	* Short Description	* Type	Rate Code	Rate Name	Leave Code	E-Time	Overtime Rate	Include For Job Alloc	* Variable In/Out Time	* Default Exclude Other Hour	Exclude From Salary CA Rate Calculation	Exempt Rule	* Dept Allocation Dept Source
RGP1	Reg St Foreman Step Up	APRT-REGU-F1	Both	Z100	Reg P1	STAT	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timesheet
STAT	stat holidays	stat holidays	Both	Z100	Regular	STAT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timesheet
UH	Unpaid Hours-No Rate Code	Unpaid hours	Both				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timesheet
VAC	VAC	VAC	Both	Z100	Regular	VAC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timesheet
WFH	Work from Home	WFH	Both	RCD1	RATE CODE 01		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Timesheet

Rate Code is assigned to other hour types VAC, WFH while it is left blank for UH other hour type

**Step 4: Enter time against VAC Other Hour Type on Timesheet Entry program and verify rate calculation. As shown below, as soon as VAC is selected in **Type** LOV, the Rate Code mapped to it on **Hour Types** program is displayed in field **Rate Code**:**



PRISE AUSTIN IND (Internal)

Enterprise v12c ETime Edit Mode

**TIMESHEET ENTRY**

Info: More than eligible hours are entered - 58 Hour(s) left against hour Code VAC in the Leave Year 2021 for the Employee JS-HR-BW-EMP13

**Selection Criteria**

Company JS SHARMA'S BUILDING CORP  
 Pay Run JSBW JS BI-WEEKLY  
 Year 2021  
 Period 4 02-12-2021 02-25-2021  
 Document USER\_DOC  
 NH Total 0 OT Total 0 DOT Total 0 Other Total 0  
 Currency USD Total Hours 0

**Timesheet Details**

Employee EMP 13 HOURLY Auto Recall Create Cost Code Cat NH Total hours 0 OT Total hours 0 DOT Total hours 0 Other Total hours 0 Refresh

**Timesheet Details Employee Equipment**

Seq No	* Employee	Date	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate	Expense	Expense Hour Type	Quantity	Rate	Amount	Adjustment ID	Period	JCWBSV
7331	JS-HR-BW-EMP13	02-12-2021	Z20	42.5000	0	Z30	50.0000	1	VAC	Z100	25.0000							4	

Record Desc Job/Dept/Eqp Desc LOBLAWS STORE RENOVATION CostCode/Aco/Compon Desc PAINT JOB Cat./Tan Desc LABOUR

The Pay Rate for this employee is 25.00 and hence the pay rate calculation for VAC other hour code is  $25.00 \times 1 = 25.00$

**Step 5:** Enter time against WFH Other Hour Type on Timesheet Entry program and verify rate calculation. As shown below, as soon as WFH is selected in **Type** LOV, the Rate Code mapped to it on **Hour Types** program is displayed in field **Rate Code**:

PRISE AUSTIN IND (Internal)

Enterprise v12c ETime Edit Mode

**TIMESHEET ENTRY**

Info: More than eligible hours are entered - 58 Hour(s) left against hour Code VAC in the Leave Year 2021 for the Employee JS-HR-BW-EMP13

**Selection Criteria**

Company JS SHARMA'S BUILDING CORP  
 Pay Run JSBW JS BI-WEEKLY  
 Year 2021  
 Period 4 02-12-2021 02-25-2021  
 Document USER\_DOC  
 NH Total 0 OT Total 0 DOT Total 0 Other Total 0  
 Currency USD Total Hours 0

**Timesheet Details**

Employee EMP 13 HOURLY Auto Recall Create Cost Code Cat NH Total hours 0 OT Total hours 0 DOT Total hours 0 Other Total hours 0 Refresh

**Timesheet Details Employee Equipment**

Seq No	* Employee	Date	#Code/Aco/Compon	Cat./Tan	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate	Expense	Expense Hour Type
7333	JS-HR-BW-EMP13	02-12-2021	01	LABOUR	0	Z10	25.0000	0	Z20	42.5000	0	Z30	50.0000	1	WFH	RC01	36.2500		

Record Desc Job/Dept/Eqp Desc LOBLAWS STORE RENOVATION CostCode/Aco/Compon Desc PAINT JOB Cat./Tan Desc LABOUR

The Pay Rate for this employee is 25.00 and hence the pay rate calculation for WFH other hour code is  $(25.00 \times 1.25) + 5 = 31.25 + 5 = 36.25$

**Step 6:** Enter time against UH Other Hour Type on Timesheet Entry program and verify rate calculation. As shown below, as soon as UH is selected in **Type** LOV, Rate Code Z400 is displayed in field **Rate Code**. This happens because UH is not mapped to any Rate Code on **Hour Types** program and hence, the system uses default other hour rate code (on company control) for this Other Hour Type:

The screenshot shows the 'TIMESHEET ENTRY' program. Under 'Selection Criteria', the company is 'SHARMA'S BUILDING CORP' and the pay run is 'JS BI-WEEKLY'. The 'Timesheet Details' section shows the employee 'EMP 13 HOURLY'. The 'Timesheet Details' table has columns for 'Seq No', 'Employee', 'Date', 'Cat/Tran', 'Normal Hours', 'NH Rate Code', 'NH Pay Rate', 'Overtime Hours', 'OT Rate Code', 'OT Pay Rate', 'Double Over Time Hours', 'DOT Rate Code', 'DOT Pay Rate', 'Other Hours', 'Type', 'Rate Code', 'Pay Rate', 'Expense', 'Expense Hour Type', 'Quantity', and 'Rate'. The 'Other Hours' column is highlighted with a red box, showing a value of 1. The 'Rate Code' column shows Z400, and the 'Pay Rate' column shows 47.5000.

The Pay Rate for this employee is 25.00 and hence the pay rate calculation for UH other hour code is  $(25.00 \times 1.5) + 10 = 37.5 + 10 = 47.5$

**B)** The following example demonstrates how Job Premium Rate Policies can be created to setup Rate Codes with new definitions which override default definitions on **Rate Codes** program for the assigned jobs:

**Step 1:** Create a new Job Premium Rate Policy on **Job Premium Rate Setup** program (US Payroll>>Setup>>Job>>Job Premium Rate Setup). On the policy, new definition can be given to desired Rate Codes. For the Rate Codes not mentioned on this program, system will use the default definition on **Rate Codes** program:

The screenshot shows the 'JOB PREMIUM RATE SETUP' program. The 'Job Premium Rate Policy' table has columns for 'Job Premium Rate Policy Code' and 'Job Premium Rate Policy Description'. A new policy 'JOB PREM. POLICY FOR JS01' is shown. The 'Rate Code Details' table has columns for 'Rate Code', 'Description', 'Short Desc', 'Premium Per Hours Amount', and 'Multiplier'. The rate code 'Z200' is shown with a premium per hour amount of 10.00 and a multiplier of 3.000.

**Step 2:** Rate Code definition on **Rate Codes** program is as follows:

Code	Description	Short Description	Multiplier	Premium Per Hour Amt
Z100	Regular	Regular	1.000	0.00
Z200	Overtime	Overtime	1.500	5.00
Z300	Double Time	Double Time	2.000	0.00
Z400	Other	Other	1.500	10.00
109	Overtime Foreman Step Up Sh	APOT-REG-LF4	1.500	2.50
101	Reg F1	REG-LF1	1.000	0.00
RC01	RATE CODE 01	RATE CODE 01	1.250	5.00

**Step 3:** Assign the Job Premium Rate Policy created in step 1 to a job on **Job Setup** program under **Payroll** tab as shown below:

Selection Criteria

Company: JS SHARMA'S BUILDING CORP Duplicate Job

Job Detail

Work Location: [Field]

Union Location: [Field]

Prevailing Job Sector Code: [Field]

Prevailing Job Payrate Schedule Code: [Field]

Prevailing Wage Rate Code: [Field]

Prevailing Wage Overtime Rate: [Field]

Default Payroll Overhead Group: [Field]

Workers Compensation Policy: [Field]

Timesheet Import Template: TEMPLATE 1

Customer Mapping Code: CODE 1

Public Liability Policy: [Field]

Process Separate Checks for: Do Not Separate

Payroll Rate Policy: JOB PREM. POLICY

Use Payroll Bill Rates: [Checked]

Use Calculated Salary Charge Rates: [Checked]

Use Job Company to Pay Employee in Payroll: [Checked]

Use Job For Prevailing Wage: [Checked]

Use Default Davis Bacon Rule: [Checked]

Allow E-Timesheet Entries: [Checked]

Certified Job: [Checked]

**Step 4:** Enter time against the job and observe how Rate Code definitions on Job Premium Rate Policy override the default Rate Code definitions:

Enter time against WFH other hour type which is mapped to Rate Code RC01.

Rate Code RC01 has a multiplier of 2.5 and Premium Per Hour amount of 10.00 on the Job Premium Rate Policy, whereas it is 1.25 and 5.00 respectively on the **Rate Codes** program. As shown below, Rate Code definition for RC01 on Job Premium Rate policy overrides the definition on **Rate Codes** program:

Not secure | custv12e.cmic.ca:8888/cmicens3/UIConsole/faces/task-flow-definition-runNamedConsole/MainConsole

TERPRISE AUSTIN IND (Internal)

Enterprise v12c ETime Edit Mode

TIMESHEET ENTRY

Selection Criteria

Company JS SHARMA'S BUILDING CORP  
 Pay Run JSBW JS B-WEEKLY  
 Year 2021  
 Period 4 02-12-2021 02-25-2021  
 Document TEST  
 NH Total 0 OT Total 0 DOT Total 0 Other Total 0  
 Currency USD Total Hours 0

Timesheet Details

Employee EMP 13 HOURLY Auto Recall Create Cost Code Cal NH Total hours 0 OT Total hours 0 DOT Total hours 0 Other Total hours 0 Refresh

Timesheet Details Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes ECM Documents User Extensions

Seq No	* Employee	Date	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate	Expense	Expense Hour Type	Quantity	Rate	Amount	Adjustment ID	Period	JWBSV
7348	JS-HR-BW-EMP13	02-12-2021	0	Z100	85.0000	0	Z300	80.0000	1	WFH	RC01	72.5000										4	

Record Desc Job/Dept/Eqp Desc LOBLAWS STORE RENOVATION CostCode/Acco/Compon Desc PRINT\_JOB Cal/Tran Desc LABOUR

The Pay Rate for this employee is 25.00 and hence the pay rate calculation for WFH other hour code is  $(25.00 \times 2.5) + 10 = 62.5 + 10 = 72.5$

Enter time against VAC other hour type which is mapped to Rate Code Z100.

Rate Code Z100 is not defined on the Job Premium Rate Policy and has a multiplier of 1 on Rate Codes program. As shown below, system in this case goes by the definition on Rate Codes program as Rate Code Z100 is undefined on the job premium rate policy:

Not secure | custv12e.cmic.ca:8888/cmicens3/UIConsole/faces/task-flow-definition-runNamedConsole/MainConsole

TERPRISE AUSTIN IND (Internal)

Enterprise v12c ETime Edit Mode

TIMESHEET ENTRY

Selection Criteria

Company JS SHARMA'S BUILDING CORP  
 Pay Run JSBW JS B-WEEKLY  
 Year 2021  
 Period 4 02-12-2021 02-25-2021  
 Document TEST  
 NH Total 0 OT Total 0 DOT Total 0 Other Total 2  
 Currency USD Total Hours 2

Timesheet Details

Employee JS-HR-BW-EMP13 EMP 13 HOURLY Auto Recall Create Cost Code Cal NH Total hours 0 OT Total hours 2 DOT Total hours 3 Other Total hours 19 Refresh

Timesheet Details Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes ECM Documents User Extensions

Seq No	* Employee	Date	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate	Expense	Expense Hour Type	Quantity	Rate	Amount
7348	JS-HR-BW-EMP13	02-12-2021	0	Z100	25.0000	0	Z200	85.0000	0	Z300	80.0000	1	WFH	RC01	72.5000					
7349	JS-HR-BW-EMP13	02-12-2021	0	Z100	25.0000	0	Z200	85.0000	0	Z300	80.0000	1	VAC	Z100	25.0000					

Record Desc Regular Job/Dept/Eqp Desc LOBLAWS STORE RENOVATION CostCode/Acco/Compon Desc PRINT\_JOB Cal/Tran Desc LABOUR

The Pay Rate for this employee is 25.00 and hence the pay rate calculation for VAC other hour code is  $(25.00 \times 1) + 0 = 25$

**Step 5: Set Billing Rate for Other Hour Types VAC, WFH on Billing Rates program:**

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# ENTERPRISE AUSTIN IND [Internal]

Enterprise v12c ETime Edit Mode

## BILLING RATINGS

Table Mode Save Exit Help Settings Print

### Selecton Criteria

Company JS SHARMA'S BUILDING CORP Surcharges Minimum Time Charges Billing Overtime Rules Risk Management Calculation Rules Invoice Formats

### Rate Code

Search Insert Delete Previous Next ECM Documents User Extensions

\* Rate Code RATE1 Rate1 \* Start Date 31-01-2021 End Date 12-31-2025 Copy Rate

Description RATE1 \* Active Warning Message

### Sub Rate Code

View Freeze Detach Search Delete Export ECM Documents

\* Sub Rate Code Name Sub Rate Code Description Active Copy Rate

No rows yet.

### Rate Detail

employee	union	trade	shift	job	Lost Code	Lost type	P/T	iran type	P/T	iran Code	Wageper	Billing rate	new	Description	type	rate factor	premium
				J501	J501	LABOUR	PL	FLD1		3.0000	\$						5.000
				J501	J501	LABOUR	EX	TAXI		2.0000	\$						5.000
				J501	J501	LABOUR	BW	UH		0.0000	HR						15.000
				J501	J501	LABOUR	LE	VAC		3.0000	HR						
				J501	J501	LABOUR	WC	WC01		3.0000	\$						
				J501	J501	LABOUR	BW	WFH		1.5000	HR						15.000
				J501	J501	LABOUR	TX	ZFUT		4.0000	\$						5.000
				J501	J501	LABOUR	BN	ZZ10		2.0000	\$						5.000

Employee All Employees Job All Jobs

### Step 6: Post Timesheet:

Not secure

custv12e.cmic.ca:8888/cmiconv3/UIConsole/faces/task-flow-definition-runNamedConsole/MainConsole

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CMIC R12 Launch P...

Secret Server

History

collab.cmic360.com...

CMIC v10 Launch P...

UIConsole - Standa...

HCM Scrums Board...

ERPRISE

AUSTIN IND [Internal]

Enterprise v12c

ETime

Edit Mode

PAYROLL TIMESHEET POSTING

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Exempt Rules Processing

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Posting

transfer

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Payment

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ecks

Selection Criteria

\* Company

JS

SHARMA'S BUILDING CORP

From Pay Group

To Pay Group

\* Pay Run

JSSW

\* Pay Year

2021

Period

4

02-12-2021

02-25-2021

From Document Code

TEST

To

TEST

Employee Pick List

Edit

Starting Employee

Ending Employee

Starting Date

02-12-2021

Ending Date

02-25-2021

\* Posting Date

04-25-2021

\* Journal

PY

Payroll

\* Calculate Overhead

N

☐ Preview Posting

☒ Print Reports Immediately

Timesheet Posting Completed successfully. Created Batch Number: 4193

Post

### Step 7: Verify Billing Rate on JC Transaction Detail log:

Ctrl Phase	Ctrl Cat	Reference Description	Post Date	Batch	Src	PP Tran Type	Source Description	Source Document	Unbilled Revenue Amt	Currency	Exchg Curr	Exchg Rate	Exchg Amount
ALL	ALL	JSBW20214	04-25-2021	4193	PY	BW	EMP 13 HOURLY		101.25	USD	USD	1	97.5
ALL	ALL	JSBW20214	04-25-2021	4193	PY	LE	EMP 13 HOURLY		105.00	USD	USD	1	35.0

For Other Hour type **WFH**, multiplier and premium per hour amount on billing rate table is 1.5 and 15. Charge amount for the employee is 97.50 and hence, billing rate=  $97.5 \times 1.5 + 15 = 146.25 + 15 = 161.25$

Similarly, for Other Hour type **VAC**, multiplier on billing rate table is 3. Charge amount for the employee is 35 and hence, billing rate=  $35 \times 3 = 105.00$

## Allow Bill Rates Setup by Detail Burdens (20.23961)

CMiC has made the following enhancements to allow Bill Rate setup and summarized posting by individual Other Hour Type Codes and individual burden codes.

### Overview

1) Bill Rate can be setup for specific other hour codes in Bill Rate Table. This allows summarization of timesheet posting by individual other hour codes.

This provides flexibility to setup different bill rate for different other hour codes.

2) Bill Rate can be setup for specific burden transaction codes in Bill Rate table. This allows summarization of JC transactions by individual burden codes upon final payroll posting.

This provides flexibility to setup different bill rate for different burden codes.

### Pre-requisites

1) Flag **Job Summary By** should be set to one of following options:

- a) Job by Employee
- b) Employee by Date
- c) Time Sheet

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ERPRISE PTFR12

Enterprise v12 Forms ESS E-Time Edit Mode

PAYROLL CONTROL

Selection Criteria

Company JS SHARMA BUILDERS Copy Control File

General Rate Codes Accounts Direct Deposit Rules E-Timesheet Reports

Search Workflows Report Options ECM Documents User Extensions

\* FEIN Number 22 22 222 Company 22 FEIN

Country US United States of America

\* StateProv IL Illinois

County/Region

City

Work Days/year 260 Work Hours/year 2080

Job Summary By Job by Employee

\* Default Journal PY Payroll

Default Adj. Journal PY Payroll

Text Type

Use Charge Rate Multiplier All Hour Types

Use Billing Rate Multiplier All Hour Types

☒ Calculate Workers Compensation  
☒ Calculate Public Liability  
☒ Create Vendor From Employee  
☐ Calculate Overhead  
☐ Overhead Summary

☐ Calculate Workers Comp. by Job  
☐ Public Liability by Job  
☒ Post Transactions by Shift Type in Job Cost  
☒ Post Transactions by Hour Type in Job Cost

Post Burdens By Transaction Type And Code

## 2) Flag Post Transactions by Hour Type in Job Cost should be checked:

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PAYROLL CONTROL

Selection Criteria

Company JS SHARMA BUILDERS Copy Control File

General Rate Codes Accounts Direct Deposit Rules E-Timesheet Reports

Search Workflows Report Options ECM Documents User Extensions

\* FEIN Number 22 22 222 Company 22 FEIN

Country US United States of America

\* StateProv IL Illinois

County/Region

City

Work Days/year 260 Work Hours/year 2080

Job Summary By Job by Employee

\* Default Journal PY Payroll

Default Adj. Journal PY Payroll

Text Type

Use Charge Rate Multiplier All Hour Types

Use Billing Rate Multiplier All Hour Types

☒ Calculate Workers Compensation  
☒ Calculate Public Liability  
☒ Create Vendor From Employee  
☐ Calculate Overhead  
☐ Overhead Summary

☐ Calculate Workers Comp. by Job  
☐ Public Liability by Job  
☒ Post Transactions by Shift Type in Job Cost  
☒ Post Transactions by Hour Type in Job Cost

Post Burdens By Transaction Type And Code

## 3) Flag Post Burdens By should be set to Transaction Type and Code:

Not secure | qa2v12.cmic.ca:8888/cmictfr12/UIConsole/faces/task-flow-definition-runNamedConsole/MainConsole

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ERPRISE PTFR12

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PAYROLL CONTROL

Selection Criteria

Company JS SHARMA BUILDERS Copy Control File

General Rate Codes Accounts Direct Deposit Rules E-Timesheet Reports

Search Workflows Report Options ECM Documents User Extensions

\* FEIN Number 22 22 222 Company 22 FEIN

Country US United States of America

\* StateProv IL Illinois

County/Region

City

Work Days/year 260 Work Hours/year 2080

Job Summary By Job by Employee

\* Default Journal PY Payroll

Default Adj. Journal PY Payroll

Text Type

Use Charge Rate Multiplier All Hour Types

Use Billing Rate Multiplier All Hour Types

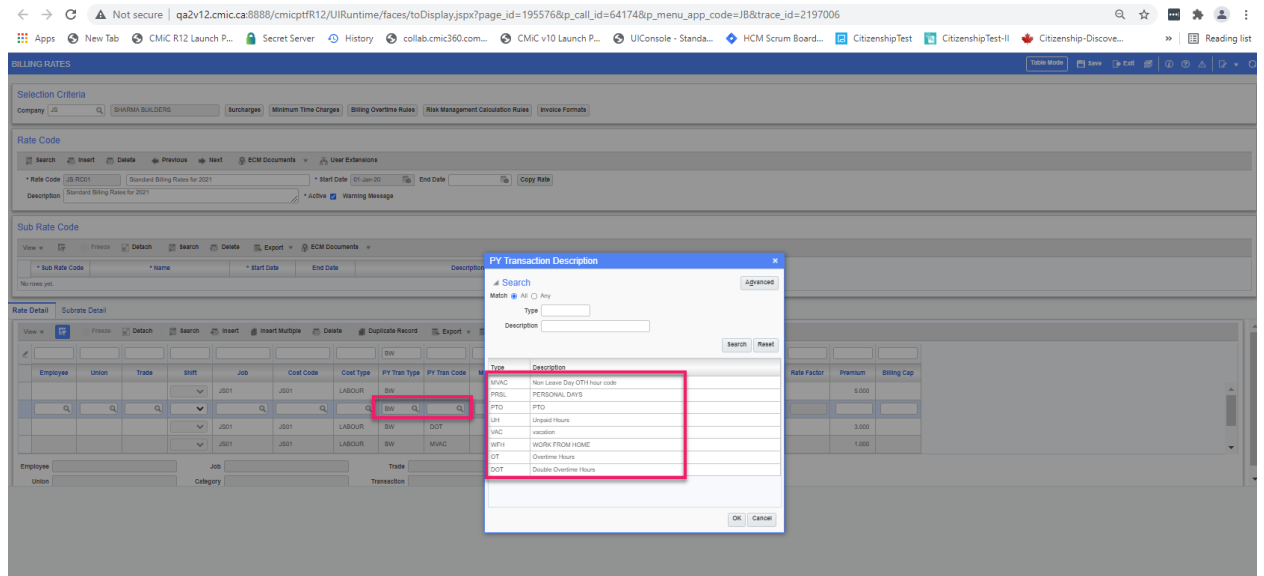
☒ Calculate Workers Compensation  
☒ Calculate Public Liability  
☒ Create Vendor From Employee  
☐ Calculate Overhead  
☐ Overhead Summary

☐ Calculate Workers Comp. by Job  
☐ Public Liability by Job  
☒ Post Transactions by Shift Type in Job Cost  
☒ Post Transactions by Hour Type in Job Cost

Post Burdens By Transaction Type And Code

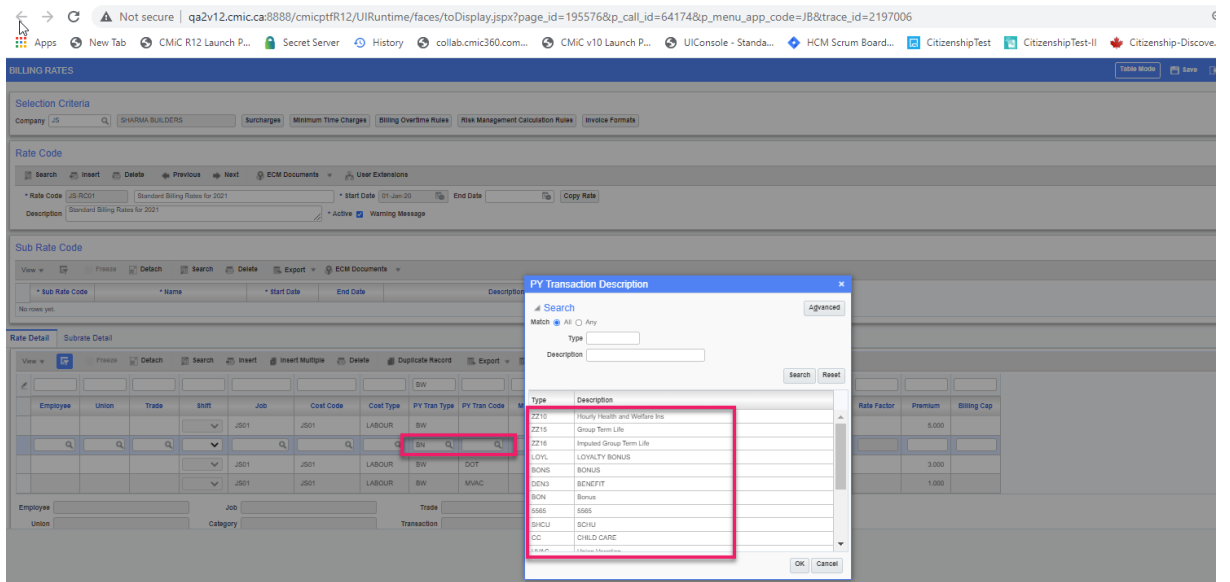
## Modifications

1) In Bill Rate table, **PY Tran Code** LOV lists individual Other Hour codes:



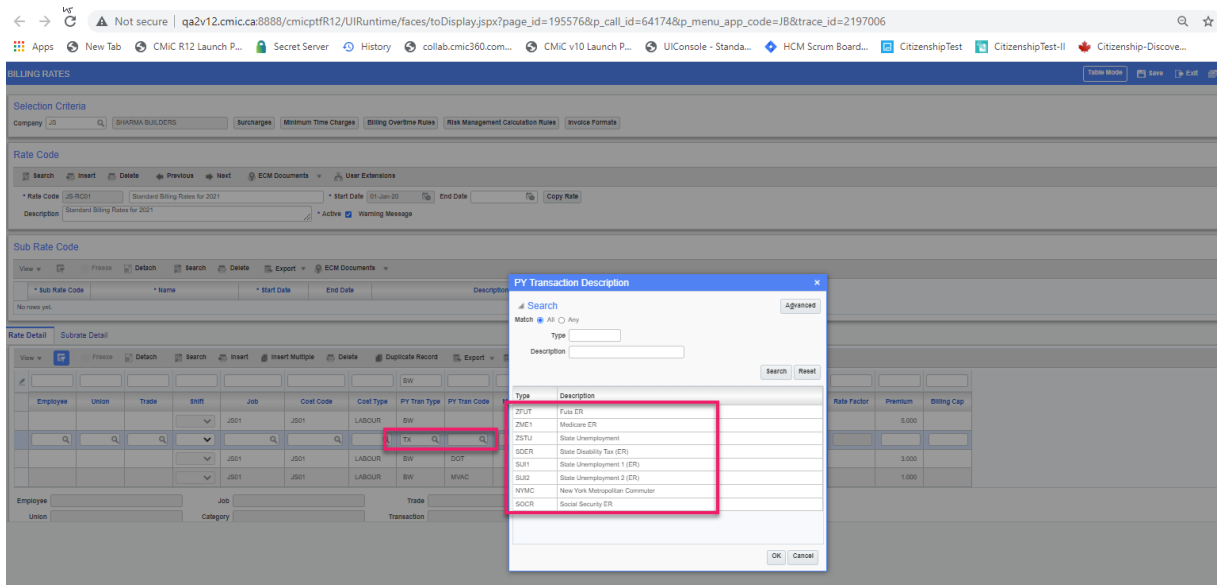
2) In Bill Rate table, **PY Tran Code** LOV lists individual burden codes. Ex:

A) For benefits, **PY Tran Code** LOV lists all benefits:



B) For Taxes, **PY Tran Code** LOV lists all Taxes:

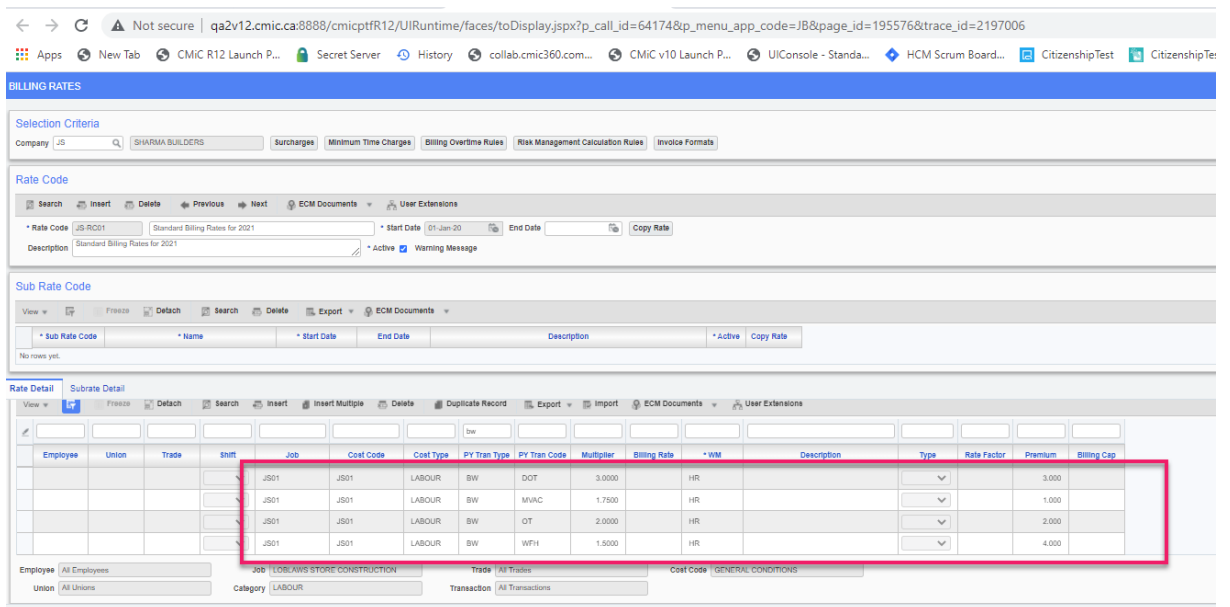




## Implementation

**A)** The following example demonstrates how Bill Rate can be setup for individual Other Hour codes and how timesheet posting summarizes cost by other hour codes:

**Step 1:** Setup Bill Rate for individual other hour codes in Bill Rate table:



← → ↻ ⚠ Not secure | qa2v12.cmic.ca:8888/cmictpr12/UI/runtime/faces/toDisplay.jspx?p\_call\_id=64174&p\_menu\_app\_code=JB&page\_id=195576&trace\_id=2197006

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### BILLING RATES

**Selection Criteria**

Company JS SHARMA BUILDERS Surcharges Minimum Time Charges Billing OverTime Rules Risk Management Calculation Rules Invoice Formats

**Rate Code**

Search Insert Delete Previous Next ECM Documents User Extensions

\* Rate Code JS R001 Standard Billing Rates for 2021 \* Start Date 01-Jan-20 End Date Copy Rate

Description Standard Billing Rates for 2021 Active Warning Message

**Sub Rate Code**

View Freeze Detach Search Insert Delete Export ECM Documents

\* Sub Rate Code \* Name \* Start Date End Date Description Active Copy Rate

No rows yet.

**Rate Detail** Subrate Detail

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Export Import ECM Documents User Extensions

Employee	Union	Trade	Shift	Job	Cost Code	Cost Type	PV Tran Type	PV Tran Code	Multipier	Billing Rate	* VM	Description	Type	Rate Factor	Premium	Billing Cap
				JS01	JS01	LABOUR	LE		0.2500		HR				6.000	
				JS01	JS01	LABOUR	LE	PTO	1.0000		HR				-5.000	
				JS01	JS01	LABOUR	LE	VAC	1.2500		HR				-3.000	

Employee All Employees Job LOBLAWS STORE CONSTRUCTION

Union All Unions Category LABOUR Transaction All Transactions

**Step 2: Enter time against other hour codes:**

⚠ Not secure | qa2v12.cmic.ca:8888/cmictpr12/UI/console/faces/task-flow-definition-runNamedConsole/MainConsole

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### PTFR12

iprise v12 Forms ESS E-Time Edit Mode

### TIMESHEET ENTRY

**Selection Criteria**

Company JS SHARMA BUILDERS

Pay Run JS01 BI WEEKLY

Year 2021

Period 11 Feb-21 24 Feb-21

Document TEST05

NH Total 0 OT Total 0 DOT Total 0 Other Total 4

Currency USD Total Hours 4

**Timesheet Details**

Employee JS BILL HR 01 HR 01 JS BILL Auto Recall Create Cost Code Cat NH Total hours 0 OT Total hours 0 DOT Total hours 0 Other Total Hours 4 Refresh

**Timesheet Details** Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes ECM Documents User Extensions

Seq No	* Employee	Date	Job Dept Eqp	Cost Code/Comp	Cat/Tran	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate	Expense	Expense Hour Type	Quantity	Rate
38811	JS BILL HR 01	11 Feb-21	JS01	JS01	LABOUR	0	Z100	68.5000	0	Z200	75.0000	0	Z300	100.0000	1	WTH	HCME	101.0000				
38813	JS BILL HR 01	12 Feb-21	JS01	JS01	LABOUR	0	Z100	68.5000	0	Z200	75.0000	0	Z300	100.0000	1	MVAC	MSC	102.0000				
38815	JS BILL HR 01	13 Feb-21	JS01	JS01	LABOUR	0	Z100	68.5000	0	Z200	75.0000	0	Z300	100.0000	1	PTO	PTO	118.5000				
38817	JS BILL HR 01	14 Feb-21	JS01	JS01	LABOUR	0	Z100	68.5000	0	Z200	75.0000	0	Z300	100.0000	1	VAC	VAC	100.0000				

Record Desc Regular Job Dept Eqp Desc LOBLAWS STORE CONSTRUCTION Cost Code/Comp Desc GENERAL CONDITIONS Cat/Tran Desc LABOUR

### Step 3: Post Timesheet:

### Step 4: Review the posted transactions in JCDETAIL table:

SQL Output Statistics

```
select * from jcdetail where jcdt_bch_num=8774
```

	JCDT_AMT	JCDT_UNBILLED_REV_AMT	JCDT_UNBILLED_REV_RATE_AMT	JCDT_SRC_CODE3	JCDT_SRC_DESC3
1	119.50	114.50	114.500	PTO	Other Hours
2	151.00	230.50	230.500	WFH	Other Hours
3	102.00	179.50	179.500	MVAC	Other Hours
4	100.00	122.00	122.000	VAC	Other Hours

1<sup>st</sup> row: For PTO other hour code, multiplier is 1.00 and Premium per hour amount is -5.00.

Bill Rate would be  $119.5 \times 1 - 5 = 119.5 - 5 = 114.50$

2<sup>nd</sup> row: For WFH other hour code, multiplier is 1.50 and Premium per hour amount is 4.00.

Bill Rate would be  $151 \times 1.5 + 4 = 226.5 + 4 = 230.50$

3<sup>rd</sup> row: For MVAC other hour code, multiplier is 1.75 and Premium per hour amount is 1.00.

Bill Rate would be  $102 \times 1.75 + 1 = 178.5 + 1 = 179.50$

4<sup>th</sup> row: For VAC other hour code, multiplier is 1.25 and Premium per hour amount is -3.00.

Bill Rate would be  $100 \times 1.25 - 3 = 125 - 3 = 122.00$

**B)** The following example demonstrates how Bill Rate can be setup for individual burden codes and how payroll posting summarizes cost by burden codes:

**Step 1:** Setup Bill Rate for individual burden codes in Bill Rate table. Following is the bill rate table exported to a file:

DETAILS\_20210609160445

Employee	Union	Trade	Shift	Job	Cost Code	Cost Type	PY Tran Type	PY Tran Code	Multiplier	Billing Rate	WM	Description	Type	Rate Factor
				JS01	JS01	LABOUR	PL		1.2500		HR			
				JS01	JS01	LABOUR	DE		5.0000	\$				
				JS01	JS01	LABOUR	DE		3.2500	\$				
				JS01	JS01	LABOUR	WC		4.2500	\$				
				JS01	JS01	LABOUR	BN		3.5000	\$				
				JS01	JS01	LABOUR	EX		2.2500	\$				
				JS01	JS01	LABOUR	LE		0.2500	HR				
				JS01	JS01	LABOUR	BW		0.5000	HR				
				JS01	JS01	LABOUR	EX	CAB	3.7500	\$				
				JS01	JS01	LABOUR	BW	DOT	3.0000	HR				
				JS01	JS01	LABOUR	PL	JS01	3.2500	\$				
				JS01	JS01	LABOUR	WC	JS01	5.0000	\$				
				JS01	JS01	LABOUR	BN	JSCC	3.6000	\$				
				JS01	JS01	LABOUR	BN	JSWH	2.4000	\$				
				JS01	JS01	LABOUR	BW	MVAC	1.7500	HR				
				JS01	JS01	LABOUR	BW	OT	2.0000	HR				
				JS01	JS01	LABOUR	LE	PTO	1.0000	HR				
				JS01	JS01	LABOUR	DE	RRSP	2.7500	\$				
				JS01	JS01	LABOUR	LE	VAC	1.2500	HR				
				JS01	JS01	LABOUR	BW	WFH	1.5000	HR				
				JS01	JS01	LABOUR	TX	ZFUT	4.5000	\$				
				JS01	JS01	LABOUR	TX	ZME1	4.0000	\$				
				JS01	JS01	LABOUR	DE	ZZ20	1.7500	\$				

**Step 2:** Post a period:

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ENTERPRISE PTFR12

Enterprise v12 Forms ESS E-Time Edit Mode

PAYROLL POSTING

List For Terminated, Deceased

Worksheet Exception By Employee

Missing Employees Report

Unpaid Days Report

Payroll Summary

Payroll Summary By Job

Payroll Summary By Department/Employee

Payroll Summary By Trade

Rate Overrides US

Net Transfer

Selection Criteria

\* Company JS SHARMA BUILDERS

\* Pay Run JSBW BI-WEEKLY

\* Pay Year 2021

\* Period 4 11-Feb-21 24-Feb-21

\* Posting Date 24-Feb-21

\* Journal PY Payroll

☐ Preview Posting ☒ Print Reports immediately

Posting Completed successfully. Created Batch Number 8778

Post Batch

**Step 3: Review the posted burdens in JCDETAIL table:**

	JCDT_AMT		JCDT_UNBILLED_REV_AMT	JCDT_UNBILLED_REV_RATE_AMT		JCDT_SRC_CODE3	JCDT_SRC_DESC3
2	249.48		436.59	0.000		ZZ20	Deductions
15	231.24		404.67	0.000		ZZ20	Deductions
3	104.95		341.09	0.000		JS01	Public Liability
11	95.95		335.83	0.000		CC	Benefits
18	95.95		335.83	0.000		1000	Benefits
16	27.83		111.32	0.000		ZME1	Taxes
1	25.79		103.16	0.000		ZME1	Taxes
10	3.48		17.40	0.000		JS01	Workers Comp
7	5.21		16.93	0.000		JS01	Public Liability
13	3.48		12.18	0.000		CC	Benefits
6	3.48		12.18	0.000		1000	Benefits
5	1.01		4.04	0.000		ZME1	Taxes

1<sup>st</sup> row: For ZZ20 deduction code, multiplier is 1.75.

Bill Rate would be  $249.48 \times 1.75 = 436.59$

3rd row: For JS01 Public Liability code, multiplier is 3.25.

Bill Rate would be  $104.95 \times 3.25 = 341.09$

4th row: For CC benefit code, multiplier is 3.50.

Bill Rate would be  $95.95 \times 3.5 = 335.83$

6th row: For ZME1 tax code, multiplier is 4.00:

Bill Rate would be  $27.83 \times 4 = 111.32$

8th row: For JS01 Workers Comp code, multiplier is 5.00.

Bill Rate would be  $3.48 \times 5 = 17.4$

## **WBS, Import Timecard and Customer Data Mapping (20.23962)**

Enhancements: 1) Allow automatic mapping of Cost Code, Category by Trade Class for Timesheet imports if they are missing in Import File. 2) Allow Customer Data Mapping for Employee Number, Shift Code and Earning Code/Hour Type

### **Overview**

**NOTE:** These changes ONLY apply to Import Timesheets from ORACLE utility.

1) System will allow auto population (or mapping) of Cost Code, Category in Timesheet Entry program by Trade Class and Trade Code if they are missing in Import File. If Cost Code, Category are specified in Import File, system will ignore the mapping and cost code, category specified in import file will be used to create time entries. This utility is useful if cost codes, categories are decided by Trades and it allows the user to skip entering cost code, category in import file in which case, system looks them up in the import template set by the user and assigns cost code, category values accordingly when creating time entries.

2) Through Customer Data Mapping, system allows mapping external Employee Numbers, Shift Codes, Hour Type Codes to CMiC Employee Numbers, Shift Codes, Hour Type Codes. These mappings are then used during Timesheet Import if import file contains external employee numbers, shift codes, Hour Type Codes. In cases when external employee numbers, shift codes, hour codes are not used in import file, system creates time entries as before relying completely on data specified in import file.

## Pre-requisites

1) To use cost code, category mapping by Trade's feature, a timesheet import template must be created and then assigned to corresponding job on Job Costing>>Job>>Enter Job program under Payroll tab as shown below:

2) To use Customer Data Mapping feature to map external employee numbers, shift codes, hour type codes, a mapping code must be created and then assigned to corresponding job on Job Costing>>Job>>Enter Job program under Payroll tab as shown below:

CMIC ENTERPRISE PTFR12

Enterprise v12 | Enterprise v12 Forms | ESS | E-Time | Edit Mode

Search for programs...

FINANCIALS

PROJECT CONTROLS

Job Costing

Job

Enter Project

Assign Project Contacts

Enter Job

Setup Job Pick List

Assign Cost Codes

Assign Templates To Multiple Jobs

Enter Budget

Assign Overhead Cost Rates

Start Job

Add Categories To Jobs In Process

Win/Lose Bid

Transactions

Forecasting

Query

Reports

Utilities

Subcontract Management

Change Management

Selection Criteria

Company: JS SHARMA BUILDERS Duplicate Job

Job Detail

Job Detail Settings Accounts AP Taxes Job Billing WIP Payroll Bank Security Equipment Locations Compliance PO / WO WBS

Search Insert Delete Previous Next Report Options Attachments Notes ECM Documents User Extensions

Work Location: ZCH Company: ZZ West Chicago

Union Location

Prevailing Job Sector Code

Prevailing Job Payrate Schedule Code

Prevailing Wage Rate Code

Prevailing Wage Override Rate

Default Payroll Overhead Group

Workers Compensation Policy

Timesheet Import Template: JS01-TEMP

Customer Mapping Code: CUSTOMER MAPP

Public Liability Policy

Process Separate Checks for

Payroll Rate Policy: JS01

Use Payroll Bill Rates

Use Calculated Salary Charge Rates

Use Job Company To Pay Employee In Payroll

Use Job For Prevailing Wage

Use Default Davis Bacon Rule

Allow E-Timesheet Entries

Certified Job

## Modifications

1) New program Timesheet Import Template for Cost Code has been added to US Payroll>>Imports section:

CMIC ENTERPRISE PTFR12

Enterprise v12 | Enterprise v12 Forms | ESS | E-Time | Edit Mode

Search for programs...

FINANCIALS

PROJECT CONTROLS

HUMAN CAPITAL MANAGEMENT

Talent Management

Human Resources

US Payroll

Setup

Administration

Timesheet

Processing

Government Forms

Query

Reports

Utilities

Imports

Customer Data Mapping

Timesheet Import Template for Cost C

Import Timesheets from ASCII file

Import Timesheets from ORACLE

Import Timesheets from ORACLE (Multi User)

Logs

International Record

Timesheet Import Template

View Print Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions

Template Code Template Name

JS01-TEMP TEMPLATE FOR COST COON

TIMESHEET IMPORT TEMPL JS TIMESHEET IMPORT TEM

Import Template Details

View Print Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions

Trade Class	Trade Class Name	Trade Code	Trade Description	Cost Code	Cost Code Name	Category
CARP	carpenter	*	ALL Trades	18CHARACOSTCO	18 CHAR COST CODE	MATERIALS
ELEC	Electricians	EL01	Electrician Apprentice 01	JS02	JS02	EQUI
ELEC	Electricians	ELEC	Electrician	18CHARACOSTCO	18 CHAR COST CODE	18CHARACTERCODE
ELEC	Electricians	ELECTRICIAN	electrician A's Department	05-1000	Bidding	18CHARACTERCODE
ELEC	Electricians	RESOURCEPLA	RP Electrician 01	JS01	GENERAL CONDITIONS	LABOUR
QATESTER	QA TESTERS	*	ALL Trades	JS01	GENERAL CONDITIONS	18CHARACTERCODE
QATESTER	QA TESTERS	QA-AUTOMATIC	QA Automation Tester	05-1000	Bidding	EQUI
QATESTER	QA TESTERS	QA-TEAM LEAD	QA Team Lead	JS02	JS02	EQUI
QATESTER	QA TESTERS	QA30CHARACT	QA 30 characten	RESTRUCTURING	restructuring	LABOUR

2) New Program Customer Data Mapping has been added to US Payroll>>Imports section:

The screenshot shows the CMIC Enterprise PTFR12 interface. In the left sidebar, under the 'Imports' section, 'Customer Data Mapping' is highlighted. The main content area displays the 'CUSTOMER DATA MAPPING' section. It includes a 'Mapping Template' table with the following data:

Mapping Code	Mapping Description
CUSTOMER MAPPING 01 FOR	JS COMPANY MAPPING CODE
MAPPING NO 2	Number 2

Below the mapping template, there is an 'Employee' table with columns: Employee, Employee Name, and Customer Employee. It lists various roles and their corresponding employee IDs.

## Implementation

A) The following example demonstrates how system maps Cost Code, Category when it is not specified in import file. It also shows how system skips mapping process when Cost Code, Category are specified in the import file and simply creates time entries with specified values:

Step 1: Create an import template and assign it to a job. As shown below, Cost Code and Category have been mapped to different Trade Classes, Trade Codes:

The screenshot shows the CMIC Enterprise PTFR12 interface. In the left sidebar, under the 'Imports' section, 'Timesheet Import Template for Cost C' is highlighted. The main content area displays the 'TIMESHEET IMPORT TEMPLATE' section. It includes a 'TimeSheet Import Template' table with the following data:

Template Code	Template Name
JS01-TEMP	TEMPLATE FOR COST CODIN
TIMESHEET IMPORT TEMPL	JS TIMESHEET IMPORT TEM

Below the template table, there is an 'Import Template Details' table with columns: Trade Class, Trade Class Name, Trade Code, Trade Description, Cost Code, Cost Code Name, and Category. It lists various trade classes and their corresponding cost codes and categories.



CMIC ENTERPRISE PTFR12

Enterprise v12 | Enterprise v12 Forms | ESS | E-Time | Edit Mode

Search for programs...

JOB SETUP

Selection Criteria  
Company JS SHARMA BUILDERS Duplicate Job

Job Detail  
Job Detail Settings Accounts AP Taxes Job Billing WFP Payroll Bank Security Equipment Locations Compliance PO / WO WBS

Work Location ZCH Company ZZ West Chicago  
Union Location  
Prevailing Job Sector Code  
Prevailing Job Payrate Schedule Code  
Prevailing Wage Rate Code  
Prevailing Wage Override Rate  
Default Payroll Overhead Group  
Workers Compensation Policy  
Timesheet Import Template JS01-TEMP  
Customer Mapping Code CUSTOMER MAPP  
Public Liability Policy  
Process Separate Checks for  
Payroll Rate Policy JS01

Use Payroll Bill Rates  
Use Calculated Salary Charge Rates  
Use Job Company To Pay Employee In Payroll  
Use Job For Prevailing Wage  
Use Default Davis Bacon Rule  
Allow E-Timesheet Entries  
Certified Job

Step 2) We will be importing time entries for the below employee in this example:

EMPLOYEE PROFILE

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # QA-AUTOMATION Employee Full Name AUTOMATION TESTER Copy Employee Notes

Personal Company Rates/Salary Address Tax HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

\* Payroll Company JS SHARMA BUILDERS WC Code JS01 ILU  
\* Home Company JS SHARMA BUILDERS PL Code JS01 IL  
\* Payroll Dept 00 Company Level  
\* Home Dept 00 Company Level  
\* Debit Salary Acc 1000.200 Bank of America (Payroll)  
\* Credit Clearing Acc 1500.100 Current Receivables  
\* Debit Clearing Acc 1000.100 Bank of America (Operating)  
\* Leave Exp Accrual 5100.100 AR Write Off  
\* Leave Liability Accrual 1500.100 Current Receivables  
\* Pay Run JSBW BI-WEEKLY  
\* Pay Group HR HOURLY  
Default Security Group  
\* Work Location ZCH Company ZZ West Chicago  
Grade  
\* Trade QA-AUTOMATION TESTE QA Automation Teste Type Trade  
Exp Appr Group  
E-Time JSBW BI-WEEKLY

Workers Comp from Job  
Public Liability from Job  
\* Work Location for Job  
Include in Exception Report  
Include into Certified Payroll Report  
Include in Generate Timesheet Utility  
\* Include In Field Tracking  
Available For Dispatch

Step 3) As shown below, first row in the import file does not have any value in Cost Code, Category Columns for the employee. However, the 2<sup>nd</sup> row has all values specified. For the first row, system will lookup Cost Code, Category from import template and create time entries accordingly. For the 2<sup>nd</sup> row time entry will be created with values specified in import file:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1	QA-AUTOMATION	17-Jun-21	JS01	LABOUR	1	2				JS						TESTDOC01	TESTDOC01			
2	QA-AUTOMATION	17-Jun-21	JS01	LABOUR	1	2				JS						TESTDOC01	TESTDOC01			
3																				
4																				
5																				
6																				
7																				
8																				

#### Step 4: Import the file:

CMIC ENTERPRISE PTFR12

Enterprise v12 | Enterprise v12 Forms | ESS | E-Time | Edit Mode

Search for programs...

Recalculate Prorated Salary Charge Rate  
 Overtime Rules Processing  
 Employee Exempt Rules Processing  
 Weighted Average Overtime Rate Calculation  
 Timesheet Posting  
 Reports  
 Timesheet Transfer  
 Processing  
 Government Forms  
 Query  
 Reports  
 Utilities  
 Imports  
 Customer Data Mapping  
 Timesheet Import Template for Cost Code  
 Import Timesheets from ASCII file  
 Import Timesheets from ORACLE  
 Import Timesheets from ORACLE/Multi

**TIMESHEET IMPORT**

Company: JS SHARMA BUILDERS  
 Pay Run: JSBW BI-WEEKLY  
 Import into Pay Year: 2021  
 Import into Pay Period: 13 17-Jun-21 30-Jun-21  
 Default Category:   
 Default Document No:   
 Import ASCII File to Oracle Table | Import Oracle Table | View Rejected Entries | Delete Import Oracle Table | Delete Rejected Entries

**Message:** Import Completed: Processed 2 records, inserted 2 records, rejected 0

#### Step 5: As shown below, time entries are created successfully:

CMIC ENTERPRISE PTFR12

Enterprise v12 | Enterprise v12 Forms | ESS | E-Time | Edit Mode

Search for programs...

FINANCIALS  
 PROJECT CONTROLS  
 HUMAN CAPITAL MANAGEMENT  
 Talent Management  
 Human Resources  
 US Payroll  
 Setup  
 Administration  
 Timesheet  
 Timesheet Entry  
 Timesheet Adjustment  
 Timesheet Check Location Log  
 Weekly Timesheet Entry  
 Recalculate Prorated Salary Charge Rate  
 Employee Exempt Rules Processing  
 Weighted Average Overtime Rate Calculation  
 Timesheet Posting  
 Reports  
 Timesheet Transfer  
 Processing  
 Government Forms  
 Query

**TIMESHEET ENTRY**

Selection Criteria  
 Company: JS SHARMA BUILDERS  
 Pay Run: JSBW BI-WEEKLY  
 Year: 2021  
 Period: 13 17-Jun-21 30-Jun-21  
 Document: TESTDOC01  
 NH Total: 1 OT Total: 2 DOT Total: 0 Other Total: 0  
 Currency: USD Total Hours: 3

**Timesheet Details**  
 Employee: QA-AUTOMAT TESTER-AUTOMATION Auto Recall Create Cost Code Cat: NH Total hours: 1 OT Total hours: 2 DOT Total hours: 0 Other Total hours: 0 Refresh

Seq No	Employee	Date	Trade	Shift	Comp	JobDeptEg Desc	CostCode/Ass/Compon	Cat/Tran	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Over Time Hours	DOT Rate Code	DOT Pay Rate
48038	QA-AUTOMATION	30-Jun-21	QA-AUTOM		JS	JS01	JS01	LABOUR	2:100	66.5000	2	2:200	127.8000	2:300	100.0000		
48038	QA-AUTOMATION	30-Jun-21	QA-AUTOM		JS	JS01	JS-1000	EQU	1	2:100	66.5000	2:200	127.8000	2:300	100.0000		

Record Desc: Regular JobDeptEg Desc: LABOURS STORE CONSTRUCTION CostCode/Ass/Compon Desc: GENERAL CONDITIONS Cat/Tran Desc: LABOUR

B) The following example demonstrates how system maps external employee numbers to CMiC Employee numbers when external employee number is used in the import file:

Step 1: Create a mapping template and assign it to a job. As shown below, external Employee Numbers are mapped to valid CMiC Employee Numbers:

Mapping Code	Mapping Description
CUSTOMER MAPPING 01 FOR	JS COMPANY MAPPING CODE
MAPPING NO 2	Number 2

Employee	Employee Name	Customer Employee
QA-AUTOMATION	TESTER AUTOMATION	EMPLOYEE 3C
QA-TEAM LEAD 01	Team Lead 01 qa	EMPLOYEE 4D
QA-30 CHARS	CHARACTERS QA 30	EMPLOYEE 2B
CARPENTER-30CHAR	30 CHARS CARPENTER	EMPLOYEE 1A
ELEC-ELEC	ELEC ELEC	EMPLOYEE ELEC
QA-ZZ10	ZZ10 01 QA	A
JS-BW-H-SE17	Employee17 JS/BWHR	JS-BW-H-SE17
JS-BW-H-SE15	Employee15 JS/BWHR	S
JS-BW-H-SE16	Employee16 JS/BWHR	SR ABC 123

Customer Mapping Code	Customer Mapping
CUSTOMER MAPPING	

Step 2) As shown below, import file contains external employee numbers in Employee Column. When this file is imported, system looks up the external employee numbers in mapping template and picks up valid CMiC employee numbers accordingly to create time entries:

AutoSave

ATEST - Saved

Search

Jay Sharma

Share

Comments

FileHomeInsertPage LayoutFormulasDataReviewViewHelp

Paste

Clipboard

Calibri 11

B I U

Font

Wrap Text

Alignment

General

\$ %

Number

Conditional Formatting

Format as Table

Cell Styles

Styles

Insert

Delete

Format

Cells

AutoSum

Fill

Clear

Editing

Sort & Filter

Find & Select

Analysis

Sensitivity

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
EMPLOYEE 3C	17-Jun-21	JS01	JS02	EQUI	3				JS						TESTDOC02									
EMPLOYEE 4D	17-Jun-21	JS01	JS01	MATERIALS	4				JS						TESTDOC02									

Step 3: Import the file:

CMiC ENTERPRISE PTFR12

Timesheet Import

Company: JS SHARMA BUILDERS

Pay Run: JSBW BI-WEEKLY

Import into Pay Year: 2021

Import into Pay Period: 13 17-Jun-21 30-Jun-21

Default Category: 13

Default Document No: 13

Message: Import Completed: Processed 2 records, inserted 2 records, rejected 0

Step 4: As shown below, system mapped external employee numbers to valid CMiC employees:

CMiC ENTERPRISE PTFR12

Timesheet Entry

Selection Criteria

Company: JS SHARMA BUILDERS

Pay Run: JSBW BI-WEEKLY

Year: 2021

Period: 13 17-Jun-21 30-Jun-21

Document: TESTDOC02

Timesheet Details

Seq No	Employee	Date	Trade	Shift	Comp.	Job/Dept/Eqp	CostCode/Ass/Compon	Cat./Tran	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	
45037	QA-AUTOMATION	30-Jun-21	QA-AUTOM		JS	JS01	JS02	EQUI		2100	66.0000	3		2300	127.8000		2300	100.0000
45038	QA-TEAM LEAD 01	30-Jun-21	QA-TEAM L		JS	JS01	JS01	MATERIALS		2100	56.0000	4		2300	102.8000		2300	80.0000

**NOTE:** External Shift Codes, Hour Type Codes can be mapped to CMiC shift codes, Hour Type codes in a similar way.

## Auto-Populating Company Pay Periods & Pay Dates (20.30010)

### Auto-Populating Company Pay Periods and Pay Dates Auto-Populate

This modification will allow the user to change the default values in the Pay Date and Posting Date columns by adding a number of days instead of changing the dates manually for each pay period.

The screenshot shows the 'PAY PERIODS' screen with a 'Table Mode' button in the top right. Below the header is a 'Selection Criteria' section with a 'Company' field containing 'TRH12'. The main section is titled 'Pay Run' and contains a toolbar with icons for Search, Insert, Delete, Previous, Next, Workflows, Report Options, ECM Documents, and User Extensions. Below the toolbar, the 'Pay Run' section includes fields for 'Pay Run' (THWK), 'Frequency' (WKLY), '\* Year' (2021), '\* Periods' (52), and '\* Start Date' (01012021). Two new fields, 'Add Days for Posting Date' and 'Add Days for Pay Date', are highlighted with red boxes. Below these fields are checkboxes for 'Rates On Check Stub', 'Available For Dispatch', 'Rates On Deposit Stub', and 'Show Stub On ESS'. A 'Create Periods' button is located at the bottom right of the section.

### Pre-requisites

A pay period should be set up for the pay run and the year.

### Modifications

CMiC has added two new fields: Add Days for Posting Date and Add Days for Pay Date in the Pay Run section of the Pay Period screen. This allows the user to calculate pay period and posting date. The program calculates the process date and the start and end of the pay period as per current logic. If the above days are provided, then they are added to the Posting Date and Pay Date values. If these fields are left empty, the system will work as per existing functionality and the posting date and pay date will be calculated based on the start date and end date.

### Implementation

Enter the number of days to add to the Add Days for Posting Date and Add Days for Pay Date fields. Please note, that these fields should not be the same.

**PAY PERIODS** Table Mode Save Exit

**Selection Criteria**

Company

**Pay Run**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

Pay Run   Frequency  Add Days for Posting Date  Add Days for Pay Date

\* Year  \* Periods  \* Start Date  ☐ Rates On Check Stub ☐ Available For Dispatch

\* Check   ☐ Rates On Deposit Stub ☐ Show Stub On ESS

\* Stub

**Pay Period**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents

P-Flag	* Period	Start Date	End Date	Process Date	Posting Date	Pay Date	Month	* Close Timesheet Period
<input checked="" type="checkbox"/>	1	01012021	07012021	07012021	10012021	12012021	1	None
<input type="checkbox"/>	2	08012021	14012021	14012021	17012021	19012021	1	None
<input type="checkbox"/>	3	15012021	21012021	21012021	24012021	26012021	1	None
<input type="checkbox"/>	4	22012021	28012021	28012021	31012021	02022021	1	None
<input type="checkbox"/>	5	29012021	04022021	04022021	07022021	09022021	2	None
<input type="checkbox"/>	6	05022021	11022021	11022021	14022021	16022021	2	None

As shown in the screenshot above, the dates in the Posting Date column are calculated by adding 3 days and the dates in the Pay Date column are calculated by adding 5 days.

## Added Popup Validation for Unavailable Company/Union/Trade Rates (Alternate Feature) (20.29408)

Added trigger in Employee Profile and Employee History to validate if the rates are setup for specific Trades or Unions when setting up an employee. The validation is available by enabling the 'Alternate Feature' in the database. The validation is triggered when the "Preferred Rate/Charge or Bill Rate" drop down is used to select Trade or Union. If the Trade or Union exists, another validation fires to validate if rates have been set up. If rates have not been set up the system gives a soft warning. If the rates are set up, there will be no warning or popup.

### Example:

User creates a new employee which belongs to Union 1000 and trade 102E. There are no Rates setup for Union 1000 and Trade 102E.

test2v12.cmic.ca:8888/cmctest12c/UIConsole/faces/task-flow-definition-runNamedConsole 67% Search

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CMIC ENTERPRISE TESTR12

Enterprise Field ETME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

Search for programs

EMPLOYEE PROFILE Table Mode Save Exit

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

Employee # P1C-BW-HL-403 Employee Full Name Copy Employee Notes

Personal Company Rates/Salary Address Tax HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

Profile Last Name: RATES/FINAL First Name: TESTING

Initial Suffix: Alias:

SSN/SSN No: 111234568 Type: Hourly Full/Part: Full-Time

Status: Active FLSA Type: Non-Exempt

Work Status: Working Allow Accrued Leave: ☒ Interested: ☒ Eligible for Refuse: ☒

Union: ☐ Union Membership Date:  Union Membership No:  Pension Plan No:

Position Desc:  Place of Birth:

Date of Birth: 01/01/1980 Hire Date: 01/01/2021 Seniority Date:  Work Days/Year:

Termination Date:  Next Review Date:  Hours/Year:

Re Hire Date:  Adjusted Service Date:  Service/Years:

Date Deceased:  Primary Employee:

Country: CA

test2v12.cmic.ca:8888/cmctest12c/UIConsole/faces/task-flow-definition-runNamedConsole 67% Search

Most Visited http://collab.cmic360...

CMIC ENTERPRISE TESTR12

Enterprise Field ETME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

Search for programs

EMPLOYEE PROFILE Table Mode Save Exit

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

Employee # P1C-BW-HL-403 Employee Full Name Copy Employee Notes

Personal Company Rates/Salary Address Tax HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

Payroll Company: P1MC Clean Canada Contributions

Home Company: P1MC Clean Canada Contributions

Payroll Dept: 03 Company Level

Home Dept: 03 Company Level

Debit Salary Acc: 8500.100 Non Job Salary Expense

Credit Clearing Acc: 8500.200 P/V Clearing AC (DR)

Debit Clearing Acc: 8500.100 P/V Clearing AC (DR)

Leave Exp Accrual: 8502.115 Leave Expense Actual

Leave Liability Accrual: 8502.115 Leave Liability Clearing

Pay Plan: CABW Biweekly CA

Pay Group: P1H HOURLY

Default Security Group:

Work Location: TORONTO TORONTO

Grade:

Trade: 102E Engineer Trade

Exp Appr Group:

E-Time: CABW

WC Code:

Workers Comp from Job: ☐

Work Location for Job: ☒

Include in Exception Report: ☐

Include into Certified Payroll Report: ☒

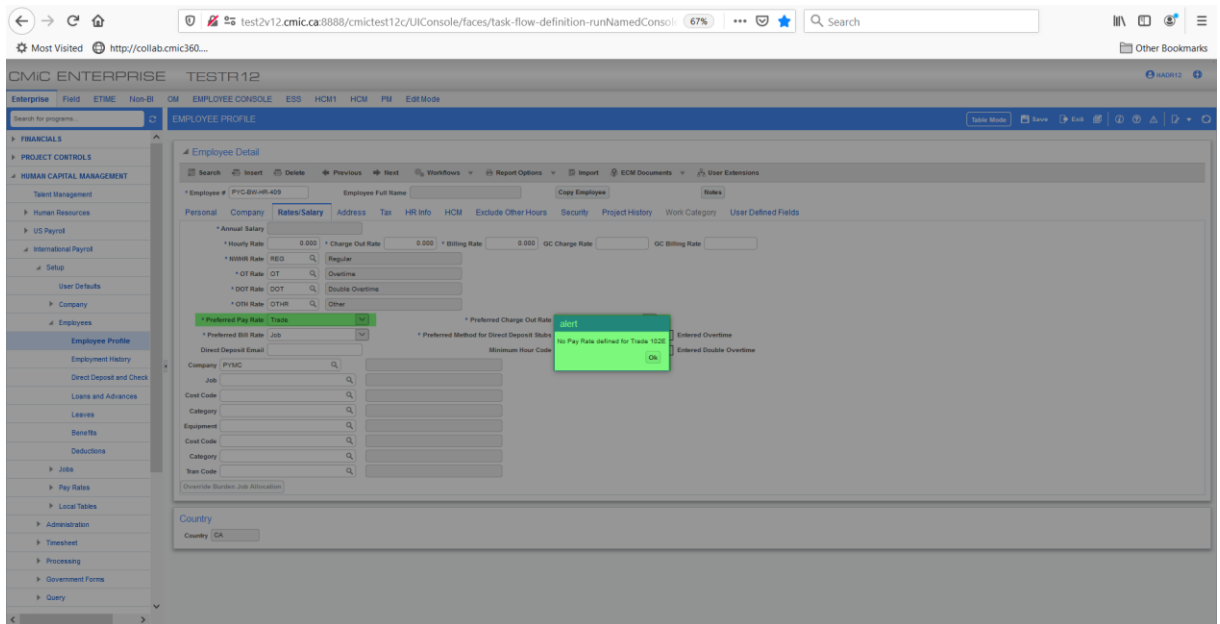
Include in Generate Timesheet Utility: ☐

Include in Field Tracking: ☐

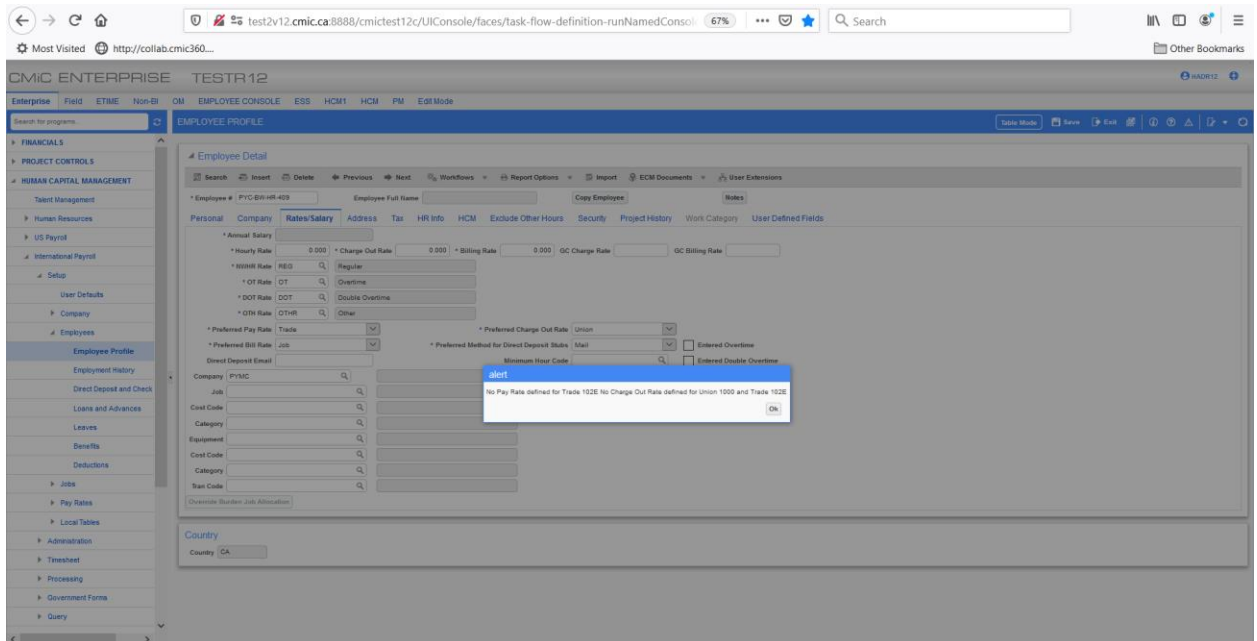
Available for Dispatch: ☐

Country: CA

When user tries to select “Preferred Pay Rate” by Trade, the popup message is displayed warning user that “No Pay Rate Defined for Trade 102E”. When click “OK” the program navigates to “Preferred Charge Out Rate” field.

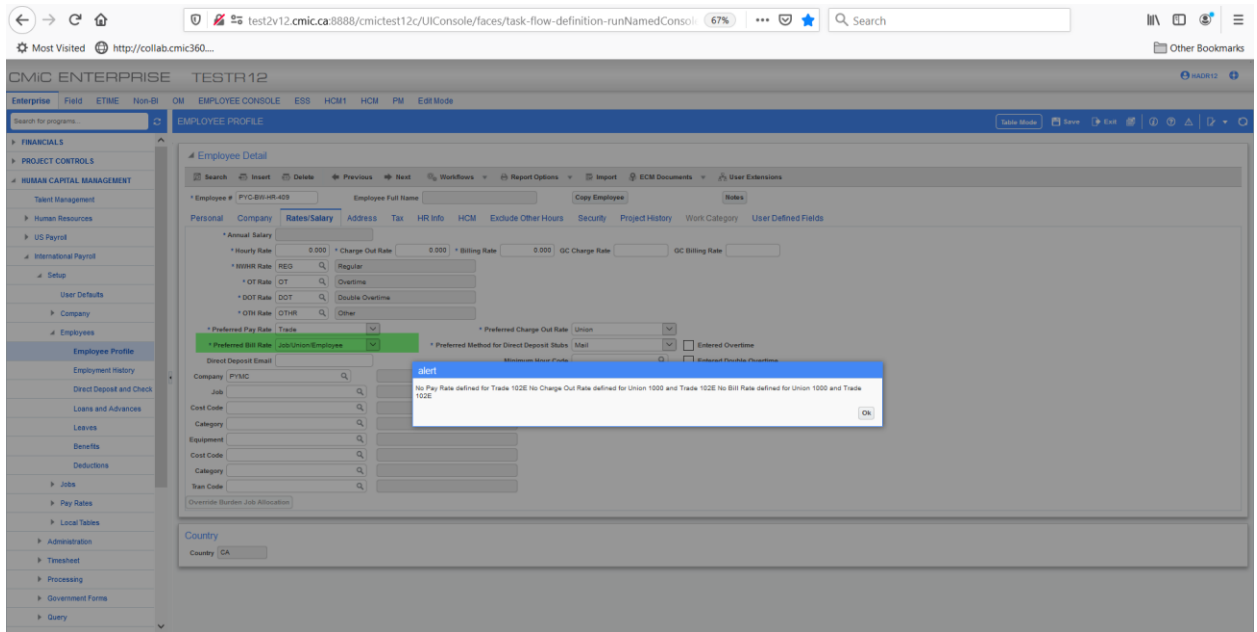


When user tries to select “Preferred Charge Out Rate” by Union, the popup message is displayed warning user that “No Pay Rate defined for Trade 102E No Charge Out Rate Defined for Union 1000 and Trade 102E”. When click “OK” the program navigates to “Preferred Bill Rate” field.

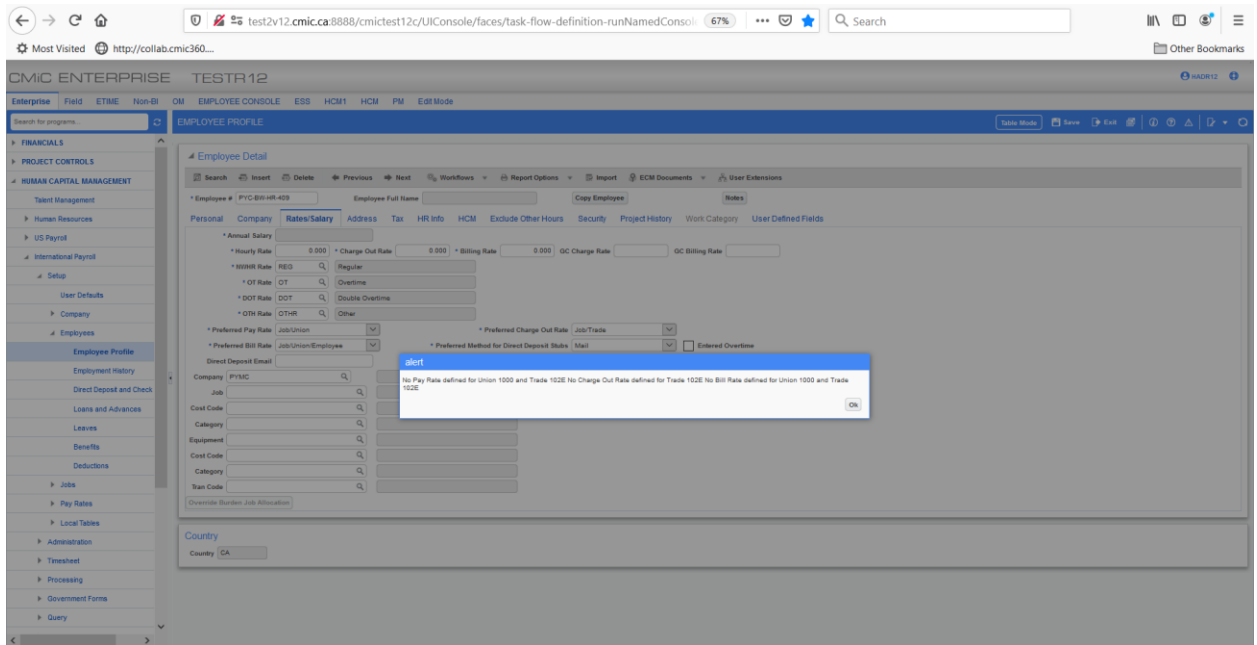


When user tries to select “Preferred Bill Rate” by Job/Union/Employee, the popup message is displayed warning user that “No Pay Rate defined for Trade 102E No Charge Out Rate defined for Union 1000 and Trade 102E No Bill Rate Defined for Trade 102E”. When click “OK” the program navigates to next field.

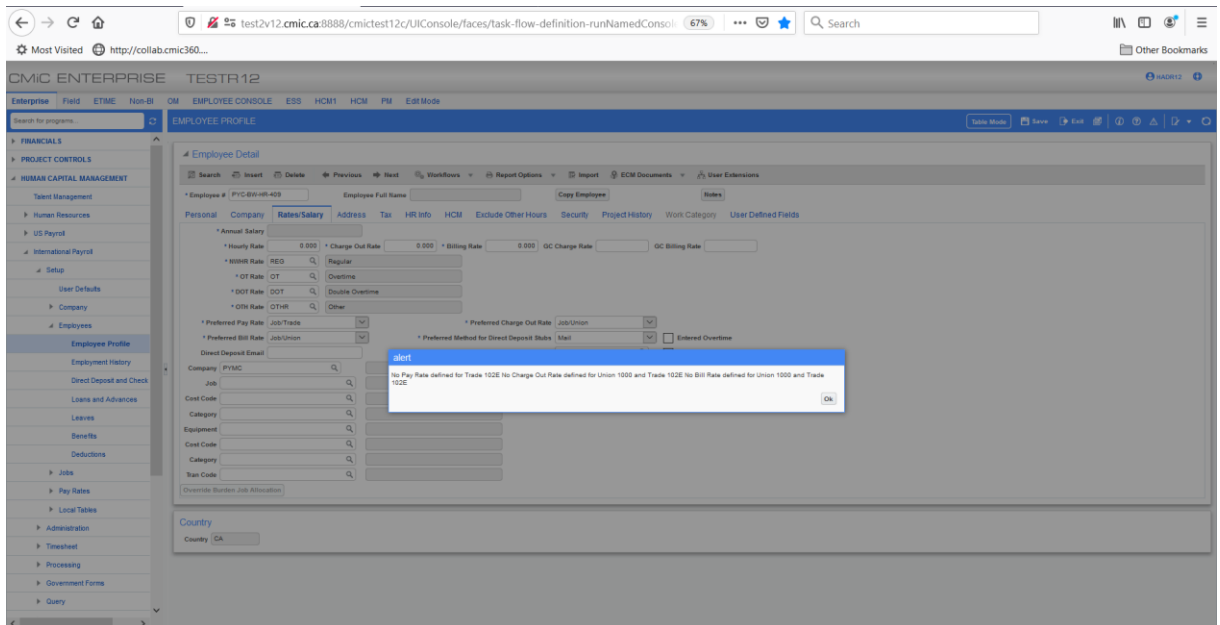
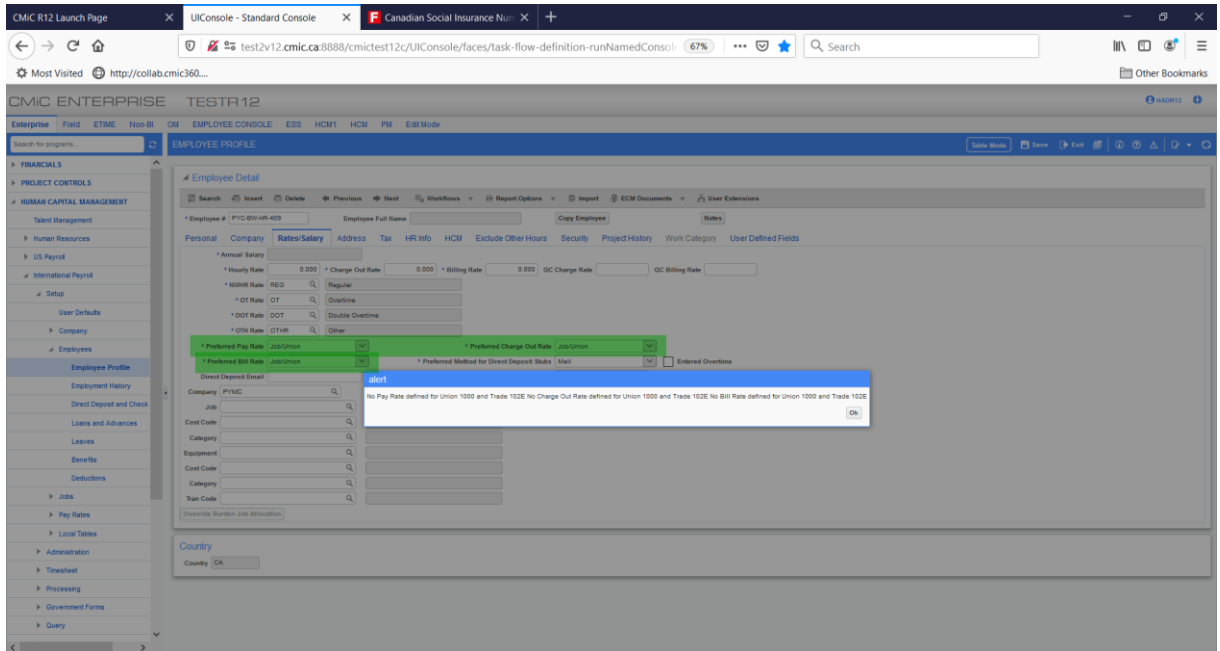




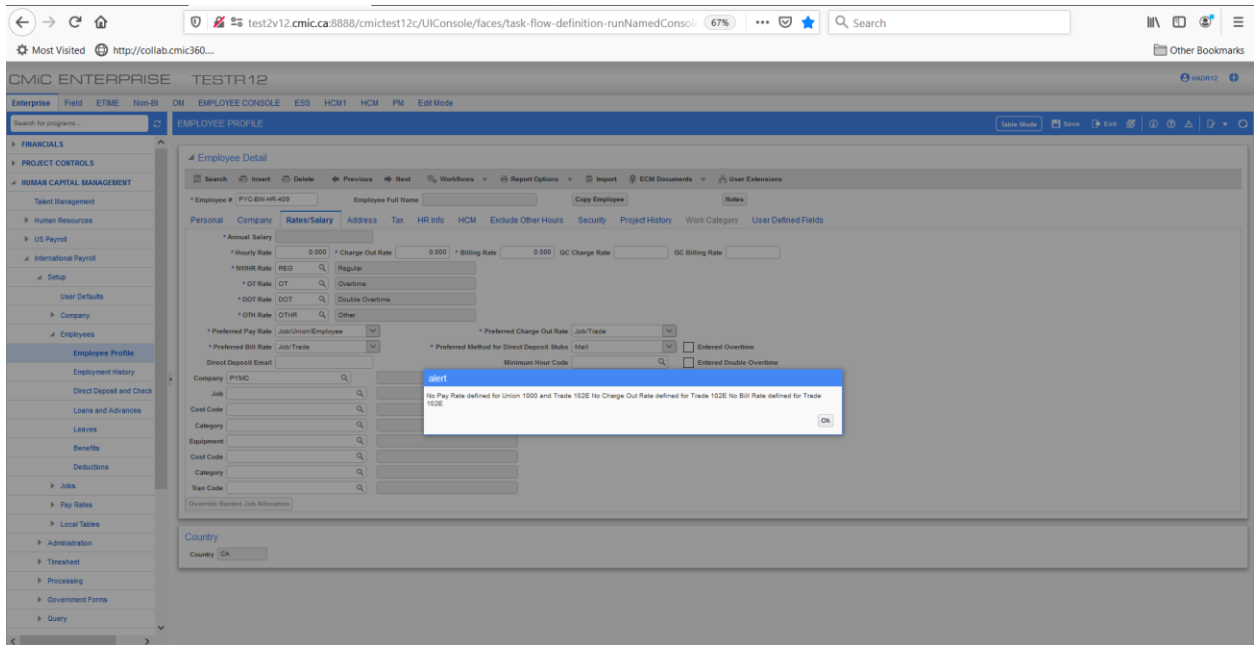
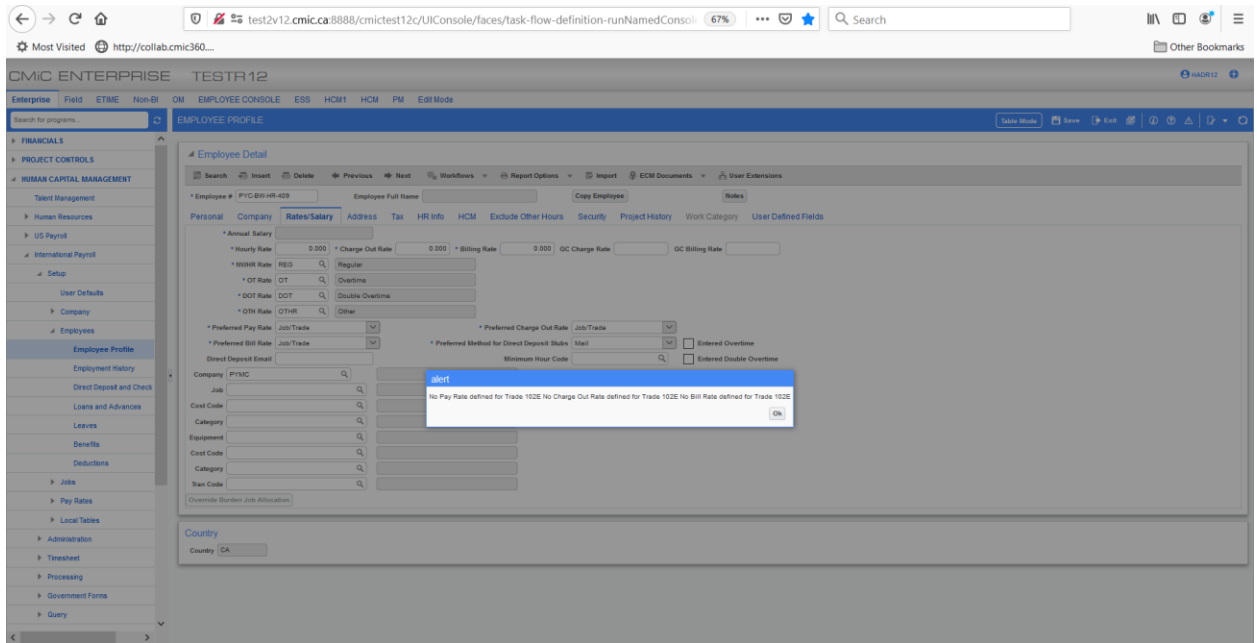
The same popup message is displayed when user selects “Preferred Rate” by Job/Union for Pay Rate.



Union will always check union rates then trade rates just as the following screenshot.



Trade will only check for trade rates within the program.



The modification is also applied to other “Preferred Rate” drop down menu options which are related to Trade and Union: Job/Trade, Job/Union and Job/Union/Employee.

**The same Company/Union/Trade Rates validation pop up has been introduced for the following JSP screens:**

Employee Console-> Employee Profile

HCM >Hired Applicant screen when hiring hired applicant and creating a new employee.

## Canadian Custom Stubs (20.32566)

CMiC has created a new format for Canadian pay stubs and pay checks. The new format codes are “PYSTB08C” and “PYCHK08C”.

Pgm: PYPAYPRD – Pay Period Maintenance; standard Treeview path: US Payroll > Setup > Company > Pay Periods

### Pre-requisites

Set up pay run for employee with the check format “PYCHK08C” and the stub format “PYSTB08C”.



## Modifications

On the Pay Periods screen, added "PYCHK08C" to list of available check formats in the Check field and "PYSTB08C" to the list of available stub formats in the Stub field.


User must insert timesheet for hourly employee, post timesheet, process payroll, and process check and pay stub.

Examples of the two templates are provided below.

Template of PYCHK08C:

 <b>Hadeer's INTL Company</b> 12 Yonge St. Toronto ON M9W5E3		<b>Company:</b> HINTL <b>Employee ID:</b> EMPH-UNION03 <b>Employee Name:</b> UNION02, EMPH		<b>Trade:</b> CE17 <b>Union:</b> UFCW <b>Dept:</b> 00		<b>Pay Period:</b> 12 <b>Start Date:</b> 2021-03-19 <b>End Date:</b> 2021-03-25												
EARNINGS					DEDUCTIONS													
DESCRIPTION	RATE	HOURS	THIS PERIOD	TO - DATE	DESCRIPTION	THIS PERIOD	TO - DATE	DESCRIPTION	THIS PERIOD	TO - DATE								
<b>Taxable:</b>					Fed Tax	237.39	237.39											
REGULAR WAGES	42.00	40	1,680.00	1,680.00	EEHT	14.42	14.42											
<b>**TOTAL**</b>		<b>40</b>	<b>1,680.00</b>	<b>1,680.00</b>	PWHT	105.60	105.60											
					EI1	26.55	26.55											
					CPP1	87.89	87.89											
					<b>**TOTAL**</b>	<b>471.85</b>	<b>471.85</b>											
<b>YTD Amounts</b> <b>Total this Record</b> Total Gross                      1680                      1,680.00 Taxable Gross                    1,680.00                    1,680.00 Pensionable Earning            1,680.00                    1,680.00 CPP Contribution                87.89                        87.89 Insurable Earning               1,680.00                    1,680.00 EI Premiums                      26.55                        26.55					<b>Total Net:</b> 1,208.15 <b>Pay Date:</b> Mar 25, 2021 Cheque No: 152 On File Exemption Amt: 13,808.00		<b>Leave Balance (in days)</b> <small>The balances shown below are as of today</small> <table border="1"> <thead> <tr> <th>Leave Code</th> <th>Acru/Elg</th> <th>Used Balance</th> </tr> </thead> <tbody> <tr> <td>Vacation</td> <td>0.23</td> <td>0.23</td> </tr> <tr> <td>Paid Time Off</td> <td>0.29</td> <td>0.29</td> </tr> </tbody> </table>			Leave Code	Acru/Elg	Used Balance	Vacation	0.23	0.23	Paid Time Off	0.29	0.29
Leave Code	Acru/Elg	Used Balance																
Vacation	0.23	0.23																
Paid Time Off	0.29	0.29																
 <b>Hadeer's INTL Company</b> 12 Yonge St. Toronto ON M9W5E3		<b>Bank of Montreal</b> RATATA		<b>Cheque No: 152</b>  <b>DATE: 2021-03-25</b>  <b>\$****1,208.15</b>														
<b>ONE THOUSAND TWO HUNDRED EIGHT DOLLARS 15/100</b> TO <b>UNION02, EMPH</b> THE ORDER    ON M9V5E3 OF								_____ AUTHORIZED SIGNATURE										

Template of STB08C:

 <b>Hadeer's INTL Company</b> 12 Yonge St. Toronto ON M9W 5E3				<b>Company:</b> HINTL <b>Employee ID:</b> EMPHS0002 <b>Employee Name:</b> HS0002, EMP				<b>Trade:</b> 102E <b>Union:</b> <b>Dept:</b> 00		<b>Pay Period:</b> 17 <b>Start Date:</b> 2021-04-23 <b>End Date:</b> 2021-04-29	
EARNINGS					DEDUCTIONS						
DESCRIPTION	RATE	HOURS	THIS PERIOD	TO - DATE	DESCRIPTION	THIS PERIOD	TO - DATE	DESCRIPTION	THIS PERIOD	TO - DATE	
<b>Taxable:</b>					Fed Tax	314.30	942.90	<b>Pre-Tax:</b>			
REGULAR WAGES	50.48		2,019.23	6,057.69	EEHT	14.42	43.26	2020 MED	25.00	75.00	
A1DOORS			150.00	450.00	PWHT	157.01	471.03	RRSP	100.00	300.00	
<b>**TOTAL**</b>			<b>2,169.23</b>	<b>6,507.69</b>	EI1	31.91	95.73	<b>**TOTAL**</b>	<b>125.00</b>	<b>375.00</b>	
<b>Employer Portion:</b>					CPP1	106.38	319.14	<b>Employer Portion:</b>			
RS			30.00	90.00	<b>**TOTAL**</b>	<b>624.02</b>	<b>1,872.06</b>	RRSP	80.00	240.00	
<b>**TOTAL**</b>			<b>30.00</b>	<b>90.00</b>				<b>**TOTAL**</b>	<b>80.00</b>	<b>240.00</b>	
<b>YTD Amounts Total this Record</b> Total Gross 6,507.69 2,169.23 Taxable Gross 6,057.69 2,019.23 Pensionable Earning 6,057.69 2,019.23 CPP Contribution 319.14 106.38 Insurable Earning 6,057.69 2,019.23 EI Premiums 95.73 31.91					<b>Total Net:</b> 1,420.21 <b>Pay Date:</b> Apr 29, 2021 Cheque No: 4 On File Exemption Amt: 13,808.00		<b>Leave Balance (in days)</b> The balances shown below are as of today Leave Code Accru/Eig Used Balance Vacation 0.46 0.46 Paid Time Off 0.58 0.58				

Hadeer's INTL Company  
 12 Yonge St.  
 Toronto ON M9W 5E3

TO HS0002, EMP  
 THE  
 ORDER  
 OF

**Cheque Date** 29-Apr-2021  
**Cheque No** 4

Bank Distribution		
Desc	Account	Amount
Chequing	xxx456	1,420.21

Payroll Advice - This is not a Cheque

## Dynamic Employee Pick List (21.38287)

Add emp\_home\_comp\_code to Dynamic Employee Picklist Criteria.

This modification allows the user to add the employee home company code from Employee Profile into the Employee picklist.

**PICK LIST SELECTION CRITERIA**

Selection Criteria

Company: HINTL | Hadeer's intl Payroll

Pick List Code: HOME CO | HOME COMPANY

Pick List Of: PYEMPLOYEE | Pick List Type: Static

chartcode: HINTL

Selection Criteria

* Field Code	Field Name	* Operator Code	Value
EMP_HOME_COMP_CC	Employee Home Company (PYEMPLOYEE)	=	HINTL

Show Matching

Fixed Entity List

* Code	Description
HINTL-HOME	Brown, Jake

## Pre-requisites

The user should go to Employee Pick List screen, insert a new pick list code, and press ["Selection Criteria"] button. In the Selection Criteria popup screen insert a new line and enter "EMP\_HOME\_COMP\_CODE" in the Field Code field.

**PICK LIST**

Selection Criteria

Company: HINTL | Hadeer's intl Payroll | Pick List: Employees

Pick List Code

* Pick List Code	Description	* Dynamic
HOME CO	HOME COMPANY	<input type="checkbox"/>
HOME CO2	HOME COMPANY2	<input type="checkbox"/>
ROE-TER	TERMINATED	<input type="checkbox"/>

Selection Criteria | Delete Pick List

Press the ["show Matching"] button to display all the matching values in the Fixed Entity List section.

PICK LIST SELECTION CRITERIA
Save Exit

### Selection Criteria

Company: HINTL
Hadeer's intl Payroll

Pick List Code: HOME CO2
HOME COMPANY2

Pick List Of: PYEMPLOYEE
Pick List Type: Static

chartcode: HINTL

### Selection Criteria

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export

* Field Code	Field Name	* Operator Code	Value
EMP_HOME_COMP_CC	Employee Home Company (PYEMPLOYEE)	=	HINTL

Show Matching

### Fixed Entity List

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export

* Code	Description
EMPH001-AUST4	4, AUSTIN
EMPH002-AUS10	10, AUST
EMPH003-AUST16	003AUST16, EMPH
EMPH004-AUST30	004, EMPH

## Modifications

CMiC has enhanced the employee pick list functionality to add EMP\_HOME\_COMP\_CODE into the Selection Criteria section. This will allow the user to create a dynamic employee picklist by choosing the home company code.

Below, a new value of “EMP\_HOME\_COMP\_CODE” has been added to the employee pick list.



PICK LIST

Selection Criteria

Company
HINTL
Hadeer's intl Payroll
Pick List
Employees

Pick List Code

View
Freeze
Detach
Search
Insert
Insert Multiple
Workflows
Report Options

* Pick List Code	Description	* Dynamic
HOME CO	HOME COMPANY	<input type="checkbox"/>
HOME CO2	HOME COMPANY2	<input type="checkbox"/>
ROE-TER	TERMINATED	<input type="checkbox"/>

Selection Criteria
Delete Pick List

Fixed Entity List

View
Freeze
Detach
Search
Insert
Insert Multiple
Delete
Workflows
R

* Code	Description
EMPH003-AUST16	003AUST16, EMPH
EMPS007	3, EMPS
EMPH002-AUS10	10, AUST
EMPH001-AUST4	4, AUSTIN
EMPH004-AUST30	004, EMPH
EMPS0001	S001, EMP
EMPS0000	00000 EMP

## Charging Job Timesheets Directly in Job Company Currency Without Currency Conversion from Payroll Company Currency (21.41765)

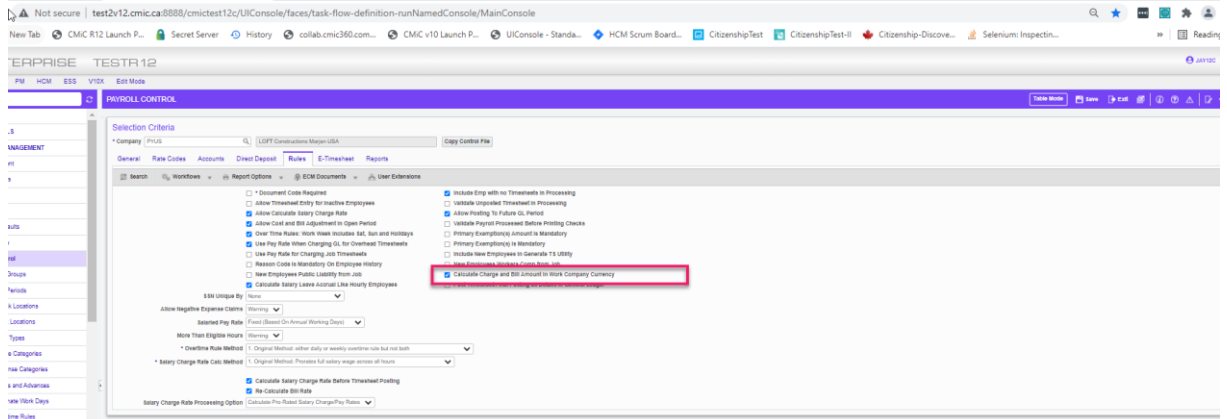
### Overview

This enhancement will charge Job Timesheets to Job (in Job Costing) directly in Job Company Currency without converting the amount from Payroll Company Currency at all.

For example, if 10 hours are entered by a Canadian Employee (with Hourly Pay Rate of 100 CAD) against a US Job Company, the US job would be charged 1000 USD directly instead of converting 1000 CAD to USD before charging the job

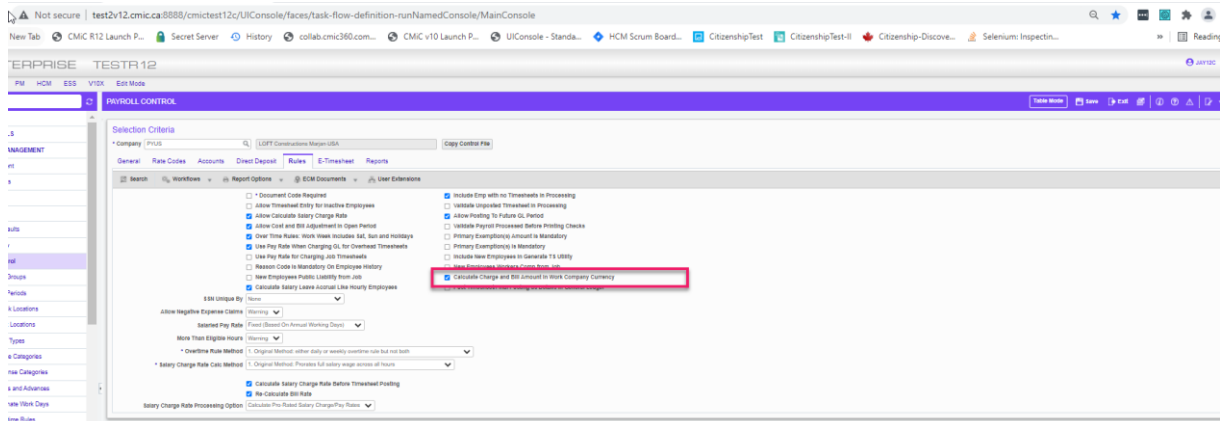
## Pre-requisites

1) Flag **Calculate Charge and Bill Amount in Work Company Currency** should be enabled in Company Control (US Payroll>>Setup>>Company>>Control)



## Modifications

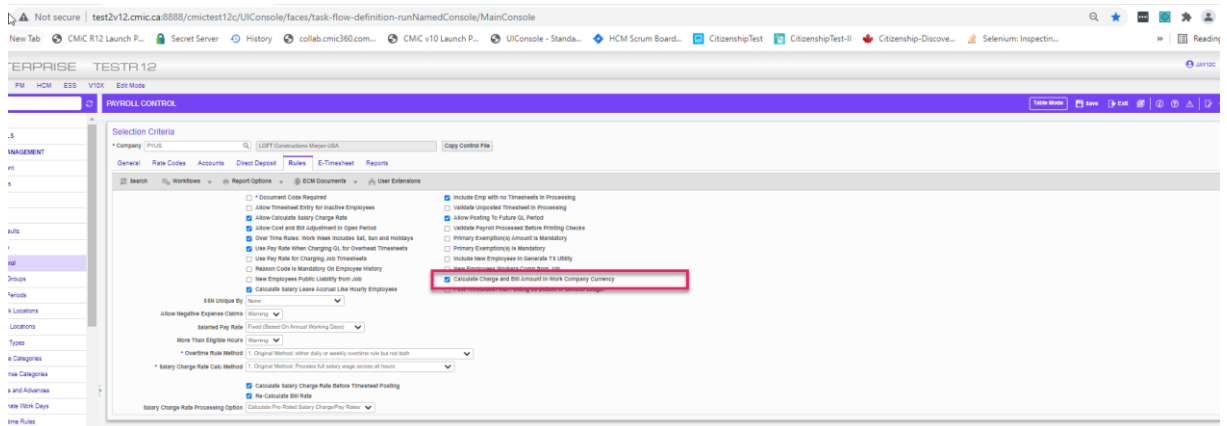
1) New flag **Calculate Charge and Bill Amount in Work Company Currency** has been added on Company Control (US Payroll>>Setup>>Company>>Control):



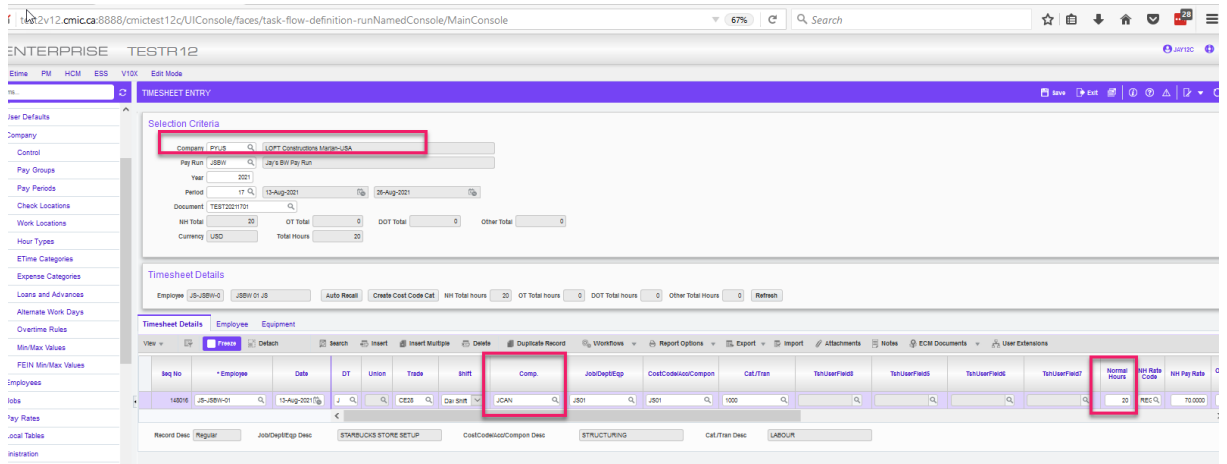
## Implementation

The following example demonstrates the implementation of this enhancement:

**Step 1:** check flag **Calculate Charge and Bill Amount in Work Company Currency** in Company Control (US Payroll>>Setup>>Company>>Control)



**Step 2:** Enter time for a US Employee (Payroll Company currency is USD) against a Canadian Company Job (Work Company Currency is CAD):



As shown below, Payroll Company uses USD as currency:

Not secure | test2v12.cmic.ca:8888/cmictest12c/UIRuntime/faces/toDisplay.jspx?p\_call\_id=215678&p\_menu\_app\_code=GL&page\_id=5659&trace\_id=6643553

Apps New Tab CMIC R12 Launch P... Secret Server History collab.cmic360.com... CMIC v10 Launch P... UIConsole - Standa... HCM Scrum Board... CitizenshipTest Cit

### COMPANY SETUP

#### Company Detail

Search Insert Delete Previous Next Workflows Report Options Attachments(1) Notes ECM Documents User Extensions

\* Company Code PYUS LOFT Constructions Marjan-USA  
 \* Chart Code UOCHART Marjan Chart Code  
 \* Consolidation Code ALL

**Address Information**

Street 22400 Viva Drive  
 Suite 10  
 City Irvine  
 State/Province CA California  
 Country USA Zip/Postal Code 92618  
 Phone Number  
 Fax Number  
 Address Codes

**Accounting Details**

\* Currency Code USD US Dollar  
 Reporting Currency 1  
 Reporting Currency 2  
 Reporting Currency 3  
 \* Fiscal Year 2021 \* Current Period 1  
 \* Archive Date 31-Dec-2017  
 Income Close Dept 00 3000.100 Retained Earnings  
☒ Departments Supported  
☐ Use Transaction Allocation Codes  
☐ Allow to recognize Unrealized FX Gain/Loss  
☐ Maintain Currency Balances  
 Remeasurement Adjustment Account  
 Inter-Company Setup

As shown below, Job Company uses CAD as currency:

Not secure | test2v12.cmic.ca:8888/cmictest12c/UIRuntime/faces/toDisplay.jspx?p\_call\_id=215678&p\_menu\_app\_code=GL&page\_id=5659&trace\_id=6643553

Apps New Tab CMIC R12 Launch P... Secret Server History collab.cmic360.com... CMIC v10 Launch P... UIConsole - Standa... HCM Scrum Board... CitizenshipTest Cit

### COMPANY SETUP

#### Company Detail

Search Insert Delete Previous Next Workflows Report Options Attachments(1) Notes ECM Documents User Extensions

\* Company Code JCAN SHARMA CONSTRUCTIONS-CAD  
 \* Chart Code JCANCH JAY'S CANADIAN CHART  
 \* Consolidation Code ALL

**Address Information**

Street 50 KING STREET  
 Suite  
 City TORONTO  
 State/Province ON Ontario  
 Country CANADA Zip/Postal Code M2M 7T9  
 Phone Number  
 Fax Number  
 Address Codes

**Accounting Details**

\* Currency Code CAD Canadian Dollar  
 Reporting Currency 1  
 Reporting Currency 2  
 Reporting Currency 3  
 \* Fiscal Year 2021 \* Current Period 2  
 \* Archive Date 31-Jan-2021  
 Income Close Dept 00 1000.110 Bank of Canada  
☒ Departments Supported  
☐ Use Transaction Allocation Codes  
☐ Allow to recognize Unrealized FX Gain/Loss  
☐ Maintain Currency Balances  
 Remeasurement Adjustment Account  
 Inter-Company Setup

**Step 3: Post Timesheet.** As shown below, labor cost charged to job was not converted from Payroll Company Currency to Job Company Currency. Instead, labor cost is simply charged to job in Job Company currency:

Employee Charge Amount in USD (Payroll Company Currency):

test2v12.cmic.ca:8888/cmictest12c/UIReport2/faces/report

67% Search

Page: 1 of 1  
Date: Aug 20, 2021  
Time: 3:50 PM EDT

**PYUS - LOFT Constructions Marjan-USA**  
**PAYROLL - TIMESHEET POSTING HISTORY REPORT**

Date	Work Comp	Type	Job/Dept/EQP/ WO Code	Phase/Acct/ Cat/WO Line No.	Cat/Tr/WO Exp	Transaction Description	Hrs/Qty	Pay Rate	Pay Amount	Charge Rate	Charge Amount	Billing Rate	Billing Amount
Employee : JS-JSBW-01	JCAN	J	J501	J501	1000	Normal Wages	20.00	70.000	1,400.00	70.000	1,400.00	6.500	130.00
081321													
Employee Total :							20.00		1,400.00		1,400.00		130.00
Grand Total :							20.00		1,400.00		1,400.00		130.00

Job Charge Amount in CAD (Job Company Currency) with no currency conversion from Payroll Company Currency:

test2v12.cmic.ca:8888/cmictest12c/UIReport2/faces/report

67% Search

Page: 1 of 1  
Date: Aug 20, 2021  
Time: 3:50 PM EDT

**JCAN - SHARMA CONSTRUCTIONS-CAD**  
**JOB COSTING - JC POSTING REPORT**  
**Batch 31728 -**

Company	I	Dept	Account	Job	Cost Code	Cat	Source Code	Ref Code	Ref Date	Post Date	Batch	SRC	PO/SC	WM	Quantity	Amount
JCAN	C	00	5200.100	J501	J501	1000	JS-JSBW-01	JSBW	082621	082621	31728	PY		HR	20.000	1,400.00
														J501		1,400.00
														JCAN		1,400.00
														CAD		1,400.00

GL Report:

test2v12.cmic.ca:8888/cmictest12c/UIReport2/faces/report

133% Search

Page: 1 of 1  
Date: Aug 20, 2021  
Time: 3:55 PM EDT

**General Ledger Posting Report**  
**Batch 31728**

Department	Account	Account Name	Post Date	Source	Reference	Debit	Credit	Exchange Amount	Currency	Rate
<b>Company JCAN - SHARMA CONSTRUCTIONS-CAD</b>										
00	1700.200	A/R Deposits	082621	TSJSBW 2021 17	PYUS JSBW	0.00	1,400.00	-1,400.00	CAD	1.0000
00	5200.100	Job Cost Expenses	082621	TSJSBW 2021 17	PYUS JSBW	1,400.00	0.00	1,400.00	CAD	1.0000
<b>Total for Company JCAN - SHARMA CONSTRUCTIONS-CAD</b>						<b>1,400.00</b>	<b>1,400.00</b>			
<b>Total for Currency CAD</b>						<b>1,400.00</b>	<b>1,400.00</b>			
<b>Company PYUS - LOFT Constructions Marjan-USA</b>										
00	1500.600	A/R Deposits	082621	TSJSBW 2021 17	PYUS JSBW	1,120.00	0.00	1,400.00	CAD	0.8000
00	6900.200	PY Clearing AC (CR)	082621	TSJSBW 2021 17	PYUS JSBW	0.00	1,120.00	-1,400.00	CAD	0.8000
<b>Total for Company PYUS - LOFT Constructions Marjan-USA</b>						<b>1,120.00</b>	<b>1,120.00</b>			
<b>Total for Currency USD</b>						<b>1,120.00</b>	<b>1,120.00</b>			

**Step 4:** Run Payroll Processing, Check Processing and Print Checks.

**Step 5:** Do Final Payroll Posting. As shown below, payroll burdens are calculated in Payroll Currency (USD) and then converted to Job Company currency (CAD) to be charged to Job:

test2v12.cmic.ca:8888/cmictest12c/UIReport2/faces/report

67% Search

Page: 1 of 1  
Date: 08/20/21  
Time: 4:01 PM EDT

**Multiple Companies  
PAYROLL - POSTING HISTORY REPORT**

Date	Work Comp	Data Type	Job/Dept	Cost Code /Account	Category	Adj	Tran Code	Transaction	Hrs/Qty	Pay Rate	Pay Amount	Charge Rate	Charge Amount
<b>Employee: JS-EXEMPT-BW-02 - BW 02 JS EXEMPT</b>													
08/26/21	PYUS	G	00	1000.100		N	BN	VISION BENEFIT			100.00		
<b>Employee: JS-JSBW-01 - JSBW 01 JS</b>													
08/26/21	JCAN	J	JS01	JS01 1000		N	BN	Loyalty Bonus			14.00		
08/26/21	JCAN	J	JS01	JS01 1000		N	BN	LOYALTY BENEFIT			98.00		
08/26/21	JCAN	J	JS01	JS01 1000		N	BN	VISION BENEFIT			100.00		
08/26/21	JCAN	J	JS01	JS01 1000			PL	TEST			28.00		
08/26/21	JCAN	J	JS01	JS01 1000		N	TX	Medicare Employer			20.30		
08/26/21	JCAN	J	JS01	JS01 1000		N	TX	State Unemployment			743.75		
08/26/21	JCAN	J	JS01	JS01 1000		N	TX	Social Security Employer			86.80		
08/26/21	JCAN	J	JS01	JS01 1000			WC	8810			35.00		
08/26/21	PYUS	G	00	1000.200		N	TX	State Withholding Tax			69.30		
08/26/21	PYUS	G	00	1000.200		N	TX	Federal Withholding Taxes			96.38		
08/26/21	PYUS	G	00	1000.200		N	TX	Medicare Employee			20.30		
08/26/21	PYUS	G	00	1000.200		N	TX	Social Security Employee			86.80		
<b>Employee: JS-JSBW-02 - 02 JS JSBW</b>													
08/26/21	PYUS	G	00	1000.100		N	BN	VISION BENEFIT			100.00		
<b>Employee: JS-JSBW-03 - 03 JS JSBW</b>													
08/26/21	PYUS	G	00	1000.100		N	BN	VISION BENEFIT			100.00		

test2v12.cmic.ca:8888/cmictest12c/UIReport2/faces/report

67% Search

Page: 1 of 1  
Date: Aug 20, 2021  
Time: 4:01 PM EDT

JCAN - SHARMA CONSTRUCTIONS-CAD  
JOB COSTING - JC POSTING REPORT  
Batch 31730 -

Company	I	Dept	Account	Job	Cost Code	Cat	Source Code	Ref Code	Ref Date	Post Date	Batch	SRC	POSC	WM	Quantity	Amount	
			/WBS.1	/WBS.2	/WBS.3	/WBS.4											
JCAN	C	00	5200.100	JS01	JS01	1000	JS-JSBW-01	JSBW	082021	082021	31730	PY	HR		0.000	928.99	
								Jay's BW Pay Run202117									
JCAN	C	00	5200.100	JS01	JS01	1000	JS-JSBW-01	JSBW	082021	082021	31730	PY	HR		0.000	43.75	
								Jay's BW Pay Run202117									
JCAN	C	00	5200.100	JS01	JS01	1000	JS-JSBW-01	JSBW	082021	082021	31730	PY	HR		0.000	35.00	
								Jay's BW Pay Run202117									
JCAN	C	00	5200.100	JS01	JS01	1000	JS-JSBW-01	JSBW	082021	082021	31730	PY	HR		0.000	108.50	
								Jay's BW Pay Run202117									
JCAN	C	00	5200.100	JS01	JS01	1000	JS-JSBW-01	JSBW	082021	082021	31730	PY	HR		0.000	25.38	
								Jay's BW Pay Run202117									
JCAN	C	00	5200.100	JS01	JS01	1000	JS-JSBW-01	JSBW	082021	082021	31730	PY	HR		0.000	17.50	
								Jay's BW Pay Run202117									
JCAN	C	00	5200.100	JS01	JS01	1000	JS-JSBW-01	JSBW	082021	082021	31730	PY	HR		0.000	125.00	
								Jay's BW Pay Run202117									
JCAN	C	00	5200.100	JS01	JS01	1000	JS-JSBW-01	JSBW	082021	082021	31730	PY	HR		0.000	122.50	
								Jay's BW Pay Run202117									
															Total For Job:	JS01	1,407.32
															Total For Company:	JCAN	1,407.32
															Total For Currency:	CAD	1,407.32

Test2v12.cmic.ca:8888/cmictest12c/UIReport2/faces/report

Page: 1 of 1  
Date: Aug 20, 2021  
Time: 4:01 PM EDT

### General Ledger Posting Report Batch 31730

Department	Account	Account Name	Post Date	Source	Reference	Debit	Credit	Exchange Amount	Currency	Rate
<b>Company JCAN - SHARMA CONSTRUCTIONS-CAD</b>										
00	1700.200	Inventory Write Off	082621	PYJSBW 2021 17	PYUS JSBW	0.00	1,407.31	-1,125.85	USD	1.2500
00	5200.100	Job Cost Expenses	082621	PYJSBW 2021 17	PYUS JSBW	1,407.31	0.00	1,125.85	USD	1.2500
<b>Total for Company JCAN - SHARMA CONSTRUCTIONS-CAD</b>						<b>1,407.31</b>	<b>1,407.31</b>			
<b>Total for Currency CAD</b>						<b>1,407.31</b>	<b>1,407.31</b>			
<b>Company PYUS - LOFT Constructions Marjan-USA</b>										
00	1000.100	PYCHECKS	082621	PYJSBW 2021 17	PYUS JSBW	300.00	0.00	300.00	USD	1.0000
00	1000.200	JPMC - Payroll Checking	082621	PYJSBW 2021 17	PYUS JSBW	0.00	1,702.22	-1,702.22	USD	1.0000
00	1500.600	A/R Deposits	082621	PYJSBW 2021 17	PYUS JSBW	1,125.85	0.00	1,125.85	USD	1.0000
00	6001.201	Federal Taxes (CR)	082621	PYJSBW 2021 17	PYUS JSBW	0.00	136.98	-136.98	USD	1.0000
00	6001.400	Social Security EE (CR)	082621	PYJSBW 2021 17	PYUS JSBW	0.00	86.80	-86.80	USD	1.0000
00	6001.450	Social Security ER (CR)	082621	PYJSBW 2021 17	PYUS JSBW	0.00	86.80	-86.80	USD	1.0000
00	6020.101	State Tax Withholding (CR)	082621	PYJSBW 2021 17	PYUS JSBW	0.00	813.05	-813.05	USD	1.0000
00	6900.100	PY Clearing AC (DR)	082621	PYJSBW 2021 17	PYUS JSBW	1,400.00	0.00	1,400.00	USD	1.0000
<b>Total for Company PYUS - LOFT Constructions Marjan-USA</b>						<b>2,825.85</b>	<b>2,825.85</b>			
<b>Total for Currency USD</b>						<b>2,825.85</b>	<b>2,825.85</b>			

## Timesheet/Final Posting – Details in General Ledger (21.43289)

A new flag added to the Payroll Company Control under 'Rules' tab to allow Timesheet Posting and Payroll Posting to be grouped by job when posting into General Ledger.

The flag allows entries into GL to split for each job.

1. Check the flag for Post Timesheet/Final Posting as Details in General Ledger.

CMIC ENTERPRISE TESTR12

Enterprise Field ETIME Non-B OM EMPLOYEE CONSOLE ESS HCM1 HCM PM ESH Mode

Search for programs

PAIDROLL CONTROL

Save Mode Save Exit Help Print

Selection Criteria

\* Company: HPM

General Rate Codes Accounts Direct Deposit Rules E-Timesheet Reports

Search Workflows Report Options ECM Documents User Extensions

☐ Document Code Required  
☒ Allow Timesheet Entry for Inactive Employees  
☒ Allow Calculate Salary Change Rate  
☒ Allow Cost and Bill Adjustment in Open Period  
☐ Over Time Rules: Work Week Includes Sat, Sun and Holidays  
☒ Use Pay Rate When Changing (ls for Overhead Timesheets)  
☐ Use Pay Rate for Changing Job Timesheets  
☐ Reason Code Is Mandatory On Employee History  
☐ New Employees Public Liability from Job  
☐ Calculate Salary Leave Amount Line Hourly Employees

SBR Unique By: FEN

Allow Negative Expense Claims: Warning

Salaried Pay Rate: Variable (Based On Period Working Days)

More Than Eligible Hours: Yes

\* Overtime Rule Method: 1. Original Method: either daily or weekly overtime rule but not both

\* Salary Change Rate Calc Method: 1. Original Method: Processes full salary range across all hours

☐ Calculate Salary Change Rate Before Timesheet Posting  
☐ Re-Calculate Bill Rate

Salary Change Rate Processing Option

☒ Include Emp with no Timesheets in Processing  
☒ Validate Unposted Timesheet in Processing  
☒ Allow Posting To Future GL Period  
☒ Validate Payroll Processed Before Printing Checks  
☐ Primary Exempt(s) Amount is Mandatory  
☐ Include New Employees in Generate TS Utility  
☒ New Employees Workers Comp from Job  
☐ Calculate Change and Bill Amount in Work Company Currency  
☒ Post Timesheet/Final Posting as Details in General Ledger

Select Job/Phase/Category for the Job summary by field.

CMIC ENTERPRISE TESTR12

Enterprise Field ETIME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

Search for programs

PAIDROLL CONTROL

Selection Criteria

Company HPV Hader's payroll company Copy Control File

General Rate Codes Accounts Direct Deposit Rules E-Timesheet Reports

Search Workflows Report Options ECM Documents User Extensions

FERN Number HV837384 Hader's Training Company

Country US United States of America

State/Prov CA California

County/Region

City

Work Days/Year 200 Work Hours/Year 2080

Job Summary By Job/Phase/Category

Default Journal PY Payroll

Default Adj. Journal

Test Type HPV/PY Payroll

Use Charge Rate Multiplier All Hour Types

Use Billing Rate Multiplier All Hour Types

Calculate Workers Compensation

Calculate Public Liability

Create Vendor From Employee

Calculate Overhead

Overhead Summary

Post Burdens By None

Calculate Workers Comp. by Job

Public Liability by Job

Post Transactions by Shift Type in Job Cost

Post Transactions by Hour Type in Job Cost

Enter timesheet if the employee is hourly.

← → ↺ ↻ test2v12.cmic.ca:8888/cmictest12c/UIConsole/faces/task-flow-definition-runNamedConsole/M... 67% Search

Most Visited http://collab.cmic360... Secret Server

CMIC ENTERPRISE TESTR12

Enterprise Field ETIME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

Search for programs

Setup

User Defaults

Company

Employees

Jobs

Pay Rates

Local Tables

Administration

Timesheet

Timesheet Entry

Timesheet Adjustment

Timesheet Check Location L

Weekly Timesheet Entry

Recalculate Prorated Salary

Overline Rules Processing

Employee Exempt Rules Pro

Weighted Average Overline

Timesheet Posting

Reports

Labor Transfer Timesheet

Processing

Government Forms

Query

Reports

Utilities

Timesheet Entry

Selection Criteria

Company HPV Hader's payroll company

Pay Run WKLY WKLY

Year 2021

Period 01 10/09/2021 10/09/2021

Document FLAG CHECKED FOR GL

MT Total 40 OT Total 0 DOT Total 0 Other Total 0

Currency USD Total Hours 40

Timesheet Details

Employee EMPH12 EMP H12 Auto Recall Create Cost Code Cat MT Total Hours 40 OT Total Hours 0 DOT Total Hours 0 Other Total Hours 0 Refresh

Timesheet Details Employee Equipment

Seq No	Employee	Date	Comp	Job/Dept/Exp	CostCode/Ass/Compon	Cat./Ran	Tab/UseField5	User Field Name5	Tab/UseField6	User Field Name6	Tab/UseField7	User Field Name7
150010	EMPH12	10/09/2021	HPV	H102M	01-100	1000						
150010	EMPH12	10/09/2021	HPV	H102M	01-100	1000						
150010	EMPH12	10/09/2021	HPV	H102M	01-100	1000						
150010	EMPH12	10/09/2021	HPV	H104M	01-100	2000						
150010	EMPH12	10/09/2021	HPV	H104M	01-100	2000						

Record Desc Regular Job/Dept/Exp Desc JOB 4 CostCode/Ass/Compon Desc Temporary Structures Cat./Ran Desc Submitted



Timesheet Posting:

General Ledger Posting Report										Page: 1 of 1
Batch 33560										Date: Sep 17, 2021
										Time: 3:36 PM EDT
Department	Account	Account Name	Post Date	Source	Reference	Debit	Credit	Exchange Amount	Currency	Rate
Company HIPIY - Hadeer's payroll company										Currency USD
00	5200.100	Job Cost Expenses	18/09/2021	TSWKLY 2021 37	HIPY WKLY	840.00	0.00	840.00	USD	1.0000
00	5200.100	Job Cost Expenses	18/09/2021	TSWKLY 2021 37	HIPY WKLY	980.00	0.00	980.00	USD	1.0000
00	8900.200	PY Clearing AC (CR)	18/09/2021	TSWKLY 2021 37	HIPY WKLY	0.00	980.00	-980.00	USD	1.0000
00	8900.200	PY Clearing AC (CR)	18/09/2021	TSWKLY 2021 37	HIPY WKLY	0.00	840.00	-840.00	USD	1.0000
Total for Company HIPIY - Hadeer's payroll company						1,600.00	1,600.00			
Total for Currency USD						1,600.00	1,600.00			

Total for Batch				1,600.00	1,600.00
Report Parameters					
Batch Number:	33560	Summary:	No	Run Date:	Sep 17, 2021
		Show:	Yes	Run Time:	3:36 PM EDT
		Job ID:	1127959	Operator:	HADR12
				Report Code:	GLPOST



**HIPY - Hadeer's payroll company**  
**JOB COSTING - JC POSTING REPORT**  
**Batch 33560 - Payroll Timesheets**

Page: 1 of 1  
Date: Sep 17, 2021  
Time: 3:36 PM EDT

Company	I	Dept	Account	Job	Cost Code	Cat	Source Code	Ref Code	Ref Date	Post Date	Batch	SRG	PO/SC	WM	Quantity	Amount
			/ WBS 1	/ WBS 2	/ WBS 3	/ WBS 4										
HIPY	C	00	5200.100	H102M	01-100	1000		WKLY	16/09/2021	16/09/2021	33560	PY		HR	24.000	960.00
								WKLY202137								
Total For Job:														H102M		960.00
HIPY	C	00	5200.100	H104M	01-100	2000		WKLY	16/09/2021	16/09/2021	33560	PY		LS	16.000	640.00
								WKLY202137								
Total For Job:														H104M		640.00
Total For Company:														HIPY		1,600.00
Total For Currency:														USD		1,600.00

**Report Parameters**

Company: HIPY  
Batch Number: 33560  
Posted With Overheads: Yes

Run Date: Sep 17, 2021  
Run Time: 3:36 PM EDT  
Operator: HADR12  
Report Code: JC705

205

**HIPY - Hadeer's payroll company**  
**PAYROLL - TIMESHEET POSTING HISTORY REPORT**

Page: 1 of 1  
 Date: Sep 17, 2021  
 Time: 3:37 PM EDT

Date	Work Comp	Type	Job/Dept/EQP/ WO Code	Phase/Acct/ Cat/WO Line No.	Cat/Tr/WO Exp	Transaction Description	Hrs/Qty	Pay Rate	Pay Amount	Charge Rate	Charge Amount
<b>Employee : EMPH12</b>											
10/09/2021	HIPY	J	H102M	01-100	1000	Normal Wages	8.00	40.000	320.00	40.000	320.00
13/09/2021	HIPY	J	H102M	01-100	1000	Normal Wages	8.00	40.000	320.00	40.000	320.00
14/09/2021	HIPY	J	H102M	01-100	1000	Normal Wages	8.00	40.000	320.00	40.000	320.00
15/09/2021	HIPY	J	H104M	01-100	2000	Normal Wages	8.00	40.000	320.00	40.000	320.00
16/09/2021	HIPY	J	H104M	01-100	2000	Normal Wages	8.00	40.000	320.00	40.000	320.00
<b>Employee Total :</b>							<b>40.00</b>		<b>1,600.00</b>		<b>1,600.00</b>
<b>Grand Total :</b>							<b>40.00</b>		<b>1,600.00</b>		<b>1,600.00</b>

**Report Parameters**

Batch: 33500	From Pay Group:	Run Date: Sep 17, 2021
From Employee:	To Pay Group:	Run Time: 3:37 PM EDT
To Employee:	Pay Run: WKLY	Operator: HADR12
From Date: 10/09/2021	Pay Year: 2021	Report Code: PY1001
To Date: 16/09/2021	Pay Period: 37	

Payroll processing:

The screenshot shows the CMIC Enterprise TestR12 interface. On the left is a navigation menu with options like 'Enterprise', 'Field', 'ETIME', 'Non-BI', 'OM', 'EMPLOYEE CONSOLE', 'ESS', 'HCM1', 'HCM', 'PM', and 'Edit Mode'. The 'Payroll Processing' option is selected. The main window displays a 'PAYROLL PROCESSING' dialog box with a progress bar and the text 'Payroll processing completed. Time elapsed: 00:01:09'. Below the progress bar, there are checkboxes for 'Check Location' and 'From Pay Group'. A small notification box in the foreground says 'test2v12.cmic.ca:8888 Payroll Process completed successfully.' with an 'OK' button.

## Check Processing:

CMIC ENTERPRISE TESTR12

Enterprise Field ETIME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

Search for programs

PAYROLL CHECK PROCESSING

Selection Criteria

FERN Number

Company HPIV Haden's payroll company

Pay Run WPLY WPLY

Pay Year 2021 Period 37 From 10/09/2021 To 10/09/2021

Pay Date 10/09/2021

From Pay Group

To Pay Group

Check Location

Loc's Signature Pay Group

Check Number For Reprint

Bank HSBC Hongkong and Shanghai Banking

Branch 101 HSBC MAIN

Account Number 704379362 HPIV.BANK

Last Check Number 8027 User Define Check For Print

Employee Pick List

From Employee

To Employee

Process Check Sort by Employee Last Name Language English

☐ Checked Only

☒ Processing Completed

Process

## Check Printing:

CMIC ENTERPRISE TESTR12

Enterprise Field ETIME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

Search for programs

PAYROLL CHECK PRINTING

Selection Criteria

FERN Number

Company HPIV Haden's payroll company

Pay Run WPLY WPLY

Pay Year 2021 Period 37 From 10/09/2021 To 10/09/2021

Pay Date 10/09/2021

From Pay Group

To Pay Group

Check Location

Loc's Signature Pay Group

Check Number For Reprint

Bank HSBC Hongkong and Shanghai Banking

Branch 101 HSBC MAIN

Account Number 704379362 HPIV.BANK

Last Check Number 8027 User Define Check For Print

Employee Pick List

From Employee

To Employee

Language English

☐ Print Direct Deposit Stub \* Deposit Type Direct Deposit Employees Only ☐ Sort By Job

☐ ASCII File

Report P1090290 has been sent to print server

Print

Hadeer's payroll company 172 ZIMMERMAN DR. FORT MILL SC 29708 704-463-7193							
Employee ID	Employee Name	Period Starting	Period Ending	Pay Date	Check	Sort	Group
EMPH12	EMP H12	09-10-2021	09-16-2021	09-16-2021	H104M		
<b>Net Pay Calculation</b>		<b>Total Hours</b>	<b>Current</b>	<b>YTD</b>	<b>Pre-Tax Deductions</b>	<b>Current</b>	<b>YTD</b>
Gross Pay		40.00	1,600.00	1,600.00	<b>Total Pre-Tax Deductions</b>		
Bonus			0.00	0.00	<b>Taxes Withheld</b>		
Other Earnings & Reimbursements			320.00	320.00	State Taxes CA	51.84	51.84
Taxes And Deductions			592.01	592.01	Federal Taxes	162.77	162.77
Net Pay			1,327.99	1,327.99	MED EE	23.20	23.20
					SEC EE	99.20	99.20
Check Amount			1,327.99	1,327.99	<b>Total Taxes Withheld</b>		
						337.01	337.01
<b>Earnings</b>		<b>Hours</b>	<b>Earnings</b>	<b>After Tax Deductions</b>	<b>Current</b>	<b>YTD</b>	
<b>Summary</b>		<b>Rate</b>	<b>Current</b>	<b>YTD</b>	<b>Current</b>	<b>YTD</b>	
Regular Wages		40.000	40.00	40.00	1,600.00	1,600.00	
<b>Other Earnings and Reimb.</b>		<b>Taxable</b>	<b>Current</b>	<b>YTD</b>	<b>After Tax Deductions</b>		
Benefits		N	320.00	320.00	Deductions	5.00	5.00
<b>Total Other Earnings &amp; Reimb.</b>			<b>320.00</b>	<b>320.00</b>	HDE TESTDEY	75.00	375.00
<b>Non Cash Compensation</b>			<b>Current</b>	<b>YTD</b>	HDE TEST	250.00	250.00
dental benefit			100.00	600.00	<b>Total After Tax Deductions</b>		
						859.00	859.00
					<b>Direct Deposit Distributions</b>		
					<b>Current</b>	<b>YTD</b>	
<b>Leave Code</b>		<b>C Frwd.</b>	<b>Accrued</b>	<b>Used</b>	<b>Balance</b>		
HVAC		0.00	0.00	0.00	120.00		
PTOH		0.00	0.00	0.00	0.00		
Vac		0.00	2.15	0.00	2.15		
Vacation		0.00	2.31	0.00	2.31		

Status	Exempt	Additional Tax
Federal:	H / 0	
State-CA:	H / 0	

\*\* Employer Paid Benefit

Hadeer's payroll company  
172 ZIMMERMAN DR  
FORT MILL SC 29708

Hongkong and Shanghai Banking  
HSBC MAIN  
591 Grand Avenue CA

Employee ID	Date	Check No.
EMPH12	09-16-2021	8036
		123
		00161000

PAY: ONE THOUSAND THREE HUNDRED TWENTY-SEVEN DOLLARS 99/100

\$1,327.99

PAY TO  
THE  
ORDER  
OF

EMP H12  
CA 90242

Hadeer J.

⑈0000008036⑈ ⑆022000020⑆ 7646379382⑈

## Payroll Posting:

CMIC ENTERPRISE TESTR12

Enterprise Field ETIME Non-BL OM EMPLOYEE CONSOLE ESS HCM1 HCM PM E-BL Mode

Search for programs

PAIDROLL POSTING

Selection Criteria

\* Company: HIPPY Hadeer's payroll company

\* Pay Run: WKLY WKLY

\* Pay Year: 2021

\* Period: 37 15/09/2021 15/09/2021

\* Posting Date: 15/09/2021

\* Journal: PY Payroll

☐ Review Posting ☒ Post Reports Immediately

Posting Completed successfully. Created Batch Number 33567

Post Batch

Local Tables

Administration

TimeSheet

Processing

Adjustments

Retrospective Payment

Expenses

Assign Multiple Checks

Payroll Processing

Check Processing

Check Printing

Manual Checks

Void Checks

Payroll Posting

Salary Payroll Redistribution

Transfer Labor Costs Between J

Pay Stub Printing

Reconcile Checks

Terminate Employees

Generate AP Voucher

Reports

Government Forms

Query

Reports

### General Ledger Posting Report Batch 33567

Page: 1 of 2  
Date: Sep 17, 2021  
Time: 4:48 PM EDT

WITH THE FLAG  
CHECKED

Department	Account	Account Name	Post Date	Source	Reference	Debit	Credit	Exchange Amount	Currency	Rate
Company HIPY - Hadeer's payroll company										Currency USD
00	1000.100	PYCHECKS	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	0.00	768.00	-768.00	USD	1.0000
00	1000.100	PYCHECKS	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	0.00	34,891.84	-34,891.84	USD	1.0000
00	1000.100	PYCHECKS	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	0.00	1,152.00	-1,152.00	USD	1.0000
00	1000.200	JPMC - Payroll Checking	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	0.00	3,200.00	-3,200.00	USD	1.0000
00	1000.200	JPMC - Payroll Checking	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	0.00	30.00	-30.00	USD	1.0000
00	1000.200	JPMC - Payroll Checking	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	0.00	45.00	-45.00	USD	1.0000
00	4000.200	Miscellaneous Income	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	78.00	0.00	78.00	USD	1.0000
00	5200.100	Job Cost Expenses	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	285.36	0.00	285.36	USD	1.0000
00	5200.100	Job Cost Expenses	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	428.04	0.00	428.04	USD	1.0000
00	6000.100	Non Job Salary Expense	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	50,583.26	0.00	50,583.26	USD	1.0000
00	6000.300	Employer Paid Benefits	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	42.25	0.00	42.25	USD	1.0000
00	6001.200	Federal Taxes	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	4,980.55	0.00	4,980.55	USD	1.0000
00	6001.201	Federal Taxes (CR)	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	0.00	14,204.82	-14,204.82	USD	1.0000
00	6001.201	Federal Taxes (CR)	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	0.00	131.04	-131.04	USD	1.0000
00	6001.201	Federal Taxes (CR)	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	0.00	87.36	-87.36	USD	1.0000
00	6001.301	State Taxes (CR)	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	0.00	3,080.10	-3,080.10	USD	1.0000
00	6002.110	Leave Expense Accrual	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	240,543.78	0.00	240,543.78	USD	1.0000
00	6002.115	Leave Liability Clearing	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	0.00	240,543.78	-240,543.78	USD	1.0000
00	6300.101	HMO Deductions (CR)	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	0.00	10.00	-10.00	USD	1.0000
00	6300.111	401k Employee (CR)	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	0.00	653.84	-653.84	USD	1.0000
00	6300.113	401k Employer (CR)	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	0.00	73.07	-73.07	USD	1.0000
00	6300.150	Employer Paid Benefits (DR)	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	384.61	0.00	384.61	USD	1.0000
00	6300.300	Dental Care (DR)	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	7,465.00	0.00	7,465.00	USD	1.0000
00	6300.301	Dental Care (CR)	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	0.00	40.00	-40.00	USD	1.0000
00	6300.301	Dental Care (CR)	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	0.00	60.00	-60.00	USD	1.0000
00	6300.301	Dental Care (CR)	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	0.00	7,420.00	-7,420.00	USD	1.0000
00	6900.100	PY Clearing AC (DR)	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	640.00	0.00	640.00	USD	1.0000
00	6900.100	PY Clearing AC (DR)	16/09/2021	PYWKLY 2021 37	HIPPY WKLY	960.00	0.00	960.00	USD	1.0000
Total for Company HIPY - Hadeer's payroll company						306,390.85	306,390.85			
Total for Currency USD						306,390.85	306,390.85			

G/L Transaction Detail Report:



**HIPY - Hadeer's payroll company**  
**GENERAL LEDGER - G/L TRANSACTION DETAIL REPORT**

Page: 1 of 4  
Date: Sep 20, 2021  
Time: 3:15 PM EDT

JR	Post Date	Batch	Debit	Credit	Source Code	Source Description	Ref. Code	Ref. Description	Ref. Date
Department 00 - Company Level									
1000.100		PYCHECKS				Opening Balance	-116,462.82	Closing Balance	-153,274.66
PY	16/09/2021	33567		768.00	PYWKLY 2021	Payroll WKLY 2021 37	HIPY WKLY	WKLY 2021 37 10/Sep/2021 16/Sep/2021	16/09/2021
PY	16/09/2021	33567		1,152.00	PYWKLY 2021	Payroll WKLY 2021 37	HIPY WKLY	WKLY 2021 37 10/Sep/2021 16/Sep/2021	16/09/2021
PY	16/09/2021	33567		34,891.84	PYWKLY 2021	Payroll WKLY 2021 37	HIPY WKLY	WKLY 2021 37 10/Sep/2021 16/Sep/2021	16/09/2021
Total for period: 2021 - 9				36,811.84	Opening Balance		-116,462.82	Closing Balance	-153,274.66
1000.200		JPMC - Payroll Checking				Opening Balance	-7,125.00	Closing Balance	-10,400.00
PY	16/09/2021	33567		30.00	PYWKLY 2021	Payroll WKLY 2021 37	HIPY WKLY	WKLY 2021 37 10/Sep/2021 16/Sep/2021	16/09/2021
PY	16/09/2021	33567		45.00	PYWKLY 2021	Payroll WKLY 2021 37	HIPY WKLY	WKLY 2021 37 10/Sep/2021 16/Sep/2021	16/09/2021
PY	16/09/2021	33567		3,200.00	PYWKLY 2021	Payroll WKLY 2021 37	HIPY WKLY	WKLY 2021 37 10/Sep/2021 16/Sep/2021	16/09/2021
Total for period: 2021 - 9				3,275.00	Opening Balance		-7,125.00	Closing Balance	-10,400.00
4000.200		Miscellaneous Income				Opening Balance	235.45	Closing Balance	313.45
PY	16/09/2021	33567	78.00		PYWKLY 2021	Payroll WKLY 2021 37	HIPY WKLY	WKLY 2021 37 10/Sep/2021 16/Sep/2021	16/09/2021
Total for period: 2021 - 9			78.00		Opening Balance		235.45	Closing Balance	313.45
5200.100		Job Cost Expenses				Opening Balance	83,662.21	Closing Balance	85,975.61
PY	16/09/2021	33560	640.00		TSWKLY 2021	Timesheet WKLY 2021 37	HIPY WKLY	WKLY 2021 37 10/Sep/2021 16/Sep/2021	16/09/2021
PY	16/09/2021	33560	960.00		TSWKLY 2021	Timesheet WKLY 2021 37	HIPY WKLY	WKLY 2021 37 10/Sep/2021 16/Sep/2021	16/09/2021
PY	16/09/2021	33567	285.36		PYWKLY 2021	Payroll WKLY 2021 37	HIPY WKLY	WKLY 2021 37 10/Sep/2021 16/Sep/2021	16/09/2021
PY	16/09/2021	33567	428.04		PYWKLY 2021	Payroll WKLY 2021 37	HIPY WKLY	WKLY 2021 37 10/Sep/2021 16/Sep/2021	16/09/2021
Total for period: 2021 - 9			2,313.40		Opening Balance		83,662.21	Closing Balance	85,975.61
6000.100		Non Job Salary Expense				Opening Balance	154,519.57	Closing Balance	205,102.83





CERTIFIED PAYROLL MAPPING

### Selection Criteria

Company

\* Contribution & Payment

Report Column Heading

TRHI2

### Transaction Codes to Map

View ▼ Freeze Detach Search Insert Insert Multiple Delete Workflows

	* Type	* Code	Description	* Employer's Contr. Flag
	<input type="text" value="Benefit"/>	ZZ10	Hourly Health and Welfare Ins	<input type="text" value="No"/>
	<input type="text" value="Benefit"/>	PWF	Prevailing Wage Fringe	<input type="text" value="No"/>
	<input type="text" value="Benefit"/>	PWDC <input type="button" value="Q"/>	Prevailing Wage Differential \$	<input type="text" value="No"/>
	<input type="text" value="Benefit"/>	MHSA	M HSA	<input type="text" value="No"/>
	<input type="text" value="Benefit"/>	BNOS	BONUS	<input type="text" value="No"/>

## Modifications

- CMiC will be modifying existing Federal Certified Report. In the existing Certified Payroll mapping screen, all contributions & payments (including employer contributions) are charged to a specific job. A new column has been added to the report mapping screen called "Employers Contr.Flag".

The value for this column can be "No", "Yes", and "All", as is the case in the W2 Mapping screen. The default value for this column is "No" as the current mapping screen only includes employee contribution by default. Select "Yes" to only include employer contribution value or "All" for both Employee and Employer contribution.

CERTIFIED PAYROLL MAPPING

### Selection Criteria

Company

\* Contribution & Payment

Report Column Heading

TRHI2

### Transaction Codes to Map

View ▼ Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Exp

	* Type	* Code	Description	* Employer's Contr. Flag
	<input type="text" value="Benefit"/>	ZZ10 <input type="button" value="Q"/>	Hourly Health and Welfare Ins	<div style="border: 1px solid #ccc; padding: 2px; display: inline-block;"> No All No Yes </div>
	<input type="text" value="Benefit"/>	PWF	Prevailing Wage Fringe	
	<input type="text" value="Benefit"/>	PWDC	Prevailing Wage Differential \$	

No- Transaction code takes only the Employee's contribution

Yes- Transaction code takes only the Employer's contribution

All- Transaction code takes both Employer's and Employee's Contribution.

This will require changing the standard federal certified report to change all boxes to include this new option on the mapping screen.

- CMiC will add a new option on the standard certified report parameter called "Fringe Calculation by" with possible values of 'All Project Hours' or 'Project Hours'. The default value for the column will be 'All project Hours'.

The screenshot displays the 'FEDERAL CERTIFIED REPORT' interface. Under the 'Report Filters' section, there are several input fields for filtering the report, including Company, Pay Run, Payroll Year, From Period, To Period, Pay Group, Employee Pick List, Job Company, Job Pick List, From Job, and To Job. Below these fields are checkboxes for 'Print Address', 'Roll-in Sub-Jobs', 'Print Benefit by Trade', and 'Include Labor Transfer Adjustment'. The '\* Print' dropdown is set to 'SSN'. The '\* Fringe Calculation by' dropdown is open, showing 'All Projects Hours' (highlighted in blue) and 'Project Hours'. A red arrow points to the 'All Projects Hours' option.

The report will sum the total value of transactions mapped in the Fringe Benefit column in the mapping utility as per current functionality and divide the total depending on the option selected on the parameter screen. The formula is given below:

Fringe Calculation (All Project Hours option)

$\$ = \text{Total value of 'Fringe Benefit' column} / \text{All Projects hours}$

Fringe Calculation (Project Hours)

\$= Total value of 'Fringe Benefit' Column/ Currently Selected Project hours

3. The fringe benefit column will be expanded and display all transactions mapped in the Fringe Benefit column similar to the Other column.

CMiC has added a new 'Print Fringe Benefit Detail' checkbox to the Certified Payroll Report Parameter screen. If checked, the Fringe Benefits section will show the list of all the mapped fringe benefits. If unchecked, the summary of fringe benefit rates and amounts will be shown, if mapped.

**FEDERAL CERTIFIED REPORT**

**Report Filters**

\* Company

\* Pay Run

\* Payroll Year

\* From Period

\* To Period

Pay Group

Employee Pick List

Job Company

Job Pick List

From Job

To Job

☒ Print Address

☐ Roll-in Sub-Jobs

☐ Print Benefit by Trade

☐ Include Labor Transfer Adjustment

\* Print

\* Fringe Calculation by

☒ **Print Fringe Benefit Detail**

Implementation

Below is an example of the report with selections of both "No" and "Yes" in the Employers Contr Flag field.

1. Employer's contribution set to "No".

test2v12.cmic.ca:8888/cmictest12c/UIConsole/faces/task-flow-definition-runNamedConsole/MainCon

CMIC ENTERPRISE TESTR12

Enterprise Etime PM HCM ESS EMPLOYEE CONSOLE OM Non-BI Edit Mode

Search for programs... 1863374M - 1963374M - Combined WIP

**CERTIFIED PAYROLL MAPPING**

Selection Criteria

Company: TRH2

\* Contribution & Payment: Fringe Benefits

Report Column Heading: Fringe Benefits

Transaction Codes to Map

Type	Code	Description	Employer's Contr. Flag
Benefit	PWF	Prevailing Wage Fringe	Yes
Benefit	PWDC	Prevailing Wage Differential \$	All
Benefit	MHSA	M HSA	No
Benefit	BNOS	BONUS	No

1 of 6

**PAYROLL - PUBLIC WORKS PAYROLL REPORTING**

Page: 1 of 6  
Date: 29-09-2021  
Time: 3:50 PM EDT

NAME OF CONTRACTOR: TRH2  
OR SUBCONTRACTOR: CONTRACTOR'S LICENSE NO: ADDRESS: 112 HIGHLAND PARK, #3652, Value Village, CA, 90001  
SPECIALTY LICENSE NO: CONTRACTOR JOB NUMBER: JB0007

PAYROLL No. FOR WEEK ENDING: 27-OCT-21

SELF-INSURED CERTIFICATE NO: PROJECT OR CONTRACT NO: JB0007  
WORKER'S COMPENSATION POLICY NO: ALL PROJECT AND LOCATION: Google Construction Project, CHICAGO, IL  
FEIN: 37-967133

(1) Name, Address and SSN of Employee	(2) Exemptions	(3) Work Classification	(4) DAY							(5) Total Hours	(6) Hourly Rate of Pay	(7) GROSS AMOUNT EARNED	(8) DEDUCTIONS, CONTRIBUTIONS AND PAYMENTS										(9) Net Wages Paid for Week	Check No.		
			TH	F	S	S	M	T	W				DATE	PROJ + FRINGE	THIS PROJ	ALL PROJ	Fed. Tax	FICA	Local/ State tax	SDI	Vacation/ Holiday	Total Deduction			Total Benefits	
Ierrz, Zel NY 10003 444777965		23CHAR	ST	8	0	0	0	0	0	0	8	52	796.00	416.00	2,184.00		167.08	108.11		0.00				275.19	1,908.81	342
HOURS WORKED EACH DAY												PROJ + FRINGE	THIS PROJ	ALL PROJ	Fed. Tax	FICA	Local/ State tax	SDI	Vacation/ Holiday	Total Deduction	Total Benefits					
												796.00	416.00	2,184.00		167.08	108.11		0.00			275.19	1,908.81	342		
												HOURS	HOURS	HOURS	Training	Fund Admin	Dues	Travel Subs	cash Fringe	Health/Welfare	401K ROTH					
												8	8	38	0.00	0.00	0.00	0.00	380.00	0.00	0.00					
												Other Description Amount														
												Prevailing Wage Fringe 380.00														
												Other Total: 380.00														
												Fringes Description Amount														
												M HSA 0.00														
												Prevailing Wage Fringe 380.00														
												Fringe Benefits 10.00/hr Total 380.00														

EMPLOYEE CONSOLE OM Non-BI Edit Mode

**MID YEAR PAY HISTORY**

Selection Criteria

Company: TRH2

Pay Run: TRHW Year: 2021 Period: 43 Q

Employee No: TRH2-TRHW Ierrz, Zel

Display

Mid-Year Pay History

Company: TRH2 Pay Run: TRHW WEEKLY Period Start Date: 21102021 End Date: 27102021

* Company	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gro Earn	Ca Ei	Work Company	Work Locat	Work Data Type	Dept	GL Acc	Emp Dept	CR Acc	Batch Num	Check Seq Numbr	Chk Loc	Manual Chk Proc Flag	Acti Po Da	Pay Date	Check Void Date	Rel Times Trans	Contrib
TRH2	2021	43	TRH2-	Z	BN	MHSA	764.40	0.00	2,184.00	2,184.00	TRH2	NY	C	0C	1C	00			41E	N						Yes

## 2. Employer's contribution set to "Yes".

**CERTIFIED PAYROLL MAPPING**

**Selection Criteria**

Company: TRHI2

\* Contribution & Payment: Fringe Benefits

Report Column Heading: Fringe Benefits

**Transaction Codes to Map**

* Type	* Code	Description	* Employer's Contr. Flag
Benefit	PWF	Prevailing Wage Fringe	Yes
Benefit	PWDC	Prevailing Wage Differential \$	All
Benefit	MHSA	M HSA	Yes
Benefit	BONUS	BONUS	No

1 of 6

**PAYROLL - PUBLIC WORKS PAYROLL REPORTING**

Page: 1 of 6  
Date: 29-09-2021  
Time: 1:37 PM EDT

NAME OF CONTRACTOR : TRHI2 OR SUBCONTRACTOR :		CONTRACTOR'S LICENSE NO: SPECIALTY LICENSE NO: CONTRACTOR JOB NUMBER: JB0007		ADDRESS: 112 HIGHLAND PARK, #3652, Value Village, CA, 90001																																																													
PAYROLL No.		FOR WEEK ENDING: 27-OCT-21		SELF-INSURED CERTIFICATE NO: WORKER'S COMPENSATION POLICY NO: ALL FEIN: 37-967133																																																													
PROJECT OR CONTRACT NO: JB0007 PROJECT AND LOCATION: Google Construction Project, CHICAGO, IL																																																																	
(1) Name, Address and SSN of Employee	(2) Exemptions	(3) Work Classification	(4) DAY TH F S S M T W DATE 21 22 23 24 25 26 27 HOURS WORKED EACH DAY	(5) Total Hours	(6) Hourly Rate of Pay																																																												
Leitz, Zel NY 10003 444777965		23CHAR	ST 8 0 0 0 0 0 0 8 52	8	52																																																												
			<table border="1"> <thead> <tr> <th colspan="3">(7) GROSS AMOUNT EARNED</th> <th colspan="8">(8) DEDUCTIONS, CONTRIBUTIONS AND PAYMENTS</th> <th colspan="2">(9) Net Wages Paid for Week</th> </tr> <tr> <th>PROJ + FRINGE</th> <th>THIS PROJ</th> <th>ALL PROJ</th> <th>Fed. Tax</th> <th>FICA</th> <th>Local/State tax</th> <th>SDI</th> <th>Vacation/Holiday</th> <th>Total Benefits</th> <th>Total Deduction</th> <th>Net Wages Paid for Week</th> <th>Check No.</th> </tr> </thead> <tbody> <tr> <td>1,560.40</td> <td>416.00</td> <td>2,184.00</td> <td>167.08</td> <td>108.11</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>275.19</td> <td>1,908.81</td> <td>342</td> </tr> <tr> <td>HOURS</td> <td>HOURS</td> <td>HOURS</td> <td>Training</td> <td>Fund Admin</td> <td>Dues</td> <td>Travel Subs.</td> <td>cash Fringe</td> <td>Health/Welfare</td> <td>401K ROTH</td> <td></td> <td></td> </tr> <tr> <td>8</td> <td>8</td> <td>38</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>380.00</td> <td>0.00</td> <td>0.00</td> <td></td> <td></td> </tr> </tbody> </table>			(7) GROSS AMOUNT EARNED			(8) DEDUCTIONS, CONTRIBUTIONS AND PAYMENTS								(9) Net Wages Paid for Week		PROJ + FRINGE	THIS PROJ	ALL PROJ	Fed. Tax	FICA	Local/State tax	SDI	Vacation/Holiday	Total Benefits	Total Deduction	Net Wages Paid for Week	Check No.	1,560.40	416.00	2,184.00	167.08	108.11	0.00	0.00	0.00	275.19	1,908.81	342	HOURS	HOURS	HOURS	Training	Fund Admin	Dues	Travel Subs.	cash Fringe	Health/Welfare	401K ROTH			8	8	38	0.00	0.00	0.00	0.00	380.00	0.00	0.00		
(7) GROSS AMOUNT EARNED			(8) DEDUCTIONS, CONTRIBUTIONS AND PAYMENTS								(9) Net Wages Paid for Week																																																						
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		Fringe Benefits	30.12/hr																																																														
		Total	1,144.40																																																														
THIS PROJECT TOTAL			8	416.00																																																													

**MID YEAR PAY HISTORY** Save Exit Print Help

---

**Selection Criteria**

Company: TRH12

Pay Run: TRHW  Year: 2021  Period: 43

Employee No: TRH12-TRHW

---

**Mid-Year Pay History**

Company: TRH12  Pay Run: TRHW WEEKLY  Period Start Date: 21102021  End Date: 27102021

View

* Company	Period	* Employee No	Empl Full Nam	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earn	Ca E	Work Company	Work Locat	Date Type	Dept	Gl Acc	Emp Dept	CR Acc	Batch Num	Check Seq Numbr	Ch Loc	Manual Chk Proc Flag	Pos Da	Act Ps Da	Pay Date	Check Void Date	Ref Times Transa	Contrib	SU
TRH12	43	TRH12-	Z	BN	PWF	80.00	0.00	4:		TRH12	12:	J	00	50	00	1		41€	N						Yes		
TRH12	43	TRH12-	Z	BN	PWF	120.00	0.00	6:		TRH12	12:	J	00	50	00	1		41€	N						Yes		
TRH12	43	TRH12-	Z	BN	PWF	100.00	0.00	5:		TRH12	12:	J	00	50	00	1		41€	N						Yes		
TRH12	43	TRH12-	Z	BN	PWF	80.00	0.00	4:		TRH12	12:	J	00	50	00	1		41€	N						Yes		
						380.00	0.00	2,184	2,1																		

## Annual Accrual Leave Cap (21.40679)

A new field 'Annual Accrual Leave Cap' is added to the Company Leave screen for accruing accrued leave in a year. If total accrued leave max at a Leave cap level, then system will stop accruing it within the Leave year. If employee uses the same leave within the leave year, then system will not accrue anymore since it has already reached, the Annual Cap Level.

**NOTE:** System will consider employee level first. System will consider Table Base, if Leave has a Table Base and Employee Level is setup as Null. Zero is considered as maximum cap '0'.

### Annual Accrual Leave Cap on Company Level, with Max Accrual and Annual Cap Limit values.

No Table Base. No Employee Level setup overrides.

Condition below was to set Eligible Days and Hours higher than the allowed eligible to accrue faster. Leave Setup Conditions: Table Base (Null), Employee Level (Null), Company Level Setup with max accrual and annual cap.

← → ↻ ↗ qa2v12.cmic.ca:8888/cmictpr12/UiConsole/faces/task-flow-definition-runNamedConsol... 67% Search

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Employee

Base Elements

Table Bases

Sick Leave Policy

Benefits

Deductions

Taxes

Worker Compensation

Public Liability

Timesheet

Processing

Adjustments

Leave Details

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Leave Code PLV1

\* Leave Description PLV1

\* Short Description PLV1

\* Leave Type Cash

\* Accrued Amount By Fixed Hours

\* Carry Forward

\* Accessible In Employee Self Service No

\* Leave Calculation Method Pay Run Year

\* Include In PY Forecast Burden Calculation

\* Included In Year of Service Calculation

\* Show Leave On Pay Check And Pay Stub

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Base Elements

Table Bases

Sick Leave Policy

Benefits

Deductions

Taxes

Worker Compensation

Public Liability

Timesheet

Processing

Adjustments

Retractive Payment

Selection Criteria

\* Company HPT Hasken Payroll Company

\* Pay Group SAL SALARY EISEBPT

\* Pay Run BW Biweekly HPT

Copy

Company Leave Details

General Accounting Advanced Setup

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Leave Code PLV1

\* Short Description PLV1

Leave Calculation Method Pay Run Year

Leave Type Cash

Eligible Days 2.00

Pay Percent 100

Eligible Hours 16.00

\* Accrued Amount Fixed Hours

\* Restrict Dist Type in E-Time Sheet No Restriction

Max Carry Forward Method Fixed Hours

Accrued Percentage

\* Carry Forward

Max C Forward 1.00 8 Additional CF

Max Accrued 8 Days C Forward Expires

Annual Accrued Leave Cap 8.00

Sick Policy Code

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COMPANY LEAVES Table Mode Save Exit 🛠️ 📄 📊 📅 📌

Selection Criteria

Company HPY Hester's Payroll Company  
 Pay Group SAL SALARY/EMPTY  
 Pay Run BW Biweekly HPY Copy

Company Leave Details

General Accounting Advanced Setup

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

Base Element  
 Table Base  
 Allow More Than Eligible Hours Warning  
 Total Max Hours

Table Base Create Base Table Base

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EMPLOYEE LEAVES Save Exit 🛠️ 📄 📊 📅 📌

Selection Criteria

Company HPY Hester's Payroll Company  
 Employee EMP15 EMP15  
 Year 2022 Refresh

Leave Setup

Query Setup

View Filter Detach Search Workflows Report Options Export ECM Documents User Extensions

Code	Hours C Fund	Hours Accrued	Hours C Fund Expired	Hours Used	Hours Lost	C Fund Expiry Date	C Fund Amount	Accrued Amount	Accrued Amount Paid	Elig. Hours	Elig. Days	Hours Remain
PLV1	0.00	8.00	8.00	8.00	8.00		5.00	230.78	5.00	16.00	2.00	8.00

Desc: PLV1 Leave Detail



**EMPLOYEE LEAVES**

Leave Detail

Year	Per	Credit A/C	Debit A/C	Hours	Amount	Amount Paid	Total Earnings	Total Hours	Type	Date	Leave Calc. Sta
2022	1	2330	2000 400	0.615	17.75	0	2307.69	80	A	14-Jan-2022	
2022	2	2330	2000 400	0.615	17.75	0	2307.69	80	A	28-Jan-2022	
2022	3	2330	2000 400	0.615	17.75	0	2307.69	80	A	11-Feb-2022	
2022	4	2330	2000 400	0.615	17.75	0	2307.69	80	A	25-Feb-2022	
2022	5	2330	2000 400	0.615	17.75	0	2307.69	80	A	11-Mar-2022	
2022	6	2330	2000 400	0.615	17.75	0	2307.69	80	A	25-Mar-2022	
2022	7	2330	2000 400	0.615	17.75	0	2307.69	80	A	08-Apr-2022	
2022	8	2330	2000 400	0.615	17.75	0	2307.69	80	A	22-Apr-2022	
2022	9	2330	2000 400	0.615	17.75	0	2307.69	80	A	06-May-2022	
2022	10	2330	2000 400	0.615	17.75	0	2307.69	80	A	20-May-2022	
2022	11	2330	2000 400	0.615	17.75	0	2307.69	80	A	03-Jun-2022	
2022	12	2330	2000 400	0.615	17.75	0	2307.69	80	A	17-Jun-2022	
2022	13	2330	2000 400	0.615	17.75	0	2307.69	80	A	01-Jul-2022	
2022	14	2330	2000 400	0	0	0	2307.69	80	A	15-Jul-2022	
				8	230.75	0	32,307.66	1,120			

## Annual Accrual Leave Cap with a Table Base

Basic Table Setup as Factor with Company Level. The Employee Leave stopped accruing when reached max accrual and Annual Cap. Employee did not accrue hours after the Annual Cap Limit was reached.

Leave Code PLT is setup as Hours. The Table Setup has both Max Accrual value as well as Annual Cap Value.

**BENEFIT DEDUCTION TABLE BASE**

Ben Ded Table Base

Table Code: 2330 Table Description: Personal Leave Time

Table Type: Leave

Base On: Years Of Service

Base On: Factor

Apply To Start: Percentage

Ben Ded Table Rows

From	To	Max Accrual	Annual Cap
0	9999	40	10

← → ↻ ⌂ 🔒 qa2v12.cmic.ca:8888/cmcp1R12/UIConsole/faces/task-flow-definition-runNamedConsole 67% 🔍 Search

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Search for programs...

LEAVES MASTER

Table Mode Save Print Export Import Refresh

Leave Details

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Leave Code PLV2

\* Leave Description PTFR12 Leave

\* Short Description PLV2

\* Leave Type Cash

\* Accrued Amount By ☒ Accrued ☐ Hour

\* Accrued Amount By ☒ Carry Forward ☐ Hour

\* Accessible In Employee Self Service No

\* Leave Calculation Method Pay Run Year

☐ Include In PT Forecast Burden Calculation

☐ Included In Year of Service Calculation

☒ Show Leave On Pay Check And Pay Stub

← → ↻ ⌂ 🔒 qa2v12.cmic.ca:8888/cmcp1R12/UIConsole/faces/task-flow-definition-runNamedConsole 67% 🔍 Search

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COMPANY LEAVES

Table Mode Save Print Export Import Refresh

Selection Criteria

\* Company HEE Hee's Payroll Company

\* Pay Group SAL SALARY EXEMPT

\* Pay Run BR Biweekly HRPY

Copy

Company Leave Details

General Accounting Advanced Setup

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Leave Code PLV2

\* Short Description PLV2

Leave Calculation Method Pay Run Year

Leave Type Cash

Eligible Days 5.00

Pay Percent 100

Eligible Hours 40.00

\* Accrued Amount Hour

☒ Accrued ☐ Carry Forward

\* Restrict Dist Type in E-Time Sheet No Restriction

Max Carry Forward Method Fixed Hours

Max C Forward Additional CF

Max Accrued Days C Forward Expires Annual Accrued Leave Cap

Sick Policy Code

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COMPANY LEAVES

Table Mode Save Print Export Import Refresh

Selection Criteria

\* Company HRPY Hee's Payroll Company

\* Pay Group SAL SALARY EXEMPT

\* Pay Run BR Biweekly HRPY

Copy

Company Leave Details

General Accounting Advanced Setup

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

Base Element

Table Base PLT Personal Leave Time

\* Allow More than Eligible Hours Warning

Total Max Hours

Create Base Table Base

Leave accrued hours correctly as per Table Setup and stopped accruing hours based on the table setup and Annual Cap Limit set on the table base.

Selection Criteria

\* Company: HPT Halder's Payroll Company

\* Employee: EMP5-45 EMP: 5-45

\* Year: 2022

Refresh

Leave Setup

Query Setup

Code	Hours C Fund	Hours Accrued	Hours C Fund Expired	Hours Used	Hours Lost	C Fund Expire Date	C Fund Amount	Accrued Amount	Accrued Amount Paid	Elig Hours	Elig Days	Hours Remain
PLU1	0.00	7.38	0.00	0.00	0.00		0.00	248.52	0.00	10.00	2.00	7.38
PLU2	0.00	10.00	0.00	0.00	0.00		0.00	538.67	0.00	40.00	0.00	10.00

Des: Paid Leave Time

Leave Detail

Selection Criteria

\* Company: HPT Halder's Payroll Company

\* Employee: EMP5-45 EMP: 5-45

\* Year: 2022

Refresh

Leave Setup

Query Setup

Year	Per	Credit A/C	Debit A/C	Hours	Amount	Amount Paid	Total Earnings	Total Hours	Type	Date	Leave Calc
2022	1	2330	2000.400	1.538	51.78	0	2592.31	80	A	14-Jan-2022	
2022	2	2330	2000.400	1.538	51.78	0	2592.31	80	A	28-Jan-2022	
2022	3	2330	2000.400	1.538	51.78	0	2592.31	80	A	11-Feb-2022	
2022	4	2330	2000.400	1.538	51.78	0	2592.31	80	A	25-Feb-2022	
2022	5	2330	2000.400	1.538	51.78	0	2592.31	80	A	11-Mar-2022	
2022	6	2330	2000.400	1.538	51.78	0	2592.31	80	A	25-Mar-2022	
2022	7	2330	2000.400	1.538	51.78	0	2592.31	80	A	08-Apr-2022	
2022	8	2330	2000.400	1.538	51.78	0	2592.31	80	A	22-Apr-2022	
2022	9	2330	2000.400	1.538	51.78	0	2592.31	80	A	06-May-2022	
2022	10	2330	2000.400	1.538	51.78	0	2592.31	80	A	20-May-2022	
2022	11	2330	2000.400	0.62	20.87	0	2592.31	80	A	03-Jun-2022	
2022	12	2330	2000.400	0	0	0	2592.31	80	A	17-Jun-2022	
				16,000	538.67	0	32,387.72	960			

Close

## Annual Accrual Leave Cap on Employee Level Setup with Leave Table Base.

Once employee reaches the table base annual accrual leave cap. Enter and set Annual Accrual Leave Cap on employee leave setup. Leave Accrued Amount by Hours.

Table base but employee override of the Annual cap leave is reached, and employee uses leave hours.

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Enterprise Field ETIME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

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Talent Management

Human Resources

US Payroll

Setup

Administration

Leaves

Master

Company

Employee

Base Elements

Table Bases

Sick Leave Policy

Leave Details

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Leave Code PLV2

\* Leave Description Personal Leave 2

\* Short Description Personal Leave 2

\* Leave Type Cash

\* Accrued Amount By Hour

\* Accrued Amount By Hour

\* Accessible In Employee Self Service No

\* Leave Calculation Method Pay Run Year

\* Include In PY Forecast Burden Calculation

\* Included In Year of Service Calculation

\* Show Leave On Pay Check And Pay Stub

CMIC ENTERPRISE TESTR12

Enterprise Field ETIME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

COMPANY LEAVES

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HUMAN CAPITAL MANAGEMENT

Talent Management

Human Resources

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Setup

Administration

Leaves

Master

Company

Employee

Base Elements

Table Bases

Sick Leave Policy

Benefits

Deductions

Taxes

Worker Compensation

Public Liability

Timesheet

Selection Criteria

\* Company HARRIS

\* Pay Group SAL

\* Pay Run WFLY

Copy

Company Leave Details

General Accounting Advanced Setup

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Leave Code PLV2

\* Short Description Personal Leave 2

Leave Calculation Method Pay Run Year

Leave Type Cash

Eligible Days 5.00

Pay Percent 100

Eligible Hours 40.00

\* Accrued Amount Hour

\* Accrued Percentage

\* Restored Dist Type In E-Time Sheet No Restriction

Max C Forward

Max Accrual

Sick Policy Code

Additional CP

Days C Forward Expires

Annual Accrual Leave Cap

test2v12.cmic.ca:8888/cmctest12c/UIConsole/faces/console.jspx

CMIC ENTERPRISE TESTR12

Enterprise Field ETIME Non-BI CM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

Search for programs...

COMPANY LEAVES

Selection Criteria

Company: Haden's payroll company

Pay Group: SAL SALARIED

Pay Run: WPLY WPLY

Company Leave Details

General Accounting Advanced Setup

Base Element: PLT Personal Leave Time

Table Base: PLT Personal Leave Time

Allow More Than Eligible Hours: Warning

Total Max Hours:

test2v12.cmic.ca:8888/cmctest12c/UIConsole/faces/console.jspx

CMIC ENTERPRISE TESTR12

Enterprise Field ETIME Non-BI CM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

Search for programs...

BENEFIT DEDUCTION TABLE BASE

Ben Ded Table Base

Table Code: 26

Table Description: Personal Leave Time

Table Type: Leave

Effective Date: 01/01/2020

Based On: Years Of Service

Term: Month

Relieve: Single Row

Apply To Base: Factor

Ben Ded Table Rows

From	To	*Value (Effective Date/ Eligible Hours)	Leave Amount Accrued	Max. Carry Forward	Additional CF	Max Annual	Carry Forward Expire(Days)	Annual Accr. Leave Cap
0	9999	40	0	10	0	10	10	10

test2v12.cmic.ca:8888/cmctest12c/UIConsole/faces/console.jspx

CMIC ENTERPRISE TESTR12

Enterprise Field ETIME Non-BI CM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

Search for programs...

EMPLOYEE LEAVES

Selection Criteria

Company: HPPY Haden's payroll company

Employee: EMP5-40 EMP 5-40

Year: 2022

Leave Setup

Query Setup

Leave Code: PLV2

Description: Personal Leave 2

Eligible Hours:

Pay Percent:

Max Carry Forward Hours:

Accrued Percent:

Days C Forward Expires:

Annual Annual Leave Cap: 0.00

Manual Override:

Leave Calculation Method: Payroll Year

Leave Calc Period Start Date:

End Date:

**Selection Criteria**

- \* Company: HPV (Hester's payroll company)
- \* Employee: EMP5-40 (EMP 5-40)
- \* Year: 2022

**Leave Setup**

Code	Hours C. Fund	Hours Accrued	Hours C. Fund Expired	Hours Used	Hours Lost	C. Fund Expire Date	C. Fund Amount	Accrued Amount	Accrued Amount Paid	Elig. Hours	Elig. Days	Hours Remain
FIBS	0.00	0.00	0.00	0.00	0.00		0.00			64.00	8.00	64.00
HMAC	0.00	55.38	0.00	0.00	0.00		0.00	2,130.12	0.00	240.00	30.00	55.38
PLT	0.00	9.23	0.00	0.00	0.00		0.00	355.08	0.00	40.00	5.00	9.23
PLV1	0.00	3.70	0.00	0.00	0.00		0.00	141.96	0.00	16.00	2.00	3.70
PLV2	0.00	8.00	0.00	0.00	0.00		0.00	307.82	0.00	40.00	5.00	8.00
PTO2	0.00	27.70	0.00	0.00	0.00		0.00	2,215.384	0.00	120.00	15.00	27.70
PTOH	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
VAC2	0.00	15.48	0.00	0.00	0.00		0.00	710.04	0.00	80.00	10.00	15.48

Desc: Personal Leave 2      Leave Detail

**Leave Detail**

Year	Pay	Credit A/C	Debit A/C	Hours	Amount	Amount Paid	Total Earnings	Total Hours	Type	Date	Leave Calc. Sta
2022	1	6002.115	6002.110	0.769	29.59	0	1538.45	40	A	07/01/2022	
2022	2	6002.115	6002.110	0.769	29.59	0	1538.45	40	A	14/01/2022	
2022	3	6002.115	6002.110	0.769	29.59	0	1538.45	40	A	21/01/2022	
2022	4	6002.115	6002.110	0.769	29.59	0	1538.45	40	A	28/01/2022	
2022	5	6002.115	6002.110	0.769	29.59	0	1538.45	40	A	04/02/2022	
2022	6	6002.115	6002.110	0.769	29.59	0	1538.45	40	A	11/02/2022	
2022	7	6002.115	6002.110	0.769	29.59	0	1538.45	40	A	18/02/2022	
2022	8	6002.115	6002.110	0.769	29.59	0	1538.45	40	A	25/02/2022	
2022	9	6002.115	6002.110	0.769	29.59	0	1538.45	40	A	04/03/2022	
2022	10	6002.115	6002.110	0.769	29.59	0	1538.45	40	A	11/03/2022	
2022	11	6002.115	6002.110	0.31	11.92	0	1538.45	40	A	18/03/2022	
2022	12	6002.115	6002.110	0	0	0	1538.45	40	A	25/03/2022	
				<b>8.002</b>	<b>307.82</b>	<b>0</b>	<b>15,461.52</b>	<b>480</b>			

Close

Employee leave setup takes precedence over leave table base.

System stopped accruing leave hours as the employee reached the annual accrual leave cap of 8 hours.

## Employee Profile Photo Upload (21.44833)

### Overview

The screenshot displays the 'EMPLOYEE PROFILE' form in 'Table Mode'. The 'Employee Detail' section is active, showing fields for Employee # (TRHI-WK-SAL22), Employee Full Name (Terrin Michael), and various personal and work-related details. A red box highlights the photo upload area in the top-right corner of the 'Personal' tab, which includes an 'Upload Photo' button, a 'Remove Photo' button, and a link to 'Create HCM Contact to upload photo'.

**EMPLOYEE PROFILE** [Table Mode] [Save] [E]

**Employee Detail**

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # TRHI-WK-SAL22 Employee Full Name Terrin Michael Copy Employee Notes

**Personal** Company Rates/Salary Address Tax HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

Prefix  
\* Last Name Terrin \* First Name Michael  
Initial / Middle Name Suffix  
\* SSN / SIN 555444888 Alias  
\* Type Salaried \* Full / Part Full-Time  
\* Status A Active \* FLSA Type Non-Exempt  
\* Work Status Working  
☒ Allow Accrued Leave  
☐ Unionized  
☒ Eligible for Rehire  
Union  
Union Membership Date Union Member No.  
Position Description  
\* Date of Birth 01012000 Place of Birth  
\* Hire Date 01012021 Seniority Date  
Termination Date Next Review Date  
Work Days/Year  
Hours/Year

Upload Photo Remove Photo  
Create HCM Contact to upload photo

Pgm: PYEMPLOY – Employee Profile; standard Treeview path: US Payroll > Setup > Employees > Employee Profile – Personal tab

CMiC has added a new feature which gives users the option of adding a photo to an Employee Profile. The location of the employee profile photo is in the top-right corner of the Personal tab, as shown in the screenshot above.

### Pre-requisite

A pre-requisite to uploading an employee profile photo is that an HCM Contact record must be created if it doesn't already exist for the employee. If an HCM Contact record doesn't exist for the employee, the **[Upload Photo]** button will not be enabled on the Personal tab of the Employee Profile.

A Contact record is created for the employee on the HCM tab of the Employee Profile.

EMPLOYEE PROFILE Table Mode Save

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # TRHI-WK-SAL22 Employee Full Name Terrin Michael Copy Employee Notes

Personal Company Rates/Salary Address Tax HR Info **HCM** Exclude Other Hours Security Project History Work Category User Defined Fields

Evaluated As

Requisition Type

Job Classification

Direct Report To

Comment

☐ Contact Created Create Contact

Pgm: PYEMPLOY – Employee Profile; standard Treeview path: US Payroll > Setup > Employees > Employee Profile – HCM tab

For existing employees, the **[Create Contact]** button will be enabled on the HCM tab. Click this button to create a Contact record linked to the employee.

EMPLOYEE PROFILE Table Mode Save Exit

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # TRHI-WK-SAL22 Employee Full Name Terrin Michael Copy Employee Notes

Personal Company Rates/Salary Address Tax HR Info **HCM** Exclude Other Hours Security Project History Work Category User Defined Fields

Evaluated As

Requisition Type

Job Classification

Direct Report To

Comment

☐ Contact Created Create Contact

alert

System Contact Code MTE has been created for Employee TRHI-WK-SAL22 for Partner TRH12

Ok

Once a Contact record is successfully created, a confirmation message will be displayed, as shown above.



EMPLOYEE PROFILE Table Mode

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # TRHI-WK-SAL22 Employee Full Name Terrin Michael Copy Employee Notes

Personal Company Rates/Salary Address Tax HR Info **HCM** Exclude Other Hours Security Project History Work Category User Defined Fields

Evaluated As

Requisition Type

Job Classification

Direct Report To

Comment

☒ Contact Created Contact Code MTE Contact Company TRH2

Pgm: PYEMPLOY – Employee Profile; standard Treeview path: US Payroll > Setup > Employees > Employee Profile – HCM tab

After a Contact record is created for the employee, the **[Create Contact]** button will disappear and the 'Contact Created' checkbox will be checked at the bottom of the HCM tab. In addition, the Contact Code and Contact Company fields will be displayed.

On the Personal tab, the **[Upload Photo]** button will now be enabled.

### Implementation

EMPLOYEE PROFILE Table Mode Save

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # TRHI-WK-SAL22 Employee Full Name Terrin Michael Copy Employee Notes

**Personal** Company Rates/Salary Address Tax HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

Prefix

\* Last Name Terrin \* First Name Michael

Initial / Middle Name  Suffix

\* SSN / SIN 555444888 Alias

\* Type Salaried \* Full / Part Full-Time

\* Status A Active \* FLSA Type Non-Exempt

\* Work Status Working

☒ Allow Accrued Leave ☐ Unionized ☒ Eligible for Rehire

Union

Union Membership Date  Union Member No.

Position Description

\* Date of Birth 01/01/2000 Place of Birth

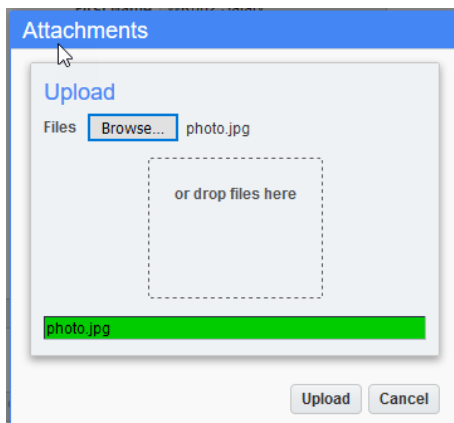
\* Hire Date 01/01/2021 Seniority Date

Termination Date  Next Review Date

Re-Hire Date  Adjusted Service Date 01/01/2021 Service Years

Pgm: PYEMPLOY – Employee Profile; standard Treeview path: US Payroll > Setup > Employees > Employee Profile – Personal tab

The **[Upload Photo]** and **[Remove Photo]** buttons will be enabled on the Personal tab of the Employee Profile only if the employee has an existing Contact record created, as detailed in the previous Pre-requisites section.



Pop-up window launched from [Upload Photo] button on Employee Profile

Click the **[Upload Photo]** button to launch the Attachments pop-up window, where a classic upload screen is used to upload a photo.

Pgm: PYEMPLOY – Employee Profile; standard Treeview path: US Payroll > Setup > Employees > Employee Profile – Personal tab

Once the photo is successfully uploaded, it will be displayed on the Employee Profile.

This photo will be synchronized with the ADF User Maintenance screen and ESS Profile Information screen.

Profile Details Notes Attachments

Employee Profile Change Request

Instructions:  
How to make a change request for employee profile

Change Request

Effective Date 2022-02-02

Status Pending

Personal Info

Prefix Title

\* First Name Michael

Middle Name

\* Last Name Terrin

Suffix to Name

Date of Birth 2000-01-01

Marital Status Single

44137 - 2022-02-02 (Pending)

In the ESS Profile Information screen, the same photo will be automatically displayed.

Users can update the photo from the ESS screen when the status is “Pending” or “Rejected”.

USER MAINTENANCE

User

\* Login Name MICHAEL12 \* User MICHAEL12 Save/Refresh

General Assign Roles System Privileges Configuration Privileges Consolidations Access Company Access Employee Security Compliance Security

Search Insert Previous Next Workflows Report Options ECM Documents User Extensions

\* LDAP Server Default Database User

\* Password \*\*\*\*\* e-Type Password \*\*\*\*\*

Employee No. TRHI-11000S

\* First Name Michael

\* Last Name Terrin

\* Company TRHI2 TRHI2 Company

\* Contact Code MMO

User Treeview

Default Console

\* E-mail zohreh.allameh@cmic.ca

Phone 417 765 4131

Fax 326 521 3333

Pgm: SDUSRMNT – User Maintenance; standard Treeview path: System > Security > Users > User Maintenance - General tab

In the ADF User Maintenance screen, the same photo will be automatically displayed.

**NOTE:** In all these screens, only one photo can be uploaded. Uploading more than once will only replace the photo previously uploaded. The photo uploaded in any of these screens will be reflected in all screens, since it is the same employee and only one profile photo is kept for each individual employee in the system.

## New York Certified Payroll (21.46636)

### Overview

CMiC has developed and added a custom Certified Report called ‘New York Certified Payroll Report’. This report DOES NOT replace the standard CMiC Certified Report.

## Pre-requisites

The user should map Transaction codes in the certified Payroll Mapping screen. A new column “Journeyman/Apprentice” has been added to the Trade Code screen. This column is hidden by default so the user should enable it through Lite Editor. In the Certified Report Info tab of the Job Work Location screen, a new field Employer Email field has been added.

TRADE CODES

Trade Details

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

Certify Trade	* Code	Journeyman / Apprentice	* Description	* Short Desc	* Trade Type	Trade Class	Control Trade	Control Trade Description	* EEO Class	EEO Class Description	* Available in RP
<input type="checkbox"/>	1	Apprentice	1 CHAR	1 CHAR	Trade	TEST			NA	Not Applicable	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	101E	Journeyman	Engineer	Eng	Trade				1430	Industrial Engineer	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	102E	Apprentice	Engineer	ENG	Trade				NA	Not Applicable	<input checked="" type="checkbox"/>
<input type="checkbox"/>	10CODETRA	Journeyman	10 Charac	10CHAR	Trade				NA	Not Applicable	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	11	Journeyman	11	11	Trade				0800	Accountant	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	11POH	Journeyman	11POH	11POH	Trade				0800	Accountant	<input checked="" type="checkbox"/>
<input type="checkbox"/>	123	Journeyman	Test	Test	Trade				0020	Operations Manager	<input type="checkbox"/>
<input checked="" type="checkbox"/>	1610	Journeyman	Architect	Architect	Trade				1300	Architect	<input type="checkbox"/>

JOB WORK LOCATIONS

Selection Criteria

Company TRHI2

Work Location Details

Job Details Certified Report Info.

Start Date

End Date

Signatory Name

Signatory Title

Contract Number

Employer Email

Fringe Ben Paid

## Modifications

The heading of the Certified Payroll will be the same as for the DEP Certified Payroll.

The header will include the following columns:

THE CITY OF NEW YORK • OFFICE OF THE COMPTROLLER • BUREAU OF LABOR LAW						
EMPLOYER NAME	CERTIFIED PAYROLL REPORT			CHECK IF PROJECT LABOR AGREEMENT (PLA)	PAYROLL #	WEEK ENDING DATE
EMPLOYER ADDRESS	EMPLOYER EMAIL ADDRESS	EMPLOYER PHONE #	EMPLOYER TAX ID #	PROJECT NAME		
NAME OF PRIME CONTRACTOR, BUILDING OWNER OR UTILITY	CONTRACT REGISTRATION #	AGENCY	AGENCY PIN #	PROJECT OR BUILDING ADDRESS		

Employer Name is Job Company Name

Employer Address is Job Company Address

Payroll# is Period Number

Working Ending date is Period End Date

Name of Prime Contractor is Job Company Name

Employer Email address - add the email address field on Job Work Location screen

Contract Registration - which has been setup under Job Work Location screen.

Employer Phone# - add a contact number for certified report verification

Agency - add a field and users can add agency information as free form text (no validation) up to 15 characters

Employer Tax ID - Federal Id Number (FEIN) of the company

Agency Pin - add a field and users can add agency pin information as free form text (no validation) up to 15 characters.

Project Name - Job name

Project Address - Job Address

This report should show the last four digit of the employee's SIN#

Mask the social security up to last four- digits.

Column 2 (Exemptions) has been removed from the report

Work Classification should include local number and check box for Journeyman/Apprentice should be the top line and OT should be underneath ST- The local number is the union code and the short description of the union.

Walsh will update all existing trades with the proper value and will continue to update the value when adding new trades in the future.

If the value is not defined as J or A, then default value will be taken as J- Journeyman.

Columns 4, 5, 6 and 7 are correct

Column 4 weekdays are correct on existing federal certified report.

Column 5 total hours are also correct, and no change is required.

Column 6 hourly rate & column 7 gross amount are also correct.

Column 8 will be one column for "Withholding and Deductions"

Remove the separate Columns for Fed, Tax, FICA, Local/State Tax. SDI and Vacation Holiday. They should be aggregated. The amount in this column should be difference between Gross Pay and Net Pay. All the mapping columns will be removed except "Fringe Benefits" and "Others". These 2 will remain on the report.

Column 9 should be "Net Pay", remove check NO

The Net Pay remains as is with the same calculation to add all employees gross wage minus deductions.

The final column should be "Hourly Contributions to Benefits Funds" (Total Benefits)

The rest of the columns from the New York Certified report will not be considered in this work order

Parameter screen

All the options will remain. The "Print Benefit by Trade" checkbox will only work for mapping columns for "others" and "Fringe Benefit".

☒ Print Address
 ☐ Roll-in Sub-Jobs
 ☐ Print Benefit by Trade
 ☐ Include Labor Transfer Adjustment

\* Print
 

SSN

The bottom of report should have the disclaimer and signature lines.

**NOTES:** This enhancement is not to create the same report available on New York DOL website (see report below).

The report is not a replacement for the federal certified report.

This report will be a permanent custom report for Walsh for NY.

### Implementation

The report should be added to the menu through Treeview builder. Target name is **PY -JSREP- NYC Federal Certified Payroll**.

NYC FEDERAL CERTIFIED REPORT

Report Filters

\* Company

\* Pay Run

\* Payroll Year

\* From Period

\* To Period

Pay Group

Employee Pick List

Edit

Job Company

Job Pick List

Edit

From Job

To Job

☒ Print Address
 ☐ Roll-in Sub-Jobs
 ☐ Print Benefit by Trade
 ☐ Include Labor Transfer Adjustment

\* Print
 

Masked SSN

\* Fringe Calculation by
 

All Projects Hours

☐ Print Fringe Benefit Detail

Agency

Agency PIN

Employer Phone

Print

Added three new fields  
to parameter screen

THE CITY OF NEW YORK * OFFICE OF THE COMPTROLLER * BUREAU OF LABOR LAW																																							
EMPLOYER NAME TRH12				<b>CERTIFIED PAYROLL REPORT</b>				CHECK IF PROJECT LABOR AGREEMENT (PLA) <input type="checkbox"/>		PAYROLL # 46		WEEK ENDING DATE 17-NOV-21																											
EMPLOYER ADDRESS 112 HIGHLAND PARK, #3652, Value Village, CA, 90001				EMPLOYER EMAIL ADDRESS mail.stargardening@gmail345.com		EMPLOYER PHONE # 1-888-965-6666		EMPLOYER TAX ID # 37-967133		PROJECT NAME JB0007: Google Construction Project																													
NAME OF PRIME CONTRACTOR, BUILDING OWNER OR UTILITY TRH12				CONTRACT REGISTRATION # CN#RT23456CVR1111		AGENCY AGENCY123		AGENCY PIN # PIN#12345678999		PROJECT OR BUILDING ADDRESS CHICAGO, IL																													
(1)	(2)	(3)	(4)				(5)	(6)	(7)	(8)		(9)	(10)																										
WORKER NAME ADDRESS LAST FOUR DIGITS OF SIN		TRADE CLASSIFICATION UNION LOCAL # JOURNEYPERSON OR APPRENTICE	THIS PROJECT, CONTRACT OR BUILDING							ALL WORK (PUBLIC OR PRIVATE)																													
			DAY AND DATE							WAGES					BONA FIDE FRINGE BENEFITS																								
			TH	F	S	S	M	T	W	TOTAL HOURS	HOURLY RATE OF PAY	GROSS PAY (THIS PROJECT)	TOTAL GROSS PAY (ALL WORK)	WITHHOLDINGS & DEDUCTIONS	NET PAY	HOURLY CONTRIBUTIONS TO BENEFIT FUNDS OR INDIVIDUAL ACCOUNTS	ALL OTHER BONA FIDE FRINGE BENEFITS EMPLOYER PROJECTED ANNUAL COST	ANNUAL COST EMPLOYEE PROJECTED ANNUAL COST	ANNUALIZED HOURLY RATE																				
			11	12	13	14	15	16	17																														
HOURS WORKED EACH DAY																																							
FEDERAL CERT SS# 8632		2501 IBEW	ST	14	0	0	0	0	0	0	0	14	42.5	680.00	680.00	154.25	563.00	37.25																					
		DT	1	0	0	0	0	0	0	0	1	85																											
										Other Description Amount																													
										Dental 12.00																													
										Health Care 15.00																													
										Prevailing Wage Fringe 1.875.00																													
										Other Total: 1.902.00																													
										Fringe Benefits 126.68/hr Total 1,900.25																													
Wirtz, Zel SS# 7965		23CHAR LIUNA	ST	8	8	0	0	0	0	0	0	16	52	832.00	832.00	179.64	814.41	162.05																					
										Other Description Amount																													
										Health Care 15.75																													
										Dental 27.00																													
										Prevailing Wage Fringe 160.00																													
										Other Total: 202.75																													
										Fringe Benefits 11.58/hr Total 185.25																													
FALSIFICATION OF THIS STATEMENT IS A PUNISHABLE OFFENSE																																							
This certified payroll report has been prepared in accordance with the instructions for this form. I certify that the above information represents the hours worked by, wages paid to and bona fide fringe benefits provided to all of the workers employed by the above named employer on this project, contract or building during the period shown. I understand that falsification of this statement is a punishable offense.																																							
OFFICER OR PRINCIPAL OR EMPLOYER (Print Name)										TITLE										SIGNATURE										DATE									

## Oracle Import – Addition of Employee and Customer Number (21.48401)

### Overview

A new column has been added to Import Timesheets from Oracle CTL file. This column will allow customer data mapping. Through customer data mapping, system allows mapping external employee numbers, shift code, hour types of codes to CMIC employee numbers, shift codes, hour type codes. These mapping are then used during timesheet import if the import file contains external employee numbers, shift codes, and hour type codes.

### Pre-requisites

- 1) To use cost code, category mapping by trades feature, a timesheet import template must be created and then assigned to a corresponding job on Job Costing>>Job>>Enter job program under payroll tab as shown below:

**JOB SETUP**

Table Mode Save Exit Print Help Search

**Selection Criteria**

Company: RIMAUS RIMA US Company Duplicate Job

**Job Detail**

Job Detail Settings Accounts AP Taxes Job Billing WIP **Payroll** Bank Security Equipment Locations Compliance PO / WO WBS

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

Work Location: 050370360 BEVERLY HILLS

Union Location

Prevailing Job Sector Code

Prevailing Job Payrate Schedule Code

Prevailing Wage Rate Code

Prevailing Wage Override Rate

Default Payroll Overhead Group

Workers Compensation Policy

**Timesheet Import Template: TSCC1 Edit**

Customer Mapping Code: COVBAY Edit

Public Liability Policy

Process Separate Checks for: Do Not Separate

Payroll Rate Policy

☒ Use Payroll Bill Rates  
☐ Use Calculated Salary Charge Rates  
☐ Use Job Company To Pay Employee In Payroll

- 2) To use Customer Data Mapping feature to map external employee numbers, shift codes, hour type codes, a mapping code must be created and then assigned to corresponding job on Job Costing>>Job>>Enter job program under Payroll tab as show below:

**JOB SETUP**

Table Mode Save Exit Print Help Search

**Selection Criteria**

Company: RIMAUS RIMA US Company Duplicate Job

**Job Detail**

Job Detail Settings Accounts AP Taxes Job Billing WIP **Payroll** Bank Security Equipment Locations Compliance PO / WO WBS

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

Work Location: 050370360 BEVERLY HILLS

Union Location

Prevailing Job Sector Code

Prevailing Job Payrate Schedule Code

Prevailing Wage Rate Code

Prevailing Wage Override Rate

Default Payroll Overhead Group

Workers Compensation Policy

Timesheet Import Template: TSCC1 Edit

**Customer Mapping Code: COVBAY Edit**

Public Liability Policy

Process Separate Checks for: Do Not Separate

Payroll Rate Policy

☒ Use Payroll Bill Rates  
☐ Use Calculated Salary Charge Rates  
☐ Use Job Company To Pay Employee In Payroll

## Modifications

A new column was added to the ctl file on import timesheet from oracle. This column "IMP\_TSH\_CUST\_EMP\_NO" was added to the end of the ctl file to allow customer data mapping easily.

**Note:** If this column is not to be used a comma must be added for the last column to allow a successful import.

## Implementation

The following example demonstrates how the system maps customer data when it's specified in the import file.

Step 1: Create an import template and assign it to a job. As shown below, cost code and category are mapped to a trade class, trade code:



**TIMESHEET IMPORT TEMPLATE**

TimeSheet Import Template

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

Template Code	Template Name
TSCC1	BT1

**Import Template Details**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions

Trade Class	Trade Class Name	Trade Code	Trade Description	Cost Code	Cost Code Name	Category
QA	Quality Assurance	*	ALL Trades	01430	Quality Assurance	2000

**JOB SETUP**

Table Mode Save Exit

Selection Criteria

Company RIMAUS RIMA US Company Duplicate Job

**Job Detail**

Job Detail Settings Accounts AP Taxes Job Billing WIP Payroll Bank Security Equipment Locations Compliance PO / WO WBS

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

Work Location 050370360 BEVERLY HILLS

Union Location

Prevailing Job Sector Code

Prevailing Job Payrate Schedule Code

Prevailing Wage Rate Code

Prevailing Wage Override Rate

Default Payroll Overhead Group

Workers Compensation Policy

Timesheet Import Template TSCC1 Edit

Customer Mapping Code COVBAY Edit

Public Liability Policy

Process Separate Checks for Do Not Separate

Payroll Rate Policy

☒ Use Payroll Bill Rates

☐ Use Calculated Salary Charge Rates

☐ Use Job Company To Pay Employee In Payroll

Step 2: Create a customer data mapping template and assign a customer employee to an employee:

**CUSTOMER DATA MAPPING**

Save Exit

Mapping Template

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions

Mapping Code	Mapping Description
COVBAY	COVERSTRO
KMAP	K-Map code 2
KMCODE	KMCustomermappingCode

**Employee** Shift Codes Earning Codes

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions

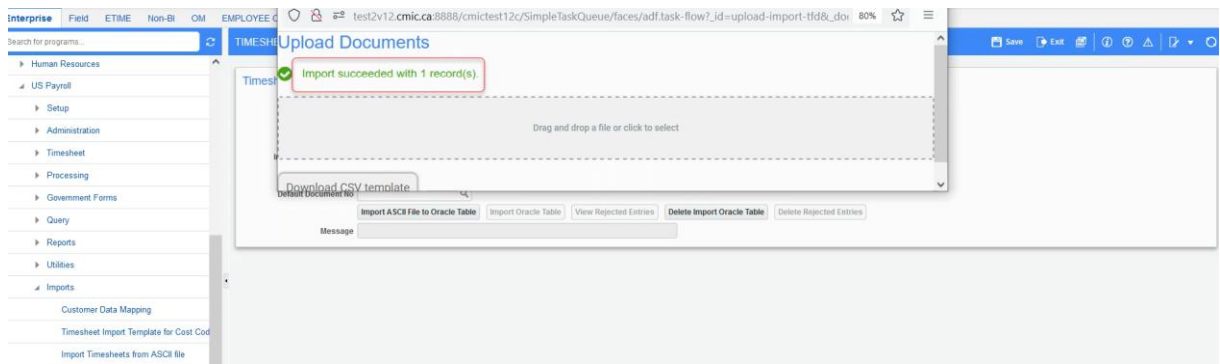
Employee	Employee Name	Customer Employee
EMP001	SANAM RAJA	28543

Step 3: As shown below, the employee number does not have a value and the trade code is left blank as well.

File Edit Format View Help

11-Jan-2022,ABC,01430,2000,8,,,,,RIMAUS,,,,,Horacle6,,,,,,,,,,,,,,,,,,,,,11-Jan-2022,28543

Step 4: Import the file:



**TIMESHEET IMPORT**

Timesheet Import

Company: RIMAUS | RIMA US Company

Pay Run: RPWK | RP WEEKLY

Import into Pay Year: 2022

Import into Pay Period: 2 | 08/01/2022 | 14/01/2022

Default Category:

Default Document No:

Buttons: Import ASCII File to Oracle Table, Import Oracle Table, View Rejected Entries, Delete Import Oracle Table, Delete Rejected Entries

Message: Import Completed: Processed 1 records, inserted 1 records, rejected 0

Step 5: As shown below, the timesheet entry is created successfully and employee number was picked up as per the mapping:

**TIMESHEET ENTRY**

Selection Criteria

Company: RIMAUS | RIMA US Company

Pay Run: RPWK | RP WEEKLY

Year: 2022

Period: 2 | 08/01/2022 | 14/01/2022

Document: Horade6

NH Total: 8 | OT Total: 0 | DOT Total: 0 | Other Total: 0

Currency: USD | Total Hours: 8

Timesheet Details

Employee: EMP001 | SANAM RAJA | Auto Recall | Create Cost Code Cat | NH Total: 88 | OT Total: 0 | DOT Total: 0 | Other Total: 0 | Total Hours: 88 | Refresh

Timesheet Details | Employee | Equipment

Seq No	* Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Eqp	CostCode/Acc/Compon	Cat/Tran	TshUserField5	User F
150160	EMP001	11/01/2022	J	2000	1		RIMAUS	ABC	01430	2000		

## New PY Positive Pay File Format for Citibank (21.49766)

New PY Positive Pay file format for Citibank

### Modifications:

CMiC added a new positive pay format for Citibank under Check EFT Register.

CMiC ENTERPRISE TESTR12 PRANESH

Enterprise 12c Enterprise 12c Forms RP Menu CMC Field testing V10x Standard Menu HCM ETIME ESS Edit Mode

EFT CHECK EFT REGISTER Save Exit Print Help Search

**Selection Criteria**

FEIN Number

Company PRUS

\* Pay Run PRWK  PRANESH US WEEKLY PAYRUN

Pay Group

\* Pay Year 2022

\* From Period 1  01-Jan-2022 07-Jan-2022

\* To Period 52  24-Dec-2022 30-Dec-2022

Check Location

Bank DBS  Digital Bank of US

Branch 777  DBS Main

Account Number 70000090  PRANESHUS-DBS

From Employee

To Employee

File Number

☐ Include New Direct Deposits/Positive Pays

☐ Create New Direct Deposits/Positive Pay File Excluding Old Data

☐ Include/Voided Checks

☒ Print Check(s)

\* Print Option ☐ Print Deposit(s) ☐ Print Both

Sort By Check Number  Employee Name Print Order First Name Last Name

☐ Reconcile Deposit(s) File ID Modifier A

☒ ASCII File Bank Formats Positive Pay - Citibank

Generate File

Download File

CMiC ENTERPRISE TESTR12 PRANESH

Enterprise 12c Enterprise 12c Forms RP Menu CMC Field testing V10x Standard Menu HCM ETIME ESS Edit Mode

EFT CHECK EFT REGISTER Save Exit Print Help Search

**Selection Criteria**

FEIN Number

Company PRUS

\* Pay Run PRWK  PRANESH US WEEKLY PAYRUN

Pay Group

\* Pay Year 2022

\* From Period 1  01-Jan-2022 07-Jan-2022

\* To Period 52  24-Dec-2022 30-Dec-2022

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☒ Print Check(s)

\* Print Option ☐ Print Deposit(s) ☐ Print Both

Sort By Check Number  Employee Name Print Order First Name Last Name

☐ Reconcile Deposit(s) File ID Modifier A

☒ ASCII File Bank Formats Positive Pay - Citibank

Generate File

Download File

**Alert**  
Data Prepared Successfully. Please download file. OK

Able to generate format and download it.

CMIC ENTERPRISE TESTR12 PRANESH

Enterprise 12c Enterprise 12c Forms RP Menu CMC Field testing V10x Standard Menu HCM ETIME ESS Edit Mode

EFT CHECK EFT REGISTER Save Exit Print Help Info About Search

**Selection Criteria**

FEIN Number

Company PRUS

\* Pay Run PRWK  PRANESH US WEEKLY PAYRUN

Pay Group

\* Pay Year 2022

\* From Period 1  01-Jan-2022 07-Jan-2022

\* To Period 52  24-Dec-2022 30-Dec-2022

Check Location

Bank DBS  Digital Bank of US

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Account Number 700000090  PRANESHUS-DBS

From Employee

To Employee

File Number

☐ Include New Direct Deposits/Positive Pays

☐ Create New Direct Deposits/Positive Pay File Excluding Old Data

☐ Include/Voided Checks

☒ Print Check(s)

\* Print Option ☐ Print Deposit(s) ☐ Print Both

Sort By Check Number  Employee Name Print Order First Name Last Name

☐ Reconcile Deposit(s) File ID Modifier A

☒ ASCII File Bank Formats Positive Pay - Citibank

Generate File

Download File

Done, Ready for Download - Positive Pay Citibank complete.

CMIC ENTERPRISE TESTR12 PRANESH

Enterprise 12c Enterprise 12c Forms RP Menu CMC Field testing V10x Standard Menu HCM ETIME ESS Edit Mode

EFT CHECK EFT REGISTER Save Exit Print Help Info About Search

**Selection Criteria**

FEIN Number

Company PRUS

\* Pay Run PRWK  PRANESH US WEEKLY PAYRUN

Pay Group

\* Pay Year 2022

\* From Period 1  01-Jan-2022 07-Jan-2022

\* To Period 52  24-Dec-2022 30-Dec-2022

Check Location

Bank DBS  Digital Bank of US

Branch 777  DBS Main

Account Number 700000090  PRANESHUS-DBS

From Employee

To Employee

File Number

☐ Include New Direct Deposits/Positive Pays

☐ Create New Direct Deposits/Positive Pay File Excluding Old Data

☐ Include/Voided Checks

☒ Print Check(s)

\* Print Option ☐ Print Deposit(s) ☐ Print Both

Sort By Check Number  Employee Name Print Order First Name Last Name

☐ Reconcile Deposit(s) File ID Modifier A

☒ ASCII File Bank Formats Positive Pay - Citibank

Generate File

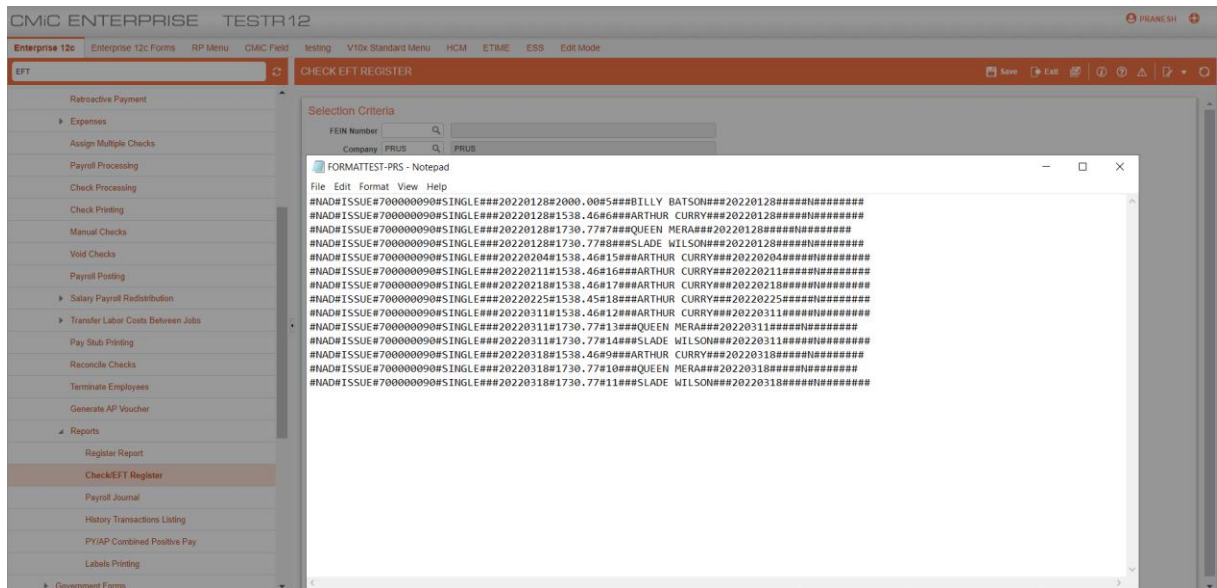
Download File

Done, Ready for Download - Positive Pay Citibank complete.

**Download To File**

File Name FORMATTEST-PRS

Download Close



## New setup screen created for the existing Work Status field in the Employee Profile screen (22.52534)

### Overview

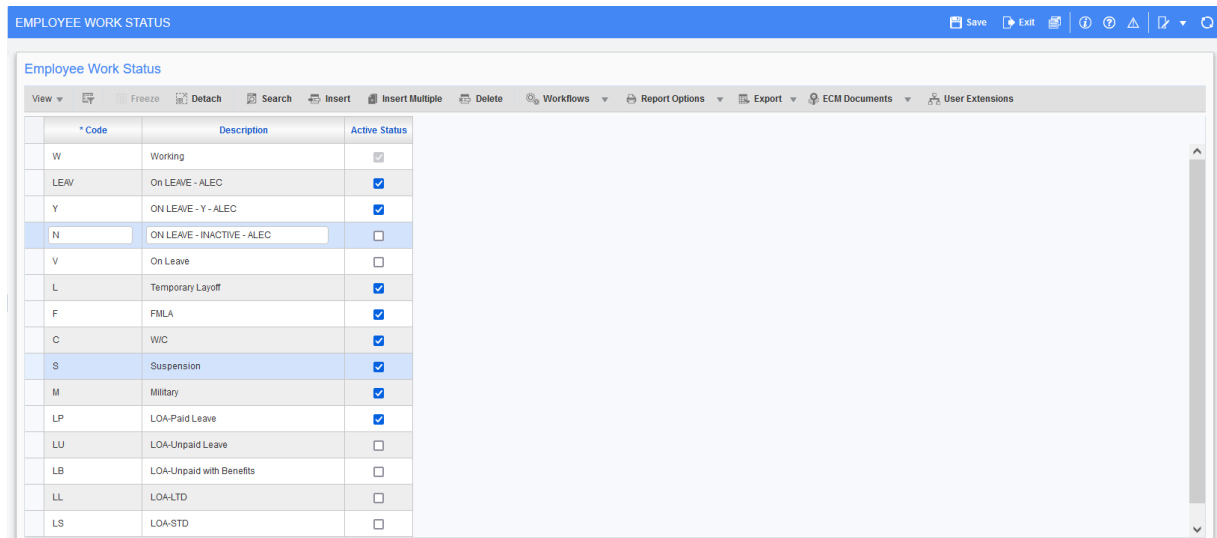
CMIC has created a new setup screen for the existing Work Status field in the Employee Profile screen. When an employee is on unpaid leave, they receive no paid wages or allowances. The new setup screen will allow users to put an employee on permanent unpaid leave for a longer period instead of entering unpaid leave timesheets. The employee can be active but on an unpaid leave for as long as required.

### Pre-requisites

Before changing the work status for the employee, create a new "Inactive" work status.

The "N" code has the 'Active Status' box unchecked.

The "W" code cannot be changed as it is system defined.



## Modifications

The work status code can be up to 4-characters.

These codes can be used in employee profile.

The processing has been modified to look up the new “Active” status from the setup table for work status. If the work status has an unchecked status flag, then it will not be included for processing.

**Note:** Timesheet entry will be modified in the next patches to warn users if the employee work status is inactive.

The screenshot shows the 'Employee Profile' form for employee ALC-ENG136, SINGH SUNNY. The 'Work Status' dropdown is set to 'ON LEAVE - ALEC'. A red box highlights the 'Work Status' field with the text '4CHAR WORK STATUS' next to it. The 'Status' is 'Active'. Other fields include 'Last Name' (SINGH), 'First Name' (SUNNY), 'SSN / SIN' (456765434), 'FLSA Type' (Non-Exempt), and 'Salary Frequency' (Monthly).

## Implementation

The screenshot shows the 'Employee Profile' form for employee ALC-ENG138, E JAMES. The 'Work Status' dropdown is set to 'ON LEAVE - INACTIVE - ALEC'. A red box highlights the 'Work Status' field with the text 'INACTIVE STATUS' next to it. The 'Status' is 'Active'. Other fields include 'Last Name' (E), 'First Name' (JAMES), 'SSN / SIN' (244553234), 'FLSA Type' (Non-Exempt), and 'Salary Frequency' (Monthly).

Above is an example of an employee with an inactive work status.

Below shows that the Employee History work status is in sync with the Employee Profile.

**EMPLOYEE HISTORY** Table Mode Exit Print Help Alert Refresh Close

**Selection Criteria**

Employee: ALC-ENG138 Q JAMES E SSN 244-55-3234

\* Action: Change ▼

Effective Date: 01/02/2021 📅 Current Date: 28/04/2022 📅 Process Employee Package

UAE

---

**Employee History Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

**Personal** Company Rates/Salary Address HR Info HCM Dispatch

Reason Code: Q Reason Code Description: Q Effective Date: 01/02/2021 📅 Action: Change ▼

Last Name: E First Name: JAMES Initial: Q

Prefix: Q Suffix: Q Alias: Q

SSN / SIN no.: 244553234 Type: Salaried ▼ \* FullPart: Full-Time ▼

Status Code: Active ▼ ☒ Allow Accrued Leave

\* Work Status: ON LEAVE - INACTIVE - ALEC ▼

\* FLSA Type: Non-Exempt ▼

☐ Unionized Salary Frequency: Monthly ▼ Union Membership Date: 📅 ☒ Eligible for Rehire

Union: Q Union Name: Q

Union Mem. No.: Q

Position Desc.: Q

Place of Birth: Q

Date of Birth: 01/01/1990 📅

Seniority Date: 📅 \* Primary Employee: ALC-ENG138

Hire Date: 01/01/2021 📅 Date Deceased: 📅 Work Days/Year: Q

Shown above is an entered timesheet for the month for the inactive employee and processed payroll.

Note: A warning on timesheet will be added in the next patch

**TIMESHEET ENTRY** Save Exit Print Help Alert Refresh Close

**Selection Criteria**

Company: ALEC Q ALEC UAE Company

Pay Run: DBMN Q DUBAI MONTHLY

Year: 2021

Period: 1 Q 01/01/2021 📅 31/01/2021 📅

Document: UNPAID LV Q

NH Total: 248 OT Total: 0 DOT Total: 0 Other Total: 0

Currency: USD Total Hours: 248

---

**Timesheet Details**

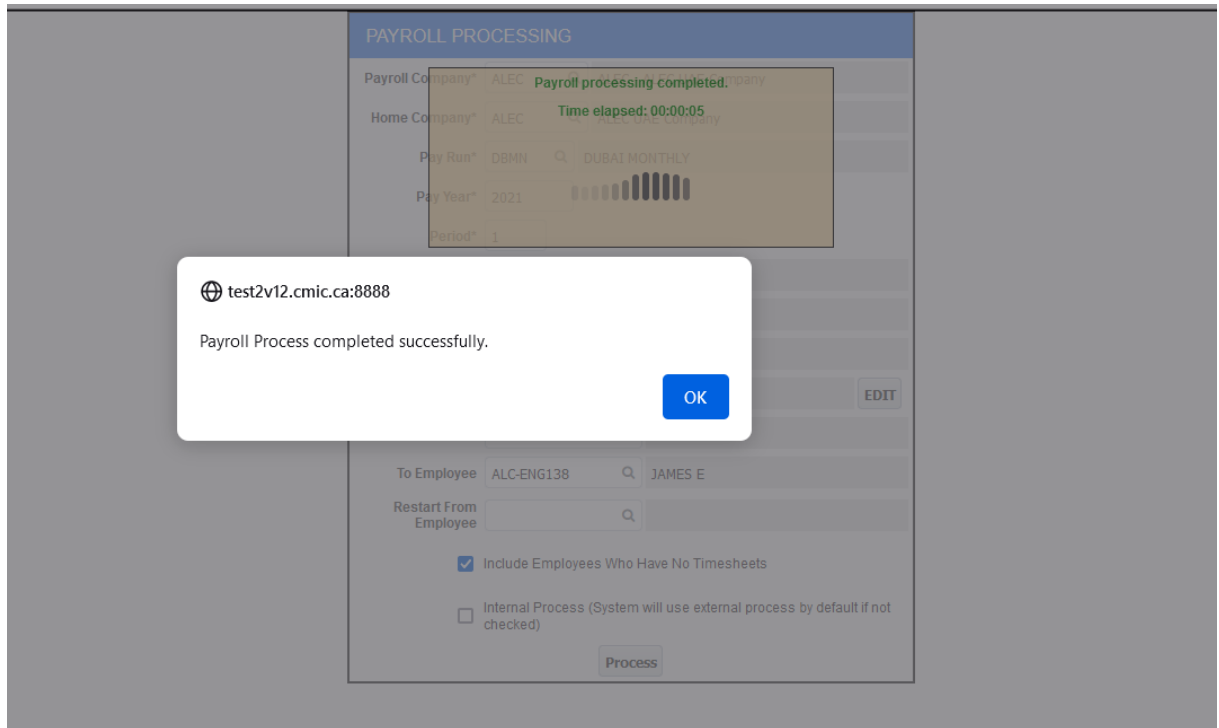
Employee: ALC-ENG138 Q JAMES E Auto Recall Create Cost Code Cat NH Total: 248 OT Total: 0 DOT Total: 0 Other Total: 0 Total Hours: 248 Refresh

**Timesheet Details** Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes ⌵

Seq No	* Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Eqp	CostCode/Acc/Compon	Cat/Tran	TshUserField5	User Field N
164494	ALC-ENG138	01/01/2021 <span>📅</span>	J		ENG	<span>Q</span>	ALEC	ALEC01	01-100	1000		
164497	ALC-ENG138 <span>Q</span>	02/01/2021 <span>📅</span>	J <span>Q</span>	<span>Q</span>	ENG <span>Q</span>	<span>Q</span>	ALEC <span>Q</span>	ALEC01 <span>Q</span>	01-100 <span>Q</span>	1000 <span>Q</span>	<span>Q</span>	<span>Q</span>
164500	ALC-ENG138	03/01/2021 <span>📅</span>	J		ENG	<span>Q</span>	ALEC	ALEC01	01-100	1000		
164503	ALC-ENG138	04/01/2021 <span>📅</span>	J		ENG	<span>Q</span>	ALEC	ALEC01	01-100	1000		
164506	ALC-ENG138	05/01/2021 <span>📅</span>	J		ENG	<span>Q</span>	ALEC	ALEC01	01-100	1000		

ie/faces/console.jspx#



An amount of 0 pay is shown below as the employee is inactive for the period. The employee will receive 0 funds.

MID YEAR PAY HISTORY

Mid-Year Pay History

Company: ALEC UAE Company Pay Run: DUBAI MONTHLY Period Start Date: 01/01/2021 End Date: 31/01/2021

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
								12,000.10	0.00						

US payroll includes the same modification.

Testcase #1: Employee with an inactive status.



CMIC ENTERPRISE TESTR12 HADR12

Enterprise Field ETIME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

WORK STA

Employee Profile

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # EMP5-55 Employee Full Name S55 EMP Copy Employee Notes

Personal Company Rates/Salary Address Tax HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

Prefix S55 \* Last Name S55 \* First Name EMP

Initial / Middle Name S55 Suffix

\* SSN / SIN 297762222 \* Full / Part Full-Time

\* Type Salaried \* Status A Active \* FLSA Type Non-Exempt Salary Frequency Annually

\* Work Status ON LEAVE - INACTIVE - ALEC

Union Union Membership Date Union Member No.

Position Description

\* Date of Birth 01/01/1980 Place of Birth

\* Hire Date 01/01/2022 Seniority Date

Termination Date Next Review Date

Re-Hire Date Adjusted Service Date

Date Deceased \* Primary Employee EMP5-55

License / Certificate

Upload Photo Remove Photo

Create HCM Contact to upload photo

Enterprise Field ETIME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

WORK STA

Timesheet Entry

Selection Criteria

Company HPY Hader's payroll company

Pay Run WKLY WKLY

Year 2022

Period 1 01/01/2022 07/01/2022

Document ON LEAVE

NH Total 16 OT Total 0 DOT Total 0 Other Total 0

Currency USD Total Hours 16

Timesheet Details

Employee EMP5-55 EMP S55 Auto Recall Create Cost Code Cat NH Total hours 16 OT Total hours 0 DOT Total hours 0 Other Total hours 0 Total Hours 16 Refresh

Timesheet Details Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes

Seq No	* Employee	Date	OT	Union	Trade	Shift	Comp.	Job/Dept/Eqp	CostCode/Acc/Compon	Cat/Tran	Tsk/UserField5	User Field N
164600	EMP5-55	01/01/2022	J		102E		HPY	H102M	01-100	2000		
164602	EMP5-55	03/01/2022	J		102E		HPY	H102M	01-100	2000		

Record Desc Regular Job/Dept/Eqp Desc H102M CostCode/Acc/Compon Desc HADER MIKE POWERS Cat/Tran Desc Subcontract

PAYROLL PROCESSING

Payroll Company\* HPY Payroll processing completed.

Home Company\* HPY Time elapsed: 00:00:09

Pay Run\* WKLY WKLY

Pay Year\* 2022

Period\* 1

test2v12.cmic.ca:8888

Payroll Process completed successfully.

OK

To Employee EMP5-55 EMP S55

Restart From Employee

☒ Include Employees Who Have No Timesheets

☐ Internal Process (System will use external process by default if not checked)

Process

**MID YEAR PAY HISTORY** Save Exit Print Help Search

**Selection Criteria**

Company: HIPY  Hadeer's payroll company  
 Pay Run: WKLY  Year: 2022  Period: 1   
 Employee No: EMPS-55  S55, EMP

---

**Mid-Year Pay History**

Company: Hadeer's payroll company Pay Run: WKLY Period Start Date: 01/01/2022 End Date: 07/01/2022

View

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
HIPY	WKLY	2022	1	EMPS-55	EMP S55	BW	NWHR	192.30	0.00			HIPY	CALIFORNIA	J	00
HIPY	WKLY	2022	1	EMPS-55	EMP S55	BW	NWHR	192.30	0.00			HIPY	CALIFORNIA	J	00
								384.60	0.00						

The inactive employee has benefits which do not show on mid year pay history even though the exclude without wages box is not checked.

**BENEFITS MASTER** Table Mode Save Exit Print Help Search

**Benefit Details**

\* Code: 2002  
 \* Description: PHONE ALLOWANCE  
 \* Short Description: PHONE ALLOWANCE  
 Reporting Group:   
☐ Prevailing Wage ☐ Include in Package  
 \* Type: Lump Sum ☐ Pro-rate Lump Sum Benefit  
 \* Base Code: NONE  None ☐ \* Employee Level Lump Sum Benefit. Pay Only One Plan Per Pay Period  
 Amount:   
☒ Paid in Cash ☐ Calculation Benefit  
☒ Job Allocation ☐ Work Location Allocation  
☐ Department Allocation ☐ \* Calculate Overhead  
☐ Allocate Non Prevailing Wage Benefits to Prevailing Wage Jobs  
☐ Dependent Enrollment Allowed ☐ Exclude Without Wages  
☐ Process Separate Check For This Benefit ☐ Print Check Only  
☐ Create Voucher For Accounts Payable ☐ \* Include in Salary In GC Monitor  
☐ \* Job Allocation Using User-Defined Base Code  
☐ \* Include in Retropay Processing  
 \* Job Allocation Based On: Default Method   
 Temporary Check Number:   
 \* Calculation Sequence: 9300   
 Effected Deduction:   
 Print Order: 1  
 Maximum Limit Group Code:

The employee is processed without a timesheet.



**EMPLOYEE PROFILE** Table Mode Save Exit Help Info Alert Print Close

**Employee Detail**

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # EMPS-54 Employee Full Name BEAUTY HUDDA Copy Employee Notes

Personal Company Rates/Salary Address Tax HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

Prefix  
 \* Last Name BEAUTY \* First Name HUDDA  
 Initial / Middle Name Suffix  
 \* SSN / SIN 333928920 \* Full / Part Full-Time  
 \* Type Salaried \* Status A Active  
 \* Work Status On LEAVE - ALEC \* FLSA Type Non-Exempt Salary Frequency Annually  
☐ Allow Accrued Leave ☐ Unionized ☐ Eligible for Rehire  
 Union Union Membership Date Union Member No.  
 Position Description  
 \* Date of Birth 01/01/1980 Place of Birth  
 \* Hire Date 01/01/2022 Seniority Date  
 Termination Date Next Review Date  
 Re-Hire Date Adjusted Service Date 01/01/2022  
 Date Deceased \* Primary Employee EMPS-54  
 License / Certificate  
 Skills

Upload Photo Remove Photo  
 Create HCM Contact to upload photo

Payroll process will process this status as the employee is active.

**MID YEAR PAY HISTORY** Save Exit Help Info Alert Print Close

Mid-Year Pay History

Company Hadeer's payroll company Pay Run WKLY Period Start Date 01/01/2022 End Date 07/01/2022

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export ECM Documents User Extensions

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Day
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	BW	NWHR	961.52	0.00			HIPY	CALIFORNIA	J	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	BW	NWHR	961.54	961.54			HIPY	CALIFORNIA	G	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	BN	D101	100.00	0.00	961.54	961.54	HIPY	CALIFORNIA	G	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	BN	PHO2	2.00	2.00	961.54	961.54	HIPY	CALIFORNIA	G	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	TX	SDEE	10.58	-10.58	961.54		HIPY	**CA	G	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	TX	SSEE	59.62	-59.62	961.54		HIPY	*ALL	G	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	TX	SSEK	59.62	0.00	961.54		HIPY	*ALL	J	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	TX	SUI1	0.96	0.00	961.54		HIPY	**CA	J	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	TX	ZFED	64.98	-64.98	961.54		HIPY	*ALL	G	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	TX	ZFUT	57.69	0.00	961.54		HIPY	*ALL	J	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	TX	ZMD2	13.94	-13.94	961.54		HIPY	*ALL	G	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	TX	ZME1	13.94	0.00	961.54		HIPY	*ALL	J	00
								2,337.67	783.14	10,576.94	1,923.08				

## Show Reprint ALERT on Pay Stub Printing Screen (22.53072)

### Overview

CMiC has added more flexibility to pay stub printing. Now when printing pay stubs using the Payroll Check Printing screen, users have the option to avoid re-printing pay stubs that have already been printed. In addition, this functionality has also been added as an alternate feature to the Pay Stub Printing screen. The alternate feature on the Pay Stub Printing screen is disabled by default and will need to be activated by a programmer (i.e., feature is not enabled/disabled on the Payroll Control screen).

### Pre-requisites

To use the re-print alert functionality on the Pay Stub Printing screen, the new alternate feature will need to be enabled: "SHOW REPRINT ALERT ON PAYSTUB PRINTING SCREEN".

### Modifications

Enhancements have been made to the Payroll Check Printing screen (standard Treeview path: US Payroll > Processing > Check Printing) and the Pay Stub Printing screen (standard Treeview path: US Payroll > Processing > Pay Stub Printing). In the Payroll Check Printing screen, when the 'Print Direct Deposit Stub' checkbox is checked and the **[Print]** button is pressed, the Pay Stub Printing screen is launched as a pop-up window. The first time this printing process takes place (i.e., no stubs have been previously printed) for the company, pay run, year, period, pay group, and employee combination entered in the Payroll Check Printing screen, all pay stubs will be printed or emailed.

If the printing process is repeated a second time and some pay stubs have already been printed for that company criteria, the Payroll Check Printing screen will launch a pop-up Alert message to confirm if the user wants to "Reprint Checks?". If the **[Yes]** button is pressed, all pay stubs will be printed or emailed. If the **[No]** button is pressed, only unprinted stubs will be printed.

---

**NOTE:** The Alert message is only triggered on the Payroll Check Printing screen after the print process is repeated a second time. It will not appear again if the process is repeated three or more times.

---

For MOSS, an alternate feature was added to the stand-alone Pay Stub Printing screen, which is launched from the Treeview. The alternate feature is called: "SHOW REPRINT ALERT ON PAYSTUB PRINTING SCREEN". When this feature is enabled in the stand-alone Pay Stub Printing screen, the screen will function in the same fashion as the Payroll Check Printing screen, but the Alert message will continue to be triggered if the printing process is repeated when pay stubs have already been printed for specific company criteria.

## Implementation

When the alternate re-print alert feature is enabled in the Pay Stub Printing screen, if no stubs are printed for a company, pay run, year, period, pay group, and employee combination, all the pay stubs will be printed. If unprinted stubs exist for the above combination, a pop-up Alert message will confirm if the user wants to "Reprint Stubs?". If the **[Yes]** button is pressed, all pay stubs will be reprinted, and if the **[No]** button is pressed, only unprinted pay stubs will be printed.

The screenshot shows the 'PAY STUB PRINTING' application window. It features a 'Selection Criteria' section with various input fields and dropdown menus. A red-bordered alert dialog box titled 'Alert' is overlaid on the screen, asking 'Reprint Stubs?' with 'Yes' and 'No' buttons. The background form includes fields for FEIN Number, Company (TRHI1), Pay Run (TRHW), Pay Year (2021), Period (5), To Period (5), Pay Date (03022021), To Pay Date (03022021), Check Location, Pay Group, To Pay Group, Employee Pick List, From Employee, To Employee, Language (English), \* Print Type (Direct Deposit Employees Only), and \* Sort By (Default). A 'Process' button is at the bottom.

*Pgm: PYSTUB – Pay Stub Printing; standard Treeview path: US Payroll > Processing > Pay Stub Printing*

**PAY STUB PRINTING**

**Selection Criteria**

FEIN Number

Company  TREASURE HILL CONSTRUCTION COM

Pay Run  TRHI WEEKLY

Pay Year

Period    Pay Date

To Period    To Pay Date

Check Location

Pay Group

To Pay Group

Employee Pick List

From Employee

To Employee

Language

\* Print Type

\* Sort By

Report PYSTB09U has been sent to report server

**Report Configuration for: PY - Paystub Printing PYSTB09U (PYSTB09U)**

Destination

Format

Locale

**NOTE:** Please note that this feature applies to Standard Stubs, not Customized Stubs.

If a user runs it again from the Payroll Check Printing screen, the Alert message will not be displayed.

**PAYROLL CHECK PRINTING**

**Selection Criteria**

FEIN Number

Company  TREASURE HILL CONSTRUCTION COM

Pay Run  TRHI WEEKLY

Pay Year

Pay Date

From Pay Group

To Pay Group

Check Location

Loc'n Signature Pay Group

Check Number For Reprint

Bank

Branch

Account Number

Last Check Number

Employee Pick List

From Employee

To Employee

☒ Print

☐ ASC

**PAY STUB PRINTING**

**Selection Criteria**

FEIN Number

Company  TREASURE HILL CONSTRUCTION COM

Pay Run  TRHI WEEKLY

Pay Year

Period    Pay Date

To Period    To Pay Date

Check Location

Pay Group

To Pay Group

Employee Pick List

From Employee

To Employee

Language

\* Print Type

\* Sort By

Report PYSTB09U has been sent to report server

**Report Configuration for: PY - Paystub Printing PYSTB09U (PYSTB09U)**

Destination

Format

Locale

# Re-Calculate Salary Charge Rate New Option (22.54668)

## Overview

A new option “Employee total cost charge per period by default charge rate {profile}” is added on the payroll control file to re-calculate the salary charge rate. The existing re-calculate salary charge rate works based on an existing calculation and on employee salary paid in the period. The user can now change to the new method which is based on the total cost for the period based on the employee default charge rate setup in employee profile.

## Pre-requisites

- 1) Select the new option of re-calculate charge rate based on “Employee total cost charge per period by default charge rate {profile}”.

The screenshot shows the 'PAYROLL CONTROL' window with the 'Rules' tab selected. The 'Selection Criteria' section shows 'Company: HPM'. The 'Rules' tab has several sub-tabs: General, Rate Codes, Accounts, Direct Deposit, Rules, E-Timesheet, and Reports. The 'Rules' sub-tab is active, showing a list of rules. The 'Re-Calculate Charge Rate based on' dropdown is set to 'Employee Total Cost Charge Per Period by Default Charge Rate (Profile)'. The 'Salary Charge Rate Calc Method' dropdown is also set to 'Employee Total Cost Charge Per Period by Default Charge Rate (Profile)'. The 'Re-Calculate BIR Rate' checkbox is checked. The 'Salary Charge Rate Processing Option' dropdown is set to 'Calculate Pro-Rated Salary Charge Rates'.

- 2) Set salary charge rate calc method, the flags and salary charge rate processing option as per the screenshot below.

The screenshot shows the 'PAYROLL CONTROL' window with the 'Rules' tab selected. The 'Selection Criteria' section shows 'Company: HPM'. The 'Rules' tab has several sub-tabs: General, Rate Codes, Accounts, Direct Deposit, Rules, E-Timesheet, and Reports. The 'Rules' sub-tab is active, showing a list of rules. The 'Re-Calculate Charge Rate based on' dropdown is set to 'Employee Total Cost Charge Per Period by Default Charge Rate (Profile)'. The 'Salary Charge Rate Calc Method' dropdown is set to '1. Original Method: Prorates full salary wage across all hours'. The 'Re-Calculate BIR Rate' checkbox is checked. The 'Salary Charge Rate Processing Option' dropdown is set to 'Calculate Pro-Rated Salary Charge Rates'.

## Modifications

A new option of “Employee total cost charge per period by default charge rate {profile}” is added to re-calculate charge rate based on dropdown menu. This will allow user to use the charge out rate set on employee profile.

The processing of the re-calculate charge rate is also modified to consider the new option. Both the below highlighted options use the new base method for calculation.

CMiC ENTERPRISE TESTR12

Enterprise Field ETIME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

Search for programs...

CALCULATE SALARY CHARGE RATE

Save Exit

Selection Criteria

\* Company HPY Hader's payroll company

From Pay Group

To Pay Group

\* Pay Run

\* Pay Year

\* From Document Code

\* To Document Code

Employee Pick List

Starting Employee

Ending Employee

Option

Calculate Pro-Rated Salary Charge Rates

Calculate Pro-Rated Salary Charge Rates

Re-Calculate default Salary Charge Rates/Hours

Calculate Pro-Rated Salary Hours

## Implementation

The following are examples of how the new functionality can be used:

Example #1: The following is an employee with charge out rate of \$40. Worked 50 hours per week. The charge out rate and amount are adjusted as per the new functionality.

CMiC ENTERPRISE TESTR12

Enterprise Field ETIME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

Search for programs...

EMPLOYEE PROFILE

Table Mode Save Exit

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # GRAYS-003 Employee Full Name JIM RAKO Copy Employee Notes

Personal Company Rates/Salary Address Tax HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

\* Annual Salary 55,000.00

\* Hourly Rate

\* Charge Out Rate 40.000

\* Billing Rate 50.000

GC Charge Rate

GC Billing Rate

\* MWHR Rate REG Regular

\* OT Rate OT Overtime

\* DOT Rate DOT Double Overtime

\* OTH Rate OTHR Other

\* Preferred Pay Rate Job

\* Preferred Charge Out Rate Job

\* Preferred Bill Rate Job

\* Preferred Method for Direct Deposit Slabs Mail

Entered Overtime

Entered Double Overtime

Direct Deposit Email

Minimum Hour Code

Company HPY Hader's payroll company

Job

Cost Code

Category

Equipment

Cost Code

Category

Tran Code



CMIC ENTERPRISE TESTR12

Enterprise Field ETIME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

Search for programs...

**TIMESHEET ENTRY**

Selection Criteria

Company: HIPY Hadeer's payroll company

Pay Run: WKLY

Year: 2022

Period: 3 15/01/2022 21/01/2022

Document: 50HR

NH Total: 50 OT Total: 0 DOT Total: 0 Other Total: 0

Currency: USD Total Hours: 50

Timesheet Details

Employee: GRAYS-003 RAKO JMI Auto Recall Create Cost Code Cat NH Total hours: 50 OT Total hours: 0 DOT Total hours: 0 Other Total Hours: 0 Total Hours: 50 Refresh

Timesheet Details Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes

Seq No	* Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Up	CostCode/Acc/Compon	Cat/Tran	Tsk/User/ID5	User Field Name5
171612	GRAYS-003	15/01/2022	J		205		HIPY	H102M	01-100	2000		
171615	GRAYS-003	17/01/2022	J		205		HIPY	H102M	01-100	2000		
171618	GRAYS-003	18/01/2022	J		205		HIPY	H102M	01-100	2000		
171621	GRAYS-003	19/01/2022	J		205		HIPY	H102M	01-100	2000		
171624	GRAYS-003	21/01/2022	J		205		HIPY	H102M	01-100	2000		

CMIC ENTERPRISE TESTR12

Enterprise Field ETIME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

Search for programs...

**CALCULATE SALARY CHARGE RATE**

Selection Criteria

\* Company: HIPY Hadeer's payroll company

From Pay Group: To Pay Group:

\* Pay Run: WKLY

\* Pay Year: 2022 \* Period: 3 15/01/2022 21/01/2022

\* From Document Code: 50HR \* To Document Code: 50HR

Employee Pick List Starting Employee Ending Employee

Option Calculate Pro-Rated Salary Charge Rates

Process

Alert Processing Completed

CMiC CONSTRUCTION SOFTWARE DEVELOPER

**HIPY - Hadeer's payroll company**

**PAYROLL - TIMESHEET POSTING HISTORY REPORT**

Page: 1 of 1  
Date: May 18, 2022  
Time: 3:03 PM EDT

Date	Work Comp	Type	Job/Dept/EQP/ WO Code	Phase/Acct/ Cat/WO Line No.	Cat/Tr/WO Exp	Transaction Description	Hrs/Qty	Pay Rate	Pay Amount	Charge Rate	Charge Amount	Billing Rate	Billing Amount
15/01/2022	HIPY	J	H102M	01-100	2000	Normal Wages	10.00	26.442	264.42	32.000	320.00	48.000	480.00
17/01/2022	HIPY	J	H102M	01-100	2000	Normal Wages	10.00	26.442	264.42	32.000	320.00	48.000	480.00
18/01/2022	HIPY	J	H102M	01-100	2000	Normal Wages	10.00	26.442	264.42	32.000	320.00	48.000	480.00
19/01/2022	HIPY	J	H102M	01-100	2000	Normal Wages	10.00	26.442	264.42	32.000	320.00	48.000	480.00
21/01/2022	HIPY	J	H102M	01-100	2000	Normal Wages	10.00	26.442	264.42	32.000	320.00	48.000	480.00
Employee Total :							50.00		1,322.10		1,600.00		2,400.00
Grand Total :							50.00		1,322.10		1,600.00		2,400.00

Formula: ((THP \* ECR)/ THW) \* THW

Formula: ((Total hours in a weekly period \* employee cost (charge) rate)/ Total hours worker)\* Total hours worked.

$$((40*40)/50) * 50 = 1600$$

Example #2: The same employee with 60 hours of work in a week.

CMIC ENTERPRISE TESTR12

Enterprise Field ETIME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

Search for programs...

2022

Pay Rates

Trade

Customer

Job

Union

Employee

Local Tables

Administration

Timesheet

Timesheet Entry

Timesheet Adjustme

Timesheet Check Lo

Weekly Timesheet E

Recalculate Priorate

Overtime Rules Proc

Employee Exempt R

Weighted Average O

Timesheet Posting

Reports

Labor Transfer Times

TIMESHEET ENTRY

Selection Criteria

Company: HIPY Hadeer's payroll company

Pay Run: WKLY WKLY

Year: 2022

Period: 4 22/01/2022 28/01/2022

Document: 60HR

NH Total: 60 OT Total: 0 DOT Total: 0 Other Total: 0

Currency: USD Total Hours: 60

Timesheet Details

Employee: GRAYS-003 RAKO JMI

Auto Recall Create Cost Code Cat NH Total: 60 OT Total: 0 DOT Total: 0 Other Total: 0 Total: 60

Refresh

Timesheet Details Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes ECM Documents

Seq No	* Employee	Date	Union	Trade	Shift	Comp.	Job/Dept/Eqp	Cost/Code/acc/Compon	Cat./Tran	Tab/User/Field5	User Field Name5
171627	GRAYS-003	22/01/2022		205		HIPY	H102M	01-100	2000		
171629	GRAYS-003	24/01/2022		205		HIPY	H102M	01-100	2000		
171631	GRAYS-003	25/01/2022		205		HIPY	H102M	01-100	2000		
171638	GRAYS-003	27/01/2022		205		HIPY	H102M	01-100	2000		

CMIC ENTERPRISE TESTR12

Enterprise Field ETIME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

Search for programs...

Processing

Adjustments

Retroactive Payment

Expenses

Assign Multiple Checks

Payroll Processing

Check Processing

Check Printing

Manual Checks

Void Checks

Payroll Posting

Salary Payroll Redistrib

Recalculate Salary

Timesheet Posting

Recalculate Salary E

Transfer Labor Costs Bet

Pay Stub Printing

CALCULATE SALARY CHARGE RATE

Selection Criteria

\* Company: HIPY Hadeer's payroll company

From Pay Group:

To Pay Group:

\* Pay Run: WKLY WKLY

\* Pay Year: 2022 \* Period: 4 22/01/2022 28/01/2022

\* From Document Code: 60HR \* To Document Code: 60HR

Employee Pick List:

Starting Employee:

Ending Employee:

Option: Calculate Pro-Rated Salary Charge Rates

Process

Alert: Processing Completed

Formula:  $((40 \times 40) / 60) \times 60 = 1600$

CMIC CONSTRUCTION SOFTWARE GROUP

HIPY - Hadeer's payroll company

PAYROLL - TIMESHEET POSTING HISTORY REPORT

Page: 1 of 1  
Date: May 18, 2022  
Time: 3:53 PM EDT

Date	Work Comp	Type	Job/Dept/EQP/ WO Code	Phase/Acct/ Cat/WO Line No.	Cat/Tr/WO Exp	Transaction Description	Hrs/Qty	Pay Rate	Pay Amount	Charge Rate	Charge Amount	Billing Rate	Billing Amount
Employee : GRAYS-003 RAKO JMI													
22/01/2022	HIPY	J	H102M	01-100	2000	Normal Wages	20.00	26.442	528.84	26.667	533.33	40.000	800.00
24/01/2022	HIPY	J	H102M	01-100	2000	Normal Wages	10.00	26.442	264.42	26.667	266.67	40.000	400.00
25/01/2022	HIPY	J	H102M	01-100	2000	Normal Wages	10.00	26.442	264.42	26.667	266.67	40.000	400.00
27/01/2022	HIPY	J	H102M	01-100	2000	Normal Wages	20.00	26.442	528.84	26.667	533.33	40.000	800.00
Employee Total :							60.00		1,586.52		1,600.00		2,400.00
Grand Total :							60.00		1,586.52		1,600.00		2,400.00

---

# Payroll (Non-Us/International)

## Transfer of Employees Between International Companies (21.45778)

---

A new flag is added under system options to allow the transfer of employees from one international company to another in a different country.

### Overview

CMiC has added a new flag under the system options screen in the payroll section. The option will determine if the user implemented a CMiC international payroll. The flag can be checked or unchecked. When the flag is checked, the users are allowed to access all employees in profile and history for all companies for all countries without changing “default company” only in international payroll.

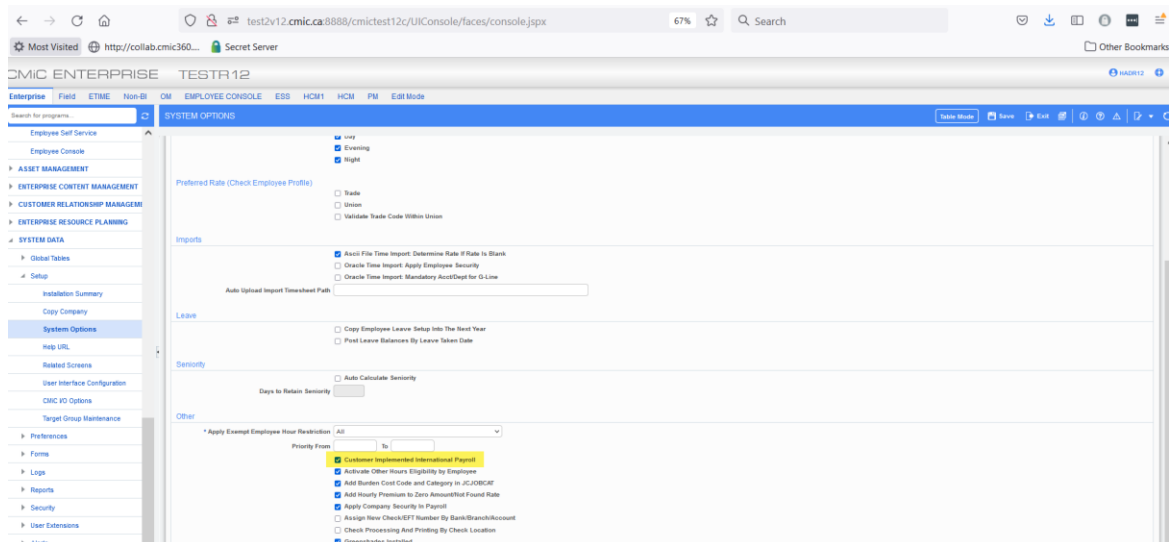
---

**NOTE:** Payroll processing changes are not in scope for this modification. The modification only considers Employee profile, Employee History and Employee Import changes. Payroll processing will generate an error against these employees since the tax related tab is not populated.

---

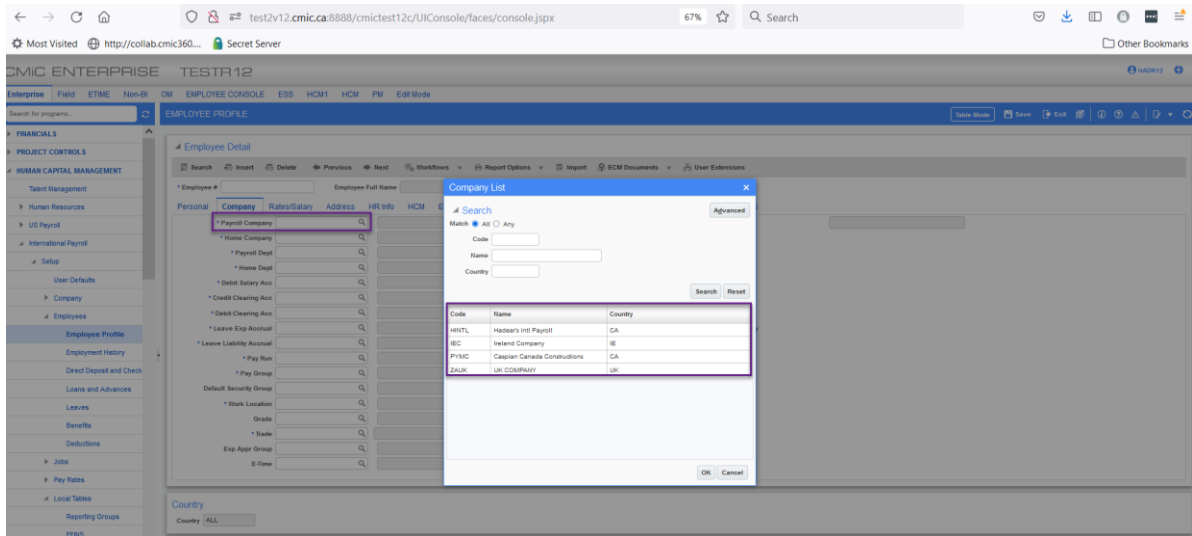
### Pre-requisites

The flag must be checked under payroll tab in system options for the functionality to be enabled.



### Modifications

When the flag is checked under system options the employee profile and history screens will hide all tax related information from international payroll screens. The company LOVs is modified to display all companies along with the country code.

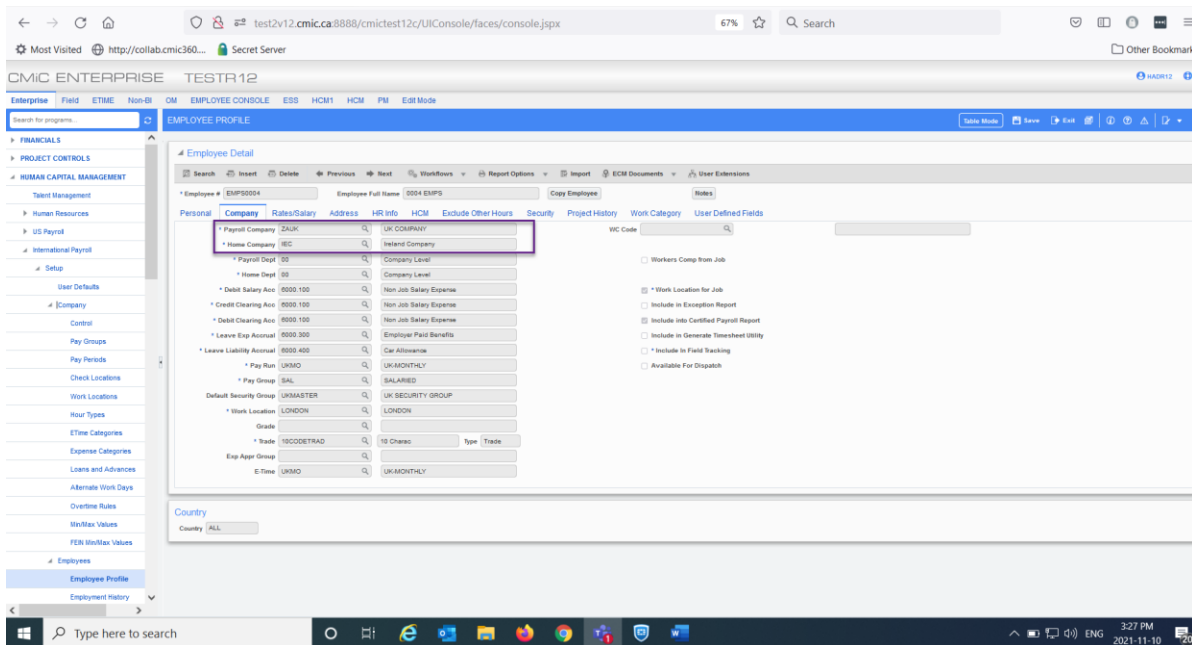


The validation on employee profile and history remains intact and all information are validated based on the company selected such as pay run, pay group or union code.

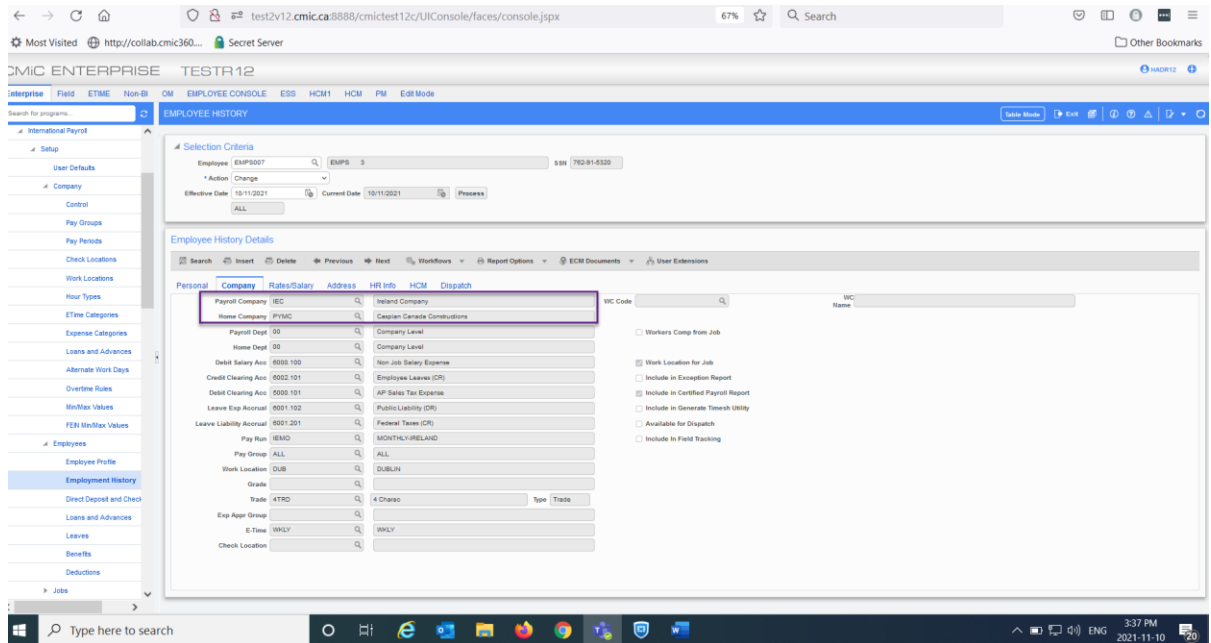
The triggers will be created defaulting required values for tax-related fields in profile and history tables.

## Implementation

Employee profile can now be saved with a payroll company that is different than the home company.



The same changes can be made to employees under employee history for existing or a newly created employee.



This change is also applied to import in employee profile. The employee import feature within the ADF screen is modified to ensure that users can import employees without validating tax information.

test2v12.cmic.ca:8888/cmictest12z/UIConsole/faces/console.jspx 67% Search

Most Visited http://collab.cmic360... Secret Server

CMIC ENTERPRISE TESTR12

Enterprise Field ETME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM E-IM Mode

Search for programs... EMPLOYEE PROFILE

FINANCIALS PROJECT CONTROLS HUMAN CAPITAL MANAGEMENT

Employee Profile

Country ALL

Data Filters

Filter Profile Quick

Values

Employee: Start with

Name: Start with

Payroll Company: Equals

Pay Run: Equals

Employee Profile Details

View Full Name

Full Name

User 134 134

Penny Jayes 20

AAA BBB 2012107 Salaried A BW Architect QA

Gloria Helm 2012112 Hourly A SAL Electrician B ZALUK

Bella Maria 2012114 Hourly T PPH Nk - Not Applicable PYMC

TEST\_POS\_APP TEST\_POS\_ 2012149 Salaried A BW Architect POS\_TEST

SS 555 2012202 Salaried A BW Test QA

Data Import

Data to Import into Table PYEMPLOYEE\_PROFILE

Table Description:

View Recalls Previous Upload New Insert Record Delete Record Export Paste From Excel Paste the content here

#	Birth	Hire Date	Payroll Company	WC Code	Home Company	Liability Code	Payroll Dept	Home Dept	Debit Salary Acc	Cr Ac
1980	01/01/2021	ZALUK	IEC			00	00	0000 100		
1981	01/01/2021	ZALUK	IEC			00	00	0000 100		
1982	01/01/2021	ZALUK	IEC			00	00	0000 100		
1983	01/01/2021	ZALUK	IEC			00	00	0000 100		

Validation Message: This Line is Valid

Summary: Validation Complete

4 of 4 lines are valid

\*\*Date values in import should be in ddMM/yyyy format

Save For Later Validate Line Validate File Import File

1008 AM 2021-11-11

test2v12.cmic.ca:8888/cmictest12z/UIConsole/faces/console.jspx 67% Search

Most Visited http://collab.cmic360... Secret Server

CMIC ENTERPRISE TESTR12

Enterprise Field ETME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM E-IM Mode

Search for programs... EMPLOYEE PROFILE

FINANCIALS PROJECT CONTROLS HUMAN CAPITAL MANAGEMENT

Employee Profile

Country ALL

Data Filters

Filter Profile Quick

Values

Employee: Start with

Name: Start with

Payroll Company: Equals

Pay Run: Equals

Employee Profile Details

View Full Name

Full Name

User 134 134

Penny Jayes 20

AAA BBB 2012107 Salaried A BW Architect QA

Gloria Helm 2012112 Hourly A SAL Electrician B ZALUK

Bella Maria 2012114 Hourly T PPH Nk - Not Applicable PYMC

TEST\_POS\_APP TEST\_POS\_ 2012149 Salaried A BW Architect POS\_TEST

SS 555 2012202 Salaried A BW Test QA

Data Import

Data to Import into Table PYEMPLOYEE\_PROFILE

Table Description:

View Recalls Previous Upload New Insert Record Delete Record Export Paste From Excel Paste the content here

#	Birth	Hire Date	Payroll Company	WC Code	Home Company	Liability Code	Payroll Dept	Home Dept	Debit Salary Acc	Cr Ac
1980	01/01/2021	ZALUK	IEC			00	00	0000 100		
1981	01/01/2021	ZALUK	IEC			00	00	0000 100		
1982	01/01/2021	ZALUK	IEC			00	00	0000 100		
1983	01/01/2021	ZALUK	IEC			00	00	0000 100		

Validation Message: This Line is Valid

Summary: Validation and Import Complete

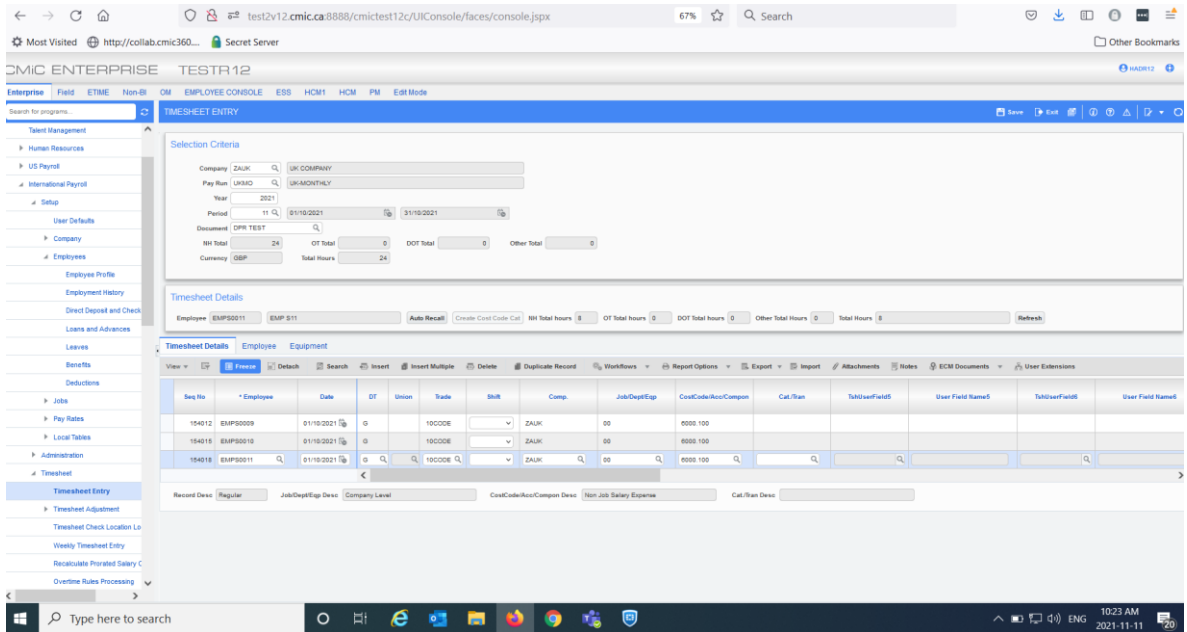
4 of 4 lines are valid

\*\*Date values in import should be in ddMM/yyyy format

Save For Later Validate Line Validate File Import File

1009 AM 2021-11-11

Timesheet can be entered and posted for these employees with the change.



**ZAUJ - UK COMPANY  
PAYROLL - TIMESHEET POSTING HISTORY REPORT**

Page: 1 of 1  
Date: Nov 11, 2021  
Time: 10:33 AM EST

Date	Work Comp	Type	Job/Dept/EQP/ WO Code	Phase/Acct/ Cat/WO Line No.	Cat/Tr/WO Exp	Transaction Description	Hrs/Qty	Pay Rate	Pay Amount	Charge Rate	Charge Amount
<b>Employee : EMP0009 EMP \$9</b>											
01/10/2021	ZAUJ	G	00			Normal Wages	8.00	34.722	277.78	34.722	277.78
<b>Employee Total :</b>							<b>8.00</b>		<b>277.78</b>		<b>277.78</b>
<b>Employee : EMP0010 EMP \$10</b>											
01/10/2021	ZAUJ	G	00			Normal Wages	8.00	34.722	277.78	34.722	277.78
<b>Employee Total :</b>							<b>8.00</b>		<b>277.78</b>		<b>277.78</b>
<b>Employee : EMP0011 EMP \$11</b>											
01/10/2021	ZAUJ	G	00			Normal Wages	8.00	34.722	277.78	34.722	277.78
<b>Employee Total :</b>							<b>8.00</b>		<b>277.78</b>		<b>277.78</b>
<b>Grand Total :</b>							<b>24.00</b>		<b>833.34</b>		<b>833.34</b>

**Report Parameters**

Batch:	35751	From Pay Group:		Run Date:	Nov 11, 2021
From Employee:		To Pay Group:		Run Time:	10:33 AM EST
To Employee:		Pay Run:	UKMO	Operator:	HADR12
From Date:	01/10/2021	Pay Year:	2021	Report Code:	PY1001
To Date:	31/10/2021	Pay Period:	11		

## New Calculation Method Added for Base Wage – Dubai Region (21.47918/HCM-421 and HCM-434)

### Overview

CMIC has added calculation support for the Dubai region to the International Payroll module. The definition of the base wage in Dubai is a monthly salary which includes monthly allowances. Full wage includes basic salary plus all the employee benefits/allowances. Benefits are calculated as allowances.

### Pre-requisites

The employee package must include the employee monthly salary and the benefit paid to the employee. Therefore, the employee must have both their benefits that are included in the package and those that are not. The non-package allowances are comprised of company contributions and provisions not paid to the employee.

Those benefits can be elected to the employee in the HR module.

States	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life To Date Total Amount	End Date
Base	Wage		Basic Salary			01/01/2021		12,000.00		
Elected	FDLA	AETNA	ALEC Engrs-Food Benefit	ALEC	ALEC	01/01/2021		600.00		
Elected	GNLW	AETNA	ALEC Engrs-General Benefit	ALEC	ALEC	01/01/2021		3,000.00		
Elected	HSLW	AETNA	ALEC Engrs-Housing Benefit	ALEC	ALEC	01/01/2021		1,500.00		
Elected	MDLW	AETNA	ALEC Engrs-Medical Benefit	ALEC	ALEC	01/01/2021		2,000.00		
Elected	SCLW	AETNA	ALEC Engrs-School Benefit	ALEC	ALEC	01/01/2021		1,200.00		
Elected	TRNS	AETNA	ALEC Engrs-Transportation	ALEC	ALEC	01/01/2021		1,200.00		
								21,500.00		

States	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life To Date Total Amount	End Date
Elected	CARW	AETNA	ALEC Engrs-Car Benefit	ALEC	ALEC	01/01/2021		1,000.00		

### Modifications

The international Employee Profile is modified with a new option to allow users to define salary as monthly for the middle east region to avoid rounding issues. The annual salary is changed to salary frequency. Two options are provided in the frequency field: "Annual" (the default option) and "Monthly". The Employee Package screen can be viewed from the Employee Profile.



EMPLOYEE PROFILE

Table Mode Save Exit

### Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # ALC-ENG100 Employee Full Name JANANI HASSAN Copy Employee Notes

**Personal** Company Rates/Salary Address HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

Prefix JANANI \* Last Name JANANI \* First Name HASSAN  
 Initial / Middle Name \* SSH / SIN 101 Suffix \* Full / Part Full-Time  
 \* Type Salaried \* Status A Active \* FLSA Type Non-Exempt  
 \* Work Status Working \* Employee Package Salary Frequency Monthly  
☒ Allow Accrued Leave ☐ Unionized ☐ Eligible for Rehire  
 Union Union Membership Date Union Member No.  
 Position Description  
 \* Date of Birth 01/01/1970 Place of Birth  
 \* Hire Date 01/01/2021 Seniority Date  
 Termination Date Next Review Date  
 Re-Hire Date Adjusted Service Date 01/01/2021  
 Date Deceased \* Primary Employee ALC-ENG100  
 License / Certificate Skills

Upload Photo Remove Photo  
[Create HCM Contact to upload photo](#)

EMPLOYEE PROFILE

Table Mode Save Exit

### Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # ALC-ENG100 Employee Full Name JANANI HASSAN Copy Employee Notes

**Personal** Company Rates/Salary Address HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

\* Monthly Salary 12,000.00  
 \* Hourly Rate \* Charge Out Rate \* Billing Rate GC Charge Rate GC Billing Rate  
 \* NWHR Rate QREG QAT Regular Rate  
 \* OT Rate OVT Overtime  
 \* DOT Rate DOT Double Overtime  
 \* OTH Rate OTHR Other  
 \* Preferred Pay Rate Job \* Preferred Charge Out Rate Job  
 \* Preferred Bill Rate Job \* Preferred Method for Direct Deposit Stubs Mail ☐ Entered Overtime  
 Direct Deposit Email Minimum Hour Code ☐ Entered Double Overtime  
 Company ALEC ALEC UAE Company  
 Job  
 Cost Code  
 Category  
 Equipment  
 Cost Code  
 Category  
 Tran Code  
 Override Burden Job Allocation

Benefits that are marked as a “Package” are displayed below. All non-package benefits are displayed in the below section.

EMPLOYEE PACKAGE										
PACKAGES										
Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Base	Wage		Basic Salary			01/01/2021		12,000.00		
Elected	FDLA	AETNA	ALEC Engrs-Food Benefit	ALEC	ALEC	01/01/2021		600.00		
Elected	GNLW	AETNA	ALEC Engrs-General Benefit	ALEC	ALEC	01/01/2021		3,000.00		
Elected	HSLW	AETNA	ALEC Engrs-Housing Benefit	ALEC	ALEC	01/01/2021		1,500.00		
Elected	MDLW	AETNA	ALEC Engrs-Medical Benefit	ALEC	ALEC	01/01/2021		2,000.00		
Elected	SCLW	AETNA	ALEC Engrs-School Benefit	ALEC	ALEC	01/01/2021		1,200.00		
Elected	TRNS	AETNA	ALEC Engrs-Transportation	ALEC	ALEC	01/01/2021		1,200.00		
								21,500.00		

NON-PACKAGES										
Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Elected	CARW	AETNA	ALEC Engrs-Car Benefit	ALEC	ALEC	01/01/2021		1,000.00		
								1,000.00		

## Implementation

ALEC employees enter timesheets for their time worked.

Status	Action	Employee	Date	User Type	Union	Trade	Shift	Job company	Job/Dept/Eqp
●	Insert	ALC-ENG100	01/01/2021	J		ENG		ALEC	ALEC01
●	Insert	ALC-ENG100	02/01/2021	J		ENG		ALEC	ALEC01
●	Insert	ALC-ENG100	03/01/2021	J		ENG		ALEC	ALEC01
●	Insert	ALC-ENG100	04/01/2021	J		ENG		ALEC	ALEC01

Validation Message: This Line is Valid

Summary: Validation Complete

31 of 31 lines are valid

\*\*Date values in import should be in ddMM/yyyy format

Save For Later   Validate Line   Validate File   Import File

**Timesheet Entry**

**Data Import**

Data to Import into Table PYEMPTIMSHT

Table Description: Quick Mode ☒

View       ☐

Status	Action	Employee	Date	User Type	Union	Trade	Shift	Job company	Job/Dept/Eqp
●	Insert	ALC-ENG100	01/01/2021	J		ENG		ALEC	ALEC01
●	Insert	ALC-ENG100	02/01/2021	J		ENG		ALEC	ALEC01
●	Insert	ALC-ENG100	03/01/2021	J		ENG		ALEC	ALEC01
●	Insert	ALC-ENG100	04/01/2021	J		ENG		ALEC	ALEC01

Validation Message: This Line is Valid

Summary: Validation and Import Complete

31 of 31 lines are valid

\*\*Date values in import should be in dd/MM/yyyy format

**Timesheet Entry**

**Selection Criteria**

Company: ALEC

Pay Run: DBMN

Year: 2021

Period: 1

Document: WAGE BASE

NH Total: 248 OT Total: 0 DOT Total: 0 Other Total: 0

Currency: USD Total Hours: 248

**Timesheet Details**

Employee: ALC-ENG100 HASSAN JANANI   NH Total: 248 OT Total: 0 DOT Total: 0 Other Total: 0 Total Hours: 248

**Timesheet Details** Employee Equipment

Seq No	* Employee	Date	Name8	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate	Expense	Expense H Type
161543	ALC-ENG100	01/01/2021		8	GRE	71.4280	0	OVT	75.0000	0	DOT	100.0000	0	OTHI		50.0000		
161546	ALC-ENG100	02/01/2021		8	GRE	71.4280	0	OVT	75.0000	0	DOT	100.0000	0	OTHI		50.0000		
161549	ALC-ENG100	03/01/2021		8	GRE	71.4280	0	OVT	75.0000	0	DOT	100.0000	0	OTHI		50.0000		
161552	ALC-ENG100	04/01/2021		8	GRE	71.4280	0	OVT	75.0000	0	DOT	100.0000	0	OTHI		50.0000		
161555	ALC-ENG100	05/01/2021		8	GRE	71.4280	0	OVT	75.0000	0	DOT	100.0000	0	OTHI		50.0000		

Once payroll is processed, the amount paid to the employee is calculated as:

The pay amount calculation = Base wage + All allowances (part of the package and non package) = 22,500 (in this case)



**BENEFITS MASTER** Table Mode Save Exit Help Print Refresh Close

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code

\* Description ALEC Engrs-Food Benefit

\* Short Description FOOD

Reporting Group

☐ Prevailing Wage

\* Type Lump Sum

\* Base Code NONE  None ☐ \* Employee Level Lump Sum Benefit. Pay Only One Plan Per Pay Period

Amount

☒ Paid in Cash

☐ Job Allocation

☐ Department Allocation

☐ Allocate Non Prevailing Wage Benefits to Prevailing Wage Jobs

☐ Dependent Enrollment Allowed

☐ Process Separate Check For This Benefit

☐ Create Voucher For Accounts Payable

\* Job Allocation Based On Default Method

Temporary Check Number

\* Calculation Sequence 3333333333379 [View Used Seq](#)

Effected Deduction

Print Order 1

Maximum Limit Group Code

☒ Include in Package

☒ Pro-rate Lump Sum Benefit

☐ Calculation Benefit

☐ Work Location Allocation

☐ \* Calculate Overhead

☐ Exclude Without Wages

☐ Print Check Only

☐ \* Include in Salary In GC Monitor

☐ \* Job Allocation Using User-Defined Base Code

☐ \* Include in Retropay Processing

## Modifications

The benefit master setup screen has a new checkbox for lump-sum burdens to be pro-rated.

**BENEFITS MASTER** Table Mode Save Exit Help Print Refresh Close

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code

\* Description ALEC Engrs-Food Benefit

\* Short Description FOOD

Reporting Group

☐ Prevailing Wage

\* Type Lump Sum

\* Base Code NONE  None ☐ \* Employee Level Lump Sum Benefit. Pay Only One Plan Per Pay Period

Amount

☒ Paid in Cash

☐ Job Allocation

☐ Department Allocation

☐ Allocate Non Prevailing Wage Benefits to Prevailing Wage Jobs

☐ Dependent Enrollment Allowed

☐ Process Separate Check For This Benefit

☐ Create Voucher For Accounts Payable

\* Job Allocation Based On Default Method

Temporary Check Number

\* Calculation Sequence 3333333333379 [View Used Seq](#)

Effected Deduction

Print Order 1

Maximum Limit Group Code

☒ Include in Package

☒ Pro-rate Lump Sum Benefit

☐ Calculation Benefit

☐ Work Location Allocation

☐ \* Calculate Overhead

☐ Exclude Without Wages

☐ Print Check Only

☐ \* Include in Salary In GC Monitor

☐ \* Job Allocation Using User-Defined Base Code

☐ \* Include in Retropay Processing

## Implementation

An example of an employee terminated mid period and re-hired mid period is shown below.

The following is the employee package with all of the employee's allowances.

EMPLOYEE PACKAGE

Save Exit

Selection Criteria

Employee | ALC-ENG111 | AZIZ KASHEF | As Of Date | 25/04/2022 | Show Eligible Plans

PACKAGES

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Base	Wage		Basic Salary			01/01/2021		14,000.00		
Elected	FDLA	AETNA	ALEC Engrs-Food Benefit	ALEC	ALEC	01/01/2021		600.00		
Elected	GNLW	AETNA	ALEC Engrs-General Benefit	ALEC	ALEC	01/01/2021		3,000.00		
Elected	HSLW	AETNA	ALEC Engrs-Housing Benefit	ALEC	ALEC	01/01/2021		1,500.00		
Elected	MDLW	AETNA	ALEC Engrs-Medical Benefit	ALEC	ALEC	01/01/2021		2,000.00		
Elected	SCLW	AETNA	ALEC Engrs-School Benefit	ALEC	ALEC	01/01/2021		1,200.00		
Elected	TRNS	AETNA	ALEC Engrs-Transportation	ALEC	ALEC	01/01/2021		1,200.00		
								23,500.00		

NON-PACKAGES

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Elected	CARW	AETNA	ALEC Engrs-Car Benefit	ALEC	ALEC	01/01/2021		1,000.00		
								1,000.00		

1) Timesheet was entered for the employee for two months and checks were printed.

PERIOD END DATE

31/01/2021





**EMPLOYEE HISTORY** Table Mode Exit Help Print Refresh Close

**Selection Criteria**

Employee: ALC-ENG111 Q AZIZ KASHEF SSN 112--

\* Action: Termination

Effective Date: 16/03/2021 Q UAE Current Date 26/04/2022 Q Process Employee Package

**Employee History Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

**Personal** Company Rates/Salary Address HR Info HCM Dispatch

Reason Code: Q Reason Code Description: Q Effective Date: 16/03/2021 Q Action: Termination

Last Name: KASHEF First Name: AZIZ Initial: Q

Prefix: Q Suffix: Q Alias: Q

SSN / SIN no.: 112 Type: Salaried Q \* Full/Part: Full-Time Q

Status Code: Terminated Q \* Work Status: Working Q Allow Accrued Leave: ☒

\* FLSA Type: Non-Exempt Q ☐ Unionized Salary Frequency: Monthly Q Union Membership Date: Q Eligible for Rehire: ☒

Union: Q Union Name: Q

Union Mem. No.: Q

Position Desc.: Q

Place of Birth: Q

Date of Birth: 02/01/1970 Q

Seniority Date: Q \* Primary Employee: ALC-ENG111 Q

Hire Date: 01/01/2021 Q Date Deceased: Q Work Days/Year: Q

3) Timesheet was entered for 16 days of work.

**TIMESHEET ENTRY** Save Exit Help Print Refresh Close

**Selection Criteria**

Company: ALEC Q ALEC UAE Company

Pay Run: DBMN Q DUBAI MONTHLY

Year: 2021

Period: 3 Q 01/03/2021 Q 31/03/2021 Q

Document: DOC3 Q

NH Total: 128 OT Total: 0 DOT Total: 0 Other Total: 0

Currency: USD Total Hours: 128

**Timesheet Details**

Employee: ALC-ENG111 Q AZIZ KASHEF Q Auto Recall Create Cost Code Cat NH Total hours 128 OT Total hours 0 DOT Total hours 0 Other Total hours 0 Total Hours 128 Refresh

**Timesheet Details** Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes »

Seq No	* Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Eqp	CostCode/Acc/Compon	Cat./Tran	TshUserField5	User Field N
163792	ALC-ENG111	01/03/2021 <span>Q</span>	J		ENG	<span>Q</span>	ALEC	ALEC01	01-100	1000		
163795	ALC-ENG111	02/03/2021 <span>Q</span>	J		ENG	<span>Q</span>	ALEC	ALEC01	01-100	1000		
163798	ALC-ENG111	03/03/2021 <span>Q</span>	J		ENG	<span>Q</span>	ALEC	ALEC01	01-100	1000		
163801	ALC-ENG111	04/03/2021 <span>Q</span>	J		ENG	<span>Q</span>	ALEC	ALEC01	01-100	1000		
163804	ALC-ENG111	05/03/2021 <span>Q</span>	J		ENG	<span>Q</span>	ALEC	ALEC01	01-100	1000		

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Printed check for period 3

EMPLOYEE NAME: AZIZ KASHEF      SOCIAL INSURANCE NUMBER: XXX-XXX-      UNION:      Trade: ENG      CONTRACT NO: ALEC01      PERIOD END DATE: 31/03/2021

TAXABLE EARNINGS AND BENEFITS					TAXES & DEDUCTIONS					
DESCRIPTION	RATE	HOURS	AMOUNT	TO - DATE	DESCRIPTION	AMOUNT	TO - DATE	DESCRIPTION	AMOUNT	TO - DATE
Regular Hours	0.00	0	0.00	0.00	*TOTAL*			*TOTAL*		
Regular Hours	62.50	0	0.00	14,000.00						
Regular Hours	56.45	128	7,225.81	21,225.81						
*TOTAL*		128	7,225.81	35,225.81						
VEHICLE		0	1,000.00	3,000.00						
FOOD		0	309.68	1,509.68						
GENERAL		0	1,548.39	7,548.39						
HOUSING		0	774.19	3,774.19						
MEDICAL		0	1,032.26	5,032.26						
SCHOOL		0	619.35	3,019.35						
TRANSPORT		0	619.35	3,019.35						
*TOTAL OTHER EARNINGS*		0	5,903.22	26,903.22						
Leave Code	C Frwd	Accrued	Used	Balance						
ANNUAL LEAVE	0.00	60.00	0.00	60.00						
JOB LEAVE	0.00	60.00	0.00	60.00						

**ALEC - ALEC UAE Company  
Payroll - Register Report**

Page 1 of 2  
Date: Apr 26, 2022  
Time: 2:10 PM EDT

Wages and Benefits				Deductions and Taxes		Employer Part	
Code	Description	Hours	Amount	Code	Description	Amount	Amount
FEIN#: HINTL333				Company: ALEC - ALEC UAE Company		Pay Run: DBMN	
Pay Period: 3		Start Date: 01/03/2021		End Date: 31/03/2021			
Employee: ALC-ENG111		AZIZ KASHEF		Union:		Trade: ENG Engineers	
Check No.: 6		User Check No.:		Check Amount: 13,129.03		Check Date: 31/03/2021	
Net Pay : 13,129.03							
NWHR	Normal Hours	128.00	7,225.81				
FDLA	FOOD		309.68				
GNLW	GENERAL		1,548.39				
MDLW	MEDICAL		1,032.26				
SCLW	SCHOOL		619.35				
TRNS	TRANSPORT		619.35				
CARW	VEHICLE		1,000.00				
HSLW	HOUSING		774.19				
Check Total		128.00	13,129.03			0.00	0.00
Employee Total		128.00	13,129.03			0.00	0.00
Grand Total							
NWHR	Normal Hours	128.00	7,225.81				
CARW	VEHICLE		1,000.00				
FDLA	FOOD		309.68				
GNLW	GENERAL		1,548.39				
HSLW	HOUSING		774.19				
MDLW	MEDICAL		1,032.26				
SCLW	SCHOOL		619.35				
TRNS	TRANSPORT		619.35				
Grand Total		128.00	13,129.03			0.00	0.00
Total Employees: 1							
Net Pay		13,129.03		Check Amount		13,129.03	

4) Calculations of the pro-rated benefits and BW:

Period	3
Month Days	31
Worked Days	16
Benefit Changed	
Leaves	0
FDLA	$600/31 * 16 = 309.677$
GNLW	$3000/31 * 16 = 1548.3871$
HSLW	$1500/31 * 16 = 774.19$
MDLW	$2000/31 * 16 = 1032.25$
SCLW	$1200/31 * 16 = 619.35$
TRANS	$1200/31 * 16 = 619.35$
BW	$14000/31 * 16 = 7225.806$

MID YEAR PAY HISTORY															
<div> <div>Company</div> <div>ALEC</div> <div>ALEC UAE Company</div> </div> <div> <div>Pay Run</div> <div>DBMN</div> <div>* Year</div> <div>2021</div> <div>Period</div> <div>3</div> </div> <div> <div>Employee No</div> <div>ALC-ENG11*</div> <div>KASHEF, AZIZ</div> </div> <div>Display</div>															
Mid-Year Pay History															
<div> <div>Company</div> <div>ALEC UAE Company</div> </div> <div> <div>Pay Run</div> <div>DUBAI MONTHLY</div> </div> <div> <div>Period Start Date</div> <div>01/03/2021</div> </div> <div> <div>End Date</div> <div>31/03/2021</div> </div>															
<div> <div>View</div> <div>Freeze</div> <div>Detach</div> <div>Search</div> <div>Insert</div> <div>Insert Multiple</div> <div>Delete</div> <div>Duplicate Record</div> <div>Workflows</div> <div>Report Options</div> <div>Export</div> <div>ECM Documents</div> <div>User Extensions</div> </div>															
* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
ALEC	DBMN	2021	3	ALC-ENG111	AZIZ KASHEF	BN	CARW	1,000.00	1,000.00	7,225.81	7,225.81	ALEC	DUBAI	G	60
ALEC	DBMN	2021	3	ALC-ENG111	AZIZ KASHEF	BN	FDLA	309.68	309.68	7,225.81	7,225.81	ALEC	DUBAI	G	60
ALEC	DBMN	2021	3	ALC-ENG111	AZIZ KASHEF	BN	GHLW	1,548.39	1,548.39	7,225.81	7,225.81	ALEC	DUBAI	G	60
ALEC	DBMN	2021	3	ALC-ENG111	AZIZ KASHEF	BN	HSLW	774.19	774.19	7,225.81	7,225.81	ALEC	DUBAI	G	60
ALEC	DBMN	2021	3	ALC-ENG111	AZIZ KASHEF	BN	MDLW	1,032.26	1,032.26	7,225.81	7,225.81	ALEC	DUBAI	G	60
ALEC	DBMN	2021	3	ALC-ENG111	AZIZ KASHEF	BN	SOLW	619.35	619.35	7,225.81	7,225.81	ALEC	DUBAI	G	60
ALEC	DBMN	2021	3	ALC-ENG111	AZIZ KASHEF	BN	TRNS	619.35	619.35	7,225.81	7,225.81	ALEC	DUBAI	G	60
								5,903.22	5,903.22	50,580.67	50,580.67				

MID YEAR PAY HISTORY															
<div> <div>Company</div> <div>ALEC UAE Company</div> </div> <div> <div>Pay Run</div> <div>DUBAI MONTHLY</div> </div> <div> <div>Period Start Date</div> <div>01/03/2021</div> </div> <div> <div>End Date</div> <div>31/03/2021</div> </div>															
<div> <div>View</div> <div>Freeze</div> <div>Detach</div> <div>Search</div> <div>Insert</div> <div>Insert Multiple</div> <div>Delete</div> <div>Duplicate Record</div> <div>Workflows</div> <div>Report Options</div> <div>Export</div> <div>ECM Documents</div> <div>User Extensions</div> </div>															
* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
ALEC	DBMN	2021	3	ALC-ENG111	AZIZ KASHEF	BW	NWHR	7,225.81	7,225.81			ALEC	DUBAI	G	00
ALEC	DBMN	2021	3	ALC-ENG111	AZIZ KASHEF	BW	NWHR	451.61	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	3	ALC-ENG111	AZIZ KASHEF	BW	NWHR	451.61	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	3	ALC-ENG111	AZIZ KASHEF	BW	NWHR	451.61	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	3	ALC-ENG111	AZIZ KASHEF	BW	NWHR	451.61	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	3	ALC-ENG111	AZIZ KASHEF	BW	NWHR	451.61	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	3	ALC-ENG111	AZIZ KASHEF	BW	NWHR	451.61	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	3	ALC-ENG111	AZIZ KASHEF	BW	NWHR	451.61	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	3	ALC-ENG111	AZIZ KASHEF	BW	NWHR	451.61	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	3	ALC-ENG111	AZIZ KASHEF	BW	NWHR	451.61	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	3	ALC-ENG111	AZIZ KASHEF	BW	NWHR	451.61	0.00			ALEC	DUBAI	J	00
								14,451.57	7,225.81						

5) The employee got re-hired the 15 of April 2021.

**EMPLOYEE HISTORY** Table Mode Exit Help Print Refresh Close

**Selection Criteria**

Employee: ALC-ENG111 Q AZIZ KASHEF SSN 112--

\* Action: Re-Hire

Effective Date: 15/04/2021 📅 Current Date: 26/04/2022 📅 Process Employee Package

UAE

**Employee History Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

**Personal** Company Rates/Salary Address HR Info HCM Dispatch

Reason Code: Q Reason Code Description: Q Effective Date: 15/04/2021 📅 Action: Re-Hire

Last Name: KASHEF First Name: AZIZ Initial: Q

Prefix: Suffix: Alias: Q

SSN / SIN no.: 112 Type: Q \* Full/Part: Full-Time

Status Code: Active Q \* Work Status: Working Q Allow Accrued Leave: ☒ \* FLSA Type: Non-Exempt Q

☐ Unionized Q Salary Frequency: Monthly Q Union Membership Date: 📅 ☒ Eligible for Rehire

Union: Q Union Name: Q

Union Mem. No.: Q

Position Desc.: Q

Place of Birth: Q

Date of Birth: 02/01/1970 📅

Seniority Date: 📅 \* Primary Employee: ALC-ENG111

6) The benefits were re-elected.

**EMPLOYEE PACKAGE** Save Exit Help Print Refresh Close

**Selection Criteria**

Employee: ALC-ENG111 Q AZIZ KASHEF As Of Date 26/04/2022 📅 Show Eligible Plans

**PACKAGES**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Base	Wage		Basic Salary			01/01/2021 <span>📅</span>		14,000.00		<span>📅</span>
Elected	FDLA	AETNA	ALEC Engrs-Food Benefit	ALEC	ALEC	15/04/2021 <span>📅</span>		600.00		<span>📅</span>
Elected	GNLW	AETNA	ALEC Engrs-General Benefit	ALEC	ALEC	15/04/2021 <span>📅</span>		3,000.00		<span>📅</span>
Elected	HSLW	AETNA	ALEC Engrs-Housing Benefit	ALEC	ALEC	15/04/2021 <span>📅</span>		1,500.00		<span>📅</span>
Elected	MDLW	AETNA	ALEC Engrs-Medical Benefit	ALEC	ALEC	15/04/2021 <span>📅</span>		2,000.00		<span>📅</span>
Elected	SOLW	AETNA	ALEC Engrs-School Benefit	ALEC	ALEC	15/04/2021 <span>📅</span>		1,200.00		<span>📅</span>
Elected	TRNS	AETNA	ALEC Engrs-Transportation	ALEC	ALEC	15/04/2021 <span>📅</span>		1,200.00		<span>📅</span>
								23,500.00		

**NON-PACKAGES**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Elected	CARW	AETNA	ALEC Engrs-Car Benefit	ALEC	ALEC	15/04/2021 <span>📅</span>		1,000.00		<span>📅</span>
								1,000.00		

7) Timesheet is entered for the employee for 15 working days starting April 15.

**TIMESHEET ENTRY**

Pay Run: DBMN, DUBAI MONTHLY

Year: 2021

Period: 4, 01/04/2021 to 30/04/2021

Document: DOC4

NH Total: 128, OT Total: 0, DOT Total: 0, Other Total: 0

Currency: USD, Total Hours: 128

**Timesheet Details**

Employee: ALC-ENG111, AZIZ KASHEF

Auto Recall, Create Cost Code Cat

NH Total hours: 128, OT Total hours: 0, DOT Total hours: 0, Other Total Hours: 0, Total Hours: 128

Refresh

**Timesheet Details** Employee Equipment

View, Freeze, Detach, Search, Insert, Insert Multiple, Delete, Duplicate Record, Workflows, Report Options, Export, Import, Attachments, Notes, ECM Documents

Seq No	* Employee	Date	DT	Union	Trade	Shift	Comp.	JobDeptEgp	CostCode/Acc/Compon	Cat./Tran	TshUserField5	User Field Name5
163892	ALC-ENG111	15/04/2021	J		ENG		ALEC	ALEC01	01-100	1000		
163895	ALC-ENG111	16/04/2021	J		ENG		ALEC	ALEC01	01-100	1000		
163898	ALC-ENG111	17/04/2021	J		ENG		ALEC	ALEC01	01-100	1000		
163901	ALC-ENG111	18/04/2021	J		ENG		ALEC	ALEC01	01-100	1000		
163904	ALC-ENG111	19/04/2021	J		ENG		ALEC	ALEC01	01-100	1000		
163907	ALC-ENG111	20/04/2021	J		ENG		ALEC	ALEC01	01-100	1000		
		21/04/2021	J		ENG		ALEC	ALEC01	01-100	1000		

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8) Calculations of the pro-rated benefits and BW:

Period	4
Month Days	30
Worked Days	16
Benefit Changed	
Leaves	0
FDLA	$600/30 * 16 = 320$
GNLW	$3000/30 * 16 = 1600$
HSLW	$1500/30 * 16 = 800$
MDLW	$2000/30 * 16 = 1066.66$
SCLW	$1200/30 * 16 = 640$
TRANS	$1200/30 * 16 = 640$
BW	$14000/30 * 16 = 7466.66$

MID YEAR PAY HISTORY															
<div> <div>Save</div> <div>Exit</div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>															
<div> <div>Selection Criteria</div> <div> <div>Company</div> <div>ALEC</div> <div>ALEC UAE Company</div> </div> <div> <div>Pay Run</div> <div>DBMN</div> <div>Year</div> <div>2021</div> <div>Period</div> <div>4</div> </div> <div> <div>Employee No</div> <div>ALC-ENG111</div> <div>KASHEF, AZIZ</div> </div> <div>Display</div> </div>															
<div> <div>Mid-Year Pay History</div> <div> <div>Company</div> <div>ALEC UAE Company</div> </div> <div> <div>Pay Run</div> <div>DUBAI MONTHLY</div> </div> <div> <div>Period Start Date</div> <div>01/04/2021</div> </div> <div> <div>End Date</div> <div>30/04/2021</div> </div> <div> <div>View</div> <div>Freeze</div> <div>Detach</div> <div>Search</div> <div>Insert</div> <div>Insert Multiple</div> <div>Delete</div> <div>Duplicate Record</div> <div>Workflows</div> <div>Report Options</div> <div>Export</div> <div>ECM Documents</div> <div>User Extensions</div> </div> </div>															
* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
ALEC	DBMN	2021	4	ALC-ENG111	AZIZ KASHEF	BN	CARW	1,000.00	1,000.00	7,466.67	7,466.67	ALEC	DUBAI	G	00
ALEC	DBMN	2021	4	ALC-ENG111	AZIZ KASHEF	BN	FDLA	320.00	320.00	7,466.67	7,466.67	ALEC	DUBAI	G	00
ALEC	DBMN	2021	4	ALC-ENG111	AZIZ KASHEF	BN	GHLW	1,500.00	1,500.00	7,466.67	7,466.67	ALEC	DUBAI	G	00
ALEC	DBMN	2021	4	ALC-ENG111	AZIZ KASHEF	BN	HSLW	800.00	800.00	7,466.67	7,466.67	ALEC	DUBAI	G	00
ALEC	DBMN	2021	4	ALC-ENG111	AZIZ KASHEF	BN	MDLW	1,066.67	1,066.67	7,466.67	7,466.67	ALEC	DUBAI	G	00
ALEC	DBMN	2021	4	ALC-ENG111	AZIZ KASHEF	BN	SCLW	540.00	540.00	7,466.67	7,466.67	ALEC	DUBAI	G	00
ALEC	DBMN	2021	4	ALC-ENG111	AZIZ KASHEF	BN	TRNS	540.00	540.00	7,466.67	7,466.67	ALEC	DUBAI	G	00
								6,066.67	6,066.67	52,266.69	52,266.69				

MID YEAR PAY HISTORY															
<div> <div>Save</div> <div>Exit</div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>															
<div> <div>Mid-Year Pay History</div> <div> <div>Company</div> <div>ALEC UAE Company</div> </div> <div> <div>Pay Run</div> <div>DUBAI MONTHLY</div> </div> <div> <div>Period Start Date</div> <div>01/04/2021</div> </div> <div> <div>End Date</div> <div>30/04/2021</div> </div> <div> <div>View</div> <div>Freeze</div> <div>Detach</div> <div>Search</div> <div>Insert</div> <div>Insert Multiple</div> <div>Delete</div> <div>Duplicate Record</div> <div>Workflows</div> <div>Report Options</div> <div>Export</div> <div>ECM Documents</div> <div>User Extensions</div> </div> </div>															
* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
ALEC	DBMN	2021	4	ALC-ENG111	AZIZ KASHEF	BW	NWHR	7,466.67	7,466.67			ALEC	DUBAI	G	00
ALEC	DBMN	2021	4	ALC-ENG111	AZIZ KASHEF	BW	NWHR	466.66	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	4	ALC-ENG111	AZIZ KASHEF	BW	NWHR	466.66	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	4	ALC-ENG111	AZIZ KASHEF	BW	NWHR	466.66	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	4	ALC-ENG111	AZIZ KASHEF	BW	NWHR	466.66	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	4	ALC-ENG111	AZIZ KASHEF	BW	NWHR	466.66	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	4	ALC-ENG111	AZIZ KASHEF	BW	NWHR	466.66	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	4	ALC-ENG111	AZIZ KASHEF	BW	NWHR	466.66	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	4	ALC-ENG111	AZIZ KASHEF	BW	NWHR	466.66	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	4	ALC-ENG111	AZIZ KASHEF	BW	NWHR	466.66	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	4	ALC-ENG111	AZIZ KASHEF	BW	NWHR	466.66	0.00			ALEC	DUBAI	J	00
								14,933.23	7,466.67						

## New Calculation Method Added for Cash and Non-Cash Lump Sum Benefits – Dubai Region (21.47918/HCM 467 and HCM-468)

### Overview

CMIC has implemented a new method to calculate cash and non-cash lump sum benefits. Percentage benefits cannot be pro-rated or part of a package.

### Pre-requisites

- 1) Alternate Workdays should be set to 7 working days as per Dubai region.

**ALTERNATE WORK DAYS** Save Exit Print Help Search

**Selection Criteria**  
 Company: ALEC  ALEC UAE Company

**Weekly Schedule**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Pay Run	Description	* Pay Grp	Description	* Employee No.	Name	* Mon	* Tue	* Wed	* Thu	* Fri	* Sat
DBMN	DUBAI MONTHLY	ENGR	ENGINEERS	*	All Employees	Work	Work	Work	Work	Work	Work

- 2) Non-cash benefits should not be part of the package or have pro-rate lump sum benefit box is checked. The paid in cash box should be unchecked.

**BENEFITS MASTER** Table Mode Save Exit Print Help Search

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code: CMP1  
 \* Description: ALEC Engrs-Camp1  
 \* Short Description: CAMP1  
 Reporting Group:

☐ Prevailing Wage ☐ Include in Package  
☐ Lump Sum ☐ Pro-rate Lump Sum Benefit  
 \* Base Code: NONE  None ☐ \* Employee Level Lump Sum Benefit. Pay Only One Plan Per Pay Period

Amount:

☐ Paid in Cash ☐ Calculation Benefit  
☐ Job Allocation ☐ Work Location Allocation  
☐ Department Allocation ☐ \* Calculate Overhead  
☐ Allocate Non Prevailing Wage Benefits to Prevailing Wage Jobs  
☐ Dependent Enrollment Allowed ☐ Exclude Without Wages  
☐ Process Separate Check For This Benefit ☐ Print Check Only  
☐ Create Voucher For Accounts Payable ☐ \* Include in Salary in GC Monitor  
☐ \* Job Allocation Using User-Defined Base Code  
☐ \* Include in Retropay Processing

\* Job Allocation Based On: Default Method   
 Temporary Check Number:   
 \* Calculation Sequence: 3333333333385   
 Effectuated Deduction:   
 Print Order: 1  
 Maximum Limit Group Code:

## Modifications

Include in Package and Pro-rate Lump Sum Benefit boxes are unchecked when the benefit is a percentage. Percentage benefits are paid in cash.

**BENEFITS MASTER** Table Mode Save Exit Print Help Search

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code: PRBE  
 \* Description: ALEC Engr - Percentage  
 \* Short Description: PERCENTAGE  
 Reporting Group:

☐ Prevailing Wage ☐ Include in Package  
☐ Percentage ☐ Pro-rate Lump Sum Benefit  
 \* Base Code: BASE  Base Wage ☐ \* Employee Level Lump Sum Benefit. Pay Only One Plan Per Pay Period

Amount:

☒ Paid in Cash ☐ Calculation Benefit  
☐ Job Allocation ☐ Work Location Allocation  
☐ Department Allocation ☐ \* Calculate Overhead  
☐ Allocate Non Prevailing Wage Benefits to Prevailing Wage Jobs  
☐ Dependent Enrollment Allowed ☐ Exclude Without Wages  
☐ Process Separate Check For This Benefit ☐ Print Check Only  
☐ Create Voucher For Accounts Payable ☐ \* Include in Salary in GC Monitor  
☐ \* Job Allocation Using User-Defined Base Code  
☐ \* Include in Retropay Processing

\* Job Allocation Based On: Default Method   
 Temporary Check Number:   
 \* Calculation Sequence: 3333333333384   
 Effectuated Deduction:   
 Print Order: 1  
 Maximum Limit Group Code:



## Implementation

The following is an example using a no-packaged percentage benefit.

An employee is hired on 10<sup>th</sup> of January,2021 with a non-packaged percentage benefit. The benefit will not pro-rate as a lump sum benefit. Non-cash benefits pay amounts are part of this example.

EMPLOYEE PROFILE

Table Mode Save Exit

### Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # ALC-ENG140 Employee Full Name HADAD JAMAL Copy Employee Notes

**Personal** Company Rates/Salary Address HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

Prefix  
\* Last Name HADAD \* First Name JAMAL  
Initial / Middle Name Suffix  
\* SSN / SIN 837678545 Alias  
\* Type Salaried \* Full / Part Full-Time  
\* Status A Active  
\* Work Status Working \* FLSA Type Non-Exempt Salary Frequency Monthly  
☒ Allow Accrued Leave  
☐ Unionized  
☒ Eligible for Rehire  
Union  
Union Membership Date Union Member No.  
Position Description  
\* Date of Birth 01/01/1980 Place of Birth  
\* Hire Date 10/01/2021 Seniority Date  
Termination Date Next Review Date  
Re-Hire Date Adjusted Service Date  
Date Deceased \* Primary Employee ALC-ENG140  
License / Certificate  
Skills

Upload Photo Remove Photo  
Create HCM Contact to upload photo

EMPLOYEE PACKAGE

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Base	Wage		Basic Salary			10/01/2021		12,000.00		
Elected	FDLA	AETNA	ALEC Engrs-Food Benefit	ALEC	ALEC	10/01/2021		600.00		
Elected	GNLW	AETNA	ALEC Engrs-General Benefit	ALEC	ALEC	10/01/2021		3,000.00		
Elected	HSLW	AETNA	ALEC Engrs-Housing Benefit	ALEC	ALEC	10/01/2021		1,500.00		
Elected	MDLW	AETNA	ALEC Engrs-Medical Benefit	ALEC	ALEC	15/09/2021		2,500.00		
Elected	SCLW	AETNA	ALEC Engrs-School Benefit	ALEC	ALEC	10/01/2021		1,200.00		
Elected	TRNS	AETNA	ALEC Engrs-Transportation	ALEC	ALEC	10/01/2021		1,200.00		
								22,000.00		

**NON-PACKAGES**

CMP1  
CMP2  
CMP3  
NON CASH BENEFITS

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Elected	CARW	AETNA	ALEC Engrs-Car Benefit	ALEC	ALEC	10/01/2021		1,000.00		
Elected	CMP1	AETNA	ALEC Engrs-Camp1	ALEC	ALEC	10/01/2021		1,500.00		
Elected	CMP2	AETNA	ALEC Engrs-Camp2 PERCENT	ALEC	ALEC	10/01/2021		5.00		
Elected	CMP3	AETNA	ALEC Engrs-Camp3 Hourly	ALEC	ALEC	10/01/2021		50.00		
Elected	PRBE	AETNA	Alec Engr - Percentage	ALEC	ALEC	10/01/2021		1.00		
								2,556.00		

Noncash benefits setup is shown below.

**BENEFITS MASTER** Table Mode Save Exit Print Help Refresh Undo Redo

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code

\* Description

\* Short Description

Reporting Group

☐ Prevailing Wage ☐ Include in Package

\* Type  ☐ Pro-rate Lump Sum Benefit

\* Base Code  ☐ \* Employee Level Lump Sum Benefit. Pay Only One Plan Per Pay Period

Amount

☐ Paid in Cash ☐ Calculation Benefit

☐ Job Allocation ☐ Work Location Allocation

☐ Department Allocation ☐ \* Calculate Overhead

☐ Allocate Non Prevailing Wage Benefits to Prevailing Wage Jobs

☐ Dependent Enrollment Allowed ☐ Exclude Without Wages

☐ Process Separate Check For This Benefit ☐ Print Check Only

☐ Create Voucher For Accounts Payable ☐ \* Include in Salary In GC Monitor

\* Job Allocation Based On  ☐ \* Job Allocation Using User-Defined Base Code

Temporary Check Number

\* Calculation Sequence  [View Used Seq](#)

Effect Deduction

Print Order

Maximum Limit Group Code

☐ \* Include in Retropay Processing

**COMPANY BENEFITS** Table Mode Save Exit Print Help Refresh Undo Redo

**Selection Criteria**

\* Company

Pay Group

Pay Run

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

**Basic** **Pay Frequency** **Advanced**

\* Benefit Code   ☐ Cash

\* Plan Code

\* Plan Option

\* Start Date

End Date

\* Benefit Type

Debit Dept. Code

\* Debit Account Code

Credit Dept. Code

\* Credit Account Code

Benefit

**EMPLOYEE BENEFITS** Table Mode Save Exit Print Help Refresh Undo Redo

**Selection Criteria**

Company

Employee

Employee Pay Group

Pay Run

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

Benefit Code

Plan Code

Plan Option

Start Date

Benefit Type

\* Effective Date

Benefit Amount

☐ \* Out Of Area

End Date

Vendor

Vendor Address

Comment

[Enroll Dependents](#)

**BENEFITS MASTER** Table Mode Save Exit Print Help Search

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code

\* Description

\* Short Description

Reporting Group

☐ Prevailing Wage ☐ Include in Package

\* Type

☐ Pro-rate Lump Sum Benefit

\* Base Code   ☐ \* Employee Level Lump Sum Benefit. Pay Only One Plan Per Pay Period

Amount

☐ Paid in Cash ☐ Calculation Benefit

☐ Job Allocation ☐ Work Location Allocation

☐ Department Allocation ☐ \* Calculate Overhead

☐ Allocate Non Prevailing Wage Benefits to Prevailing Wage Jobs

☐ Dependent Enrollment Allowed

☐ Process Separate Check For This Benefit

☐ Create Voucher For Accounts Payable

☐ Exclude Without Wages

☐ Print Check Only

☐ \* Include in Salary In GC Monitor

☐ \* Job Allocation Using User-Defined Base Code

☐ \* Include in Retropay Processing

\* Job Allocation Based On

Temporary Check Number

\* Calculation Sequence  [View Used Seq](#)

Effectuated Deduction

Print Order

Maximum Limit Group Code

**COMPANY BENEFITS** Table Mode Save Exit Print Help Search

**Selection Criteria**

\* Company

Pay Group

Pay Run

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

**Basic** [Pay Frequency](#) [Advanced](#)

\* Benefit Code   ☐ Cash

\* Plan Code

\* Plan Option

\* Start Date

End Date

\* Benefit Type

Debit Dept. Code

\* Debit Account Code

Credit Dept. Code

\* Credit Account Code

Benefit

**EMPLOYEE BENEFITS** Table Mode Save Exit Help Info Print Undo Redo

**Selection Criteria**

Company  ALEC UAE Company

Employee  JAMAL HADAD

Employee Pay Group  ENGINEERS

Pay Run  DUBAI MONTHLY

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

Benefit Code  Benefit Name

Plan Code  Plan Name

Plan Option  Plan Option Name

Start Date  Frequency

Benefit Type  Default Amount

\* Effective Date

Benefit Amount

☐ \* Out Of Area

End Date

Vendor  Vendor Name

Vendor Address

Comment

[Enroll Dependents](#)

**BENEFITS MASTER** Table Mode Save Exit Help Info Print Undo Redo

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code

\* Description

\* Short Description

Reporting Group

☐ Prevailing Wage ☐ Include in Package

\* Type  ☐ Pro-rate Lump Sum Benefit

\* Base Code  Hours Worked ☐ \* Employee Level Lump Sum Benefit. Pay Only One Plan Per Pay Period

Amount

☐ Paid in Cash ☐ Calculation Benefit

☐ Job Allocation ☐ Work Location Allocation

☐ Department Allocation ☐ \* Calculate Overhead

☐ Allocate Non Prevailing Wage Benefits to Prevailing Wage Jobs

☐ Dependent Enrollment Allowed ☐ Exclude Without Wages

☐ Process Separate Check For This Benefit ☐ Print Check Only

☐ Create Voucher For Accounts Payable ☐ \* Include In Salary In GC Monitor

\* Job Allocation Based On  ☐ \* Job Allocation Using User-Defined Base Code

Temporary Check Number

\* Calculation Sequence  [View Used Seq](#) ☐ \* Include In Retropay Processing

Effectuated Deduction

Print Order

Maximum Limit Group Code

**COMPANY BENEFITS** Table Mode Save Exit Help Print Refresh Close

**Selection Criteria**

\* Company

Pay Group

Pay Run

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

**Basic** Pay Frequency Advanced

\* Benefit Code   ☐ Cash

\* Plan Code

\* Plan Option

\* Start Date

End Date

\* Benefit Type

Debit Dept. Code

\* Debit Account Code

Credit Dept. Code

\* Credit Account Code

Benefit

**EMPLOYEE BENEFITS** Table Mode Save Exit Help Print Refresh Close

**Selection Criteria**

Company

Employee

Employee Pay Group

Pay Run

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

Benefit Code

Plan Code

Plan Option

Start Date

Frequency

Benefit Type

Default Amount

\* Effective Date

Benefit Amount

☐ \* Out Of Area

End Date

Vendor

Vendor Address

Comment

Percentage cash benefit setup is shown below.

**BENEFITS MASTER** Table Mode Save Exit Print Help Search Filter Refresh

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code

\* Description

\* Short Description

Reporting Group

☐ Prevailing Wage ☐ Include in Package

\* Type

\* Base Code   ☐ Employee Level Lump Sum Benefit. Pay Only One Plan Per Pay Period

Amount

☒ Paid in Cash ☐ Calculation Benefit

☐ Job Allocation ☐ Work Location Allocation

☐ Department Allocation ☐ Calculate Overhead

☐ Allocate Non Prevailing Wage Benefits to Prevailing Wage Jobs

☐ Dependent Enrollment Allowed

☐ Process Separate Check For This Benefit

☐ Create Voucher For Accounts Payable

☐ Exclude Without Wages

☐ Print Check Only

\* Job Allocation Based On

☐ Include in Salary In GC Monitor

☐ Job Allocation Using User-Defined Base Code

☐ Include in Retropay Processing

Temporary Check Number

\* Calculation Sequence  View Used Seq

Effectuated Deduction

Print Order

Maximum Limit Group Code

**COMPANY BENEFITS** Table Mode Save Exit Print Help Search Filter Refresh

**Selection Criteria**

\* Company

Pay Group

Pay Run

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

**Basic** Pay Frequency Advanced

\* Benefit Code   ☒ Cash

\* Plan Code

\* Plan Option

\* Start Date

End Date

\* Benefit Type

Debit Dept. Code

\* Debit Account Code

Credit Dept. Code

\* Credit Account Code

Benefit

Base wage pro-rated for 22 days =  $12000/31 \times 22 = 8516.12$

1628 • R12 New Functionality (Draft)

MID YEAR PAY HISTORY

Display

Non cash benefits with a pay amount of zero

Mid-Year Pay History

Company: ALEC UAE Company Pay Run: DUBAI MONTHLY Period Start Date: 01/01/2021 End Date: 31/01/2021

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export ECM Documents User Extensions

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	CARW	1,000.00	1,000.00	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	CMP1	1,500.00	0.00	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	CMP2	425.81	0.00	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	CMP3	8,800.00	0.00	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	FDLA	425.81	425.81	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	GNLW	2,129.03	2,129.03	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	HSLW	1,064.52	1,064.52	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	PRBE	85.16	85.16	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	SCLW	851.61	851.61	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	TRNS	851.61	851.61	8,516.13	8,516.13	ALEC	DUBAI	G	00
								17,133.55	6,407.74	85,161.30	85,161.30				

MID YEAR PAY HISTORY

Display

Percentage cash benefit with 1%  
(8516.13\*0.01) = 85.16

Mid-Year Pay History

Company: ALEC UAE Company Pay Run: DUBAI MONTHLY Period Start Date: 01/01/2021 End Date: 31/01/2021

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export ECM Documents User Extensions

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	CARW	1,000.00	1,000.00	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	CMP1	1,500.00	0.00	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	CMP2	425.81	0.00	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	CMP3	8,800.00	0.00	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	FDLA	425.81	425.81	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	GNLW	2,129.03	2,129.03	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	HSLW	1,064.52	1,064.52	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	PRBE	85.16	85.16	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	SCLW	851.61	851.61	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	TRNS	851.61	851.61	8,516.13	8,516.13	ALEC	DUBAI	G	00
								17,133.55	6,407.74	85,161.30	85,161.30				

Another example with pro-ration of a benefit for an employee hired mid period with a non-cash benefit.

Hired employee 10/Jan/2022 elected a non-cash benefit of CMP1 that is part of the package and with pro-ration box checked.



**BENEFITS MASTER** Table Mode Save Exit Print Help Search

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code: CMP1

\* Description: ALEC Engrs-Camp1

\* Short Description: CAMP1

Reporting Group:

☐ Prevailing Wage ☒ Include in Package

\* Type: Lump Sum ☒ Pro-rate Lump Sum Benefit

\* Base Code: NONE ☐ Employee Level Lump Sum Benefit, Pay Only One Plan Per Pay Period

Amount:

☐ Paid in Cash ☐ Calculation Benefit

☐ Job Allocation ☐ Work Location Allocation

☐ Department Allocation ☐ Calculate Overhead

☐ Allocate Non Prevailing Wage Benefits to Prevailing Wage Jobs

☐ Dependent Enrollment Allowed

☐ Process Separate Check For This Benefit

☐ Create Voucher For Accounts Payable

\* Job Allocation Based On: Default Method

Temporary Check Number:

\* Calculation Sequence: 3333333333385 [View Used Seq](#)

Effect Deduction:

Print Order: 1

Maximum Limit Group Code:

☐ Exclude Without Wages

☐ Print Check Only

☐ Include in Salary In GC Monitor

☐ Job Allocation Using User-Defined Base Code

☐ Include in Retropay Processing

**EMPLOYEE PACKAGE** Save Exit Print Help Search

**PACKAGES**

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Base	Wage		Basic Salary			10/01/2021		12,000.00		
Elected	CMP1	AETNA	ALEC Engrs-Camp1	ALEC	ALEC	10/01/2021		1,500.00		
Elected	FDLA	AETNA	ALEC Engrs-Food Benefit	ALEC	ALEC	10/01/2021		600.00		
Elected	GNLW	AETNA	ALEC Engrs-General Benefit	ALEC	ALEC	10/01/2021		3,000.00		
Elected	HSLW	AETNA	ALEC Engrs-Housing Benefit	ALEC	ALEC	10/01/2021		1,500.00		
Elected	MDLW	AETNA	ALEC Engrs-Medical Benefit	ALEC	ALEC	15/09/2021		2,500.00		
Elected	SCLW	AETNA	ALEC Engrs-School Benefit	ALEC	ALEC	10/01/2021		1,200.00		
								23,500.00		

**NON-PACKAGES**

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Elected	CARW	AETNA	ALEC Engrs-Car Benefit	ALEC	ALEC	10/01/2021		1,000.00		
Elected	CMP2	AETNA	ALEC Engrs-Camp2 PERCENT	ALEC	ALEC	10/01/2021		5.00		
Elected	CMP3	AETNA	ALEC Engrs-Camp3 Hourly	ALEC	ALEC	10/01/2021		50.00		
Elected	PRBE	AETNA	Alec Engr - Percentage	ALEC	ALEC	10/01/2021		1.00		
								1,056.00		

After processing payroll to ensure that the benefit pro-rated. The CMP1 benefit was pro-rated for 22 working days starting 10<sup>th</sup> of Jan until the 31<sup>st</sup> of Jan.

MID YEAR PAY HISTORY

Save Exit

Mid-Year Pay History

Company: ALEC UAE Company Pay Run: DUBAI MONTHLY Period Start Date: 01/01/2021 End Date: 31/01/2021

CMP1 = 1500/31\*22 = 1064,52

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	CARW	1,000.00	1,000.00	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	CMP1	1,064.52	0.00	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	CMP2	425.81	0.00	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	CMP3	8,800.00	0.00	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	FDLA	425.81	425.81	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	GNIW	2,129.03	2,129.03	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	HSLW	1,064.52	1,064.52	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	PRBE	85.16	85.16	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	SCLW	851.61	851.61	8,516.13	8,516.13	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG140	JAMAL HADAD	BN	TRNS	851.61	851.61	8,516.13	8,516.13	ALEC	DUBAI	G	00
								16,698.07	6,407.74	85,161.30	85,161.30				

## PYC – QC Group Insurance Maintenance (21.49034/18.64007)

### WORK DESCRIPTION:

Ability to change the Employer Contribution based on the Work province of the employee under the QA Group Insurance Maintenance screen. The Company will continue to pay the 70% of the insurance prime in province of Quebec but needs to pay the insurance prime at 100% outside province of Quebec (QC).

### PROGRAM MODIFICATIONS:

#### Province Override Tab:

CMiC has modified the Quebec Insurance Group Maintenance Screen by adding a new tab called the **"Province Override"**. Province and Employer Contr. Percentage columns will be displayed on the screen. User will be able to enter alternate percentage values for other provinces against the Company and Group Code selected on the main screen. No changes will be done under Group Item/Deduction Codes block.

The existing column "Employer Contr. Percent" on the main screen will be considered as a Quebec Percentage, whereas for the other Provinces user will be able to enter different percentages under this new Override Popup screen. If the Override values are available for the work province of the employee, then system will take that percentage, otherwise system will take percentage from the main screen as per current functionality.

### Pre-Requisites

### Insurance Benefit Setup – Deduction Codes in CMiC System

The employer contribution of the deductions in the insurance group can be determined with the ability to group a set of related deductions into an insurance group. The user can specify the employer contribution for the group expressed as a percentage, specify the priority order when allocating the employer portion, and specify if each deduction in the group is subject to employer contribution. The amount paid by the employee is not tax deductible, but the amount paid by the employer can be subject to tax.

An Insurance Group can be set up in the Administration -> Deductions -> Quebec Insurance Group screen. The employer maximum contribution is specified as a percentage of the total employee

insurance premium. The deductions in the group are assigned a priority to specify the order in which the deductions will be distributed, allocating as much as it can to each until the maximum is reached or there are no more deductions.

Added a new entry of employer contribution percentage override by work province.

**CMiC ENTERPRISE TESTR12**

Enterprise | Etime | ESS | HCM | CMiC Field | EE Console | Edit Mode

Search for programs...

**QUEBEC INSURANCE GROUP MAINTENANCE**

**Selection Criteria**

Company | FYUS | LOFT Constructions Marjan-USA

**Groups**

* Group Code	Description	Employer Contr. Percent
HEALTH	Test Health Ins Group	50

**Group Items**

* Deduction Code	Description	Employer Priority
HINT	HEALTH COVERAGE INT PAY	1
DISS	Short Term Disability	2

**Province Override**

* Province Code	Description	* Employer Percent
ON	Ontario	70

The deductions are set up at the Master, Company and Employee level if necessary. The Employer Contribution flag at the Master Level will indicate if the deduction has an employer contribution or if the deduction is only paid by the employee.

#### Deduction HLTH Setup:

CMIC ENTERPRISE TESTR12

Enterprise Eltime ESS HCM CMIC Field EE Console Edit Mode

Search for programs...

DEDUCTIONS MASTER

FINANCIALS

PROJECT CONTROLS

HUMAN CAPITAL MANAGEMENT

Talent Management

Human Resources

US Payroll

International Payroll

Setup

Administration

Leaves

Benefits

Deductions

Master

Company

Employee

Union

Control Union

Union - Pay Rates

Base Elements

Plans

Plan Options

Deduction Details

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code HINT

\* Description HEALTH COVERAGE INT PAYROLL

\* Short Description HEALTH COVERAGE

Reporting Group

\* Type Lump Sum

Based On NONE

Amount

☐ Mandatory

☒ Employer Contribution

☐ Job Allocation

☐ Work Location Allocation

☐ Department Allocation

☐ Automatic Carry Forward

☐ Include on Invoices

☐ \* Dependents Enrollment Allowed

☐ \* Job Allocate Using User-Defined Base Code

☐ Create Voucher For Accts Payable

☐ \* Include In Retropay Processing

☐ Exclude Without Wages

\* Job Allocation Based On Default Method

\* Calculation Sequence 20015 All Used Sequences

Priority 1

Print Order 1

Maximum Limit Group Code

\* Employee Level Lump Sum Deduction. Deduct Only One Plan Per Pay Period

EE Console Edit Mode

COMPANY DEDUCTIONS

Selection Criteria

Company PYMC Caspian Canada Constructions

Pay Group NONE No Groups

Pay Run CABW Biweekly CA

Deduction Details

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

Basic Pay Frequency Employer Contribution Advanced

\* Deduction Code HINT HEALTH COVERAGE INT PAYROLL

\* Plan Code DEFAULT DEFAULT PLAN

\* Plan Option DEFAULT DEFAULT

\* Start Date 01/01/2019 End Date

\* Deduction Type Lump Sum

Credit Dept. Code 00 Company Level

\* Credit GL Account Code 6000.500 HMO Deduction

☒ Employer Contribution In The Advanced Tab

Employees Jobs Tax Elements

Deduction HINT HEALTH COVERAGE INT PAYROLL

eld EE Console Edit Mode

COMPANY DEDUCTIONS

Selection Criteria

Company

PYMC

Caspian Canada Constructions

Pay Group

NONE

No Groups

Pay Run

CABW

Biweekly CA

Deduction Details

Search

Insert

Delete

Previous

Next

Workflows

Report Options

ECM Documents

Basic

Pay Frequency

Employer Contribution

Advanced

\* Calculation Frequency

Bi-weekly

Amount

100.000

\* Remittance Frequency

Bi-weekly

Remittance Amount

Vendor

Comment

Create AP Voucher From Remittance Total Amount

Deduction

HINT

HEALTH COVERAGE INT PAYROLL

EE Console   Edit Mode

COMPANY DEDUCTIONS

Selection Criteria

Company

PYMC

Caspian Canada Constructions

Pay Group

NONE

No Groups

Pay Run

CABW

Biweekly CA

Deduction Details

Search

Insert

Delete

Previous

Next

Workflows

Report Options

ECM Doc

Basic

Pay Frequency

Employer Contribution

Advanced

Effective Date

\* Amount Type

Flat Amount

\* Amount

90

\* Maximum Type

Flat Amount

Maximum Amount

Department

Company Level

\* Debit Account

6300.100

HMO Deductions (DR)

Deduction

HINT

HEALTH COVERAGE INT PAYROLL

eld
EE Console
Edit Mode

EMPLOYEE DEDUCTIONS

Selection Criteria

Company

PYMC

Caspian Canada Constructions

Employee

POM-001

001 Sal Pom

Employee Pay Group

PYS

SALARIED

Pay Run

CABW

Biweekly CA

Deduction Details

Search

Insert

Delete

Previous

Next

Workflows

Report Options

ECM Documents

User Extensions

Deduction Code

HINT

HEALTH COVERAGE

Plan Code

DEFAULT

DEFAULT PLAN

Plan Option

DEFAULT

DEFAULT

Frequency

Bi-Weekly

Start Date

2019-01-01

Deduction Type

Lump Sum

Deduction Amount

50.00

Default Amount

100.00

\* Effective Date

01/01/2022

\* Out Of Area

End Date

Employer Contribution

Maximum Contribution

Employer Effective Date

Base Amount

Minimum Take Home

Yearly Total Amount

Life-To-Date Total Amount

Vendor

Vendor Address

Comment

Enroll Dependents

EMPLOYEE DEDUCTIONS

### Selection Criteria

Company
PVMC
Caspian Canada Constructions

Employee
POM-002
POM SAL 002

Employee Pay Group
PYS
SALARIED

Pay Run
CABW
Biweekly CA

### Deduction Details

Search
Insert
Delete
Previous
Next
Workflows
Report Options
ECM Documents
User Extensions

Deduction Code
HINT
HEALTH COVERAGE

Plan Code
DEFAULT
DEFAULT PLAN

Plan Option
DEFAULT
DEFAULT
Frequency
Bi-Weekly

Start Date
2019-01-01

Deduction Type
Lump Sum

Deduction Amount
60.00
Default Amount
100.00

\* Effective Date
01/01/2022
\* Out Of Area

End Date

Employer Contribution
Maximum Contribution

Employer Effective Date

Base Amount
Minimum Take Home

Yearly Total Amount
Life-To-Date Total Amount

Vendor

Vendor Address

Comment

Enroll Dependents



**EMPLOYEE DEDUCTIONS**

**Selection Criteria**

Company: PYMC Caspian Canada Constructions

Employee: POM-003 POM SAL 003

Employee Pay Group: PYS SALARIED

Pay Run: CABW Biweekly CA

**Deduction Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

Deduction Code: HINT HEALTH COVERAGE

Plan Code: DEFAULT DEFAULT PLAN

Plan Option: DEFAULT DEFAULT Frequency: Bi-Weekly

Start Date: 2019-01-01

Deduction Type: Lump Sum

Deduction Amount: 70.00 Default Amount: 100.00

\* Effective Date: 01/01/2022 \* Out Of Area

End Date:

Employer Contribution: Maximum Contribution:

Employer Effective Date:

Base Amount: Minimum Take Home:

Yearly Total Amount: Life-To-Date Total Amount:

Vendor: Vendor Address: Comment: Enroll Dependents

## Deduction DISS Setup:

**DEDUCTIONS MASTER**

**Deduction Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code: DISS

\* Description: Short Term Disability

\* Short Description: DISS

Reporting Group:

\* Type: Lump Sum

Based On: NONE None \* Employee Level Lump Sum Deduction. Deduct Only One Plan Per Pay Period

Amount: 120

☐ Mandatory

☒ Employer Contribution

☐ Job Allocation

☐ Work Location Allocation

☐ Department Allocation

☐ Automatic Carry Forward

☐ Include on Invoices

☐ \* Dependents Enrollment Allowed ☐ \* Job Allocate Using User-Defined Base Code

☐ Create Voucher For Accts Payable ☐ \* Include In Retropay Processing

☐ Exclude Without Wages

\* Job Allocation Based On: Default Method

\* Calculation Sequence: 20017 All Used Sequences

Priority: 1

Print Order: 1

Maximum Limit Group Code:

EE Console   Edit Mode

COMPANY DEDUCTIONS

Selection Criteria

Company

PYMC

Caspian Canada Constructions

Pay Group

NONE

No Groups

Pay Run

CABW

Biweekly CA

Deduction Details

Search

Insert

Delete

Previous

Next

Workflows

Report Options

ECM Document

Basic

Pay Frequency

Employer Contribution

Advanced

\* Deduction Code

DISS

Short Term Disability

\* Plan Code

DEFAULT

DEFAULT PLAN

\* Plan Option

DEFAULT

DEFAULT

\* Start Date

01/01/2019

End Date

\* Deduction Type

Lump Sum

Credit Dept. Code

00

Company Level

\* Credit GL Account Code

6000.500

HMO Deduction

☒ Employer Contribution In The Advanced Tab

Employees

Jobs

Tax Elements

Deduction

DISS

Short Term Disability

EE Console Edit Mode

## COMPANY DEDUCTIONS

### Selection Criteria

Company PYMC Caspian Canada Constructions

Pay Group NONE No Groups

Pay Run CABW Biweekly CA

### Deduction Details

Search Insert Delete Previous Next Workflows Report Options ECM Documents

Basic **Pay Frequency** Employer Contribution Advanced

\* Calculation Frequency Bi-weekly

Amount 120.000

\* Remittance Frequency Bi-weekly

Remittance Amount

Vendor

Comment

☐ Create AP Voucher From Remittance Total Amount

Deduction DISS Short Term Disability

Id EE Console Edit Mode

## COMPANY DEDUCTIONS

### Selection Criteria

Company PYMC Caspian Canada Constructions

Pay Group NONE No Groups

Pay Run CABW Biweekly CA

### Deduction Details

Search Insert Delete Previous Next Workflows Report Options ECM Documents

Basic Pay Frequency **Employer Contribution** Advanced

Effective Date

\* Amount Type Flat Amount

\* Amount 100

\* Maximum Type Flat Amount

Maximum Amount

Department Company Level

\* Debit Account 6300.100 HMO Deductions (DR)

Deduction DISS Short Term Disability

EMPLOYEE DEDUCTIONS

Selection Criteria

Company

PYMC

Caspian Canada Constructions

Employee

POM-001

001 Sal Pom

Employee Pay Group

PYS

SALARIED

Pay Run

CABW

Biweekly CA

Deduction Details

Search

Insert

Delete

Previous

Next

Workflows

Report Options

ECM Documents

Deduction Code

DISS

DISS

Plan Code

DEFAULT

DEFAULT PLAN

Plan Option

DEFAULT

DEFAULT

Frequency

Bi-Weekly

Start Date

2019-01-01

Deduction Type

Lump Sum

Deduction Amount

85.00

Default Amount

120.00

\* Effective Date

01/01/2022

\* Out Of Area

End Date

Employer Contribution

Maximum Contribution

Employer Effective Date

Base Amount

Minimum Take Home

Yearly Total Amount

Life-To-Date Total Amount

Vendor

Vendor Address

Comment

Enroll Dependents

EMPLOYEE DEDUCTIONS

### Selection Criteria

Company	PYMC	Caspian Canada Constructions	
Employee	POM-002	POM SAL 002	
Employee Pay Group	PYS	SALARIED	
Pay Run	CABW	Biweekly CA	

### Deduction Details

Search Insert Delete Previous Next Workflows Report Options ECM Documents User

Deduction Code	DISS	DISS	
Plan Code	DEFAULT	DEFAULT PLAN	
Plan Option	DEFAULT	DEFAULT	Frequency <span style="border: 1px solid #ccc; padding: 2px;">Bi-Weekly</span>
Start Date	2019-01-01		
Deduction Type	Lump Sum		
Deduction Amount	85.00	Default Amount	120.00
* Effective Date	01/01/2022	<input type="checkbox"/> * Out Of Area	
End Date			
Employer Contribution			
Maximum Contribution			
Employer Effective Date		Minimum Take Home	
Base Amount			
Yearly Total Amount			
Life-To-Date Total Amount			
Vendor			
Vendor Address			
Comment			
<span>Enroll Dependents</span>			

EE Console EDIT MODE

## EMPLOYEE DEDUCTIONS

### Selection Criteria

Company PYMC Caspian Canada Constructions

Employee POM-003 POM SAL 003

Employee Pay Group PYS SALARIED

Pay Run CABW Biweekly CA

### Deduction Details

Search Insert Delete Previous Next Workflows Report Options ECM Documents

Deduction Code DISS DISS

Plan Code DEFAULT DEFAULT PLAN

Plan Option DEFAULT DEFAULT Frequency Bi-Weekly

Start Date 2019-01-01

Deduction Type Lump Sum

Deduction Amount 85.00 Default Amount 120.00

\* Effective Date 01/01/2022 ☐ \* Out Of Area

End Date

Employer Contribution Maximum Contribution

Employer Effective Date

Base Amount Minimum Take Home

Yearly Total Amount Life-To-Date Total Amount

Vendor

Vendor Address

Comment

Enroll Dependents

In the Tax Elements and Tax Elements by Transaction screens, the user can specify whether the employee deduction is tax deductible or whether employer portion is subject to tax. A deduction code can only have one or the other selected but not both.

EE Console EDIT MODE

## PAYROLL TAX ELEMENTS

### Selection Criteria

Country CA

Element Type Deduction

Element Code HINT HEALTH COVERAGE INT PAYROLL

### Tax Element Details

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Ext

State	Tax	Tax Name	* Start Date	End Date	Deduction ID	Rglr Pay	Factor	Taxed On	Country Code
ALL	FIT	Federal Tax	01/01/2019		03	<input checked="" type="checkbox"/>		Employee Portion	CA
ON	PWH	Provincial Withholding Tax	01/01/2019		03	<input checked="" type="checkbox"/>		Employee Portion	CA

During payroll processing, the maximum for the insurance group is determined by the percentage defined for the group multiplied by the total amount of the employee portion of the deductions.

**Test Case Example: ON Province should be calculated at 70%**

TEST R12

EE Console Edit Mode

MID YEAR PAY HISTORY

Save Exit

Selection Criteria

Company PYMC Caspian Canada Constructions

Pay Run CABW Year 2022 Period 2

Employee No POM-001 Sal Pom. 001

Display

Mid-Year Pay History

Company Caspian Canada Constructions Pay Run Biweekly CA Period Start Date 01/16/2022 End Date 01/29/2022

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export ECM Documents User Extensions

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept	Gl Acc	Emp Dept	CR Acc	Batch Num
PYMC	CABW	2022	2	POM-001	001 Sal Pom	BW	NWHR	2,307.69	2,307.69			PYMC	TORONTO	G	00	6000.100	00	1000.40	
PYMC	CABW	2022	2	POM-001	001 Sal Pom	DE	DISS	64.00	0.00	2,307.69	2,307.69	PYMC	TORONTO	G	00	6300.100	00	6000.50	
PYMC	CABW	2022	2	POM-001	001 Sal Pom	DE	DISS	66.00	-66.00	2,307.69	2,307.69	PYMC	TORONTO	G	00	1000.400	00	6000.50	
PYMC	CABW	2022	2	POM-001	001 Sal Pom	DE	HINT	100.00	0.00	2,307.69	2,307.69	PYMC	TORONTO	G	00	6300.100	00	6000.50	
PYMC	CABW	2022	2	POM-001	001 Sal Pom	TX	CPP1	123.86	-123.86	2,307.69		PYMC	*ALL	G	00	1000.400	00	6500.30	
PYMC	CABW	2022	2	POM-001	001 Sal Pom	TX	CPP2	123.86	0.00	2,307.69		PYMC	*ALL	G	00	6500.310	00	6500.30	
PYMC	CABW	2022	2	POM-001	001 Sal Pom	TX	EEHT	23.08	-23.08	2,307.69		PYMC	*ON	G	00	1000.400	00	6500.30	
PYMC	CABW	2022	2	POM-001	001 Sal Pom	TX	EHT	45.00	0.00	2,307.69		PYMC	*ON	G	00	6500.320	00	6500.30	
PYMC	CABW	2022	2	POM-001	001 Sal Pom	TX	EI1	36.47	-36.47	2,307.69		PYMC	*ALL	G	00	1000.400	00	6500.30	
PYMC	CABW	2022	2	POM-001	001 Sal Pom	TX	EI2	51.05	0.00	2,307.69		PYMC	*ALL	G	00	6500.310	00	6500.30	
PYMC	CABW	2022	2	POM-001	001 Sal Pom	TX	FIT	238.81	-238.81	2,241.69		PYMC	*ALL	G	00	1000.400	00	6500.30	
PYMC	CABW	2022	2	POM-001	001 Sal Pom	TX	PWHT	102.49	-102.49	2,241.69		PYMC	*ON	G	00	1000.400	00	6500.310	
								3,272.31	1,716.98	25,282.89	6,923.87								

EE Console Edit Mode

EMPLOYEE PAY HISTORY

Save Exit

Employee Pay History

Company PYMC Caspian Canada Constructions

Pay Run CABW Biweekly CA

Year 2022 Period 2 To

Employee POM-001 001 Sal Pom Assigned Check No

Detail

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

* Period	Usr Chk	* Tran Type	* Tran Code	Plan Code	Plan Option	Quantity	Amount	Pay Amount	Gross Earning	WRL Code	DT	Dept/Job	Acc code/Phase	Catagory	Debit Dept	Debit Account	Credit Dept
2		BW	NWHR			80	2307.69	2307.69		TORONTO	G	00	6000.100		00		00
2		DE	DISS	DEFAULT	DEFAULT	0	54	0	2307.69	TORONTO	G	00	6300.100		00		00
2		DE	DISS	DEFAULT	DEFAULT		66	-66	2307.69	TORONTO	G	00	1000.400		00		00
2		DE	HINT	DEFAULT	DEFAULT	0	100	0	2307.69	TORONTO	G	00	6300.100		00		00
2		TX	CPP1				123.86	-123.86	2307.69	*ALL	G	00	1000.400		00		00
							3,272.31	1,716.98									

Tran Type Basic Wage Tran Code Desc Normal Hour Plan Option Normal Hour Plan: Option:

Work Location TORONTO Account Desc National Bank - CAN Payroll Debit Dept Company Level Credit Dept Company Level

field		EE Console		Edit Mode																																			
MID YEAR PAY HISTORY																																							
Selection Criteria																																							
Company		PYMC Caspian Canada Constructions																																					
Pay Run		CABW																																					
Employee No		POM-002																																					
		SAL 002, POM																																					
Mid-Year Pay History																																							
Company		Caspian Canada Constructions																																					
Pay Run		Biweekly CA																																					
Period Start Date		01/16/2022																																					
End Date		01/29/2022																																					
View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export ECM Documents User Extensions																																							
* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept	GI Acc	Emp Dept	CR Acc	Batch Num																				
PYMC	CABW	2022	2	POM-002	POM SAL 002	BW	NWHR	2,307.69	2,307.69			PYMC	TORONTO	G	00	6000.100	00	6000.40																					
PYMC	CABW	2022	2	POM-002	POM SAL 002	DE	DISS	54.00	0.00	2,307.69	2,307.69	PYMC	TORONTO	G	00	6300.100	00	6000.50																					
PYMC	CABW	2022	2	POM-002	POM SAL 002	DE	DISS	66.00	-66.00	2,307.69	2,307.69	PYMC	TORONTO	G	00	1000.400	00	6000.50																					
PYMC	CABW	2022	2	POM-002	POM SAL 002	DE	HINT	100.00	0.00	2,307.69	2,307.69	PYMC	TORONTO	G	00	6300.100	00	6000.50																					
PYMC	CABW	2022	2	POM-002	POM SAL 002	TX	CPP1	123.86	-123.86	2,307.69		PYMC	*ALL	G	00	1000.400	00	6500.30																					
PYMC	CABW	2022	2	POM-002	POM SAL 002	TX	CPP2	123.86	0.00	2,307.69		PYMC	*ALL	G	00	6500.31	00	6500.30																					
PYMC	CABW	2022	2	POM-002	POM SAL 002	TX	EEHT	23.08	-23.08	2,307.69		PYMC	*ON	G	00	1000.400	00	6500.30																					
PYMC	CABW	2022	2	POM-002	POM SAL 002	TX	EHT	45.00	0.00	2,307.69		PYMC	*ON	G	00	6500.32	00	6500.30																					
PYMC	CABW	2022	2	POM-002	POM SAL 002	TX	EI1	36.47	-36.47	2,307.69		PYMC	*ALL	G	00	1000.400	00	6500.30																					
PYMC	CABW	2022	2	POM-002	POM SAL 002	TX	EI2	51.05	0.00	2,307.69		PYMC	*ALL	G	00	6500.31	00	6500.30																					
PYMC	CABW	2022	2	POM-002	POM SAL 002	TX	FIT	238.81	-238.81	2,241.69		PYMC	*ALL	G	00	1000.400	00	6500.30																					
PYMC	CABW	2022	2	POM-002	POM SAL 002	TX	PWHT	102.49	-102.49	2,241.69		PYMC	*ON	G	00	1000.400	00	6500.31																					
								3,272.31	1,716.98	25,252.59	6,923.07																												

TESTR12

EE ConsoleEdit Mode

EMPLOYEE PAY HISTORY

SaveExitPrintHelpRefreshFilter

Employee Pay History

CompanyPYMCQ[Caspian Canada Constructions]

Pay RunCABWQ[Biweekly CA]

Year2022Period2Q[ ]To[ ]

Period2Q[ ]To[ ]

EmployeePOM-002Q[POM SAL 002]

Assigned Check No[ ]Q[ ]

Detail

ViewFreezeDetachSearchWorkflowsReport OptionsExportECM DocumentsUser Extensions

* Period	Utr Chk	* Tran Type	* Tran Code	Plan Code	Plan Option	Quantity	Amount	Pay Amount	Gross Earning	WRL Code	DT	Dept/Job	Acc code/Phase	Catagory	Debit Dept	Debit Account	Credit Dept
2		BW	NWHR			80	2307.69	2307.69		TORONTO	G	00	6000.100		00		00
2		DE	DISS	DEFAULT	DEFAULT	0	54	0	2307.69	TORONTO	G	00	6300.100		00		00
2		DE	DISS	DEFAULT	DEFAULT		66	-66	2307.69	TORONTO	G	00	1000.400		00		00
2		DE	HINT	DEFAULT	DEFAULT	0	100	0	2307.69	TORONTO	G	00	6300.100		00		00
2		TX	CPP1				123.86	-123.86	2307.69	*ALL	G	00	1000.400		00		00
							3,272.31	1,716.98									

Tran TypeBasic Wage

Work LocationTORONTO

Tran Code DescNormal Hour

Account DescNational Bank - CAN Payroll

Plan OptionNormal Hour Plan: Option:

Debit DeptCompany Level

Credit DeptCompany Level

The employee total insurance premium amount is \$220 (100 + 120) and the maximum employer contribution percentage for the insurance group is 70% for Province of Ontario -ON which is setup under the Province Override Tab. System will calculate the maximum employer contribution amount as 220 X 70% = \$154.

In order of priority, the employer contribution amount is distributed to deduction HLTH (HINT) first at \$100 and the employee contribution amount is reduced by \$100 which is 0. Then deduction DISS Employer is calculated at \$54, and the employee contribution amount (\$120) is reduced by \$54 which is \$66. Total of above employee and employer deduction premiums are equal to \$220 (54 +66 +100).

**Test Case Example: QC Province should be calculated at 50%**



TESTR12 MARJANR12

field EE Console Edit Mode

**MID YEAR PAY HISTORY** Save Exit Print Help Info

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**Selection Criteria**

Company PYMC Caspian Canada Constructions

Pay Run CABW \* Year 2022 Period 3

Employee No POM-003 SAL 003, POM

Display

---

**Mid-Year Pay History**

Company Caspian Canada Constructions Pay Run Biweekly CA Period Start Date 01/30/2022 End Date 02/12/2022

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export ECM Documents User Extensions

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
PYMC	CABW	2022	3	POM-003	POM SAL 003	BW	NWHR	164.84	164.84			PYMC	TORONTO	G	00
PYMC	CABW	2022	3	POM-003	POM SAL 003	BW	NWHR	2,142.86	2,142.86			PYMC	QUEBEC CITY	G	00
PYMC	CABW	2022	3	POM-003	POM SAL 003	DE	DISS	10.00	0.00	2,307.70	2,307.70	PYMC	QUEBEC CITY	G	00
PYMC	CABW	2022	3	POM-003	POM SAL 003	DE	DISS	110.00	-110.00	2,307.70	2,307.70	PYMC	TORONTO	G	00
PYMC	CABW	2022	3	POM-003	POM SAL 003	DE	HINT	100.00	0.00	2,307.70	2,307.70	PYMC	QUEBEC CITY	G	00
PYMC	CABW	2022	3	POM-003	POM SAL 003	TX	CNT	1.38	0.00	2,307.70		PYMC	**QC	G	00
PYMC	CABW	2022	3	POM-003	POM SAL 003	TX	FIT	190.32	-190.32	2,197.70		PYMC	*ALL	G	00
PYMC	CABW	2022	3	POM-003	POM SAL 003	TX	HSF	38.08	0.00	2,307.70		PYMC	**QC	G	00
PYMC	CABW	2022	3	POM-003	POM SAL 003	TX	PWHT	269.91	-269.91	2,260.20		PYMC	**QC	G	00
PYMC	CABW	2022	3	POM-003	POM SAL 003	TX	QE1	27.70	-27.70	2,307.70		PYMC	*ALL	G	00
PYMC	CABW	2022	3	POM-003	POM SAL 003	TX	QE2	38.77	0.00	2,307.70		PYMC	*ALL	G	00

TESTR12 MARJANR12

field EE Console Edit Mode

**EMPLOYEE PAY HISTORY** Save Exit Print Help Info

---

**Employee Pay History**

Company PYMC Caspian Canada Constructions

Pay Run CABW Biweekly CA

Year 2022 Period 3 01/30/2022 To 02/12/2022

Employee POM-003 POM SAL 003 Assigned Check No

---

**Detail**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

* Period	User Chk	* Tran Type	* Tran Code	Plan Code	Plan Option	Quantity	Amount	Pay Amount	Gross Earning	WRL Code	DT	Dept/Job	Acc code/Phase	Category	Debit Dept	Debit Account	Credit Dept
3		BW	NWHR			80	2142.86	2142.86		QUEBEC CIT	G	00	6000.100		00		00
3		BW	NWHR			0	164.84	164.84		TORONTO	G	00	6000.100		00		00
3		DE	DISS	DEFAULT	DEFAULT	0	10	0	2307.7	QUEBEC CIT	G	00	6300.100		00		00
3		DE	DISS	DEFAULT	DEFAULT		110	-110	2307.7	TORONTO	G	00	1000.400		00		00
3		DE	HINT	DEFAULT	DEFAULT	0	100	0	2307.7	QUEBEC CIT	G	00	6300.100		00		00
							3,388.51	1,564.73									

Tran Type Basic Wage Tran Code Desc Normal Hour Plan Option Normal Hour Plan: Option: Work Location QUEBEC CITY Account Desc National Bank - CAN Payroll Debit Dept Company Level Credit Dept Company Level

The employee total insurance premium amount is \$220 (100 + 110+10) and the maximum employer contribution percentage for the insurance group is 50% for QC (setup on the main screen). System will calculate the maximum employer contribution amount as 220 X 50% = \$110. In order of priority, the employer contribution amount is distributed to deduction HLTH (HINT) first at \$100 and the employee contribution amount is reduced by \$100 which is 0. Then deduction DISS is calculated at \$10 and the employee contribution amount 120 is reduced by \$10 which is \$110.

Total of above employee and employer Deduction premiums are equal to \$ 220 (10 + 110 + 100).

# Annual Leave Processing - New Calculation Method Added to Calculate Annual Leaves in Dubai Region (21.50021/HCM-455)

## Overview

CMIC has added a new drop-down column with multiple options on the Hour Type screen to calculate annual leave based on either “Wage”, “Partial package”, or “Full Package”. UAE and its regions have various types of leaves paid for employees. Some of them are regulated by the UAE labour law, such as annual leave. For annual leave, the worker must receive their basic salary in addition to a housing allowance if such an allowance is stipulated in the contract.

## Pre-requisites

- 1) Alternate Workdays has to be setup to 7 working days as per Dubai region.

ALTERNATE WORK DAYS

Selection Criteria

Company: ALEC ALEC UAE Company

Weekly Schedule

Pay Run	Description	Pay Grp	Description	Employee No.	Name	Mon	Tue	Wed	Thu	Fri	Sat	Sun
DBMN	DUBAI MONTHLY	ENOR	ENGINEERS	*	All Employees	Work	Work	Work	Work	Work	Work	Work

- 2) Annual leave setup is required.

LEAVES MASTER

Leave Details

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Leave Code: ANLE

\* Leave Description: ANNUAL LEAVE - ALEC

\* Short Description: ANNUAL LEAVE

\* Leave Type: Cash

\* Accrued Amount By: Fixed Hours

\* Carry Forward: ☒

\* Accessible In Employee Self Service: View Only

\* Leave Calculation Method: Pay Run Year

☐ Include In PY Forecast Burden Calculation

☒ Included In Year of Service Calculation

☒ Show Leave On Pay Check And Pay Stub ☐ Job Allocation

COMPANY LEAVES

Selection Criteria

\* Company: ALEC ALEC UAE Company

\* Pay Group: ALL All Groups

\* Pay Run: DBMN DUBAI MONTHLY Copy

Company Leave Details

General Accounting Advanced Setup

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Leave Code: ANLE ANNUAL LEAVE - ALEC

Short Description: ANNUAL LEAVE

Leave Calculation Method: Pay Run Year

Leave Type: Cash

Eligible Days: 30.00

Pay Percent: 100

Eligible Hours: 240.00

Accrued Percentage: ☒

Carry Forward: ☒

Max C Forward: 5.00 40 Additional CF:

Days C Forward Expires:

Annual Accrual Leave Cap:

Restrict Dist.Type in E-Time Sheet: No Restriction

Max Carry Forward Method: Fixed Hours

- 3) Setup the Hour Types screen to have annual leaves based on wage, partial package, and full package just like AL1, AL2, and AL3 below.

Hour Types																
Selection Criteria																
Company: ALEC UAE Company																
Hour Type Details																
Code	Description	Short Description	Type	Rate Code	Rate Name	Leave Code	E-Time	Overtime Rate	Includes For Job Aloc	+ Validity In/Out Time	+ Default Exclude Other Hour	Exclude From Salary Calc. Calculation	Exempt Rule	Dept Allocation Dept Source	Based on Package	Exclusion
AL1	Annual Leave Base	Annual LE Base	Benefit	OTHR	Other	ANLE							Timesheet		Wage	Exclusion
AL2	Annual Leave PP	Annual LE Full	Benefit	OTHR	Other	ANLE							Timesheet		Full Package	Exclusion
AL3	Annual Leave PP	Annual LE Partia	Benefit	OTHR	Other	ANLE							Timesheet		Partial Package	Exclusion
AL4	Yearly Leave PP	Yearly LE Partia	Benefit	OTHR	Other	YVLE							Timesheet		Partial Package	Exclusion
DR6	DRIVING	DRIVING	Benefit	OT	Overtime								Timesheet		Partial Package	Exclusion
DRV	DRIVING	DRIVING	Benefit	OT	Overtime								Timesheet		Wage	Exclusion
HEU	HELICOPTER TIME	TAIE	Benefit	OT	Overtime								Timesheet		Full Package	Exclusion

## Modifications

Employees are entitled to an annual leave of:

2.5 days per month, if they have completed six months of service, but not one year.

30 days, if they have completed one year of service.

The calculation of the duration of annual leave will include official holidays specified by law or by agreement and any other leaves caused by sickness if they fall within the annual leave.

## Implementation

Testcase #1: Validate an employee annual leave after 6 months of service and validate annual leave base wage calculation.

EMPLOYEE PACKAGE

Selection Criteria

Employee

ALC-ENG115

MANI SISTAANI

As Of Date

27/04/2022

Show Eligible Plans

PACKAGES

View

Freeze

Detach

Search

Workflows

Report Options

Export

ECM Documents

User Extensions

	Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
	Base	Wage		Basic Salary			01/01/2021		14,000.00		
	Elected	FDLA	AETNA	ALEC Engrs-Food Benefit	ALEC	ALEC	01/01/2021		600.00		
	Elected	GNLW	AETNA	ALEC Engrs-General Benefit	ALEC	ALEC	01/01/2021		3,000.00		
	Elected	HSLW	AETNA	ALEC Engrs-Housing Benefit	ALEC	ALEC	01/01/2021		1,500.00		
	Elected	MDLW	AETNA	ALEC Engrs-Medical Benefit	ALEC	ALEC	01/01/2021		2,000.00		
	Elected	TRNS	AETNA	ALEC Engrs-Transportation	ALEC	ALEC	01/01/2021		1,200.00		
									22,300.00		

NON-PACKAGES

View

Freeze

Detach

Search

Workflows

Report Options

Export

ECM Documents

User Extensions

	Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
	Elected	CARW	AETNA	ALEC Engrs-Car Benefit	ALEC	ALEC	01/01/2021		1,000.00		
									1,000.00		

Printed checks for 6 months

**EMPLOYEE LEAVES** Save Exit Print Help Search

**Selection Criteria**

\* Company: ALEC ALEC UAE Company

\* Employee: ALC-ENG115 MANI SISTANI

\* Year: 2021 Refresh

**Leave Setup**

**Query** **Setup**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

	Code	Hours C. Fwd	Hours Accrued	Hours C. Fwd Expired	Hours Used	Hours Lost	C. Fwd Expire Date	C.Fwd Amount	Accrued Amount	Accrued Amount Paid	Elig. Hours	Elig. Days	Hours Remain
	ANLE	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	0.00
	JLEV	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	0.00
	PTA	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	240.00
	SICA	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	240.00
	VAA	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	0.00
	YLVE	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	0.00

Desc: ANNUAL LEAVE - ALEC Leave Detail

**EMPLOYEE LEAVES** Save Exit Print Help Search

**Selection Criteria**

\* Company: ALEC ALEC UAE Company

\* Employee: ALC-ENG115 MANI SISTANI

\* Year: 2021 Refresh

**Leave Setup**

**Query** **Setup**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

	Code	Hours C. Fwd	Hours Accrued	Hours C. Fwd Expired	Hours Used	Hours Lost	C. Fwd Expire Date	C.Fwd Amount	Accrued Amount	Accrued Amount Paid	Elig. Hours	Elig. Days	Hours Remain
	ANLE	0.00	120.00	0.00	0.00	0.00		0.00	7,000.02	0.00	240.00	30.00	120.00
	JLEV	0.00	120.00	0.00	0.00	0.00		0.00	0.00	0.00	240.00	30.00	120.00
	PTA	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	240.00
	SICA	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	240.00
	VAA	0.00	120.00	0.00	0.00	0.00		0.00	0.00	0.00	240.00	30.00	120.00
	YLVE	0.00	120.00	0.00	0.00	0.00		0.00	7,000.02	0.00	240.00	30.00	120.00

Desc: ANNUAL LEAVE - ALEC Leave Detail

**EMPLOYEE LEAVES** Save Exit Print Help Search

**Selection Criteria**

**Leave Detail**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Credit A/C	Dept	Debit A/C	Hours	Amount	Amount Paid	Total Earnings	Total Hours	Job	Cost Code	Category	Work Location	Trade	Type	Date
6000.400	00	6000.300	20	1166.£	0	14000	240				DUBAI	ENG	A	31/01/2021
6000.400	00	6000.300	20	1166.£	0	14000	240				DUBAI	ENG	A	28/02/2021
6000.400	00	6000.300	20	1166.£	0	14000	240				DUBAI	ENG	A	31/03/2021
6000.400	00	6000.300	20	1166.£	0	14000	240				DUBAI	ENG	A	30/04/2021
6000.400	00	6000.300	20	1166.£	0	14000	240				DUBAI	ENG	A	31/05/2021
6000.400	00	6000.300	20	1166.£	0	14000	240				DUBAI	ENG	A	30/06/2021
			120	7,000.02	0	84,000	1,440							

Close

Desc: ANNUAL LEAVE - ALEC Leave Detail

Entered time for period 7 for 15 days of work and 15 days of vacation.

Employee Date	User Type	Union	Trade	Shift	Job comp	Job/Dept/	CostCode/Cat./Tran	WBS 1	WBS 2	UserField1	UserField2	Normal Hc	NH Rate C	Normal Pa	OT Hours	OT Rate C	OT Pay Rat	DOT Hours	DOT Rate C	DOT Pay R	Other Hou	Other Hc
ALC-ENG1 01/07/2021			ENG		ALEC	ALECD01	01-100	1000				8										
ALC-ENG1 02/07/2021			ENG		ALEC	ALECD01	01-100	1000				8										
ALC-ENG1 03/07/2021			ENG		ALEC	ALECD01	01-100	1000				8										
ALC-ENG1 04/07/2021			ENG		ALEC	ALECD01	01-100	1000				8										
ALC-ENG1 05/07/2021			ENG		ALEC	ALECD01	01-100	1000				8										
ALC-ENG1 06/07/2021			ENG		ALEC	ALECD01	01-100	1000				8										
ALC-ENG1 07/07/2021			ENG		ALEC	ALECD01	01-100	1000				8										
ALC-ENG1 08/07/2021			ENG		ALEC	ALECD01	01-100	1000				8										
ALC-ENG1 09/07/2021			ENG		ALEC	ALECD01	01-100	1000				8										
ALC-ENG1 10/07/2021			ENG		ALEC	ALECD01	01-100	1000				8										
ALC-ENG1 11/07/2021			ENG		ALEC	ALECD01	01-100	1000				8										
ALC-ENG1 12/07/2021			ENG		ALEC	ALECD01	01-100	1000				8										
ALC-ENG1 13/07/2021			ENG		ALEC	ALECD01	01-100	1000				8										
ALC-ENG1 14/07/2021			ENG		ALEC	ALECD01	01-100	1000				8										
ALC-ENG1 15/07/2021			ENG		ALEC	ALECD01	01-100	1000				8										
ALC-ENG1 16/07/2021 G			ENG		ALEC	00	6000.100														8 AL1	
ALC-ENG1 17/07/2021 G			ENG		ALEC	00	6000.100														8 AL1	
ALC-ENG1 18/07/2021 G			ENG		ALEC	00	6000.100														8 AL1	
ALC-ENG1 19/07/2021 G			ENG		ALEC	00	6000.100														8 AL1	
ALC-ENG1 20/07/2021 G			ENG		ALEC	00	6000.100														8 AL1	
ALC-ENG1 21/07/2021 G			ENG		ALEC	00	6000.100														8 AL1	
ALC-ENG1 22/07/2021 G			ENG		ALEC	00	6000.100														8 AL1	
ALC-ENG1 23/07/2021 G			ENG		ALEC	00	6000.100														8 AL1	
ALC-ENG1 24/07/2021 G			ENG		ALEC	00	6000.100														8 AL1	
ALC-ENG1 25/07/2021 G			ENG		ALEC	00	6000.100														8 AL1	
ALC-ENG1 26/07/2021 G			ENG		ALEC	00	6000.100														8 AL1	
ALC-ENG1 27/07/2021 G			ENG		ALEC	00	6000.100														8 AL1	
ALC-ENG1 28/07/2021 G			ENG		ALEC	00	6000.100														8 AL1	
ALC-ENG1 29/07/2021 G			ENG		ALEC	00	6000.100														8 AL1	
ALC-ENG1 30/07/2021 G			ENG		ALEC	00	6000.100														8 AL1	
ALC-ENG1 31/07/2021 G			ENG		ALEC	00	6000.100														8 AL1	

PAYROLL PROCESSING

Payroll Company\* ALEC ALEC - ALEC UAE Company

Home Company\* ALEC ALEC UAE Company

Pay Run\* DBMN DUBAI MONTHLY

Pay Year\* 2021

Period\* 7

Check Location

From Pay Group

To Pay Group

Employee Pick List EDIT

From Employee ALC-ENG115 MANI SISTAANI

To Employee ALC-ENG115 MANI SISTAANI

Restart From Employee

☒ Include Employees Who Have No Timesheets
 ☐ Internal Process (System will use external process by default if not checked)

Process

[illegible]

TO THE ORDER OF SISTAANI, MANI  
DBAI 10022

	2021	2	6000.400	00	6000.300	20	1166.€	0	14000	240					DUBAI	ENG	A
	2021	3	6000.400	00	6000.300	20	1166.€	0	14000	240					DUBAI	ENG	A
	2021	4	6000.400	00	6000.300	20	1166.€	0	14000	240					DUBAI	ENG	A
	2021	5	6000.400	00	6000.300	20	1166.€	0	14000	240					DUBAI	ENG	A
	2021	6	6000.400	00	6000.300	20	1166.€	0	14000	240					DUBAI	ENG	A
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.400	00	6000.300	20	1166.€	0	14000	240					DUBAI	ENG	A
						12	940.93	7,225.76	98,000	1,680							

Leave amount paid	(Monthly wage/days in a month/ hours per day) * leave hour taken	$(14000/31/8)*8 = 451.61$
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Annual Leave Calculation for Wage only

Total Month	12	Days Worked	31
Total Days	360	Regular Hours	2880
ANN2 - Based on Wage	1.00	Hours Per Day	8

Payroll

Period	7	MID YEAR PAY HISTORY
ANN2 Base	\$14,000.00	
ANN2 Leave taken in Hours	8.00	
Monthly Wage	\$14,000.00	
Wage Adjusted by Leave	\$451.61	
Leave Amount Paid	\$451.61	

Package Allowances

General	
General Pro-Rated	
Allowance Adjusted by the Leave	\$0.00
Transportation	
Allowance Adjusted by the Leave	\$0.00
Food	
Allowance Adjusted by the Leave	\$0.00
Non-Package Allowance	
Medical	
Gross Wage	\$14,000.00

Mid-Year Pay History

Company: ALEC LINE Company Pay Run: DUBN MONTHLY Period Start Date: 31/03/2021 End Date: 31/03/2021

View: Filter: Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export ECR Documents User Extensions

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Stop Type	* Item Code	Amount	Pay Amount	Gross Earnings	Calculated Earnings	Work Company	Work Location	Data Type	Dept
ALEC	DBRN	2021	7	ALC-ENG115	MANE BISTANI	LE	WILE	451.61	451.61			ALEC	DUBN	G	00
ALEC	DBRN	2021	7	ALC-ENG115	MANE BISTANI	LE	WILE	451.61	451.61			ALEC	DUBN	G	00
ALEC	DBRN	2021	7	ALC-ENG115	MANE BISTANI	LE	WILE	451.61	451.61			ALEC	DUBN	G	00
ALEC	DBRN	2021	7	ALC-ENG115	MANE BISTANI	LE	WILE	451.61	451.61			ALEC	DUBN	G	00
ALEC	DBRN	2021	7	ALC-ENG115	MANE BISTANI	LE	WILE	451.61	451.61			ALEC	DUBN	G	00
ALEC	DBRN	2021	7	ALC-ENG115	MANE BISTANI	LE	WILE	451.61	451.61			ALEC	DUBN	G	00
ALEC	DBRN	2021	7	ALC-ENG115	MANE BISTANI	LE	WILE	451.61	451.61			ALEC	DUBN	G	00
ALEC	DBRN	2021	7	ALC-ENG115	MANE BISTANI	LE	WILE	451.61	451.61			ALEC	DUBN	G	00
ALEC	DBRN	2021	7	ALC-ENG115	MANE BISTANI	LE	WILE	451.61	451.61			ALEC	DUBN	G	00
ALEC	DBRN	2021	7	ALC-ENG115	MANE BISTANI	LE	WILE	451.61	451.61			ALEC	DUBN	G	00
ALEC	DBRN	2021	7	ALC-ENG115	MANE BISTANI	LE	WILE	451.61	451.61			ALEC	DUBN	G	00
ALEC	DBRN	2021	7	ALC-ENG115	MANE BISTANI	LE	WILE	451.61	451.61			ALEC	DUBN	G	00
ALEC	DBRN	2021	7	ALC-ENG115	MANE BISTANI	LE	WILE	451.61	451.61			ALEC	DUBN	G	00
ALEC	DBRN	2021	7	ALC-ENG115	MANE BISTANI	LE	WILE	451.61	451.61			ALEC	DUBN	G	00
ALEC	DBRN	2021	7	ALC-ENG115	MANE BISTANI	LE	WILE	451.61	451.61			ALEC	DUBN	G	00
ALEC	DBRN	2021	7	ALC-ENG115	MANE BISTANI	LE	WILE	451.61	451.61			ALEC	DUBN	G	00
ALEC	DBRN	2021	7	ALC-ENG115	MANE BISTANI	LE	WILE	451.61	451.61			ALEC	DUBN	G	00
								7,226.76	7,226.76						

Testcase # 2: Validate an employee annual leave after 1 year of work  
Processed for 12 months:



Selection Criteria

\* Company

ALEC

ALEC UAE Company

\* Employee

ALC-ENG115

MANI SISTAANI

\* Year

2021

Refresh

Leave Setup

Query

Setup

View

Freeze

Detach

Search

Workflows

Report Options

Export

ECM Documents

User Extensions

	Code	Hours C. Fwd	Hours Accrued	Hours C. Fwd Expired	Hours Used	Hours Lost	C. Fwd Expire Date	C.Fwd Amount	Accrued Amount	Accrued Amount Paid	Elig. Hours	Elig. Days	Hours Remain
	ANLE	0.00	240.00	0.00	128.00	0.00		0.00	14,000.04	7,225.76	240.00	30.00	112.00
	JLEV	0.00	240.00	0.00	0.00	0.00		0.00	1,166.67	0.00	240.00	30.00	240.00
	PTA	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	240.00
	SICA	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	240.00
	VAA	0.00	240.00	0.00	0.00	0.00		0.00	602.15	0.00	240.00	30.00	240.00
	YLVE	0.00	240.00	0.00	0.00	0.00		0.00	14,000.04	0.00	240.00	30.00	240.00

Desc

ANNUAL LEAVE - ALEC

Leave Detail

	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	7	6000.400	00	6000.300	20	1166.£	0	14000	240					DUBAI	ENG	A
	2021	7	6000.300	00	6000.400	-8	-451.6	451.61							DUBAI	ENG	U
	2021	8	6000.400	00	6000.300	20	1166.£	0	14000	240					DUBAI	ENG	A
	2021	9	6000.400	00	6000.300	20	1166.£	0	14000	240					DUBAI	ENG	A
	2021	10	6000.400	00	6000.300	20	1166.£	0	14000	240					DUBAI	ENG	A
	2021	11	6000.400	00	6000.300	20	1166.£	0	14000	240					DUBAI	ENG	A
	2021	12	6000.400	00	6000.300	20	1166.£	0	14000	240					DUBAI	ENG	A
						112	6,774.28	7,225.76	168,000	2,880							

<

>

Close

Testcase #3: Validate an employee with full allowance of leave.

EMPLOYEE PACKAGE

Save

Exit

Selection Criteria

Employee

ALC-ENG116

AKASH GILANI

As Of Date

28/04/2022

Show Eligible Plans

PACKAGES

View

Freeze

Detach

Search

Workflows

Report Options

Export

ECM Documents

User Extensions

	Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
	Base	Wage		Basic Salary			01/01/2021		15,000.00		
	Elected	FDLA	AETNA	ALEC Engrs-Food Benefit	ALEC	ALEC	01/01/2021		600.00		
	Elected	GNLW	AETNA	ALEC Engrs-General Benefit	ALEC	ALEC	01/01/2021		3,000.00		
	Elected	HSLW	AETNA	ALEC Engrs-Housing Benefit	ALEC	ALEC	01/01/2021		1,500.00		
	Elected	MDLW	AETNA	ALEC Engrs-Medical Benefit	ALEC	ALEC	01/01/2021		2,000.00		
	Elected	SCLW	AETNA	ALEC Engrs-School Benefit	ALEC	ALEC	01/01/2021		1,200.00		
	Elected	TRNS	AETNA	ALEC Engrs-Transportation	ALEC	ALEC	01/01/2021		1,200.00		
									24,500.00		

NON-PACKAGES

View

Freeze

Detach

Search

Workflows

Report Options

Export

ECM Documents

User Extensions

	Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
	Elected	CARW	AETNA	ALEC Engrs-Car Benefit	ALEC	ALEC	01/01/2021		1,000.00		
									1,000.00		

Checks must be printed for 6 months.

**NOTE:** ENTERED 8 HOURS FOR AL2 FOR PERIOD 7.

Leave amount paid	(Base with all allowances/days in month/hour per day) * leave hours taken	$(24500/31/8) * 8 = 790.32$
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Annual Leave Calculation With Full Allowance

Total Month	12	Days in Month	31
Total Days	360	Regular Hours	2880
ANN2 - Based on Wage + Full Allowance	1.00	Hours Per Day	8
Payroll			
Period	7	MID YEAR PAY HISTORY	
ANN2 Base	\$24,500.00		
ANN2 Leave taken in Hours	8.00		
Monthly Wage	\$15,000.00		
Wage Adjusted by Leave	\$483.87		
Leave Amount Paid	\$790.32		
Package Allowances			
General	\$9,500.00		
General Pro-Rated	\$0.00		
Allowance Adjusted by the Leave	\$306.45		
Transportation			
Allowance Adjusted by the Leave	\$0.00		
Food			
	\$0.00		
Non-Package Allowance			
Medical			
Gross Wage	\$24,500.00		

Selection Criteria

Company: ALEC, ALEC USE Company  
Pay Rate: DBM1, Hour: 2021, Period: 7  
Employee No: ALC-ENG116, AKASH GILANI  
Display

Mid-Year Pay History

Company: ALEC USE Company, Pay Rate: DBM1 MONTHLY, Period Start Date: 01/01/2021, End Date: 31/03/2021  
View, Edit, Delete, Search, Insert, Insert Multiple, Delete, Duplicate Record, Workflows, Report Options, Export, E2E Documents, User Extensions

* Company	* Pay Rate	* Year	* Period	* Employee No	Emp Full Name	* Time Unit	* Hour Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
ALEC	DBM1	2021	7	ALC-ENG116	AKASH GILANI	LE	ABLE	38.71	38.71	15,000.00	15,000.00	ALEC	US04H	G	00
ALEC	DBM1	2021	7	ALC-ENG116	AKASH GILANI	LE	ABLE	64.52	64.52	15,000.00	15,000.00	ALEC	US04H	G	00
ALEC	DBM1	2021	7	ALC-ENG116	AKASH GILANI	LE	ABLE	48.39	48.39	15,000.00	15,000.00	ALEC	US04H	G	00
ALEC	DBM1	2021	7	ALC-ENG116	AKASH GILANI	LE	ABLE	38.71	38.71	15,000.00	15,000.00	ALEC	US04H	G	00
ALEC	DBM1	2021	7	ALC-ENG116	AKASH GILANI	LE	ABLE	19.35	19.35	15,000.00	15,000.00	ALEC	US04H	G	00
ALEC	DBM1	2021	7	ALC-ENG116	AKASH GILANI	LE	ABLE	483.87	483.87			ALEC	US04H	G	00
ALEC	DBM1	2021	7	ALC-ENG116	AKASH GILANI	LE	ABLE	95.77	95.77	15,000.00	15,000.00	ALEC	US04H	G	00
								790.32	790.32	90,000.00	90,000.00				

#### Testcase # 4: Validate an employee with Partial allowance of leave

**EMPLOYEE PACKAGE**

Selection Criteria  
Employee: ALC-ENG117 GHOLAMREZA AKHTARI As Of Date: 23/04/2022 Show Eligible Plans

**PACKAGES**

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Base	Wage		Basic Salary			01/01/2021		15,000.00		
Elected	FDLA	AETNA	ALEC Engrs-Food Benefit	ALEC	ALEC	01/01/2021		600.00		
Elected	GNLW	AETNA	ALEC Engrs-General Benefit	ALEC	ALEC	01/01/2021		3,000.00		
Elected	HSLW	AETNA	ALEC Engrs-Housing Benefit	ALEC	ALEC	01/01/2021		1,500.00		
Elected	MDLW	AETNA	ALEC Engrs-Medical Benefit	ALEC	ALEC	01/01/2021		2,000.00		
Elected	SCLW	AETNA	ALEC Engrs-School Benefit	ALEC	ALEC	01/01/2021		1,200.00		
Elected	TRNS	AETNA	ALEC Engrs-Transportation	ALEC	ALEC	01/01/2021		1,200.00		
								24,500.00		

**NON-PACKAGES**

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Elected	CARW	AETNA	ALEC Engrs-Car Benefit	ALEC	ALEC	01/01/2021		1,000.00		
								1,000.00		

Partial package hours entered:

**TIMESHEET ENTRY**

Pay Run: DBMN DUBAI MONTHLY  
Year: 2021  
Period: 7 01/07/2021 31/07/2021  
Document: PP 117  
NH Total: 240 OT Total: 0 DOT Total: 0 Other Total: 8  
Currency: USD Total Hours: 248

**Timesheet Details**

Employee: ALC-ENG117 GHOLAMREZA AKHTARI Auto Recall Create Cost Code Cat NH Total hours: 240 OT Total hours: 0 DOT Total hours: 0 Other Total Hours: 8 Total Hours: 248 Refresh

**Timesheet Details** Employee Equipment

Seq No	* Employee	Date	User Field 8	User Field Name 8	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pt
165421	ALC-ENG117	12/07/2021			8	QRE	60.4830	0	OVT	93.7500	0	DOT	125.0000	0	OTHI		
165424	ALC-ENG117	13/07/2021			8	QRE	60.4830	0	OVT	93.7500	0	DOT	125.0000	0	OTHI		
165427	ALC-ENG117	14/07/2021			8	QRE	60.4830	0	OVT	93.7500	0	DOT	125.0000	0	OTHI		
165430	ALC-ENG117	15/07/2021			8	QRE	60.4830	0	OVT	93.7500	0	DOT	125.0000	0	OTHI		
165433	ALC-ENG117	16/07/2021			0	QRE	60.4830	0	OVT	93.7500	0	DOT	125.0000	8	AL3	OTHI	
165436	ALC-ENG117	17/07/2021			8	QRE	60.4830	0	OVT	93.7500	0	DOT	125.0000	0	OTHI		
165439	ALC-ENG117	18/07/2021			8	QRE	60.4830	0	OVT	93.7500	0	DOT	125.0000	0	OTHI		

Leave amount paid	(Base with All allowances excluding food/days in month/hour per day) * leave hours taken	(23900/31/8) * 8 = 770.97
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Annual Leave Calculation With Partial Allowance

Total Month

12

Total Days

360

ANN1 - Based on Wage + General Allowance

1.00

Days in Month

31

Regular Hours

2880

Hours Per Day

8

Payroll

Period

7

ANN1 Base

\$23,900.00

ANN1 Leave taken in Hours

8.00

Monthly Wage

\$15,000.00

Wage Adjusted by Leave

\$483.87

Leave Amount Paid

\$770.97

Package Allowances

General

\$8,900.00

General Pro-Rated Allowance Adjusted by the Leave

\$287.10

Transportation Allowance Adjusted by the Leave

\$9.26

Food Allowance Adjusted by the Leave

\$0.30

Non-Package Allowance

Medical

Gross Wage

\$23,908.96

MID YEAR PAY HISTORY

Save

Exit

Selection Criteria

Company

ALEC

ALEC UAE Company

Pay Run

DBBH

\* Year

2021

Period

7

Employee No

ALC-ENG117

ANWAR, GHOLAMREZA

Display

Mid-Year Pay History

Company

ALEC UAE Company

Pay Run

DUBH MONTHLY

Period Start Date

31/07/2021

End Date

31/07/2021

View

Filter

Detach

Search

Insert

Insert Multiple

Delete

Duplicate Record

Workflows

Report Options

Export

ECM Documents

User Extensions

LE

Testcase # 5: Validate an employee annual leave with full package and partial package using two leave codes

Hour Types																
Selection Criteria																
Company: ALEC   ALEC UAE Company																
Hour Type Details																
View   Filter   Detach   Search   Insert   Insert Multiple   Details   Workflows   Report Options   Export   ECM Documents   User Extensions																
* Code	* Description	* Short Description	* Type	Rate Code	Rate Name	Leave Code	E-Time	Overtime	Include For Job Allow	* Variable Hourly Time	* Default Exclude Other Hour	Exclude From Team CC Rate Calculation	Exempt Rule	* Dept Allocation Dept Source	Based on Package	Exclusion
AL1	Annual Leave Base	Annual LE Base	Benefit	OTH-R	Other	ANLE								Timesheet	Wage	Exclusion
AL2	Annual Leave FP	Annual LE Full	Benefit	OTH-R	Other	ANLE								Timesheet	Full Package	Exclusion
AL3	Annual Leave PP	Annual LE Partia	Benefit	OTH-R	Other	ANLE								Timesheet	Partial Package	Exclusion
AL4	Yearly Leave PP	Yearly LE Partia	Benefit	OTH-R	Other	YOVE								Timesheet	Partial Package	Exclusion
DR6	DRIVING	DRIVING	Benefit	OT	Overtime									Timesheet	Partial Package	Exclusion
DRV	DRIVING	DRIVING	Benefit	OT	Overtime									Timesheet	Wage	Exclusion
HEU	HELICOPTER TIME	TIME	Benefit	OT	Overtime									Timesheet	Full Package	Exclusion

Full and partial leave hours entered:

**TIMESHEET ENTRY**

Pay Run: DBMN | DUBAI MONTHLY

Year: 2021

Period: 8 | 01/08/2021 | 31/08/2021

Document: 2 LEAVE

NH Total: 232 | OT Total: 0 | DOT Total: 0 | Other Total: 16

Currency: USD | Total Hours: 248

---

**Timesheet Details**

Employee: ALC-ENG117 | GHOLAMREZA AKHTARI | Auto Recall | Create Cost Code Cat | NH Total hours: 232 | OT Total hours: 0 | DOT Total hours: 0 | Other Total: 16 Hours | Total Hours: 248 | Refresh

---

**Timesheet Details** | Employee | Equipment

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Duplicate Record | Workflows | Report Options | Export | Import | Attachments | Notes

Seq No	* Employee	Date	Field8	User Field Name8	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate
165618	ALC-ENG117	15/08/2021			8	QRE	60.4830	0	OVT	93.7500	0	DOT	125.0000	0		OTHI	62.50
165621	ALC-ENG117	16/08/2021			0	QRE	60.4830	0	OVT	93.7500	0	DOT	125.0000	8	AL2	OTHI	62.50
165624	ALC-ENG117	17/08/2021			0	QRE	60.4830	0	OVT	93.7500	0	DOT	125.0000	8	AL4	OTHI	62.50
165627	ALC-ENG117	18/08/2021			8	QRE	60.4830	0	OVT	93.7500	0	DOT	125.0000	0		OTHI	62.50
165630	ALC-ENG117	19/08/2021			8	QRE	60.4830	0	OVT	93.7500	0	DOT	125.0000	0		OTHI	62.50
165633	ALC-ENG117	20/08/2021			8	QRE	60.4830	0	OVT	93.7500	0	DOT	125.0000	0		OTHI	62.50
165636	ALC-ENG117	21/08/2021			8	QRE	60.4830	0	OVT	93.7500	0	DOT	125.0000	0		OTHI	62.50

Leave amount paid (Partial Package)	(Base with All allowances excluding food/days in month/hour per day) * leave hours taken	$(23900/31/8) * 8 = 770.97$
Leave amount paid (Full Package)	(Base with all allowances/days in month/hour per day) * leave hours taken	$(24500/31/8) * 8 = 790.32$

**MID YEAR PAY HISTORY**

Company: ALEC UAE Company | Pay Run: DUBAI MONTHLY | Period Start Date: 01/08/2021 | End Date: 31/08/2021

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Duplicate Record | Workflows | Report Options | Export | ECM Documents | User Extensions

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
ALEC	DBMN	2021	8	ALC-ENG117	GHOLAMREZA AKHTA	LE	ANLE	38.71	38.71	15,000.00	15,000.00	ALEC	DUBAI	G	00
ALEC	DBMN	2021	8	ALC-ENG117	GHOLAMREZA AKHTA	LE	ANLE	19.35	19.35	15,000.00	15,000.00	ALEC	DUBAI	G	00
ALEC	DBMN	2021	8	ALC-ENG117	GHOLAMREZA AKHTA	LE	ANLE	96.77	96.77	15,000.00	15,000.00	ALEC	DUBAI	G	00
ALEC	DBMN	2021	8	ALC-ENG117	GHOLAMREZA AKHTA	LE	ANLE	38.71	38.71	15,000.00	15,000.00	ALEC	DUBAI	G	00
ALEC	DBMN	2021	8	ALC-ENG117	GHOLAMREZA AKHTA	LE	ANLE	48.39	48.39	15,000.00	15,000.00	ALEC	DUBAI	G	00
ALEC	DBMN	2021	8	ALC-ENG117	GHOLAMREZA AKHTA	LE	ANLE	64.52	64.52	15,000.00	15,000.00	ALEC	DUBAI	G	00
ALEC	DBMN	2021	8	ALC-ENG117	GHOLAMREZA AKHTA	LE	ANLE	483.87	483.87			ALEC	DUBAI	G	00
ALEC	DBMN	2021	8	ALC-ENG117	GHOLAMREZA AKHTA	LE	YLVF	483.87	483.87			ALEC	DUBAI	G	00
ALEC	DBMN	2021	8	ALC-ENG117	GHOLAMREZA AKHTA	LE	YLVF	96.77	96.77	15,000.00	15,000.00	ALEC	DUBAI	G	00
ALEC	DBMN	2021	8	ALC-ENG117	GHOLAMREZA AKHTA	LE	YLVF	64.52	64.52	15,000.00	15,000.00	ALEC	DUBAI	G	00
ALEC	DBMN	2021	8	ALC-ENG117	GHOLAMREZA AKHTA	LE	YLVF	38.71	38.71	15,000.00	15,000.00	ALEC	DUBAI	G	00
ALEC	DBMN	2021	8	ALC-ENG117	GHOLAMREZA AKHTA	LE	YLVF	38.71	38.71	15,000.00	15,000.00	ALEC	DUBAI	G	00
								1,561.29	1,561.29	165,000.00	165,000.00				

## Testcase # 6: Validate an employee with benefit increase in the middle of a period (OT and leave)

**ELECTION BY EMPLOYEE**

Save Exit Print Help Search Workflows Report Options Export ECM Documents User Extensions

Status	* Code	* Vendor	Comp.	Pay Run	Pay GRP	* Type	* Eligibility Date	* Plan Code	* Plan Option	Remittance Frequency	Eligible Amount	Employee Amount	Select Flag
Elected	GNLW	AETNA	ALEC	DBMN	ENGR	BN	01/01/2021	ALEC	ALEC	Bi-Weekly		3,000.00	<input type="checkbox"/>
Elected	HSLW	AETNA	ALEC	DBMN	ENGR	BN	01/01/2021	ALEC	ALEC	Bi-Weekly		1,500.00	<input type="checkbox"/>
Elected	MDLW	AETNA	ALEC	DBMN	ENGR	BN	15/09/2021	ALEC	ALEC	Bi-Weekly		2,500.00	<input type="checkbox"/>
	PRBE	AETNA	ALEC	DBMN	ENGR	BN	01/01/2021	ALEC	ALEC	Bi-Weekly		1.00	<input type="checkbox"/>
Elected	SCLW	AETNA	ALEC	DBMN	ENGR	BN	01/01/2021	ALEC	ALEC	Bi-Weekly		1,200.00	<input type="checkbox"/>
Elected	TRNS	AETNA	ALEC	DBMN	ENGR	BN	01/01/2021	ALEC	ALEC	Bi-Weekly		1,200.00	<input type="checkbox"/>

Description: ALEC Engrs-Car Benefit Type: Lump Sum Show Eligible History Elect

**Elected Plan(s)**

View Freeze Detach Search Delete Workflows Report Options Export ECM Documents User Extensions

Status	Code	Vendor	Description	Plan Code	Plan Option	* Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date	Employer Portion Effective Date
Elected	GNLW	AETNA	ALEC Engrs-General Benefit	ALEC	ALEC	01/01/2021		3,000.00			
Elected	HSLW	AETNA	ALEC Engrs-Housing Benefit	ALEC	ALEC	01/01/2021		1,500.00			
Elected	MDLW	AETNA	ALEC Engrs-Medical Benefit	ALEC	ALEC	15/09/2021		2,500.00			
Ended	MDLW	AETNA	ALEC Engrs-Medical Benefit	ALEC	ALEC	01/01/2021		2,000.00		14/09/2021	
Elected	SCLW	AETNA	ALEC Engrs-School Benefit	ALEC	ALEC	01/01/2021		1,200.00			
Elected	TRNS	AETNA	ALEC Engrs-Transportation	ALEC	ALEC	01/01/2021		1,200.00			

**EMPLOYEE PACKAGE**

Save Exit Print Help Search Workflows Report Options Export ECM Documents User Extensions

Selection Criteria

Employee: ALC-ENG117 GHOLAMIREZA AKHTARI As Of Date: 28/04/2022 Show Eligible Plans

**PACKAGES**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Base	Wage		Basic Salary			01/01/2021		15,000.00		
Elected	FDLA	AETNA	ALEC Engrs-Food Benefit	ALEC	ALEC	01/01/2021		600.00		
Elected	GNLW	AETNA	ALEC Engrs-General Benefit	ALEC	ALEC	01/01/2021		3,000.00		
Elected	HSLW	AETNA	ALEC Engrs-Housing Benefit	ALEC	ALEC	01/01/2021		1,500.00		
Elected	MDLW	AETNA	ALEC Engrs-Medical Benefit	ALEC	ALEC	15/09/2021		2,500.00		
Elected	SCLW	AETNA	ALEC Engrs-School Benefit	ALEC	ALEC	01/01/2021		1,200.00		
Elected	TRNS	AETNA	ALEC Engrs-Transportation	ALEC	ALEC	01/01/2021		1,200.00		
								25,000.00		

**NON-PACKAGES**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Elected	CARW	AETNA	ALEC Engrs-Car Benefit	ALEC	ALEC	01/01/2021		1,000.00		
								1,000.00		

**TIMESHEET ENTRY** Save Exit Print Help

**Timesheet Details**

Employee: ALC-ENG117 GHOLAMREZA AKHTARI Auto Recall Create Cost Code Cat NH Total hours: 224 OT Total hours: 0 DOT Total hours: 0 Other Total: 16 Total Hours: 240 Refresh

**AL2 FULL LEAVE ALLOWANCE  
HELI FULL OT ALLOWANCE**

**Timesheet Details** Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes

Seq No	* Employee	Date	User Field Name	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate
165797	ALC-ENG117	12/09/2021		8	QRE	62.5000	0	OVT	93.7500	0	DOT	125.0000	0	OTHI		62.5000
165800	ALC-ENG117	13/09/2021		8	QRE	62.5000	0	OVT	93.7500	0	DOT	125.0000	0	OTHI		62.5000
165803	ALC-ENG117	14/09/2021		8	QRE	62.5000	0	OVT	93.7500	0	DOT	125.0000	0	OTHI		62.5000
165806	ALC-ENG117	15/09/2021		8	QRE	62.5000	0	OVT	93.7500	0	DOT	125.0000	0	OTHI		62.5000
165809	ALC-ENG117	16/09/2021		0	QRE	62.5000	0	OVT	93.7500	0	DOT	125.0000	8	AL2	OTHI	62.5000
165812	ALC-ENG117	17/09/2021		0	QRE	62.5000	0	OVT	93.7500	0	DOT	125.0000	8	HELI	OT	156.2550
165815	ALC-ENG117	18/09/2021		8	QRE	62.5000	0	OVT	93.7500	0	DOT	125.0000	0	OTHI		62.5000
165818	ALC-ENG117	19/09/2021		8	QRE	62.5000	0	OVT	93.7500	0	DOT	125.0000	0	OTHI		62.5000
165821	ALC-ENG117	20/09/2021		8	QRE	62.5000	0	OVT	93.7500	0	DOT	125.0000	0	OTHI		62.5000
165824	ALC-ENG117	21/09/2021		8	QRE	62.5000	0	OVT	93.7500	0	DOT	125.0000	0	OTHI		62.5000

OT CALCULATIONS will not consider or include pro-ration.

Medical allowance would calculate as per the increase.

Total Days	360	Regular Hours	240
OT1 - (Wage + Full Package)	\$1.50	Hours Per Day	8
OT2 - (Wage + Partial Package)	\$1.50		
OT3 - Wage Only	\$1.75		

**Payroll OT1 Calculation Full Package**

Period	1
Monthly Wage	15000
OT1 Hours	8
OT1 Base	\$25,000.00
OT1 Rate/Day	833.33
OT1 Rate/Hours	156.25

**Allowances in OT Calculation**

General	3,000.00
Car Allowance (None Package)	Non Package
Medical	2,500.00
Schooling	1,200.00
Housing	1,500.00
Transportation	1,200.00
Food	600.00
OT Paid	1,250.00
Base Wage	15000
Sum of all Allowances	10500
Gross Wage (All Allowances + OT)	26,750.00

**MID YEAR PAY HISTORY**

Company: ALEC ALEC UAE Company  
Pay Run: DBMN DBMN MONTHLY  
Employee No: ALC-ENG117 GHOLAMREZA AKHTARI  
Period Start Date: 01/09/2021  
End Date: 30/09/2021

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tax Type	* Tax Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
ALC	DBMN	2021	9	ALC-ENG117	GHOLAMREZA AKHTARI	BIW	HELI	1,250.04	1,250.04			ALC	DUBAI	G	00
ALC	DBMN	2021	9	ALC-ENG117	GHOLAMREZA AKHTARI	BIW	NNHR	500.00	0.00			ALC	DUBAI	J	00
ALC	DBMN	2021	9	ALC-ENG117	GHOLAMREZA AKHTARI	BIW	NNHR	500.00	0.00			ALC	DUBAI	J	00
ALC	DBMN	2021	9	ALC-ENG117	GHOLAMREZA AKHTARI	BIW	NNHR	500.00	0.00			ALC	DUBAI	J	00
ALC	DBMN	2021	9	ALC-ENG117	GHOLAMREZA AKHTARI	BIW	NNHR	500.00	0.00			ALC	DUBAI	J	00
ALC	DBMN	2021	9	ALC-ENG117	GHOLAMREZA AKHTARI	BIW	NNHR	500.00	0.00			ALC	DUBAI	J	00
ALC	DBMN	2021	9	ALC-ENG117	GHOLAMREZA AKHTARI	BIW	NNHR	500.00	0.00			ALC	DUBAI	J	00
ALC	DBMN	2021	9	ALC-ENG117	GHOLAMREZA AKHTARI	BIW	NNHR	500.00	0.00			ALC	DUBAI	J	00
ALC	DBMN	2021	9	ALC-ENG117	GHOLAMREZA AKHTARI	BIW	NNHR	500.00	0.00			ALC	DUBAI	J	00

$$MDLW: 2000/30 \times 14 + 2500/30 \times 16 = 2266.66$$

MID YEAR PAY HISTORY														
<div> <div>Selection Criteria</div> <div> <div>Company</div> <div>ALEC</div> <div>ALEC UAE Company</div> </div> <div> <div>Pay Run</div> <div>DBMN</div> <div>* Year</div> <div>2021</div> <div>Period</div> <div>9</div> </div> <div> <div>Employee No</div> <div>ALC-ENG111</div> <div>AKHTARI, GHOLAMREZA</div> </div> <div>Display</div> </div>														
Mid-Year Pay History														
<div> <div>Company</div> <div>ALEC UAE Company</div> <div>Pay Run</div> <div>DUBAI MONTHLY</div> <div>Period Start Date</div> <div>01/09/2021</div> <div>End Date</div> <div>30/09/2021</div> </div>														
<div> <div>View</div> <div>Freeze</div> <div>Detach</div> <div>Search</div> <div>Insert</div> <div>Insert Multiple</div> <div>Delete</div> <div>Duplicate Record</div> <div>Workflows</div> <div>Report Options</div> <div>Export</div> <div>ECM Documents</div> <div>User Extensions</div> </div>														
* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type
ALEC	DBMN	2021	9	ALC-ENG117	GHOLAMREZA AKHTA	BN	MDLW	2,266.66	2,266.66	15,000.00	15,000.00	ALEC	DUBAI	G
ALEC	DBMN	2021	9	ALC-ENG117	GHOLAMREZA AKHTA	BN	MDLW			15,000.00	15,000.00	ALEC	DUBAI	G
								2,266.66	2,266.66	30,000.00	30,000.00			

MID YEAR PAY HISTORY														
<div> <div>Selection Criteria</div> <div> <div>Company</div> <div>ALEC</div> <div>ALEC UAE Company</div> </div> <div> <div>Pay Run</div> <div>DBMN</div> <div>* Year</div> <div>2021</div> <div>Period</div> <div>9</div> </div> <div> <div>Employee No</div> <div>ALC-ENG111</div> <div>AKHTARI, GHOLAMREZA</div> </div> <div>Display</div> </div>														
Mid-Year Pay History														
<div> <div>Company</div> <div>ALEC UAE Company</div> <div>Pay Run</div> <div>DUBAI MONTHLY</div> <div>Period Start Date</div> <div>01/09/2021</div> <div>End Date</div> <div>30/09/2021</div> </div>														
<div> <div>View</div> <div>Freeze</div> <div>Detach</div> <div>Search</div> <div>Insert</div> <div>Insert Multiple</div> <div>Delete</div> <div>Duplicate Record</div> <div>Workflows</div> <div>Report Options</div> <div>Export</div> <div>ECM Documents</div> <div>User Extensions</div> </div>														
* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type
ALEC	DBMN	2021	9	ALC-ENG117	GHOLAMREZA AKH	LE	ANLE	40.00	40.00	15,000.00	15,000.00	ALEC	DUBAI	G
ALEC	DBMN	2021	9	ALC-ENG117	GHOLAMREZA AKH	LE	ANLE	40.00	40.00	15,000.00	15,000.00	ALEC	DUBAI	G
ALEC	DBMN	2021	9	ALC-ENG117	GHOLAMREZA AKH	LE	ANLE			15,000.00	15,000.00	ALEC	DUBAI	G
ALEC	DBMN	2021	9	ALC-ENG117	GHOLAMREZA AKH	LE	ANLE	500.00	500.00			ALEC	DUBAI	G
ALEC	DBMN	2021	9	ALC-ENG117	GHOLAMREZA AKH	LE	ANLE	100.00	100.00	15,000.00	15,000.00	ALEC	DUBAI	G
ALEC	DBMN	2021	9	ALC-ENG117	GHOLAMREZA AKH	LE	ANLE	20.00	20.00	15,000.00	15,000.00	ALEC	DUBAI	G
ALEC	DBMN	2021	9	ALC-ENG117	GHOLAMREZA AKH	LE	ANLE	50.00	50.00	15,000.00	15,000.00	ALEC	DUBAI	G
								750.00	750.00	90,000.00	90,000.00			

## Overtime Rate Calculation on Wages, Partial Packages, and Full Packages - Dubai Region (21.50023/HCM-424)

### Overview

CMIC has implemented a new method to calculate overtime rates based on package. The Hour Types screen has two new columns: “Based on Package” and “Exclusion”. The former is a drop down that shows the three types of packages: wage, partial package (which allows the exclusion of benefits), and full package.

### Pre-requisites

The Alternate Work Days setup required for 7 days a week is shown below.



**ALTERNATE WORK DAYS**

Selection Criteria  
Company: ALEC | ALEC UAE Company

Weekly Schedule

* Pay Run	Description	* Pay Grp	Description	* Employee No.	Name	* Mon	* Tue	* Wed	* Thu	* Fri	* Sat
DBMN	DUBAI MONTHLY	ENGR	ENGINEERS	*	All Employees	Work	Work	Work	Work	Work	Work

The two new columns added to Hour Types must be added from the lite editor. Setup under hour types is required for overtime. Below is the setup for overtime packages.

**HOUR TYPES**

Selection Criteria  
Company: ALEC | ALEC UAE Company

Hour Type Details

* Code	Description	Short Description	* Type	Rate Code	Rate Name	Leave Code	* Time	Overtime Rate	Not Bk'd For Job Alloc	Holidays Not'd Time	Excluded Exclusion Reason
AL1	Annual Leave Base	Annual LE Base	Benefit	OT4B	Other	ANLE					
AL2	Annual Leave PP	Annual LE Full	Benefit	OT4B	Other	ANLE					
AL3	Annual Leave PP	Annual LE Partial	Benefit	OT4B	Other	ANLE					
AL4	Annual Leave PP	Annual LE Partial	Benefit	OT4B	Other	ANLE					
ENR	ENGRING	ENGRING	OT	OT	Overtime						
ENR1	ENGRING	ENGRING	OT	OT	Overtime						
ENR2	ENGRING	ENGRING	OT	OT	Overtime						

Hour Type Packages

Hour Type	Leave Code	* Time	Exclusion Rate	Exclusion Reason	Exclusion Package	Exclusion
ENR					Wage	Exclusion
ENR1					Wage	Exclusion
ENR2					Wage	Exclusion

The partial package below excludes food.

**HOUR TYPES**

Selection Criteria  
Company: ALEC | ALEC UAE Company

Hour Type Details

* Code	Description	* Type	Excluded?
FDLA	ALEC Engrs-Food Benefit	BN	<input checked="" type="checkbox"/>
GNLW	ALEC Engrs-General Benefit	BN	<input type="checkbox"/>
TRNS	ALEC Engrs-Transportation	BN	<input type="checkbox"/>
MDLW	ALEC Engrs-Medical Benefit	BN	<input type="checkbox"/>
SCLW	ALEC Engrs-School Benefit	BN	<input type="checkbox"/>
CMP1	ALEC Engrs-Camp1	BN	<input type="checkbox"/>
HSLW	ALEC Engrs-Housing Benefit	BN	<input type="checkbox"/>

Save & Close

## Modifications

When the based-on package is set to “Wage”, the other type of overtime calculation are based on the employee’s basic salary. This type of calculation does not include any allowances in the OT rate calculation.

When the based-on package is set to “Partial Package”, CMIC payroll allows users to set up OT based on the employee’s gross wages with the ability to include specific allowances. As shown below, the employee continues to receive all allowances except food in the OT rate calculation.

**HOUR TYPES**

Selection Criteria  
Company: ALEC

Hour Type Details

* Code	Description	* Type	Excluded?
FDLA	ALEC Engrs-Food Benefit	BN	<input checked="" type="checkbox"/>
GNLW	ALEC Engrs-General Benefit	BN	<input type="checkbox"/>
TRNS	ALEC Engrs-Transportation	BN	<input type="checkbox"/>
MDLW	ALEC Engrs-Medical Benefit	BN	<input type="checkbox"/>
SCLW	ALEC Engrs-School Benefit	BN	<input type="checkbox"/>
CMP1	ALEC Engrs-Camp1	BN	<input type="checkbox"/>
HSLW	ALEC Engrs-Housing Benefit	BN	<input type="checkbox"/>

Save & Close

When the based-on package is set to “Full Package”, the calculation will include all allowances benefits employees receive in monthly pay marked as package allowance. Any benefit that has the box checked for include in package will be included in the OT rate calculation.

## Implementation

- Below is an example where the hour type is based on “Wage”.

**EMPLOYEE PACKAGE**

Selection Criteria  
Employee: ALC-ENG101 | NASSER AKBARIAN | As Of Date: 23/04/2022 | Show Eligible Plans

**PACKAGES**

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Base	Wage		Basic Salary			01/01/2021		12,000.00		
Elected	FDLA	AETNA	ALEC Engrs-Food Benefit	ALEC	ALEC	01/01/2021		600.00		
Elected	GNLW	AETNA	ALEC Engrs-General Benefit	ALEC	ALEC	01/01/2021		3,000.00		
Elected	HSLW	AETNA	ALEC Engrs-Housing Benefit	ALEC	ALEC	01/01/2021		1,500.00		
Elected	MDLW	AETNA	ALEC Engrs-Medical Benefit	ALEC	ALEC	01/01/2021		2,000.00		
Elected	SCLW	AETNA	ALEC Engrs-School Benefit	ALEC	ALEC	01/01/2021		1,200.00		
Elected	TRNS	AETNA	ALEC Engrs-Transportation	ALEC	ALEC	01/01/2021		1,200.00		
								21,500.00		

**NON-PACKAGES**

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Elected	CARW	AETNA	ALEC Engrs-Car Benefit	ALEC	ALEC	01/01/2021		1,000.00		
								1,000.00		

Entered OT hours for a wage package.





**TIMESHEET ENTRY**

Pay Run: DBMN DUBAI MONTHLY  
 Year: 2021  
 Period: 1 01/01/2021 31/01/2021  
 Document: PARTIAL PACK  
 NH Total: 248 OT Total: 0 DOT Total: 0 Other Total: 10  
 Currency: USD Total Hours: 258

**Timesheet Details**

Employee: ALC-ENG102 MOHSEN ZAFFARIAN Auto Recall Create Cost Code Cat NH Total hours: 248 OT Total hours: 0 DOT Total hours: 0 Other Total hours: 10 Total Hours: 258 Refresh

**Timesheet Details** Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes

Seq No	* Employee	Date	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate	Expense	Expense Hour Type	Quantity
161921	ALC-ENG102	01/01/2021	8	QRE	71.4280	0	OVT	75.0000	0	DOT	100.0000	10	DRI	OT	130.6200			
161924	ALC-ENG102	02/01/2021	8	QRE	71.4280	0	OVT	75.0000	0	DOT	100.0000	0	OTHI		50.0000			
161927	ALC-ENG102	03/01/2021	8	QRE	71.4280	0	OVT	75.0000	0	DOT	100.0000	0	OTHI		50.0000			
161930	ALC-ENG102	04/01/2021	8	QRE	71.4280	0	OVT	75.0000	0	DOT	100.0000	0	OTHI		50.0000			
161933	ALC-ENG102	05/01/2021	8	QRE	71.4280	0	OVT	75.0000	0	DOT	100.0000	0	OTHI		50.0000			
161936	ALC-ENG102	06/01/2021	8	QRE	71.4280	0	OVT	75.0000	0	DOT	100.0000	0	OTHI		50.0000			
161939	ALC-ENG102	07/01/2021	8	QRE	71.4280	0	OVT	75.0000	0	DOT	100.0000	0	OTHI		50.0000			

OT calculation for partial package:

OT Rate Per Day	Base wage * Total Months/Total Days	20,900*12/360 = 696.67
OT Rate per Hour	OT rate per day/Work hours per day * OT rate multiplier (1.5 per hour)	696.67/8*1.5 = 130.625
OT Paid Amount	OT rate per hour*OT hours worked	130.625*10 = 1306.25

<b>Payroll OT2 Calculation Partial Package</b>									
Period	1								
Monthly Wage	12000								
OT2 Hours	10								
OT2 Base	\$20,900.00								
OT2 Rate/Day	696.67								
OT2 Rate/Hours	130.63								
Allowances in OT Calculation									
General	3,000.00								
Car Allowance (None Package)	Non Package								
Medical	2,000.00								
Schooling	1,500.00								
Housing	1,500.00								
Transportation	1,200.00								
Food (Excluded)									
OT Paid	0.00	1,306.25	0.00	0.00					
Base Wage		12000							
Sum of All Allowances		10500							
Gross Wage (All Allowances + OT)		23,806.25							

<b>MID YEAR PAY HISTORY</b>									
Mid-Year Pay History									
Company	ALC-ENG102	Pay Run	DUBAI MONTHLY	Period Start Date	31/01/2021	End Date	31/01/2021		
View	Freeze	Detach	Search	Insert	Insert Multiple	Delete	Duplicate Record	Workflows	Report Options
* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Job Title	* Base Code	Amount	Pay Amount
ALC-ENG102	DBMN	2021	1	ALC-ENG102	MOHSEN ZAFFARIAN	DR	DRI	1,306.25	1,306.25
ALC-ENG102	DBMN	2021	1	ALC-ENG102	MOHSEN ZAFFARIAN	DR	888HR	571.42	0.00
ALC-ENG102	DBMN	2021	1	ALC-ENG102	MOHSEN ZAFFARIAN	DR	888HR	571.42	0.00
ALC-ENG102	DBMN	2021	1	ALC-ENG102	MOHSEN ZAFFARIAN	DR	888HR	571.42	0.00
ALC-ENG102	DBMN	2021	1	ALC-ENG102	MOHSEN ZAFFARIAN	DR	888HR	571.42	0.00
ALC-ENG102	DBMN	2021	1	ALC-ENG102	MOHSEN ZAFFARIAN	DR	888HR	571.42	0.00
ALC-ENG102	DBMN	2021	1	ALC-ENG102	MOHSEN ZAFFARIAN	DR	888HR	571.42	0.00
ALC-ENG102	DBMN	2021	1	ALC-ENG102	MOHSEN ZAFFARIAN	DR	888HR	571.42	0.00
ALC-ENG102	DBMN	2021	1	ALC-ENG102	MOHSEN ZAFFARIAN	DR	888HR	571.42	0.00
ALC-ENG102	DBMN	2021	1	ALC-ENG102	MOHSEN ZAFFARIAN	DR	888HR	571.42	0.00
ALC-ENG102	DBMN	2021	1	ALC-ENG102	MOHSEN ZAFFARIAN	DR	888HR	571.42	0.00
ALC-ENG102	DBMN	2021	1	ALC-ENG102	MOHSEN ZAFFARIAN	DR	888HR	571.42	0.00
ALC-ENG102	DBMN	2021	1	ALC-ENG102	MOHSEN ZAFFARIAN	DR	888HR	571.42	0.00

## Gross wage calculation:

Payroll OT2 Calculation Partial Package					MID YEAR PAY HISTORY									
Period	1				Company	ALEC USE COMPANY	Pay Run	DUBAI MONTHLY	Period Start Date	01/01/2021	End Date	31/03/2021		
Monthly Wage	12000				View	Freeze	Detach	Search	Insert	Insert Multiple	Delete	Duplicate Record	Workflows	Report Options
OT2 Hours	10				* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Time Type	* Train Code	Amount	Pay Amount
OT2 Base	\$20,900.00				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	DR	1,306.20	1,306.20
OT2 Rate/Day	696.67				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	NNHR	571.42	0.00
OT2 Rate/Hours	130.63				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	NNHR	571.42	0.00
Allowances in OT Calculation					ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	NNHR	571.42	0.00
General	3,000.00				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	NNHR	571.42	0.00
Car Allowance (None Package)	Non Package				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	NNHR	571.42	0.00
Medical	2,000.00				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	NNHR	571.42	0.00
Schooling	1,200.00				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	NNHR	571.42	0.00
Housing	1,500.00				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	NNHR	571.42	0.00
Transportation	1,200.00				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	NNHR	571.42	0.00
Food (Excluded)					ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	NNHR	571.42	0.00
OT Paid	0.00	1,306.25	0.00	0.00	ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	NNHR	571.42	0.00
Base Wage	12000				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	NNHR	571.42	0.00
Sum of All Allowances	10500				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	NNHR	571.42	0.00
Gross Wage (All Allowances + OT)	23,806.25				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	NNHR	571.42	0.00

## Sum of allowances:

Payroll OT2 Calculation Partial Package					MID YEAR PAY HISTORY									
Period	1				Company	ALEC USE COMPANY	Pay Run	DUBAI MONTHLY	Period Start Date	01/01/2021	End Date	31/03/2021		
Monthly Wage	12000				View	Freeze	Detach	Search	Insert	Insert Multiple	Delete	Duplicate Record	Workflows	Report Options
OT2 Hours	10				* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Time Type	* Train Code	Amount	Pay Amount
OT2 Base	\$20,900.00				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	CDRW	1,000.00	1,000.00
OT2 Rate/Day	696.67				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	FDLA	600.00	600.00
OT2 Rate/Hours	130.63				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	GDLW	3,000.00	3,000.00
Allowances in OT Calculation					ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	HSLW	1,500.00	1,500.00
General	3,000.00				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	MDLW	2,000.00	2,000.00
Car Allowance (None Package)	Non Package				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	SCLW	1,200.00	1,200.00
Medical	2,000.00				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN	TRNS	1,200.00	1,200.00
Schooling	1,200.00				ALEC	DBRN	2021	1	ALC-ENG102	MCHEN ZAFFARAH	BN			
Housing	1,500.00													
Transportation	1,200.00													
Food (Excluded)														
OT Paid	0.00	1,306.25	0.00	0.00										
Base Wage	12000													
Sum of All Allowances	10500													
Gross Wage (All Allowances + OT)	23,806.25													

## 3) An example when hour type is based on “Full Package”.

EMPLOYEE PACKAGE

Selection Criteria

EmployeeALC-ENG102FARID REZAEIAs Of Date23/04/2022Show Eligible Plans

PACKAGES

ViewFreezeDetachSearchWorkflowsReport OptionsExportECM DocumentsUser Extensions

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Base	Wage		Basic Salary			01/01/2021		12,000.00		
Elected	FDLA	AETNA	ALEC Engrs-Food Benefit	ALEC	ALEC	01/01/2021		600.00		
Elected	GDLW	AETNA	ALEC Engrs-General Benefit	ALEC	ALEC	01/01/2021		3,000.00		
Elected	HSLW	AETNA	ALEC Engrs-Housing Benefit	ALEC	ALEC	01/01/2021		1,500.00		
Elected	MDLW	AETNA	ALEC Engrs-Medical Benefit	ALEC	ALEC	01/01/2021		2,000.00		
Elected	SCLW	AETNA	ALEC Engrs-School Benefit	ALEC	ALEC	01/01/2021		1,200.00		
Elected	TRNS	AETNA	ALEC Engrs-Transportation	ALEC	ALEC	01/01/2021		1,200.00		
								21,500.00		

NON-PACKAGES

ViewFreezeDetachSearchWorkflowsReport OptionsExportECM DocumentsUser Extensions

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Elected	CARW	AETNA	ALEC Engrs-Car Benefit	ALEC	ALEC	01/01/2021		1,000.00		
								1,000.00		

Entered OT hours for full package.



Total Month	12	Days Worked	31
Total Days	360	Regular Hours	240
OT1 - (Wage + Full Package)	\$1.50	Hours Per Day	8
OT2 - (Wage + Partial Package)	\$1.50		
OT3- Wage Only	\$1.75		

Mid-Year Pay History

Mid-Year Pay History

Company ALEC LINE Company Pay Rsn DUBAI MONTHLY Period Start Date 01/01/2021 End Date 31/01/2021

View

Filters

Detach

Search

Insert

Insert Multiple

Delete

Duplicate Record

Workflows

Report Objects

Export

ECM Documents

User Extensions

* Company	* Pay Rsn	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Train Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	HELL	1,343.75	1,343.75			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MMNR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBNH	2021	1	ALC-ENG103	FARID REZAEI	BW	MM								

Document

2 OT

NH Total

224

OT Total

0

DOT Total

0

Other Total

20

Currency

USD

Total Hours

244

Timesheet Details

Employee

ALC-ENG102

MOHSEN ZAFFARIAN

Auto Recall

Create Cost Code Cat

NH Total

224

OT Total

0

DOT Total

0

Other Total

20

Total Hours

244

Refresh

Timesheet Details

Employee

Equipment

View

Freeze

Detach

Search

Insert

Insert Multiple

Delete

Duplicate Record

Workflows

Report Options

Export

Import

Attachments

Notes

Seq No	* Employee	Date	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate	Expense	Expense Hour Type	Quantity
162379	ALC-ENG102	01/02/2021	8	QRE	75.0000	0	OVT	75.0000	0	DOT	100.0000	10	HELI	OT	134.3700			
162382	ALC-ENG102	02/02/2021	8	QRE	75.0000	0	OVT	75.0000	0	DOT	100.0000	10	DRI	OT	130.6200			
162385	ALC-ENG102	03/02/2021	8	QRE	75.0000	0	OVT	75.0000	0	DOT	100.0000	0	OTHI		50.0000			
162388	ALC-ENG102	04/02/2021	8	QRE	75.0000	0	OVT	75.0000	0	DOT	100.0000	0	OTHI		50.0000			
162391	ALC-ENG102	05/02/2021	8	QRE	75.0000	0	OVT	75.0000	0	DOT	100.0000	0	OTHI		50.0000			
162394	ALC-ENG102	06/02/2021	8	QRE	75.0000	0	OVT	75.0000	0	DOT	100.0000	0	OTHI		50.0000			
162397	ALC-ENG102	07/02/2021	8	QRE	75.0000	0	OVT	75.0000	0	DOT	100.0000	0	OTHI		50.0000			
162400	ALC-ENG102	08/02/2021	8	QRE	75.0000	0	OVT	75.0000	0	DOT	100.0000	0	OTHI		50.0000			
162403	ALC-ENG102	09/02/2021	8	QRE	75.0000	0	OVT	75.0000	0	DOT	100.0000	0	OTHI		50.0000			

OT Rate Per Day	Base wage * Total Months/Total Days	$20,900 \times 12 / 360 = 696.67$
OT Rate per Hour	OT rate per day/Work hours per day * OT rate multiplier (1.5 per hour)	$696.67 / 8 \times 1.5 = 130.625$
OT Paid Amount	OT rate per hour*OT hours worked	$130.625 \times 10 = 1306.25$



OT full package calculations:

OT Rate Per Day	Base wage * Total Months/Total Days	21,500*12/360 = 716.67
OT Rate per Hour	OT rate per day/Work hours per day * OT rate multiplier (1.5 per hour)	716.67/8*1.5 = 134.38
OT Paid Amount	OT rate per hour*OT hours worked	134.38*10 = 1343.75

Revised OT3 Calculation Full Package

Period

1

Monthly Wage

12000

OT1Hours

10

OT1Base

\$21500.00

OT1Rate/Day

716.67

OT1Rate/Hour

134.38

Allowances in OT Calculation

General

3,000.00

Non-Residence (Nine Package)

N/A

Medical

2,000.00

Schooling

1,200.00

Housing

1,500.00

Transportation

1,200.00

Food

500.00

DT Paid

1,343.75

Base Wage

12000

Sum of All Allowances

10500.00

Gross Wage (All Allowances + DT)

23,843.75

Revised OT2 Calculation Partial Package

Period

1

Monthly Wage

12000

OT2Hours

10

OT2Base

\$20,300.00

OT2 Rate/DAY

696.67

OT2 Rate/Hour

130.63

Allowances in OT Calculation

General

3,000.00

Non-Residence (Nine Package)

N/A

Medical

2,000.00

Schooling

1,200.00

Housing

1,500.00

Transportation

1,200.00

Food(Excluded)

DT Paid

0.00

Base Wage

12000

Sum of All Allowances

10500.00

Gross Wage (All Allowances + DT)

23,806.25

MID YEAR PAY HISTORY

Pay Run History

Employee No

ALC-ENG10 Q ZAFFARIAN MOHSEN

Display

Mid-Year Pay History

Company

ALEC UAE Company

Pay Run

DUBAI MONTHLY

Period Start Date

01/02/2021

View

Refresh

Detach

Search

Insert

Insert Multiple

Delete

Duplicate Record

Workflows

ECM Documents

User Extensions

* Company	* Pay Run	* Year	* Period	* Employee No.	Emp Full Name	* Trn Type	* Trn Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept								
ALEC	QBN	DMN	Q	2021	Q	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	Q	DRI	Q	1,306.25	1,306.25			ALEC	Q	DUBAI	Q	J	00	Q
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	HEL	1,343.75	1,343.75					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	12,000.00	12,000.00					ALEC	DUBAI	G	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN	DMN	2021	2	ALC-ENG-102	MOHSEN ZAFFARIAN	BW	NNWR	500.00	0.00					ALEC	DUBAI	J	00					
ALEC	QBN																						

## Company Loans and Advances – Added New Pro-Rate Flag

## Overview

CMIC has implemented a new flag to pro-rate loans and advances for Dubai region. Loans and advances will now pro-rate based on the number of days the employee started working or got terminated. This functionality is like the pro-ration of lump sum benefit amount.

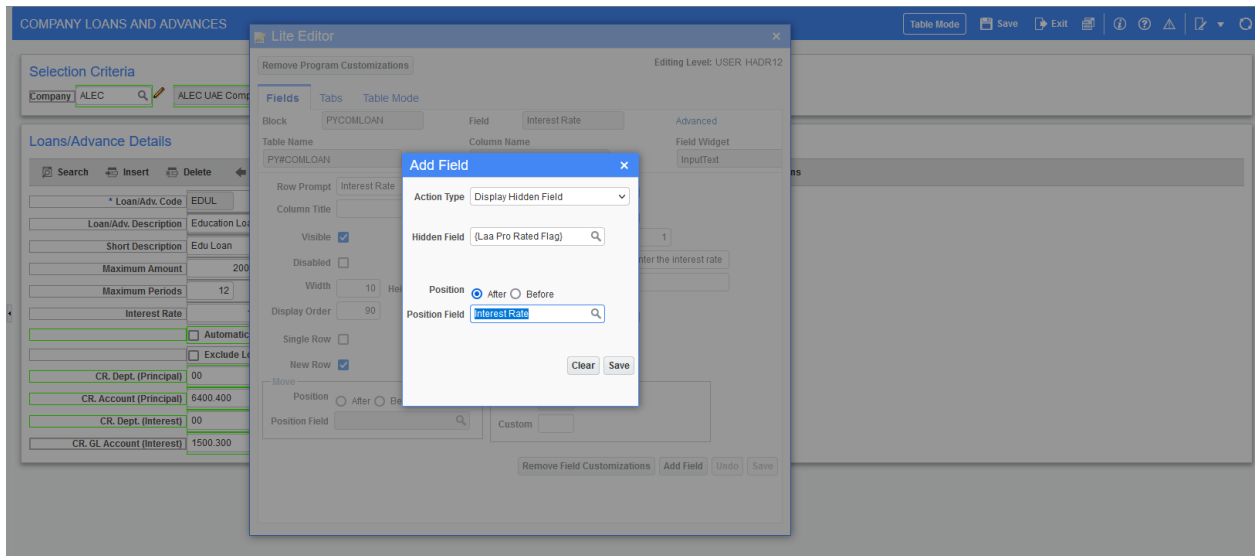
**NOTE:** This functionality is available for US Payroll and International Payroll.

## Pre-requisites

- 3) Alternate work days under company is required to be set to 7 working days as per Dubai region working days.

[illegible]

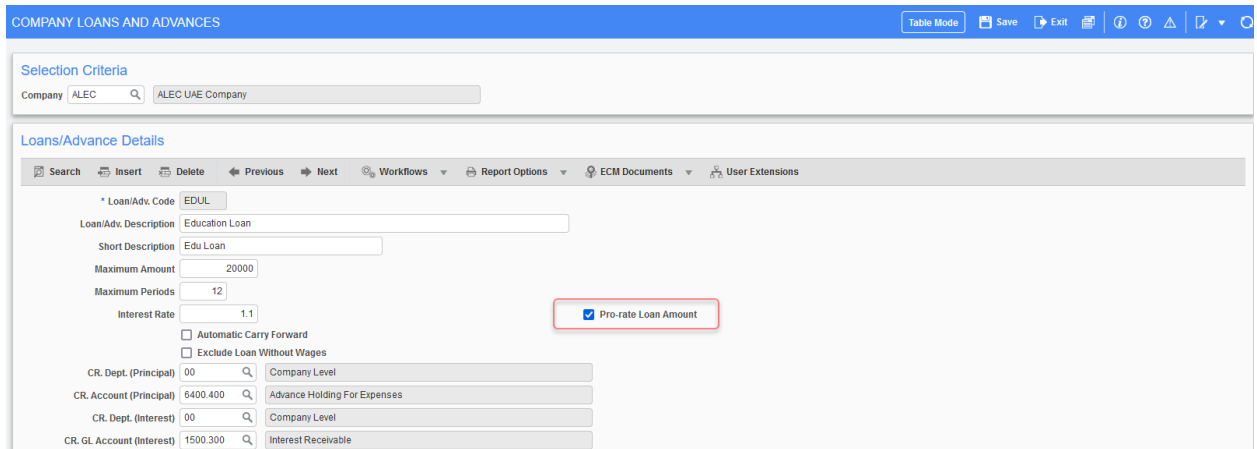
4) The pro-rate loan amount flag needs to be added from the lite editor:



## Modifications

The loan processing is modified to pro-rate the loan principal or interest amount based on employee workdays.

Company loan and advances screen has a new flag of “Pro-rate loan amount” added.



## Implementation

An example of an employee hired mid period with a loan that has its pro-ration loan amount flag checked.

1) Employee hired mid period 16 of January 2021.

EMPLOYEE PROFILE

Table Mode Save Exit Print Help

### Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # ALC-ENG133 Employee Full Name ELIAS NOOR Copy Employee Notes

**Personal** Company Rates/Salary Address HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

Prefix

\* Last Name ELIAS \* First Name NOOR

Initial / Middle Name Suffix

\* SSN / SIN 387636787 Alias

\* Type Salaried \* Full / Part Full-Time

\* Status A Active

\* Work Status Working \* FLSA Type Non-Exempt Salary Frequency Monthly

☒ Allow Accrued Leave ☐ Unionized ☒ Eligible for Rehire

Union

Union Membership Date Union Member No.

Position Description

\* Date of Birth 01/01/1989 Place of Birth

\* Hire Date 16/01/2021 Seniority Date

Termination Date Next Review Date

Re-Hire Date Adjusted Service Date

Date Deceased \* Primary Employee ALC-ENG133

License / Certificate Skills

Upload Photo Remove Photo Create HCM Contact to upload photo

Employee package screen:

EMPLOYEE PACKAGE

Save Exit Print Help

Selection Criteria

Employee ALC-ENG133 NOOR ELIAS As Of Date 24/04/2022 Show Eligible Plans

### PACKAGES

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Base	Wage		Basic Salary			16/01/2021		12,000.00		
Elected	FDLA	AETNA	ALEC Engrs-Food Benefit	ALEC	ALEC	16/01/2021		600.00		
Elected	GNLW	AETNA	ALEC Engrs-General Benefit	ALEC	ALEC	16/01/2021		3,000.00		
Elected	HSLW	AETNA	ALEC Engrs-Housing Benefit	ALEC	ALEC	16/01/2021		1,500.00		
Elected	MDLW	AETNA	ALEC Engrs-Medical Benefit	ALEC	ALEC	16/01/2021		2,000.00		
Elected	SCLW	AETNA	ALEC Engrs-School Benefit	ALEC	ALEC	16/01/2021		1,200.00		
Elected	TRNS	AETNA	ALEC Engrs-Transportation	ALEC	ALEC	16/01/2021		1,200.00		
								21,500.00		

### NON-PACKAGES

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Elected	CARW	AETNA	ALEC Engrs-Car Benefit	ALEC	ALEC	16/01/2021		1,000.00		
								1,000.00		

2) Assign the loan to the employee under employee loan and advances screen:

**EMPLOYEE LOANS AND ADVANCES** Save Exit Print Help Info Back Forward Refresh

**Selection Criteria**

Enter Company Code

Enter Employee Number

**Loans/Advance Details**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Loan	Loan Description	Loan Number	* Start Date	Amount	Periods	Interest Rate	Installment Principle Amt	Installment Interest Amt	Balance Remaining
EDUL	Education Loan	1	16/01/2021	20,000.00	12	1.100	1,666.67	18.33	20,000.00

3) Enter timesheet for the employee for 16 days of work:

**TIMESHEET ENTRY** Save Exit Print Help Info Back Forward Refresh

**Selection Criteria**

Company

Pay Run

Year

Period

Document

NH Total  OT Total  DOT Total  Other Total

Currency  Total Hours

**Timesheet Details**

Employee     NH Total hours  OT Total hours  DOT Total hours  Other Total Hours  Total Hours

**Timesheet Details** Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes

Seq No	* Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Eqp	CostCode/Acc/Compon	Cat./Tran	TshUserField5	User Field 1
163273	ALC-ENG133	16/01/2021	J		ENG		ALEC	ALEC01	01-100	1000		
163276	ALC-ENG133	17/01/2021	J		ENG		ALEC	ALEC01	01-100	1000		
163279	ALC-ENG133	18/01/2021	J		ENG		ALEC	ALEC01	01-100	1000		
163282	ALC-ENG133	19/01/2021	J		ENG		ALEC	ALEC01	01-100	1000		
163285	ALC-ENG133	20/01/2021	J		ENG		ALEC	ALEC01	01-100	1000		

/faces/console.jspx#

4) Mid year pay history would show the amount calculated after payroll processing:

MID YEAR PAY HISTORY

Save

Exit

Mid-Year Pay History

Company

ALEC UAE Company

Pay Run

DUBAI MONTHLY

Period Start Date

01/01/2021

End Date

31/01/2021

View

Freeze

Detach

Search

Insert

Insert Multiple

Delete

Duplicate Record

Workflows

Report Options

Export

ECM Documents

User Extensions

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
ALEC	DBMN	2021	1	ALC-ENG133	NOOR ELIAS	BW	NWHR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG133	NOOR ELIAS	BW	NWHR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG133	NOOR ELIAS	BW	NWHR	571.42	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG133	NOOR ELIAS	BN	CARW	1,000.00	1,000.00	6,193.55	6,193.55	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG133	NOOR ELIAS	BN	FDLA	309.68	309.68	6,193.55	6,193.55	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG133	NOOR ELIAS	BN	GNLW	1,548.39	1,548.39	6,193.55	6,193.55	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG133	NOOR ELIAS	BN	HSLW	774.19	774.19	6,193.55	6,193.55	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG133	NOOR ELIAS	BN	MDLW	1,032.26	1,032.26	6,193.55	6,193.55	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG133	NOOR ELIAS	BN	SCLW	619.35	619.35	6,193.55	6,193.55	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG133	NOOR ELIAS	BN	TRNS	619.35	619.35	6,193.55	6,193.55	ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG133	NOOR ELIAS	LP	EDUL	860.22	-860.22			ALEC	DUBAI	G	00
ALEC	DBMN	2021	1	ALC-ENG133	NOOR ELIAS	LI	EDUL	9.46	-9.46			ALEC	DUBAI	G	00
								22,109.17	11,227.09	43,354.85	43,354.85				

5) Calculations for LP and LI pro-rated for 16 days of work:

$$LP = 1666.67/31 * 16 = 860.22$$

$$LI = 18.33/31 * 16 = 9.46$$

Mid Year PAY HISTORY

Save

Exit

Pay Run

Company

Year

Period

Employee No

ALC-ENG13

Q

ELIAS, NOOR

Display

Mid-Year Pay History

Company

ALC UAE Company

Pay Run

DUBAI MONTHLY

Period Start Date

01/02/2021

End Date

28/02/2021

View

Freeze

Detach

Search

Insert

Insert Multiple

Delete

Duplicate Record

Workflows

Report Options

Export

ECM Documents

User Extensions

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept	
ALC	DBMN	2021	2	ALC-ENG13	NOOR ELIAS	BW	NWHR	12,000.00	12,000.00			ALC	DUBAI	G	00	600
ALC	DBMN	2021	2	ALC-ENG13	NOOR ELIAS	BN	CARW	1,000.00	1,000.00	12,000.00	12,000.00	ALC	DUBAI	G	00	600
ALC	DBMN	2021	2	ALC-ENG13	NOOR ELIAS	BN	FDLA	600.00	600.00	12,000.00	12,000.00	ALC	DUBAI	G	00	600
ALC	DBMN	2021	2	ALC-ENG13	NOOR ELIAS	BN	GNLW	3,000.00	3,000.00	12,000.00	12,000.00	ALC	DUBAI	G	00	600
ALC	DBMN	2021	2	ALC-ENG13	NOOR ELIAS	BN	HSLW	1,500.00	1,500.00	12,000.00	12,000.00	ALC	DUBAI	G	00	600
ALC	DBMN	2021	2	ALC-ENG13	NOOR ELIAS	BN	MDLW	2,000.00	2,000.00	12,000.00	12,000.00	ALC	DUBAI	G	00	600
ALC	DBMN	2021	2	ALC-ENG13	NOOR ELIAS	BN	SCLW	1,200.00	1,200.00	12,000.00	12,000.00	ALC	DUBAI	G	00	600
ALC	DBMN	2021	2	ALC-ENG13	NOOR ELIAS	BN	TRNS	1,200.00	1,200.00	12,000.00	12,000.00	ALC	DUBAI	G	00	600
ALC	DBMN	2021	2	ALC-ENG13	NOOR ELIAS	LI	EDUL	18.33	-18.33			ALC	DUBAI	G	00	100
ALC	DBMN	2021	2	ALC-ENG13	NOOR ELIAS	LP	EDUL	1,666.67	-1,666.67			ALC	DUBAI	G	00	100
								24,185.00	20,815.00	84,000.00	84,000.00					

7) Employee gets terminated in the middle of Nov. 20 th the processing will remain to deduct the default principal amount from the employee loan payment.

Note: The employee was hired in the middle of the month of Jan.

## Working Document R12 New Functionality

**EMPLOYEE HISTORY** Table Mode Exit Help Print Refresh Close

**Selection Criteria**

Employee: ALC-ENG133 NOOR ELIAS SSN: 387-63-6787

\* Action: Termination

Effective Date: 20/11/2021 Current Date: 26/04/2022 Process Employee Package

UAE

**Employee History Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

**Personal** Company Rates/Salary Address HR Info HCM Dispatch

Reason Code: Reason Code Description: Effective Date: 20/11/2021 Action: Termination

Last Name: ELIAS First Name: NOOR Initial:

Prefix: Suffix: Alias:

SSN / SIN no.: 387636787 Type: Salaried \* Full/Part: Full-Time

Status Code: Terminated \* Work Status: Working Allow Accrued Leave

\* FLSA Type: Non-Exempt

☐ Unionized Salary Frequency: Monthly Union Membership Date: Eligible for Rehire

Union: Union Name:

Union Mem. No.:

Position Desc.:

Place of Birth:

Printed checks up to period 12

2,473.08 is the remaining amount after period 12 this amount requires an adjustment

**EMPLOYEE LOANS AND ADVANCES** Save Exit Help Print Refresh Close

**Selection Criteria**

Enter Company Code: ALEC ALEC UAE Company

Enter Employee Number: ALC-ENG133 NOOR ELIAS

**Loans/Advance Details**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Loan	Loan Description	Loan Number	* Start Date	Amount	Periods	Interest Rate	Installment Principle Amt	Installment Interest Amt	Balance Remaining
EDUL	Education Loan	1	16/01/2021	20,000.00	12	1.100	1,666.67	18.33	2,473.08

Period 11 and 12 paid the loan with no pro-ration in full amount.

MID YEAR PAY HISTORY
Save Exit Print Help Search Filter

**Selection Criteria**

Company: ALEC ALEC UAE Company

Pay Run: DBMN \* Year: 2021 Period: 11

Employee No: ALC-ENG13: ELIAS, NOOR

Display

**Mid-Year Pay History**

Company: ALEC UAE Company Pay Run: DUBAI MONTHLY Period Start Date: 01/11/2021 End Date: 30/11/2021

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export ECM Documents User Extensions

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
ALEC	DBMN	2021	11	ALC-ENG133	NOOR ELIAS	LI	EDUL	18.33	-18.33			ALEC	DUBAI	G	00
ALEC	DBMN	2021	11	ALC-ENG133	NOOR ELIAS	LP	EDUL	1,666.67	-1,666.67			ALEC	DUBAI	G	00
								1,685.00	-1,685.00						

**Mid-Year Pay History**

Company: ALEC UAE Company Pay Run: DUBAI MONTHLY Period Start Date: 01/11/2021 End Date: 31/12/2021

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export ECM Documents User Extensions

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
ALEC	DBMN	2021	12	ALC-ENG133	NOOR ELIAS	LI	EDUL	18.33	-18.33			ALEC	DUBAI	G	00
ALEC	DBMN	2021	12	ALC-ENG133	NOOR ELIAS	LP	EDUL	1,666.67	-1,666.67			ALEC	DUBAI	G	00
								1,685.00	-1,685.00						

## Addition of New Employee Package Screen to Employee Profile as a Tree View Program for Companies in the UAE (21.50722/HCM-466, 467)

### Overview

The Employee Profile has a new [Employee Package] button to display package information. This button will display a screen with the employee total base wage and both package and non-package allowances. The amount will be displayed based on the employee pay run frequency. The screen displays all active benefits without an end date.

Note: This functionality is available for US Payroll and International Payroll.

### Pre-requisites

- 1) The employee package screen in Employee Profile and salary frequency must be added from the lite editor as shown below:

**Note:** All employees in ALEC are salaried employees with a monthly salary frequency. When a monthly frequency is selected you can add a monthly salary in the rates/salary tab of the Employee Profile.



EMPLOYEE PROFILE

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

Employee # Employee Full Name Copy Employee Notes

Personal Company Rates/Salary Address HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

Prefix  
\* Last Name  
Initial / Middle Name  
\* SSN / SIN  
\* Type Hourly  
\* Status A Active  
\* Work Status Working  
Allow Accrued Leave  
Unions  
Eligible for Rehire  
Union  
Union Membership Date  
Union Member No.  
Position Description  
\* Date of Birth  
\* Hire Date  
Termination Date  
Re-Hire Date  
Date Deceased  
License / Certificate

\* First Name  
Suffix  
Alias  
Full / Part  
Full-Time  
\* FLSA Type Non-Exempt  
Place of Birth  
Seniority Date  
Next Review Date  
Adjusted Service Date  
\* Primary Employee  
Work Days/Year  
Hours/Year  
Service/Years

Upload Photo Remove Photo  
Create HCM Contact to upload photo

EMPLOYEE PROFILE

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

Employee # Employee Full Name Copy Employee Notes

Personal Company Rates/Salary Address HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

Prefix  
\* Last Name  
Initial / Middle Name  
\* SSN / SIN  
\* Type Hourly  
\* Status A Active  
\* Work Status Working  
Allow Accrued Leave  
Unions  
Eligible for Rehire  
Union  
Union Membership Date  
Union Member No.  
Position Description  
\* Date of Birth  
\* Hire Date  
Termination Date  
Re-Hire Date  
Date Deceased  
License / Certificate

\* First Name  
Suffix  
Alias  
Full / Part  
Full-Time  
\* FLSA Type Non-Exempt  
Place of Birth  
Seniority Date  
Next Review Date  
Adjusted Service Date  
\* Primary Employee  
Work Days/Year  
Hours/Year  
Service/Years

Upload Photo Remove Photo  
Create HCM Contact to upload photo

Lite Editor

Remove Program Customizations

Block PYEMPLOYEETABLE Field FLSA Type Advanced Field Widget DropDownList

Table Name PYEMPLOYEE\_PROFILE Column Name

Add Field

Action Type Display Hidden Field

Tab Name

Position Alter Before

Position Field

Clear Save

EMPLOYEE PROFILE

Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

Employee # Employee Full Name Copy Employee Notes

Personal Company Rates/Salary Address HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

Prefix  
\* Last Name  
Initial / Middle Name  
\* SSN / SIN  
\* Type Hourly  
\* Status A Active  
\* Work Status Working  
Allow Accrued Leave  
Unions  
Eligible for Rehire  
Union  
Union Membership Date  
Union Member No.  
Position Description  
\* Date of Birth  
\* Hire Date  
Termination Date  
Re-Hire Date  
Date Deceased  
License / Certificate

\* First Name  
Suffix  
Alias  
Full / Part  
Full-Time  
\* FLSA Type Non-Exempt  
Place of Birth  
Seniority Date  
Next Review Date  
Adjusted Service Date  
\* Primary Employee  
Work Days/Year  
Hours/Year  
Service/Years

Upload Photo Remove Photo  
Create HCM Contact to upload photo

Lite Editor

Remove Program Customizations

Block PYEMPLOYEETABLE Field FLSA Type Advanced Field Widget DropDownList

Table Name PYEMPLOYEE\_PROFILE Column Name

Search and Select: Hidden Field

Search

Match All Any

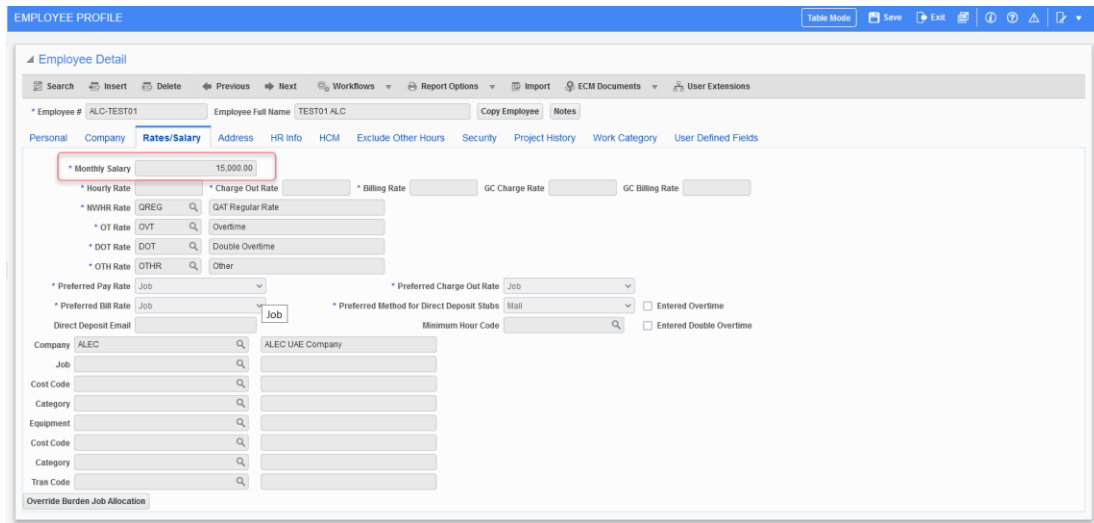
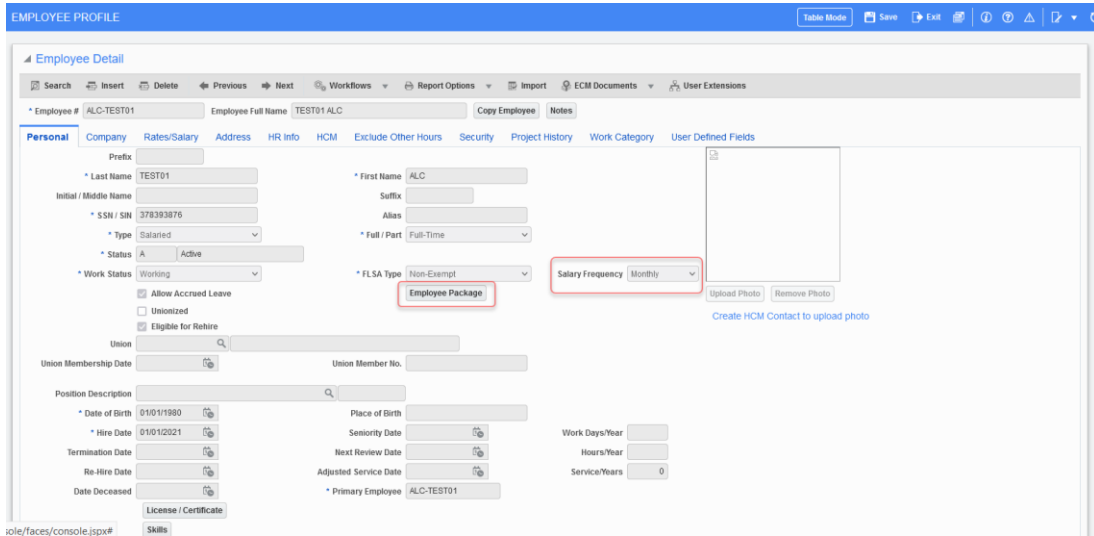
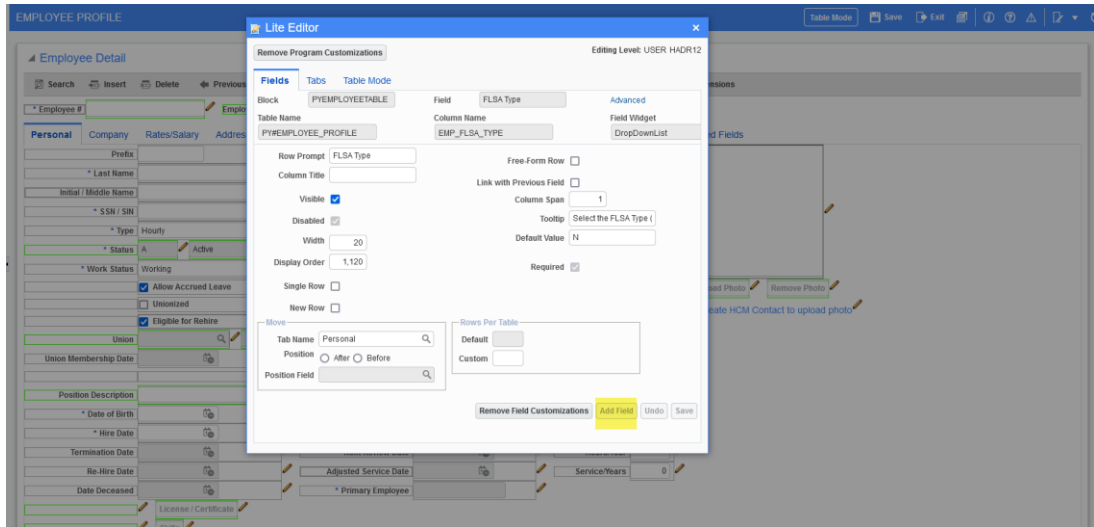
Display Order

Hidden Field

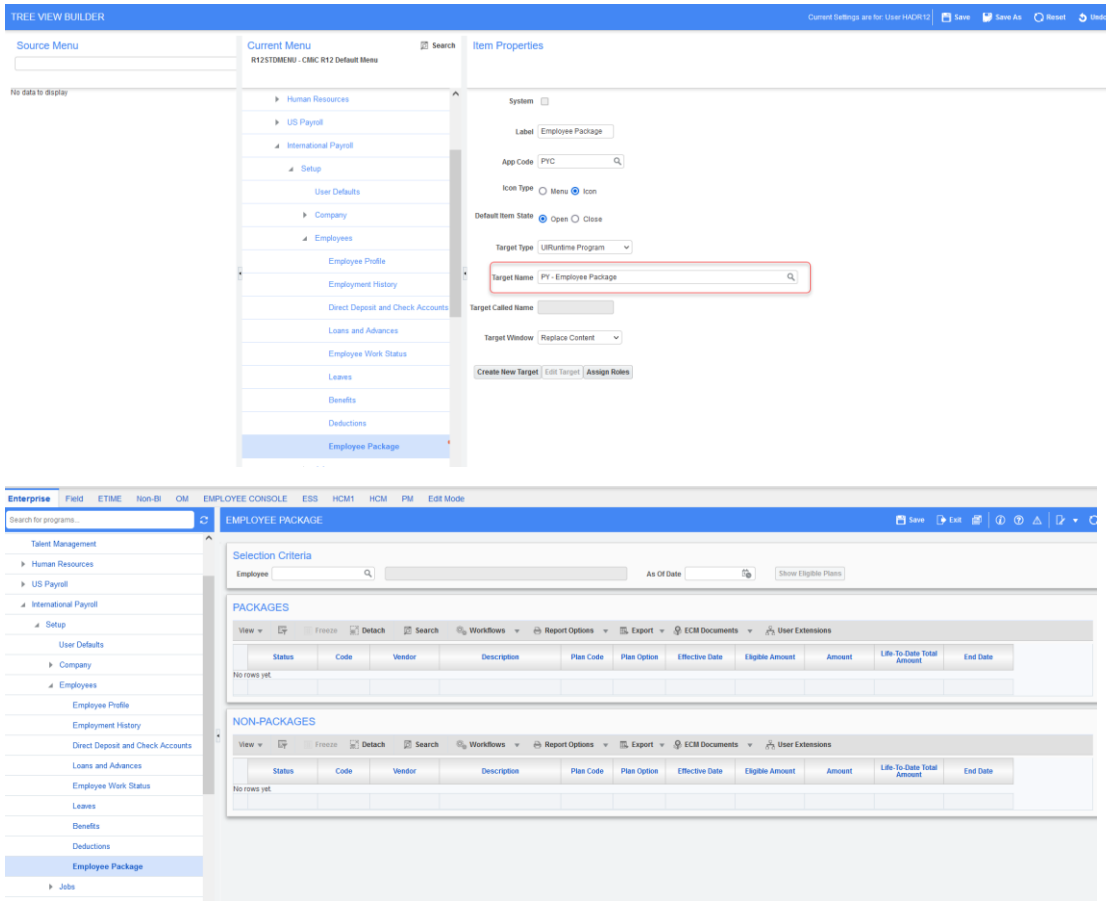
Search Reset

Hidden Field	Display Order
EmpPackageBth	35
Salary Frq	623

OK Cancel



- 2) The standalone employee package program can be added from the treeview builder as shown below.



- 3) Benefits are elected for each employee from HR> benefit administration> benefit/deduction administration> election by employee program, as shown below.

**ELECTION BY EMPLOYEE**

Selection Criteria  
Employee: ALC-ENG100 HASSAN JANANI

Eligible Plan(s)

Status	* Code	* Vendor	Comp.	Pay Plan	Pay GRP	* Type	* Eligibility Date	* Plan Code	* Plan Option	Remittance Frequency	Eligible Amount	Employee Amount	Select Flag
Elected	CARW	AETNA	ALEC	DBMN	ENGR	BN	01/01/2021	ALEC	ALEC	Bi-Weekly		1,000.00	<input type="checkbox"/>
	CMP1	AETNA	ALEC	DBMN	ENGR	BN	01/01/2021	ALEC	ALEC	Bi-Weekly		1,500.00	<input type="checkbox"/>
	CMP2	AETNA	ALEC	DBMN	ENGR	BN	01/01/2021	ALEC	ALEC	Bi-Weekly		5.00	<input type="checkbox"/>
	CMP3	AETNA	ALEC	DBMN	ENGR	BN	01/01/2021	ALEC	ALEC	Bi-Weekly		50.00	<input type="checkbox"/>
Elected	FOLA	AETNA	ALEC	DBMN	ENGR	BN	01/01/2021	ALEC	ALEC	Bi-Weekly		600.00	<input type="checkbox"/>
Elected	GNLW	AETNA	ALEC	DBMN	ENGR	BN	01/01/2021	ALEC	ALEC	Bi-Weekly		3,000.00	<input type="checkbox"/>

Description: ALEC Engrs-Car Benefit Type: Lump Sum Show Eligible History Elect

Elected Plan(s)

Status	Code	Vendor	Description	Plan Code	Plan Option	* Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date	Employer Portion Effective Date
Elected	CARW	AETNA	ALEC Engrs-Car Benefit	ALEC	ALEC	01/01/2021		1,000.00			
Elected	FOLA	AETNA	ALEC Engrs-Food Benefit	ALEC	ALEC	01/01/2021		600.00			
Elected	GNLW	AETNA	ALEC Engrs-General Benefit	ALEC	ALEC	01/01/2021		3,000.00			

## Modifications

The Hour Types screen (under Setup> company) can now be based on types of packages.

The Based-on Package and Exclusion columns can be added from the lite editor as shown below.

**HOURLY TYPES**

Selection Criteria  
Company: ALEC

Hour Type Details

Rate Code: Overtime

Life Editor

Remove Program Customizations

Editing Level: USER HADR12

Fields

Block: PTHOURTYPE

Table Name: PTHOURTYPE

Column Title: Dept Allocation

Visible: ☒ Disabled: ☐ Width: 30 Display Order: 100 Single Row: ☐ New Row: ☒ Position: ☐ After ☐ Before Position Field: Ben Ded Pkg

Add Field

Action Type: Display Hidden Field

Hidden Field: Allowances

Position: ☒ After ☐ Before Position Field: Ben Ded Pkg

Clear Save

Remove Field Customizations Add Field Undo Save

Export ECM Documents User Extensions

\* Default Exclude Other Hour \* Exclude From Salary Ch. Rate Calculation Exempt Rule \* Dept Allocation Dept Source Timesheet

**HOUR TYPES** Save Exit

**Selection Criteria**  
 Company: ALEC | ALEC UAE Company

**Hour Type Details**

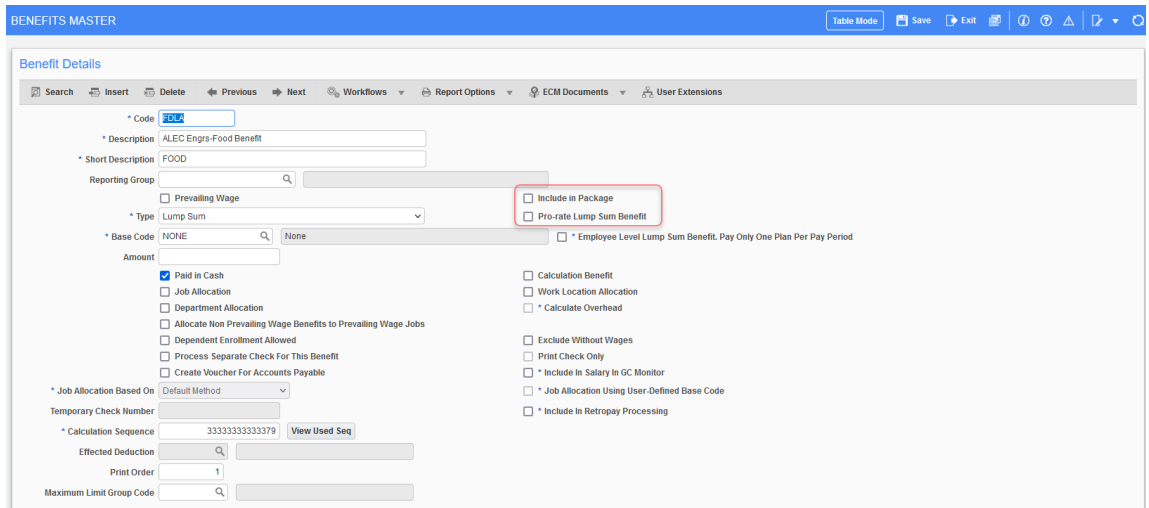
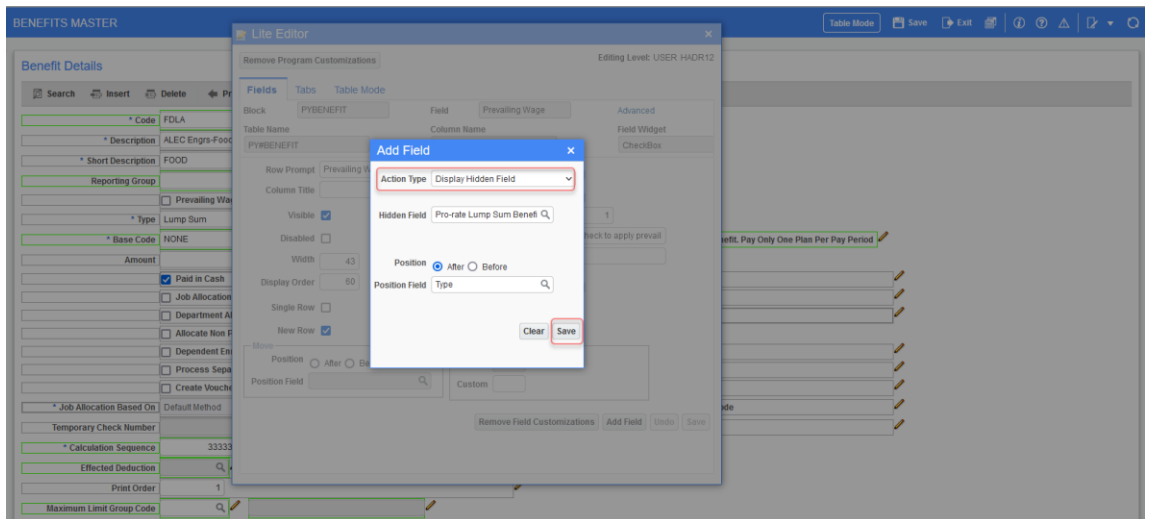
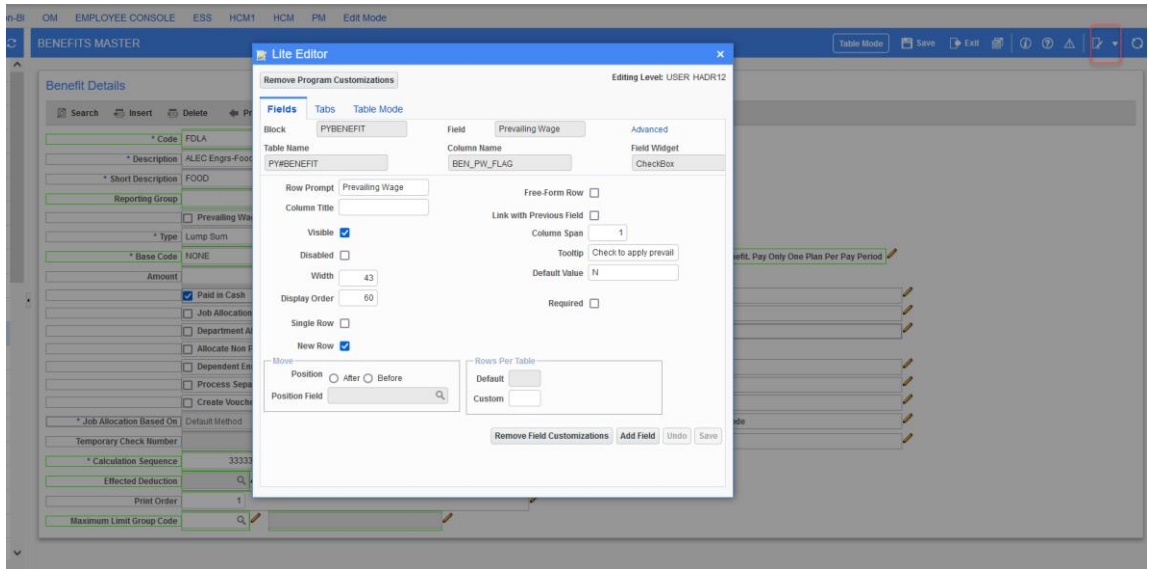
View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

	Rate Name	Leave Code	E-Time	Overtime Rule	Include For Job Alloc	* Validate In/Out Time	* Default Exclude Other Hour	Exclude from Salary Ch. Rate Calculation	Exempt Rule	* Dept Allocation Dept Source	Based on Package	Exclusion
	Other	ANLE	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timesheet	Wage	Exclusion
	Other	ANLE	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timesheet	Full Package	Exclusion
	Other	ANLE	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timesheet	Partial Package	Exclusion
	Other	YLVE	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timesheet	Partial Package	Exclusion
	Overtime		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timesheet	Partial Package	Exclusion
	Overtime		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timesheet	Wage	Exclusion
	Overtime		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timesheet	Full Package	Exclusion

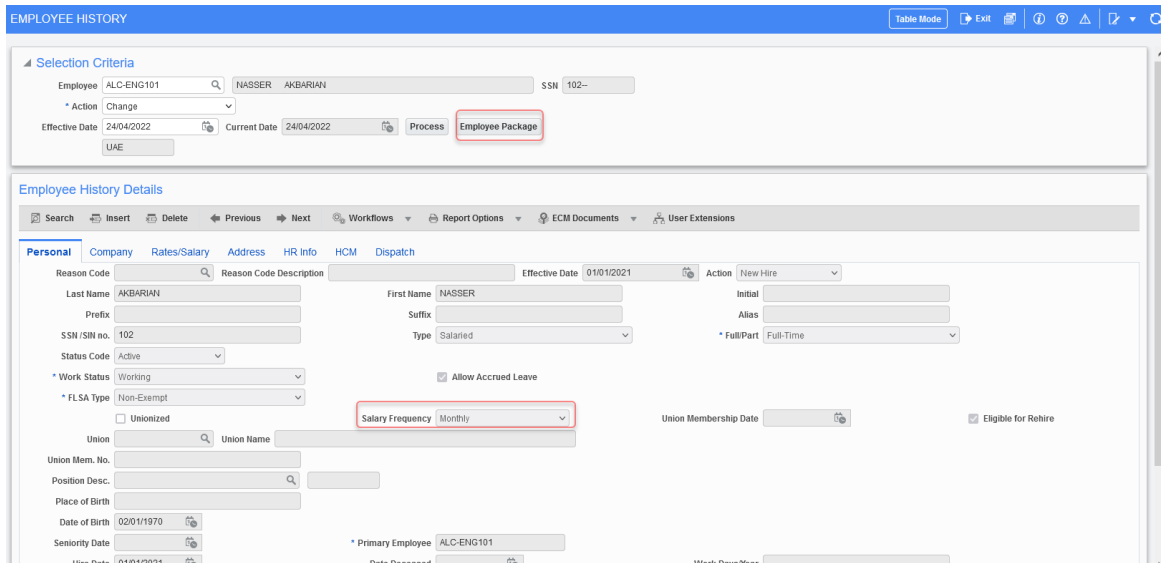
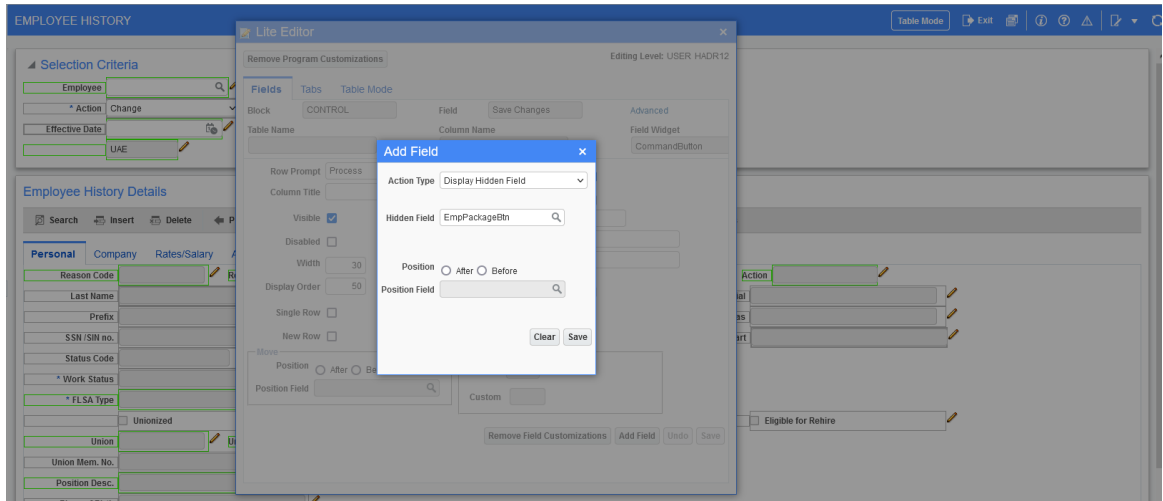
Two new checkboxes have been added to the Benefit Master screen:

- 1- Include in package – When this box is checked the benefit will be part of the package calculation.
- 2- Pro-rate Lump Sum Benefit – When this box is checked the benefit calculations will pro-rate based on the start date of the employee.

These checkboxes can be enabled through the lite editor as shown below.



The Employee History program also has the employee package and salary frequency, just like the Employee Profile. These fields can be added from the lite editor as shown below.



## Implementation

The following example shows an employee with elected benefits from HR. This is the standalone program showing benefits that are included as part of the package and benefits that are not part of the package.

EMPLOYEE PACKAGE										
<div> <div>Selection Criteria</div> <div> Employee   ALC-ENG100 <div>HASSAN JANANI</div> <div>As Of Date 23/04/2022</div> <div>Show Eligible Plans</div> </div> </div>										
PACKAGES										
Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Base	Wage		Basic Salary			01/01/2021		12,000.00		
Elected	FDLA	AETNA	ALEC Engrs-Food Benefit	ALEC	ALEC	01/01/2021		600.00		
Elected	GNLW	AETNA	ALEC Engrs-General Benefit	ALEC	ALEC	01/01/2021		3,000.00		
Elected	HSLW	AETNA	ALEC Engrs-Housing Benefit	ALEC	ALEC	01/01/2021		1,500.00		
Elected	MDLW	AETNA	ALEC Engrs-Medical Benefit	ALEC	ALEC	01/01/2021		2,000.00		
Elected	SCLW	AETNA	ALEC Engrs-School Benefit	ALEC	ALEC	01/01/2021		1,200.00		
Elected	TRNS	AETNA	ALEC Engrs-Transportation	ALEC	ALEC	01/01/2021		1,200.00		
								21,500.00		
NON-PACKAGES										
Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
Elected	CARW	AETNA	ALEC Engrs-Car Benefit	ALEC	ALEC	01/01/2021		1,000.00		
								1,000.00		

The same can be viewed from the Employee Profile.

EMPLOYEE PROFILE										
<div> <div>Employee Detail</div> <div> <div>Employee # ALC-ENG100</div> <div>Employee Full Name JANANI HASSAN</div> <div>Copy Employee</div> <div>Notes</div> </div> </div>										
<div> <div>Personal</div> <div> <div>Company</div> <div>Rates/Salary</div> <div>Address</div> <div>HR Info</div> <div>HCM</div> <div>Exclude Other Hours</div> <div>Security</div> <div>Project History</div> <div>Work Category</div> <div>User Defined Fields</div> </div> </div>										
<div> <div> <div>Prefix</div> <div>Last Name JANANI</div> <div>Initial / Middle Name</div> <div>SSN / SIN 101</div> <div>Type Salaried</div> <div>Status A Active</div> <div>Work Status Working</div> <div> <div>Allow Accrued Leave</div> <div>Unionized</div> <div>Eligible for Rehire</div> </div> <div>Union</div> <div>Union Membership Date</div> <div>Union Member No.</div> <div>Position Description</div> <div>Date of Birth 01/01/1970</div> <div>Hire Date 01/01/2021</div> <div>Termination Date</div> <div>Re-Hire Date</div> <div>Date Deceased</div> <div> <div>License / Certificate</div> <div>Skills</div> </div> </div> <div> <div>First Name HASSAN</div> <div>Suffix</div> <div>Alias</div> <div>Full / Part Full-Time</div> <div>FLSA Type Non-Exempt</div> <div>Salary Frequency Monthly</div> <div> <div>Upload Photo</div> <div>Remove Photo</div> </div> <div>Create HCM Contact to upload photo</div> </div> </div>										
<div> <div>Employee Package</div> </div>										
<div> <div>Work Days/Year</div> <div>Hours/Year</div> <div>Service/Years 0</div> </div>										



Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life To Date Total Amount	End Date
Base	Wage		Basic Salary			01/01/2021		12,000.00		
Elected	FDLA	AETHA	ALEC Engrs-Food Benefit	ALEC	ALEC	01/01/2021		600.00		
Elected	GNLW	AETHA	ALEC Engrs-General Benefit	ALEC	ALEC	01/01/2021		3,000.00		
Elected	HSBW	AETHA	ALEC Engrs-Housing Benefit	ALEC	ALEC	01/01/2021		1,500.00		
Elected	MDLW	AETHA	ALEC Engrs-Medical Benefit	ALEC	ALEC	01/01/2021		2,000.00		
Elected	SCULW	AETHA	ALEC Engrs-School Benefit	ALEC	ALEC	01/01/2021		1,200.00		
Elected	TRNS	AETHA	ALEC Engrs-Transportation	ALEC	ALEC	01/01/2021		1,200.00		
								21,500.00		

Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life To Date Total Amount	End Date
Elected	CARW	AETHA	ALEC Engrs-Car Benefit	ALEC	ALEC	01/01/2021		1,000.00		

## New Employee Leave Encashment Utility to “Cash” the Leave Amount (21.51518/HCM-472)

### Overview

CMIC developed a new utility that can be run prior to payroll processing for the period to determine how many employees' yearly leave cycles have been completed and how much leave encashment the employee is due. The utility checks if the employee anniversary date falls in the period entered on the header and only displays the balances of those employees in the detail section.

**NOTE:** This functionality is available for US Payroll and International Payroll.

### Pre-requisites

- 1) Alternate workdays should be set to 7 working days as per Dubai region.

* Pay Run	Description	* Pay Grp	Description	* Employee No.	Name	* Mon	* Tue	* Wed	* Thu	* Fri	* Sat	* Sun
DBMN	DUBAI MONTHLY	ENGR	ENGINEERS	-	All Employees	Work	Work	Work	Work	Work	Work	Work

- 2) The employee must have worked for a year. If they did not use their leaves then the new utility will pay the employee, the leave days in cash.

### Modifications

The new utility will allow users to select all employees who have a remaining balance.

The user will select all employees who have been selected to encash the leave amount.

Once employees have been selected, the [Submit] button will insert the data into the adjustment table. The popup will be displayed for all users allowed to choose the pay year and period for leave processing. The popup will default the current open period for the company and pay run from the header. The utility will insert the data into the payroll adjustment table with the leave encashment box checked.

The data can be reviewed by the user and adjusted if needed once verified in the Adjustment screen.

EMPLOYEE LEAVES ENCASHMENT

Save

Exit

Print

Help

Alert

Refresh

Close

Company\*

ALEC

ALEC UAE Company

Pay Run\*

DBMN

DUBAI MONTHLY

Pay Group

ALL

All Groups

Year\*

2021

From Date\*

01/01/2021

To Date\*

31/12/2021

Leave Code\*

ANLE

ANNUAL LEAVE - ALEC

Leave Calc Method

Pay Run Year

Refresh

View

Freeze

Detach

Search

Workflows

Report Options

Export

ECM Documents

User Extensions

Emp No	Employee Hire Date	Elig. Hours	Elig. Days	CF from Last Year	Hours Accrued	Hours Used	Hours Remain	CF Entitled	Unprocessed Encashment	Available for Encashment	Include Flag
ALC-ENG108	01/01/2021	240	30	0	0	0	0	40	0	-40	<input type="checkbox"/>
ALC-ENG109	01/01/2021	240	30	0	0	0	0	40	0	-40	<input type="checkbox"/>
ALC-ENG110	15/04/2021	240	30	0	60	0	60	40	0	20	<input type="checkbox"/>
ALC-ENG111	15/04/2021	240	30	0	60	0	60	40	0	20	<input type="checkbox"/>
ALC-ENG112	01/01/2021	240	30	0	0	0	0	40	0	-40	<input type="checkbox"/>
ALC-ENG113	01/01/2021	240	30	0	0	0	0	40	0	-40	<input type="checkbox"/>
ALC-ENG114	01/01/2021	240	30	0	0	0	0	40	0	-40	<input type="checkbox"/>
ALC-ENG115	01/01/2021	240	30	0	240	128	112	40	0	72	<input checked="" type="checkbox"/>
ALC-ENG116	01/01/2021	240	30	0	0	0	0	40	0	-40	<input type="checkbox"/>
ALC-ENG117	01/01/2021	240	30	0	0	0	0	40	0	-40	<input type="checkbox"/>

## Implementation

An example of employee encashment is given below for when an employee doesn't use all of their yearly vacation days.

Checks are printed for 12 months.

EMPLOYEE LEAVES

Save

Exit

Help

Print

Alert

Refresh

Close

Selection Criteria

\* Company

ALEC

ALEC UAE Company

\* Employee

ALC-ENG115

MANI SISTAANI

\* Year

2021

Refresh

Leave Setup

Query

Setup

View

Freeze

Detach

Search

Workflows

Report Options

Export

ECM Documents

User Extensions

	Code	Hours C. Fwd	Hours Accrued	Hours C. Fwd Expired	Hours Used	Hours Lost	C. Fwd Expire Date	C.Fwd Amount	Accrued Amount	Accrued Amount Paid	Elig. Hours	Elig. Days	Hours Remain
	ANLE	0.00	240.00	0.00	128.00	0.00		0.00	14,000.04	7,225.76	240.00	30.00	112.00
	JLEV	0.00	240.00	0.00	0.00	0.00		0.00	1,166.67	0.00	240.00	30.00	240.00
	PTA	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	240.00
	SICA	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	240.00
	VAA	0.00	240.00	0.00	0.00	0.00		0.00	602.15	0.00	240.00	30.00	240.00
	YLVE	0.00	240.00	0.00	0.00	0.00		0.00	14,000.04	0.00	240.00	30.00	240.00

Desc ANNUAL LEAVE - ALEC

Leave Detail



Select the period where this employee was last paid and click on **[Accept/Process]**.

The screenshot shows the 'EMPLOYEE LEAVES ENCASHMENT' window. At the top, there are filters for Pay Group (ALL), Year (2021), Leave Code (ANLE), and From Date/To Date. Below these is a 'Refresh' button. A modal dialog box titled 'EMPLOYEE LEAVES ENCASHMENT' is open, showing 'Leave Encashment' details. It includes fields for Company (ALEC), Pay Run (DBMN), Year (2021), and Period (12). At the bottom of the dialog are 'Accept/Process' and 'Close' buttons. In the background, a table lists employee encashment records.

Employee ID	Period	Days	Rate	Amount	Balance	Encashment	Balance	Encashment	Balance	Encashment	Balance	Encashment	Balance	Encashment	Balance	Encashment	Balance
ALC-ENG104	01/01/2021	240	30	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ALC-ENG105	01/01/2021	240	30	0	0	0	0	0	0	0	0	0	0	0	0	0	
ALC-ENG106	01/01/2021	240	30	0	0	0	0	0	0	0	0	0	0	0	0	0	
ALC-ENG107	01/01/2021	240	30	0	0	0	0	0	0	0	0	0	0	0	0	0	
ALC-ENG108	01/01/2021	240	30	0	0	0	0	0	0	0	0	0	0	0	0	0	
ALC-ENG109	01/01/2021	240	30	0	0	0	0	0	0	0	0	0	0	0	0	0	
ALC-ENG110	15/04/2021	240	30	0	60	0	60	40	0	20	0	0	0	0	0	0	

The screenshot shows the same 'EMPLOYEE LEAVES ENCASHMENT' window. The modal dialog box is still open, but now an 'Alert' box is displayed over it. The alert box says 'Processing Completed' and has an 'Ok' button. The background table and filters remain the same as in the previous screenshot.

The employee encashment information will be transferred to the Adjustment screen where it can be reviewed.

**PAYROLL ADJUSTMENT ENTRY** Save Exit Print Help Print Print Close

**Selection Criteria**

\* Company

\* Pay Run

\* Year

\* Period

\* Display

**Adjustment Details**

View

* Employee	Union	Work Location	* Adjust Type	* Code	Plan Code	Plan Option	Quantity	* Amount	Trade	Job Company	Job	Cost Code	Category
ALC-ENG115		DUBAI	Leave	ANLE				72.00	ENG				

Employee Name  Plan Name  Job Company  WC Description

Union Name  Plan Option  Job  PL Description

Work Location  Trade  Cost Code

Transaction Desc.  Category

**PAYROLL ADJUSTMENT ENTRY** Save Exit Print Help Print Print Close

**Selection Criteria**

\* Company

\* Pay Run

\* Year

\* Period

\* Display

**Adjustment Details**

View

* Employee	WC Code	WCB Policy	PL Code	PLC Policy	Sector Code	Schedule Code	Leave Cash	Gross Amt	Process	Receivab	Adjustment Type	Loan Receivables
ALC-ENG115		ALL		ALL			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Normal Adjustment

Employee Name  Plan Name  Job Company  WC Description

Union Name  Plan Option  Job  PL Description

Work Location  Trade  Cost Code

Transaction Desc.  Category

## PAYROLL PROCESSING

Payroll Company*	ALEC	Q	ALEC - ALEC UAE Company
Home Company*	ALEC	Q	ALEC UAE Company
Pay Run*	DBMN	Q	DUBAI MONTHLY
Pay Year*	2021		
Period*	12		
Check Location		EQ	
From Pay Group		Q	
To Pay Group		Q	
Employee Pick List		Q	<a href="#">EDIT</a>
From Employee	ALC-ENG115	Q	MANI SISTAANI
To Employee	ALC-ENG115	Q	MANI SISTAANI
Restart From Employee		Q	

☒ Include Employees Who Have No Timesheets

☐ Internal Process (System will use external process by default if not checked)

[Process](#)



---

**NOTE:** This functionality is available for US Payroll and International Payroll.

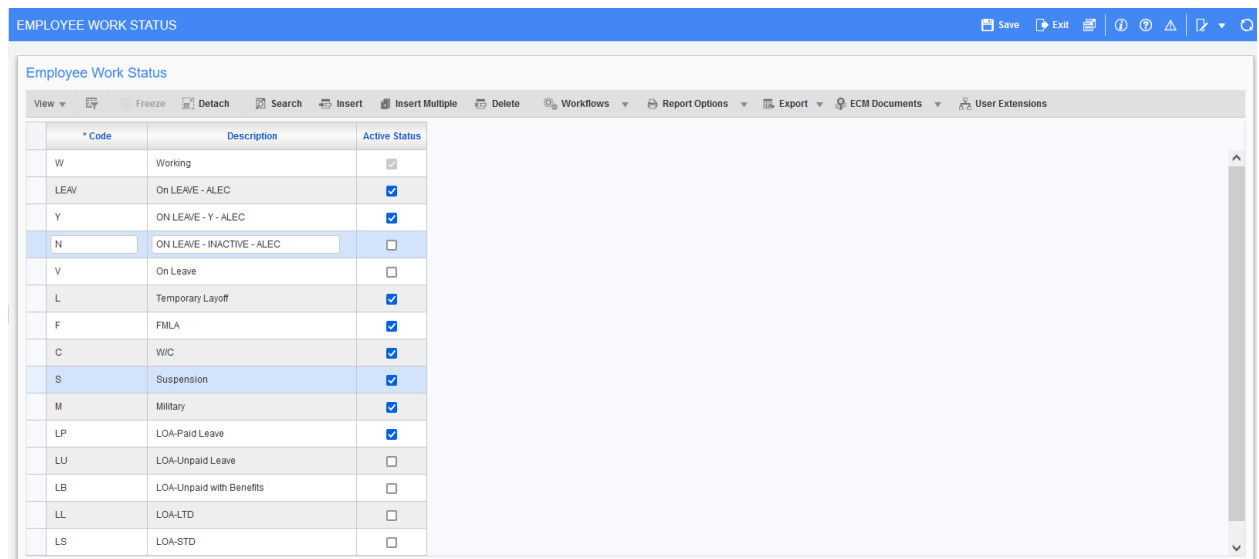
---

## Pre-requisites

Before changing the work status for the employee, create a new “Inactive” work status.

The “N” code has the ‘Active Status’ box unchecked.

The “W” code cannot be changed as it is system defined.



* Code	Description	Active Status
W	Working	<input checked="" type="checkbox"/>
LEAV	On LEAVE - ALEC	<input checked="" type="checkbox"/>
Y	ON LEAVE - Y - ALEC	<input checked="" type="checkbox"/>
N	ON LEAVE - INACTIVE - ALEC	<input type="checkbox"/>
V	On Leave	<input type="checkbox"/>
L	Temporary Layoff	<input checked="" type="checkbox"/>
F	FMLA	<input checked="" type="checkbox"/>
C	WIC	<input checked="" type="checkbox"/>
S	Suspension	<input checked="" type="checkbox"/>
M	Military	<input checked="" type="checkbox"/>
LP	LOA-Paid Leave	<input checked="" type="checkbox"/>
LU	LOA-Unpaid Leave	<input type="checkbox"/>
LB	LOA-Unpaid with Benefits	<input type="checkbox"/>
LL	LOA-LTD	<input type="checkbox"/>
LS	LOA-STD	<input type="checkbox"/>

## Modifications

The work status code can be up to 4-characters.

These codes can be used in employee profile.

The processing has been modified to look up the new “Active” status from the setup table for work status. If the work status has an unchecked status flag, then it will not be included for processing.

---

**NOTE:** Timesheet entry will be modified in the next patches to warn users if the employee work status is inactive.

---



EMPLOYEE PROFILE

Employee Detail

Employee # ALC-ENG136 Employee Full Name SINGH SUNNY

Personal Company Rates/Salary Address HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

Prefix

Last Name SINGH First Name SUNNY

Initial / Middle Name

SSN / SIN 456765434

Type Salaried

Status A Active

Work Status ON LEAVE - ALEC

FLSA Type Non-Exempt

Salary Frequency Monthly

Allow Accrued Leave

Unionized

Eligible for Rehire

Union

Union Membership Date

Union Member No.

Position Description

Date of Birth 01/01/1980

Hire Date 01/01/2021

Termination Date

Re-Hire Date

Date Deceased

Place of Birth

Seniority Date

Next Review Date

Adjusted Service Date

Primary Employee ALC-ENG136

Work Days/Year

Hours/Year

Service/Years 0

License / Certificate

Skills

4CHAR WORK STATUS

## Implementation

EMPLOYEE PROFILE

Employee Detail

Employee # ALC-ENG138 Employee Full Name E JAMES

Personal Company Rates/Salary Address HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

Prefix

Last Name E First Name JAMES

Initial / Middle Name

SSN / SIN 244553234

Type Salaried

Status A Active

Work Status ON LEAVE - INACTIVE - ALEC

FLSA Type Non-Exempt

Salary Frequency Monthly

Allow Accrued Leave

Unionized

Eligible for Rehire

Union

Union Membership Date

Union Member No.

Position Description

Date of Birth 01/01/1980

Hire Date 01/01/2021

Termination Date

Re-Hire Date

Date Deceased

Place of Birth

Seniority Date

Next Review Date

Adjusted Service Date

Primary Employee ALC-ENG138

Work Days/Year

Hours/Year

Service/Years 0

License / Certificate

Skills

INACTIVE STATUS

Above is an example of an employee with an inactive work status.

Below shows that the Employee History work status is in sync with the Employee Profile.

**EMPLOYEE HISTORY** Table Mode Exit Print Help Search Filter Refresh

**Selection Criteria**

Employee: ALC-ENG138 Q JAMES E SSN 244-55-3234

\* Action: Change

Effective Date: 01/02/2021 📅 Current Date: 28/04/2022 📅 Process Employee Package

UAE

**Employee History Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

**Personal** Company Rates/Salary Address HR Info HCM Dispatch

Reason Code: Q Reason Code Description: Q Effective Date: 01/02/2021 📅 Action: Change

Last Name: E First Name: JAMES Initial: Q

Prefix: Q Suffix: Q Alias: Q

SSN / SIN no.: 244553234 Type: Salaried Q \* Full/Part: Full-Time Q

Status Code: Active Q \* Work Status: ON LEAVE - INACTIVE - ALEC Q ☒ Allow Accrued Leave

\* FLSA Type: Non-Exempt Q ☐ Unionized Salary Frequency: Monthly Q Union Membership Date: 📅 ☒ Eligible for Rehire

Union: Q Union Name: Q

Union Mem. No.: Q

Position Desc.: Q

Place of Birth: Q

Date of Birth: 01/01/1980 📅

Seniority Date: 📅 \* Primary Employee: ALC-ENG138

Hire Date: 01/01/2021 📅 Date Deceased: 📅 Work Days/Year: Q

Shown above is an entered timesheet for the month for the inactive employee and processed payroll.

**NOTE:** A warning on timesheet will be added in the next patch

**TIMESHEET ENTRY** Save Exit Print Help Search Filter Refresh

**Selection Criteria**

Company: ALEC Q ALEC UAE Company

Pay Run: DBMN Q DUBAI MONTHLY

Year: 2021

Period: 1 Q 01/01/2021 📅 31/01/2021 📅

Document: UNPAID LV Q

NH Total: 248 OT Total: 0 DOT Total: 0 Other Total: 0

Currency: USD Total Hours: 248

**Timesheet Details**

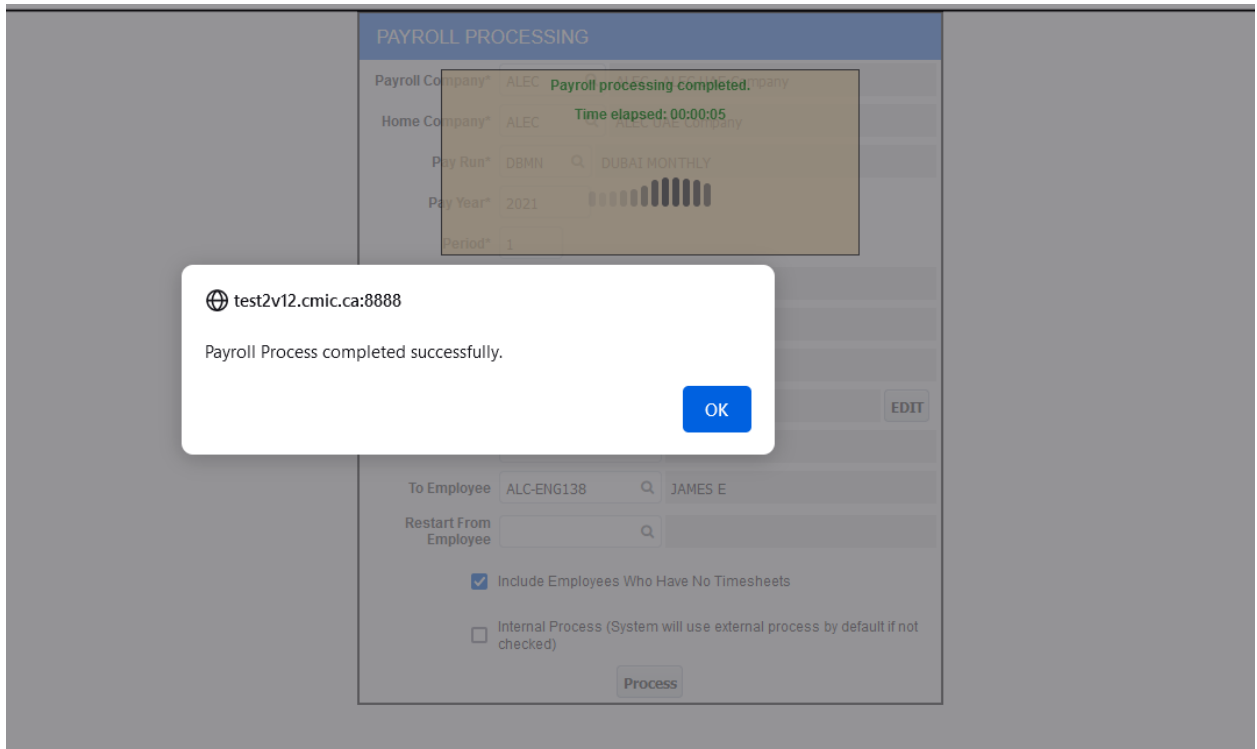
Employee: ALC-ENG138 Q JAMES E Auto Recall Create Cost Code Cat NH Total hours: 248 OT Total hours: 0 DOT Total hours: 0 Other Total hours: 0 Total Hours: 248 Refresh

**Timesheet Details** Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes ⌵

Seq No	* Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Equip	CostCode/Acc/Compon	Cat./Tran	TshUserField5	User Field N
164494	ALC-ENG138	01/01/2021 <span>📅</span>	J		ENG	<span>Q</span>	ALEC	ALEC01	01-100	1000		
164497	ALC-ENG138 <span>Q</span>	02/01/2021 <span>📅</span>	J <span>Q</span>	<span>Q</span>	ENG <span>Q</span>	<span>Q</span>	ALEC <span>Q</span>	ALEC01 <span>Q</span>	01-100 <span>Q</span>	1000 <span>Q</span>	<span>Q</span>	<span>Q</span>
164500	ALC-ENG138	03/01/2021 <span>📅</span>	J		ENG	<span>Q</span>	ALEC	ALEC01	01-100	1000		
164503	ALC-ENG138	04/01/2021 <span>📅</span>	J		ENG	<span>Q</span>	ALEC	ALEC01	01-100	1000		
164506	ALC-ENG138	05/01/2021 <span>📅</span>	J		ENG	<span>Q</span>	ALEC	ALEC01	01-100	1000		

le/faces/console.jspx#



An amount of 0 pay is shown below as the employee is inactive for the period. The employee will receive 0 funds.

MID YEAR PAY HISTORY

Company: ALEC UAE Company Pay Run: DUBAI MONTHLY Period Start Date: 01/01/2021 End Date: 31/01/2021

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
ALEC	DBMN	2021	1	ALC-ENG138	JAMES E	BW	NWHR	387.10	0.00			ALEC	DUBAI	J	00
								12,000.10	0.00						

US payroll includes the same modification.

Testcase #1: Employee with an inactive status.

CMIC ENTERPRISE TESTR12 11ADR12

Enterprise Field ETIME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

WORK STA Table Mode Save Exit

### EMPLOYEE PROFILE

#### Employee Detail

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee # EMP5-55 Employee Full Name S55 EMP Copy Employee Notes

**Personal** Company Rates/Salary Address Tax HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

Prefix  
 \* Last Name S55 \* First Name EMP  
 Initial / Middle Name Suffix  
 \* SSN / SIN 297762222 \* Full / Part Full-Time  
 \* Type Salaried \* Status A Active \* FLSA Type Non-Exempt Salary Frequency Annually  
 \* Work Status ON LEAVE - INACTIVE - ALEC Allow Accrued Leave  
 Unionized Eligible for Refire  
 Union Union Membership Date Union Member No.  
 Position Description  
 \* Date of Birth 01/01/1980 Place of Birth  
 \* Hire Date 01/01/2022 Seniority Date  
 Termination Date Next Review Date  
 Re-Hire Date Adjusted Service Date  
 Date Deceased \* Primary Employee EMP5-55  
 License / Certificate

Upload Photo Remove Photo  
 Create HCM Contact to upload photo

Enterprise Field ETIME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

WORK STA Save Exit

### TIMESHEET ENTRY

#### Selection Criteria

Company HPY Hader's payroll company  
 Pay Run WKLY WKLY  
 Year 2022  
 Period 1 01/01/2022 07/01/2022  
 Document ON LEAVE  
 NH Total 16 OT Total 0 DOT Total 0 Other Total 0  
 Currency USD Total Hours 16

#### Timesheet Details

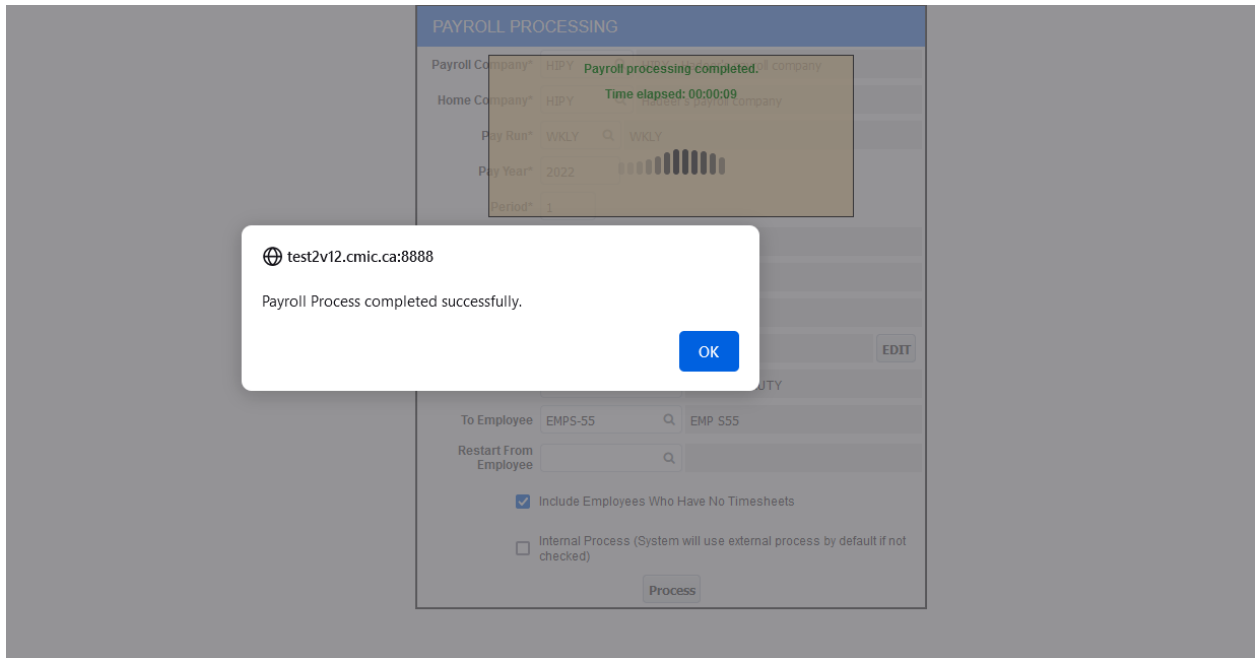
Employee EMP5-55 EMP S55 Auto Recall Create Cost Code Cat NH Total hours 16 OT Total hours 0 DOT Total hours 0 Other Total hours 0 Total Hours 16 Refresh

**Timesheet Details** Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes

Seq No	* Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Eq	CostCode/Acc/Compon	Cat./Tran	TshUserField5	User Field N
164600	EMP5-55	01/01/2022	J		102E		HPY	H102M	01-100	2000		
164602	EMP5-55	03/01/2022	J		102E		HPY	H102M	01-100	2000		

Record Desc Regular Job/Dept/Eq Desc H102M CostCode/Acc/Compon Desc HADER MIKE POWERS Cat./Tran Desc Subcontract



**MID-YEAR PAY HISTORY**

Selection Criteria

Company: HIPY | Hadeer's payroll company

Pay Run: WKLY | \* Year: 2022 | Period: 1

Employee No: EMPS-55 | S55, EMP

Display

**Mid-Year Pay History**

Company: Hadeer's payroll company | Pay Run: WKLY | Period Start Date: 01/01/2022 | End Date: 07/01/2022

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Duplicate Record | Workflows | Report Options | Export | ECM Documents | User Extensions

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
HIPY	WKLY	2022	1	EMPS-55	EMP S55	BW	NWHR	192.30	0.00			HIPY	CALIFORNIA	J	00
HIPY	WKLY	2022	1	EMPS-55	EMP S55	BW	NWHR	192.30	0.00			HIPY	CALIFORNIA	J	00
								384.60	0.00						

User and Update Details

The inactive employee has benefits which do not show on mid year pay history even though the exclude without wages box is not checked.

**BENEFITS MASTER** Table Mode Save Exit Help Print Refresh Close

**Benefit Details**

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

\* Code

\* Description

\* Short Description

Reporting Group

☐ Prevailing Wage ☐ Include in Package

\* Type

\* Base Code   ☐ Pro-rate Lump Sum Benefit

Amount

☒ Paid in Cash ☐ Calculation Benefit

☒ Job Allocation ☐ Work Location Allocation

☐ Department Allocation ☐ \* Calculate Overhead

☐ Allocate Non Prevailing Wage Benefits to Prevailing Wage Jobs

☐ Dependent Enrollment Allowed ☐ Exclude Without Wages

☐ Process Separate Check For This Benefit ☐ Print Check Only

☐ Create Voucher For Accounts Payable ☐ \* Include in Salary In GC Monitor

\* Job Allocation Based On

Temporary Check Number

\* Calculation Sequence

Effect Deduction

Print Order

Maximum Limit Group Code

☐ \* Employee Level Lump Sum Benefit. Pay Only One Plan Per Pay Period

The employee is processed without a timesheet.

**PAYROLL PROCESSING**

Payroll Company\*

Home Company\*

Pay Run\*

Pay Year\*

Period\*

Check Location

From Pay Group

To Pay Group

Employee Pick List

From Employee

To Employee

Restart From Employee

☒ Include Employees Who Have No Timesheets

☐ Internal Process (System will use external process by default if not checked)

Nothing is being processed as the employee is inactive for the period.

CMIC ENTERPRISE TESTR12 HADR12

Enterprise Field ETIME Non-BI OM EMPLOYEE CONSOLE ESS HCM1 HCM PM Edit Mode

Search for programs...

**MID YEAR PAY HISTORY** Save Exit Print Help

**Selection Criteria**

Company: HPY Hader's payroll company  
 Pay Run: WYLY \* Year: 2022 \* Period: 2  
 Employee No: EMPS-55 S65, EMP  
 Display

**Mid-Year Pay History**

Company: Pay Run: Period Start Date: End Date:

View: Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export ECM Documents User Extensions

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	Dept
No rows yet.															

**User and Update Details**

User: Upd. Date:

**Testcase # 2:** Employee with an active work status.

**EMPLOYEE PROFILE** Table Mode Save Exit Print Help

**Employee Detail**

Search Insert Delete Previous Next Workflows Report Options Import ECM Documents User Extensions

\* Employee #: EMPS-54 Employee Full Name: BEAUTY HUDDA Copy Employee Notes

**Personal** Company Rates/Salary Address Tax HR Info HCM Exclude Other Hours Security Project History Work Category User Defined Fields

Prefix: \* Last Name: BEAUTY \* First Name: HUDDA  
 Initial / Middle Name: Suffix:  
 \* SSN / SIN: 333928920 \* Full / Part: Full-Time  
 \* Type: Salaried \* Status: A Active  
 \* Work Status: On LEAVE - ALEC \* FLSA Type: Non-Exempt Salary Frequency: Annually  
☐ Allow Accrued Leave ☐ Unionized ☐ Eligible for Rehire  
 Union: Union Membership Date: Union Member No.:  
 Position Description: \* Date of Birth: 01/01/1980 Place of Birth:  
 \* Hire Date: 01/01/2022 Seniority Date:  
 Termination Date: Next Review Date:  
 Re-Hire Date: Adjusted Service Date: 01/01/2022 Work Days/Year:  
 Date Deceased: \* Primary Employee: EMPS-54 Hours/Year:  
 License / Certificate: Service/Years: 0  
 Skills:

Payroll process will process this status as the employee is active.

MID YEAR PAY HISTORY

Save

Exit

Mid-Year Pay History

CompanyHadeer's payroll company

Pay RunWKLY

Period Start Date01/01/2022

End Date07/01/2022

View

Freeze

Detach

Search

Insert

Insert Multiple

Delete

Duplicate Record

Workflows

Report Options

Export

ECM Documents

User Extensions

* Company	* Pay Run	* Year	* Period	* Employee No	Emp Full Name	* Tran Type	* Tran Code	Amount	Pay Amount	Gross Earning	Calculated Earnings	Work Company	Work Location	Data Type	De
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	BW	NWHR	961.52	0.00			HIPY	CALIFORNIA	J	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	BW	NWHR	961.54	961.54			HIPY	CALIFORNIA	G	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	BN	D101	100.00	0.00	961.54	961.54	HIPY	CALIFORNIA	G	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	BN	PHO2	2.00	2.00	961.54	961.54	HIPY	CALIFORNIA	G	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	TX	SDEE	10.58	-10.58	961.54		HIPY	**CA	G	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	TX	SSEE	59.62	-59.62	961.54		HIPY	*ALL	G	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	TX	SSER	59.62	0.00	961.54		HIPY	*ALL	J	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	TX	SU11	0.96	0.00	961.54		HIPY	**CA	J	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	TX	ZFED	64.98	-64.98	961.54		HIPY	*ALL	G	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	TX	ZFUT	57.69	0.00	961.54		HIPY	*ALL	J	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	TX	ZMD2	13.94	-13.94	961.54		HIPY	*ALL	G	00
HIPY	WKLY	2022	1	EMPS-54	HUDDA BEAUTY	TX	ZME1	13.94	0.00	961.54		HIPY	*ALL	J	00
								2,337.67	783.14	10,576.94	1,923.08				

## Leave Accruals - Job Allocation checkbox added to the Master Leave Setup (22.52955/HCM-472)

### Overview

Some leaves are accrued in a certain region and must be charged to the job. The leave accrual must also accrue based on worked hours in a period for salaried employees. The worked hours are paid wage hours and not the timesheets hours. To enable this, CMIC has added a new Job Allocation checkbox on the Master Leave Setup.

**NOTE:** This functionality is available for US Payroll and International Payroll.

### Pre-requisites

- 1) Alternate Work Days should be set to 7 working days as per Dubai region working days.

ALTERNATE WORK DAYS											
<div> <div>Save</div> <div>Exit</div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>											
Selection Criteria											
<div> <div>Company</div> <div>ALEC</div> <div>ALEC UAE Company</div> </div>											
Weekly Schedule											
<div> <div>View</div> <div>Freeze</div> <div>Detach</div> <div>Search</div> <div>Insert</div> <div>Insert Multiple</div> <div>Delete</div> <div>Workflows</div> <div>Report Options</div> <div>Export</div> <div>ECM Documents</div> <div>User Extensions</div> </div>											
* Pay Run	Description	* Pay Grp	Description	* Employee No.	Name	* Mon	* Tue	* Wed	* Thu	* Fri	* Sat
DEMN	DUBAI MONTHLY	ENGR	ENGINEERS	*	All Employees	Work	Work	Work	Work	Work	Work



2) Job allocation flag should be added from the lite editor and checked.

The screenshot shows the 'LEAVES MASTER' application window. The 'Leave Details' form is displayed with the following fields and values:

- Leave Code: JLEV
- Leave Description: JOB LEAVE-ALEG
- Short Description: JOB LEAVE
- Leave Type: Cash
- Accrued: ☒
- Accrued Amount By: Fixed Hours
- Carry Forward: ☒
- Accessible In Employee Self Service: No
- Leave Calculation Method: Pay Run Year
- Include In PY Forecast Burden Calculation: ☐
- Included In Year of Service Calculation: ☒
- Show Leave On Pay Check And Pay Stub: ☒
- Job Allocation: ☒ (highlighted with a red box)

## Modifications

The Job Allocation checkbox is only enabled when the accrued box is checked. The payroll processing has been modified to allocate the accrued leave on jobs similar to other burdens. Accrual must be allocated to the job charged on leaves only.

This screenshot is identical to the one above, showing the 'LEAVES MASTER' application window with the 'Leave Details' form. The 'Job Allocation' checkbox is checked and highlighted with a red box.

## Implementation

The following are examples of how this functionality is used.

EMPLOYEE PACKAGE

Save

Exit

Selection Criteria

Employee

ALCENG108

As Of Date29/04/2022

Show Eligible Plans

PACKAGES

View

Freeze

Detach

Search

Workflows

Report Options

Export

ECM Documents

User Extensions

	Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
	Base	Wage		Basic Salary			01/01/2021		14,000.00		
	Elected	FDLA	AETNA	ALEC Engrs-Food Benefit	ALEC	ALEC	01/01/2021		600.00		
	Elected	GNIW	AETNA	ALEC Engrs-General Benefit	ALEC	ALEC	01/01/2021		3,000.00		
	Elected	HSLW	AETNA	ALEC Engrs-Housing Benefit	ALEC	ALEC	01/01/2021		1,500.00		
	Elected	MDLW	AETNA	ALEC Engrs-Medical Benefit	ALEC	ALEC	15/09/2021		2,500.00		
	Elected	SCLW	AETNA	ALEC Engrs-School Benefit	ALEC	ALEC	01/01/2021		1,200.00		
	Elected	TRNS	AETNA	ALEC Engrs-Transportation	ALEC	ALEC	01/01/2021		1,200.00		
									24,000.00		

NON-PACKAGES

View

Freeze

Detach

Search

Workflows

Report Options

Export

ECM Documents

User Extensions

	Status	Code	Vendor	Description	Plan Code	Plan Option	Effective Date	Eligible Amount	Amount	Life-To-Date Total Amount	End Date
	Elected	CARW	AETNA	ALEC Engrs-Car Benefit	ALEC	ALEC	01/01/2021		1,000.00		
									1,000.00		

Employee Date	User Type	Union	Trade	Shift	Job comp	Job/Dept/	CostCode/	Cat./Tran	WBS 1	WBS 2	UserField1	UserField2	Normal H	NH Rate	C Normal	Pa OT	Hours	OT Rate	C OT	Pay Ral	DOT	DOT Rate	DOT Pay	R	Other Hou	Other Hou	C
ALC-ENG11 01/01/2021			ENG		ALEC	ALEC01	01-100	1000					8														
ALC-ENG11 02/01/2021			ENG		ALEC	ALEC01	01-100	1000					8														
ALC-ENG11 03/01/2021			ENG		ALEC	ALEC01	01-100	1000					8														
ALC-ENG11 04/01/2021			ENG		ALEC	ALEC01	01-100	1000					8														
ALC-ENG11 05/01/2021			ENG		ALEC	ALEC01	01-100	1000					8														
ALC-ENG11 06/01/2021			ENG		ALEC	ALEC01	01-100	1000					8														
ALC-ENG11 07/01/2021			ENG		ALEC	ALEC01	01-100	1000					8														
ALC-ENG11 08/01/2021			ENG		ALEC	ALEC01	01-100	1000					8														
ALC-ENG11 09/01/2021			ENG		ALEC	ALEC01	01-100	1000					8														
ALC-ENG11 10/01/2021			ENG		ALEC	ALEC01	01-100	1000					8														
ALC-ENG11 11/01/2021			ENG		ALEC	ALEC01	01-100	1000					8														
ALC-ENG11 12/01/2021			ENG		ALEC	ALEC01	01-100	1000					8														
ALC-ENG11 13/01/2021			ENG		ALEC	ALEC01	01-100	1000					8														
ALC-ENG11 14/01/2021			ENG		ALEC	ALEC01	01-100	1000					8														
ALC-ENG11 15/01/2021			ENG		ALEC	ALEC01	01-100	1000					8														
ALC-ENG11 16/01/2021			ENG		ALEC	ALEC01	01-100	1000					8														
ALC-ENG11 17/01/2021			ENG		ALEC	ALEC01	01-100	1000					8														
ALC-ENG11 18/01/2021			ENG		ALEC	ALEC01	01-100	1000					8														
ALC-ENG11 19/01/2021			ENG		ALEC	ALEC02	01-100	2000					8														
ALC-ENG11 20/01/2021			ENG		ALEC	ALEC02	01-100	2000					8														
ALC-ENG11 21/01/2021			ENG		ALEC	ALEC02	01-100	2000					8														
ALC-ENG11 22/01/2021			ENG		ALEC	ALEC02	01-100	2000					8														
ALC-ENG11 23/01/2021			ENG		ALEC	ALEC02	01-100	2000					8														
ALC-ENG11 24/01/2021			ENG		ALEC	ALEC02	01-100	2000					8														
ALC-ENG11 25/01/2021			ENG		ALEC	ALEC02	01-100	2000					8														
ALC-ENG11 26/01/2021			ENG		ALEC	ALEC02	01-100	2000					8														
ALC-ENG11 27/01/2021			ENG		ALEC	ALEC02	01-100	2000					8														
ALC-ENG11 28/01/2021			ENG		ALEC	ALEC02	01-100	2000					8														
ALC-ENG11 29/01/2021			ENG		ALEC	ALEC02	01-100	2000					8														
ALC-ENG11 30/01/2021			ENG		ALEC	ALEC02	01-100	2000					8														
ALC-ENG11 31/01/2021			ENG		ALEC	ALEC02	01-100	2000					8														

18 DAYS WORKED ON  
ALEC01 JOB

13 DAYS WORKED ON  
ALEC02 JOB

**Timesheet Entry**

**Data Import**

Data to Import into Table PYEMPTIMSHT

Table Description:

Entered timesheet for a salaried ALEC employee

Quick Mode ☒

View       ☐ Errors only

Status	Action	Employee	Date	User Type	Union	Trade	Shift	Job company	Job/Dept/Eqp
Insert		ALC-ENG108	01/01/2021	J		ENG		ALEC	ALEC01
Insert		ALC-ENG108	02/01/2021	J		ENG		ALEC	ALEC01
Insert		ALC-ENG108	03/01/2021	J		ENG		ALEC	ALEC01
Insert		ALC-ENG108	04/01/2021	J		ENG		ALEC	ALEC01

Validation Message: This Line is Valid

Summary: Validation and Import Complete

31 of 31 lines are valid

\*\*Date values in import should be in ddMMyyyy format

Total Hours: 248

Import Attachments Notes

Cat./Tran TshUserField5 User Field Name5

Subcontracts

## JOB1

**Timesheet Entry**

Document: 2JOB

NH Total: 248 OT Total: 0 DOT Total: 0 Other Total: 0

Currency: USD Total Hours: 248

**Timesheet Details**

Employee: ALC-ENG108 ARAZ PIRROZ   NH Total: 248 OT Total: 0 DOT Total: 0 Other Total: 0 Total Hours: 248

**Timesheet Details** Employee Equipment

View

Seq No	* Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Eqp	CostCode/Acc/Compon	Cat./Tran	TshUserField5	User Field Name5
166116	ALC-ENG108	01/01/2021	J		ENG		ALEC	ALEC01	01-100	1000		
166119	ALC-ENG108	02/01/2021	J		ENG		ALEC	ALEC01	01-100	1000		
166122	ALC-ENG108	03/01/2021	J		ENG		ALEC	ALEC01	01-100	1000		
166125	ALC-ENG108	04/01/2021	J		ENG		ALEC	ALEC01	01-100	1000		
166128	ALC-ENG108	05/01/2021	J		ENG		ALEC	ALEC01	01-100	1000		
166131	ALC-ENG108	06/01/2021	J		ENG		ALEC	ALEC01	01-100	1000		
166134	ALC-ENG108	07/01/2021	J		ENG		ALEC	ALEC01	01-100	1000		
166137	ALC-ENG108	08/01/2021	J		ENG		ALEC	ALEC01	01-100	1000		
166140	ALC-ENG108	09/01/2021	J		ENG		ALEC	ALEC01	01-100	1000		

## JOB2

**TIMESHEET ENTRY** Save Exit Print Help Search Filter

Currency: **USD** 1000 HOURS: **248**

---

**Timesheet Details**

Employee: **ALC-ENG108** **ARAZ PIROOZ** Auto Recall Create Cost Code Cat NH Total hours: **248** OT Total hours: **0** DOT Total hours: **0** Other Total Hours: **0** Total Hours: **248** Refresh

**Timesheet Details** Employee Equipment

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes

Seq No	* Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Eqp	CostCode/Acc/Compon	Cat./Tran	TshUserfield5	User Field N
166158	ALC-ENG108	15/01/2021	J		ENG		ALEC	ALEC01	01-100	1000		
166161	ALC-ENG108	16/01/2021	J		ENG		ALEC	ALEC01	01-100	1000		
166164	ALC-ENG108	17/01/2021	J		ENG		ALEC	ALEC01	01-100	1000		
166167	ALC-ENG108	18/01/2021	J		ENG		ALEC	ALEC01	01-100	1000		
166170	ALC-ENG108	19/01/2021	J		ENG		ALEC	ALEC02	01-100	2000		
166173	ALC-ENG108	20/01/2021	J		ENG		ALEC	ALEC02	01-100	2000		
166176	ALC-ENG108	21/01/2021	J		ENG		ALEC	ALEC02	01-100	2000		
166179	ALC-ENG108	22/01/2021	J		ENG		ALEC	ALEC02	01-100	2000		
166182	ALC-ENG108	23/01/2021	J		ENG		ALEC	ALEC02	01-100	2000		
166185	ALC-ENG108	24/01/2021	J		ENG		ALEC	ALEC02	01-100	2000		

**PAYROLL TIMESHEET POSTING** Save Exit Print Help Search Filter

**Selection Criteria**

\* Company: **ALEC** ALEC UAE Company

From Pay Group:

To Pay Group:

\* Pay Run: **DBMN** DUBAI MONTHLY

\* Pay Year: **2021** Period: **1** **01/01/2021** **31/01/2021**

From Document Code: **2JOB** To: **2JOB**

Employee Pick List: Edit

Starting Employee:

Ending Employee:

Starting Date: **01/01/2021** Ending Date: **31/01/2021**

\* Posting Date: **29/04/2021**

\* Journal: **PY** Payroll

\* Calculate Overhead: **N**

☐ Preview Posting ☐ Print Reports Immediately

Timesheet Posting Completed successfully. Created Batch Number: 43109

Post

Before printing checks:

EMPLOYEE LEAVES

Save
Exit
Print
Help
Refresh
Filter
Zoom
Fullscreen

### Selection Criteria

\* Company
ALEC
ALEC UAE Company

\* Employee
ALC-ENG108
ARAZ PIROOZ

\* Year
2021
Refresh

### Leave Setup

Query
Setup

View
Freeze
Detach
Search
Workflows
Report Options
Export
ECM Documents
User Extensions

	Code	Hours C. Fwd	Hours Accrued	Hours C. Fwd Expired	Hours Used	Hours Lost	C. Fwd Expire Date	C.Fwd Amount	Accrued Amount	Accrued Amount Paid	Elig. Hours	Elig. Days	Hours Remain
	ANLE	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	0.00
	JLEV	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	0.00
	PTA	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	240.00
	SICA	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	240.00
	VAA	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	0.00
	YLVE	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	0.00

Desc
JOB LEAVE-ALEC
Leave Detail

The screenshot shows the 'EMPLOYEE LEAVES' application window. The window has a blue header bar with the title 'EMPLOYEE LEAVES' and standard window controls. Below the header is a 'Selection Criteria' section with fields for Company (ALEC), Employee (ALC-ENG108), and Year (2021). The main area is titled 'Leave Detail' and contains a table with columns: Year, Per, Credit A/C, Debit A/C, Hours, Amount, Amount Paid, Total Earnings, Total Hours, Job, Cost Code, Category, Work Location, Trade, and Type. The table is currently empty, showing 'No rows yet'. A 'Close' button is at the bottom left of the window.

## PAYROLL PROCESSING

Payroll Company*	ALEC	Q	ALEC - ALEC UAE Company
Home Company*	ALEC	Q	ALEC UAE Company
Pay Run*	DBMN	Q	DUBAI MONTHLY
Pay Year*	2021		
Period*	1		
Check Location		Q	
From Pay Group		Q	
To Pay Group		Q	
Employee Pick List		Q	<b>EDIT</b>
From Employee	ALC-ENG108	Q	ARAZ PIROOZ
To Employee	ALC-ENG108	Q	ARAZ PIROOZ
Restart From Employee		Q	
<input checked="" type="checkbox"/> Include Employees Who Have No Timesheets			
<input type="checkbox"/> Internal Process (System will use external process by default if not checked)			
<b>Process</b>			

Employee leave after printing check for period 1.

EMPLOYEE NAME		SOCIAL INSURANCE NUMBER		UNION	Trade	CONTRACT NO		PERIOD END DATE		
ARAZ PIROOZ		XXXX-XX-			ENG	ALEC02		31/01/2021		
TAXABLE EARNINGS AND BENEFITS					TAXES & DEDUCTIONS					
DESCRIPTION	RATE	HOURS	AMOUNT	TO - DATE	DESCRIPTION	AMOUNT	TO - DATE	DESCRIPTION	AMOUNT	TO - DATE
Regular Hours	0.00	0	0.00	0.00	*TOTAL*			*TOTAL*		
Regular Hours	56.45	248	14,000.00	14,000.00						
*TOTAL*		248	14,000.00	14,000.00						
VEHICLE	0		1,000.00	1,000.00						
FOOD	0		600.00	600.00						
GENERAL	0		3,000.00	3,000.00						
HOUSING	0		1,500.00	1,500.00						
SCHOOL	0		1,200.00	1,200.00						
TRANSPORT	0		1,200.00	1,200.00						
*TOTAL OTHER EARNINGS*	0		8,500.00	8,500.00						
Leave Code	C Frwd	Accrued	Used	Balance						
ANNUAL LEAVE	0.00	20.00	0.00	20.00						
JOB LEAVE	0.00	20.00	0.00	20.00						

**EMPLOYEE LEAVES**

Selection Criteria

\* Company: ALEC (ALEC UAE Company)

\* Employee: ALC-ENG108 (ARAZ PIROOZ)

\* Year: 2021

Refresh

Leave Setup

Query Setup

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Code	Hours C. Fwd	Hours Accrued	Hours C. Fwd Expired	Hours Used	Hours Lost	C. Fwd Expire Date	C. Fwd Amount	Accrued Amount	Accrued Amount Paid	Elig. Hours	Elig. Days	Hours Remain
ANLE	0.00	20.00	0.00	0.00	0.00		0.00	1,166.67	0.00	240.00	30.00	20.00
JLEV	0.00	20.00	0.00	0.00	0.00		0.00	1,166.67	0.00	240.00	30.00	20.00
PTA	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	240.00
SICA	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	240.00
VAA	0.00	20.00	0.00	0.00	0.00		0.00	1,166.67	0.00	240.00	30.00	20.00
YLVE	0.00	20.00	0.00	0.00	0.00		0.00	1,166.67	0.00	240.00	30.00	20.00

Desc: JOB LEAVE-ALEC

Leave Detail

## Employee Leave Details – Accrued Leave on the Job/Cost Code and Category

**EMPLOYEE LEAVES**

Selection Criteria

\* Company: ALEC (ALEC UAE Company)

\* Employee: ALC-ENG108 (ARAZ PIROOZ)

Leave Detail

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Year	Pec	Credit A/C	Dept	Debit A/C	Hours	Amount	Amount Paid	Total Earnings	Total Hours	Job	Cost Code	Category	Work Location	Trade	T
2021	1	6000.400	00	5200.100	11.61	677.42	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
2021	1	6000.400	00	5200.100	8.39	489.21	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
					20	1,166.67	0	28,000	480						

Close

Desc: JOB LEAVE-ALEC

Leave Detail

**EMPLOYEE LEAVES**

Selection Criteria

\* Company: ALEC (ALEC UAE Company)

\* Employee: ALC-ENG108 (ARAZ PIROOZ)

Leave Detail

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Dept	Debit A/C	Hours	Amount	Amount Paid	Total Earnings	Total Hours	Job	Cost Code	Category	Work Location	Trade	Type	Date	Leave Calc. S
00	5200.100	11.61	677.42	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A	31/01/2021	
00	5200.100	8.39	489.21	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A	31/01/2021	
		20	1,166.67	0	28,000	480								

Close

Desc: JOB LEAVE-ALEC

Leave Detail



EMPLOYEE LEAVES

Selection Criteria

\* Company ALEC ALEC UAE Company

\* Employee ALC-ENG108 ARAZ PIROOZ

Leave Detail

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Year	Per.	Credit A/C	Dept	Debit A/C	Hours	Amount	Amount Paid	Total Earnings	Total Hours	Job	Cost Code	Category	Work Location	Trade	Type
2021	1	6000.400	00	5200.100	11.61	677.42	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
2021	1	6000.400	00	5200.100	8.39	489.25	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
					20	1,166.67	0	28,000	480						

Close

Desc: JOB LEAVE-ALEC

Total accrued hours for the 2 jobs worked is 20 hours with a break down for each as per the days worked against each job in the month.

ALEC01 Job Accrued based on the Formula as under: Leave Hours Accrued = Working Days \* (Yearly Eligible Hours/12 Months) / 31 (days in month of January).

18 Working Days \* (240 Eligible Hours/12 Months = 20 Hours) / 31 days for the month of January = 11.61 Hours Accrued

ALEC02 Job Accrued based on the Formula as under:

13 Working Days \* (240 Eligible Hours/12 Months = 20 Hours) / 31 days for the month of January = 8.387 Hours Accrued (rounded to 8.39)

### PERIOD 2: 18 DAYS OF ALEC01 JOB AND 10 DAYS OF ALEC02 JOB

ALEC01 = 18 Working Days \* (240 Eligible Hours/12 Months = 20 Hours) / 28 days for the month of January = 12.86 Hours Accrued

ALEC02 = 10 Working Days \* (240 Eligible Hours/12 Months = 20 Hours) / 28 days for the month of January = 7.14 Hours Accrued

EMPLOYEE LEAVES

Selection Criteria

\* Company ALEC ALEC UAE Company

Leave Detail

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Year	Per.	Credit A/C	Dept	Debit A/C	Hours	Amount	Amount Paid	Total Earnings	Total Hours	Job	Cost Code	Category	Work Location	Trade	Type
2021	1	6000.400	00	5200.100	11.61	677.42	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
2021	1	6000.400	00	5200.100	8.39	489.25	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
2021	2	6000.400	00	5200.100	12.86	750	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
2021	2	6000.400	00	5200.100	7.14	416.57	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
					40	2,333.34	0	56,000	960						

Close

Desc: JOB LEAVE-ALEC

### PERIOD 3: 18 DAYS OF ALEC01 JOB AND 13 DAYS OF ALEC02 JOB

ALEC01= 18 Working Days \* (240 Eligible Hours/12 Months = 20 Hours) / 31 days for the month of January = 11.61 Hours Accrued

ALEC02= 13 Working Days \* (240 Eligible Hours/12 Months = 20 Hours) / 31 days for the month of January = 8.387 Hours Accrued (rounded to 8.39)

Year	Per	Credit A/C	Dept	Debit A/C	Hours	Amount	Amount Paid	Total Earnings	Total Hours	Job	Cost Code	Category	Work Location	Trade	Type
2021	1	6000.400	00	5200.100	11.61	677.42	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
2021	1	6000.400	00	5200.100	8.39	489.25	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
2021	2	6000.400	00	5200.100	12.86	750	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
2021	2	6000.400	00	5200.100	7.14	416.61	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
2021	3	6000.400	00	5200.100	11.61	677.42	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
2021	3	6000.400	00	5200.100	8.39	489.25	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
					60	3,500.01	0	84,000	1,440						

PERIOD 4: 18 DAYS OF ALEC01 JOB AND 12 DAYS OF ALEC02 JOB

ALEC01= 18 Working Days \* (240 Eligible Hours/12 Months = 20 Hours) / 30 days for the month of January = 12 Hours Accrued

ALEC02= 12 Working Days \* (240 Eligible Hours/12 Months = 20 Hours) / 30 days for the month of January = 8 Hours Accrued (rounded to 8.39)

Year	Per	Credit A/C	Dept	Debit A/C	Hours	Amount	Amount Paid	Total Earnings	Total Hours	Job	Cost Code	Category	Work Location	Trade	Type
2021	1	6000.400	00	5200.100	11.61	677.42	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
2021	1	6000.400	00	5200.100	8.39	489.25	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
2021	2	6000.400	00	5200.100	12.86	750	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
2021	2	6000.400	00	5200.100	7.14	416.61	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
2021	3	6000.400	00	5200.100	11.61	677.42	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
2021	3	6000.400	00	5200.100	8.39	489.25	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
2021	4	6000.400	00	5200.100	12	700	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
2021	4	6000.400	00	5200.100	8	466.61	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
					80	4,666.68	0	112,000	1,920						

Test Case 2 – Timesheet entry with Leave code taken against 'G' line in the next period against the accrued job leaves.

Leave – Other hour type JL2 is entered as a 'G' Line in timesheet entry screen

Hour Types																
Selection Criteria																
Company: ALEC UAE Company																
Hour Type Details																
* Code	* Description	* Short Description	* Type	Rate Code	Rate Name	Leave Code	E-Time	Overtime Rule	Include For Job Alloc	* Include In/Out Time	* Default Exclude Other Hour	Exclude From Salary Ch. Rate Calculation	Exempt Rule	* Dept Allocation Dept Source	Based on Package	Exclusion
AL1	Annual Leave Base	Annual LE Base	Benefit	OTHIR	Other	ANLE								Timesheet	Wage	Exclusion
AL2	Annual Leave PP	Annual LE Full	Benefit	OTHIR	Other	ANLE								Timesheet	Full Package	Exclusion
AL3	Annual Leave PP	Annual LE Partia	Benefit	OTHIR	Other	ANLE								Timesheet	Partial Package	Exclusion
AL4	Yearly Leave PP	Yearly LE Partia	Benefit	OTHIR	Other	YULE								Timesheet	Partial Package	Exclusion
DR1	DRIVING	DRIVING	Benefit	OT	Overtime									Timesheet	Partial Package	Exclusion
DRV	DRIVING	DRIVING	Benefit	OT	Overtime									Timesheet	Wage	Exclusion
HEU	HELICOPTER TIME	TIME	Benefit	OT	Overtime									Timesheet	Full Package	Exclusion
JL1	JOB LEAVE PP	JOB leave PP	both	OTHIR	Other	JLEV								Timesheet	Partial Package	Exclusion
JL2	JOB LEAVE PP	JOB leave PP	both	OTHIR	Other	JLEV								Timesheet	Full Package	Exclusion
JL3	JOB LEAVE DIV	JOB leave DIV	both	OTHIR	Other	JLEV								Timesheet	Wage	Exclusion

TIMESHEET ENTRY

Save

Exit

Document

JL2

NH Total

240

OT Total

0

DOT Total

0

Other Total

4

Currency

USD

Total Hours

244

Timesheet Details

Employee

ALC-ENG108

ARAZ PIROOZ

Auto Recall

Create Cost Code Cat

NH Total hours

240

OT Total hours

0

DOT Total hours

0

Other Total Hours

4

Total Hours

244

Refresh

Timesheet Details

Employee

Equipment

View

Freeze

Detach

Search

Insert

Insert Multiple

Delete

Duplicate Record

Workflows

Report Options

Export

Import

Attachments

Notes

Seq No	* Employee	Date	DT	Union	Trade	Shift	Comp.	Job/Dept/Eqp	CostCode/Acc/Compon	Cat/Tran	TshUserField5	User Field Name
167411	ALC-ENG108	02/05/2021	J		ENG		ALEC	ALEC01	01-100	1000		
167414	ALC-ENG108	03/05/2021	J		ENG		ALEC	ALEC01	01-100	1000		
167417	ALC-ENG108	04/05/2021	J		ENG		ALEC	ALEC01	01-100	1000		
167420	ALC-ENG108	05/05/2021	J		ENG		ALEC	ALEC01	01-100	1000		
167423	ALC-ENG108	06/05/2021	J		ENG		ALEC	ALEC01	01-100	1000		
167426	ALC-ENG108	07/05/2021	J		ENG		ALEC	ALEC01	01-100	1000		
167429	ALC-ENG108	08/05/2021	J		ENG		ALEC	ALEC01	01-100	1000		
167432	ALC-ENG108	09/05/2021	J		ENG		ALEC	ALEC01	01-100	1000		

TIMESHEET ENTRY																
Currency: USD Total Hours: 244																
Timesheet Details																
Employee: ALC-ENG108 ARAZ PIROOZ Auto Recall Create Cost Code Cat NH Total hours: 240 OT Total hours: 0 DOT Total hours: 0 Other Total Hours: 4 Total Hours: 244 Refresh																
Timesheet Details Employee Equipment																
Seq No	* Employee	Date	User Field Name8	Normal Hours	NH Rate Code	NH Pay Rate	Overtime Hours	OT Rate Code	OT Pay Rate	Double Over Time Hours	DOT Rate Code	DOT Pay Rate	Other Hours	Type	Rate Code	Pay Rate
167471	ALC-ENG108	22/05/2021		8	QRE	56.4510	0	OVT	87.5000	0	DOT	116.6660	0	OTHI	58.3330	
167474	ALC-ENG108	23/05/2021		8	QRE	56.4510	0	OVT	87.5000	0	DOT	116.6660	0	OTHI	58.3330	
167477	ALC-ENG108	24/05/2021		8	QRE	56.4510	0	OVT	87.5000	0	DOT	116.6660	0	OTHI	58.3330	
167480	ALC-ENG108	25/05/2021		8	QRE	56.4510	0	OVT	87.5000	0	DOT	116.6660	0	OTHI	58.3330	
167483	ALC-ENG108	26/05/2021		8	QRE	56.4510	0	OVT	87.5000	0	DOT	116.6660	0	OTHI	58.3330	
167486	ALC-ENG108	27/05/2021		8	QRE	56.4510	0	OVT	87.5000	0	DOT	116.6660	0	OTHI	58.3330	
167489	ALC-ENG108	28/05/2021		8	QRE	56.4510	0	OVT	87.5000	0	DOT	116.6660	0	OTHI	58.3330	
167492	ALC-ENG108	29/05/2021		8	QRE	56.4510	0	OVT	87.5000	0	DOT	116.6660	0	OTHI	58.3330	
167495	ALC-ENG108	30/05/2021		8	QRE	56.4510	0	OVT	87.5000	0	DOT	116.6660	0	OTHI	58.3330	
167498	ALC-ENG108	31/05/2021		0	QRE	56.4510	0	OVT	87.5000	0	DOT	116.6660	4	JL2	OTHI	58.3330



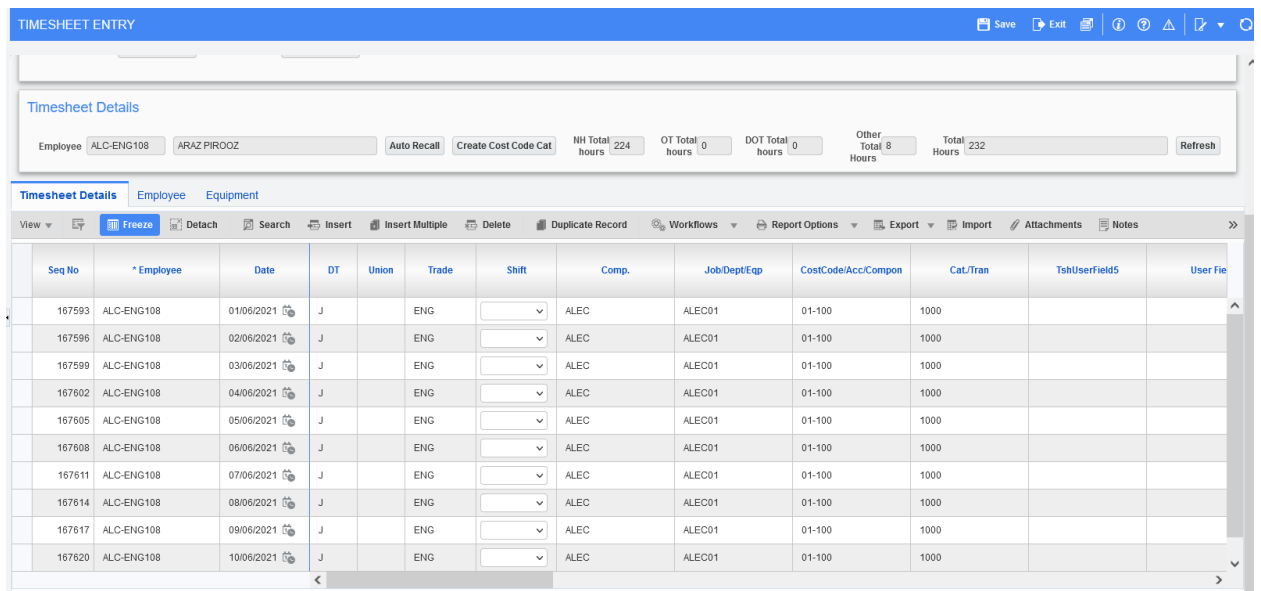
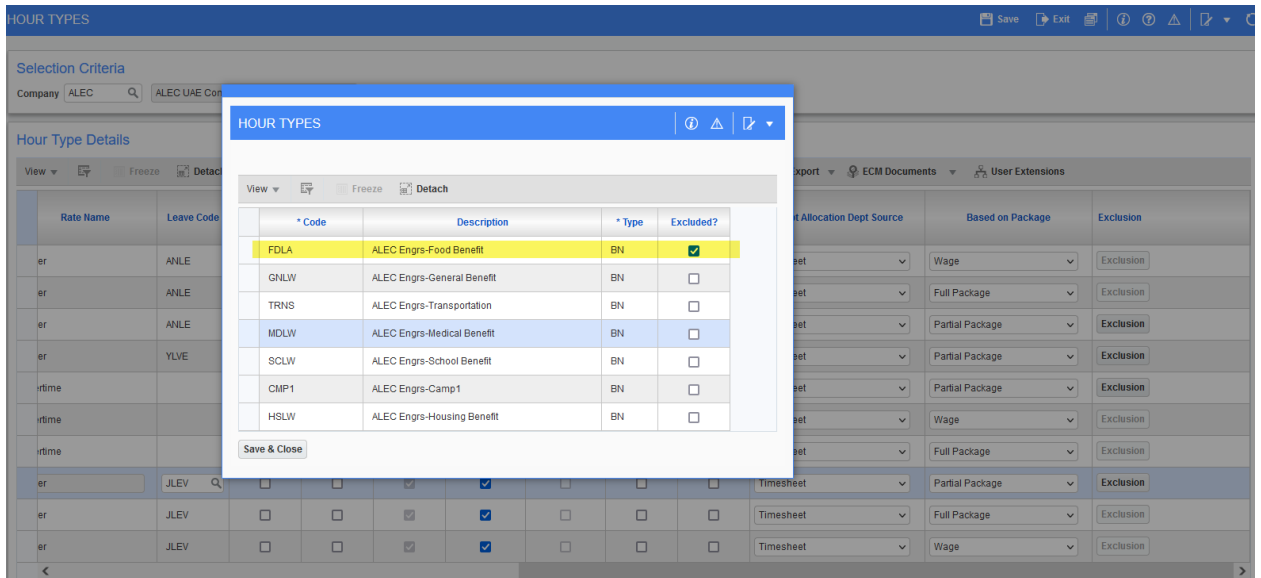
EMPLOYEE LEAVES																
Leave Detail																
View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions																
	Year	Per.	Credit A/C	Dept	Debit A/C	Hours	Amount	Amount Paid	Total Earnings	Total Hours	Job	Cost Code	Category	Work Location	Trade	
	2021	1	6000.400	00	5200.100	11.61	677.42	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
	2021	1	6000.400	00	5200.100	8.39	489.25	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
	2021	2	6000.400	00	5200.100	12.86	750	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
	2021	2	6000.400	00	5200.100	7.14	416.67	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
	2021	3	6000.400	00	5200.100	11.61	677.42	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
	2021	3	6000.400	00	5200.100	8.39	489.25	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
	2021	4	6000.400	00	5200.100	12	700	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
	2021	4	6000.400	00	5200.100	8	466.67	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
	2021	5	6000.300	00	6000.400	-4	-225.81	225.81						DUBAI	ENG	U
	2021	5	6000.400	00	5200.100	7.74	451.61	0	14000	240	ALEC01	01-100	2000	DUBAI	ENG	A
	2021	5	6000.400	00	5200.100	11.61	677.42	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
	2021	5	6000.400	00	6000.300	0.65	37.63	0	14000	240				DUBAI	ENG	A
						96	5,607.53	225.81	154,000	2,640						

Close

EMPLOYEE LEAVES																
Leave Detail																
View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions																
	Debit A/C	Hours	Amount	Amount Paid	Total Earnings	Total Hours	Job	Cost Code	Category	Work Location	Trade	Type	Date	Leave Calc.	Start Date	
	5200.100	11.61	677.42	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A	31/01/2021			
	5200.100	8.39	489.25	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A	31/01/2021			
	5200.100	12.86	750	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A	28/02/2021			
	5200.100	7.14	416.67	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A	28/02/2021			
	5200.100	11.61	677.42	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A	31/03/2021			
	5200.100	8.39	489.25	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A	31/03/2021			
	5200.100	12	700	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A	30/04/2021			
	5200.100	8	466.67	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A	30/04/2021			
	6000.400	-4	-225.81	225.81						DUBAI	ENG	U	31/05/2021			
	5200.100	7.74	451.61	0	14000	240	ALEC01	01-100	2000	DUBAI	ENG	A	31/05/2021			
	5200.100	11.61	677.42	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A	31/05/2021			
	6000.300	0.65	37.63	0	14000	240				DUBAI	ENG	A	31/05/2021			
		96	5,607.53	225.81	154,000	2,640										

Close

PERIOD END DATE  
31/05/2021







EMPLOYEE LEAVES
Save Exit Print Help

### Selection Criteria

\* Company
ALEC
ALEC UAE Company

\* Employee
ALC-ENG108
ARAZ PIROOZ

\* Year
2021

Refresh

### Leave Setup

Query
Setup

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

	Code	Hours C. Fwd	Hours Accrued	Hours C. Fwd Expired	Hours Used	Hours Lost	C. Fwd Expire Date	C. Fwd Amount	Accrued Amount	Accrued Amount Paid	Elig. Hours	Elig. Days	Hours Remain
	ANLE	0.00	120.00	0.00	0.00	0.00		0.00	7,000.02	0.00	240.00	30.00	120.00
	JLEV	0.00	120.00	0.00	12.00	0.00		0.00	7,000.01	692.47	240.00	30.00	108.00
	PTA	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	240.00
	SICA	0.00	0.00	0.00	0.00	0.00		0.00			240.00	30.00	240.00
	VAA	0.00	120.00	0.00	0.00	0.00		0.00	4,782.09	0.00	240.00	30.00	120.00
	YLVE	0.00	120.00	0.00	0.00	0.00		0.00	7,000.02	0.00	240.00	30.00	120.00

Desc
JOB LEAV/E-ALEC
Leave Detail

EMPLOYEE LEAVES
Save Print Help

### Leave Detail

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

	Year	Per.	Credit A/C	Dept	Debit A/C	Hours	Amount	Amount Paid	Total Earnings	Total Hours	Job	Cost Code	Category	Work Location	Trade	Type
	2021	1	6000.400	00	5200.100	11.61	677.42	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
	2021	1	6000.400	00	5200.100	8.39	489.22	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
	2021	2	6000.400	00	5200.100	12.86	750	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
	2021	2	6000.400	00	5200.100	7.14	416.61	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
	2021	3	6000.400	00	5200.100	11.61	677.42	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
	2021	3	6000.400	00	5200.100	8.39	489.22	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
	2021	4	6000.400	00	5200.100	12	700	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
	2021	4	6000.400	00	5200.100	8	466.61	0	14000	240	ALEC02	01-100	2000	DUBAI	ENG	A
	2021	5	6000.300	00	6000.400	-4	-225.8	225.81						DUBAI	ENG	U
	2021	5	6000.400	00	5200.100	7.74	451.61	0	14000	240	ALEC01	01-100	2000	DUBAI	ENG	A
	2021	5	6000.400	00	5200.100	11.61	677.42	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
	2021	5	6000.400	00	6000.300	0.65	37.63	0	14000	240				DUBAI	ENG	A
	2021	6	6000.300	00	6000.400	-4	-233.3	233.33						DUBAI	ENG	U
	2021	6	6000.300	00	6000.400	-4	-233.3	233.33						DUBAI	ENG	U
	2021	6	6000.400	00	5200.100	12	700	0	14000	240	ALEC01	01-100	1000	DUBAI	ENG	A
	2021	6	6000.400	00	5200.100	6.67	388.81	0	14000	240	ALEC01	01-100	2000	DUBAI	ENG	A
	2021	6	6000.400	00	6000.300	1.33	77.78	0	14000	240				DUBAI	ENG	A
						108	6,307.54	692.47	196,000	3,360						

Close

[illegible]

R12 New Functionality (Draft) • 1719

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# Preventative Maintenance

## Ability to Import Quick Inventory Issue to Equipment for Multiple Warehouse (19.89834)

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Ability to import quick inventory issue to equipment for multiple warehouse.

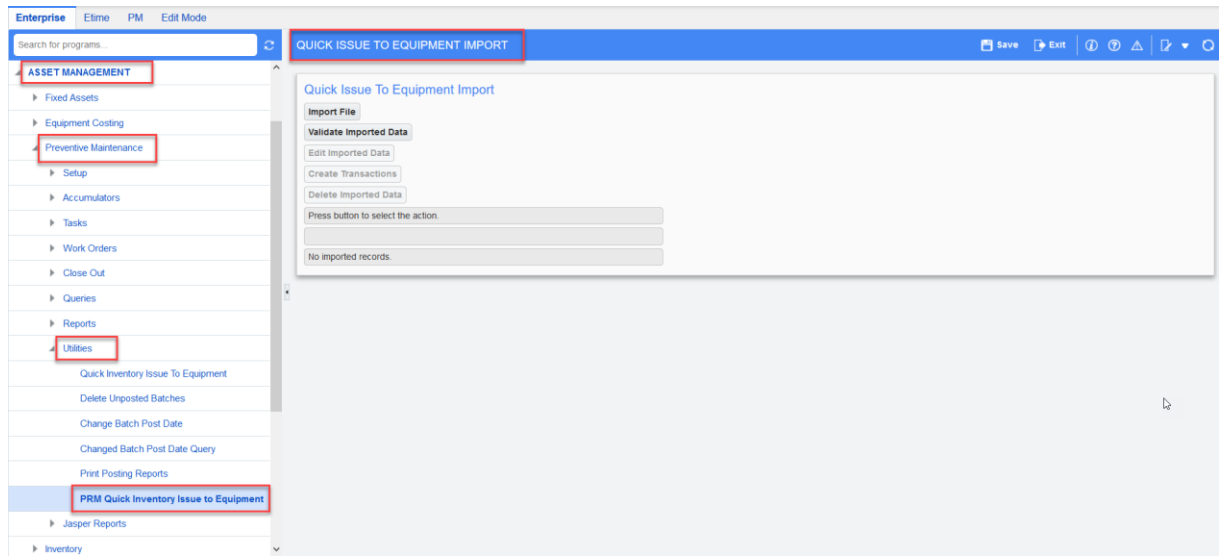
### Modifications

- Program added to Asset Management > Preventive Measure > Utilities > PRM Quick Inventory Issue to Equipment
- Inventory from multiple warehouse can be issue to equipment.

### Control File Format

Column Name	Screen Prompt	Description	Required	Type	Length
C_01	Comp	Inventory company issuing the item. This must be a valid CMiC company code.	Yes	Char	8
C_02	Item Class Code	Item class code issued. This must be a valid item class code for the inventory company.	Yes	Char	
C_03	Item Code	Item code issued. This must be a valid item for the inventory company.	Yes	Char	16
C_04	Item Type	Valid item type code. This must be a valid type for the item/company.	Yes	Char	2
C_05	Location of Issue	Location issued from. This must be a valid warehouse/bin location with enough stock on hand of the item.	Yes	Char	7
C_06	WM Code	Weight Measure Code	Yes		
C_07	Transaction Date	Actual date of the issue in the format of MM/DD/YYYY.	Yes	Date	
C_08	Equipment Code	Valid equipment code to which inventory is issued.	Yes		
C_09	Transaction Quantity	Quantity issued in WM code previously declared.	Yes	Num	16,8

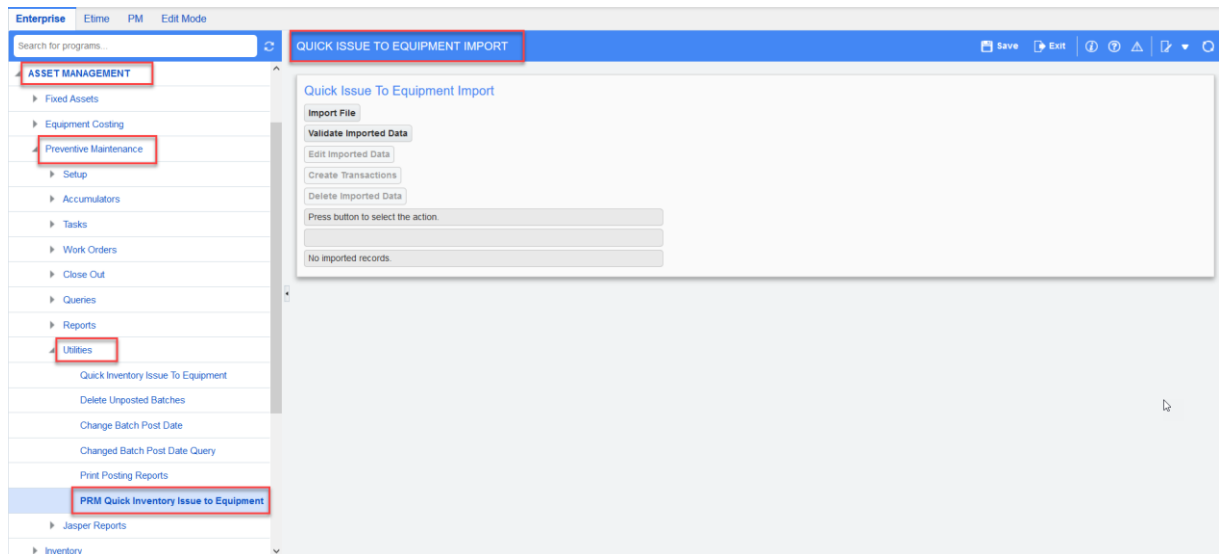
The following screen shows the modifications.



*Asset Management > Preventive Maintenance > Utilities > PRM Quick Issue Inventory to Equipment*

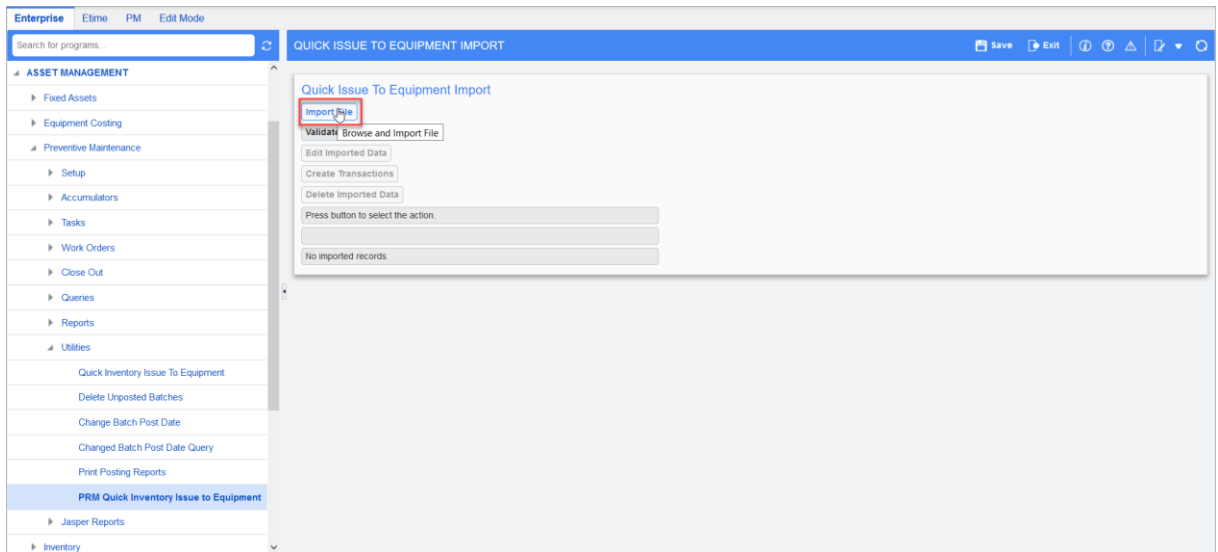
### Example

- Added program in Asset Management > Preventive Maintenance > Utilities > PRM Quick Inventory Issue to Equipment



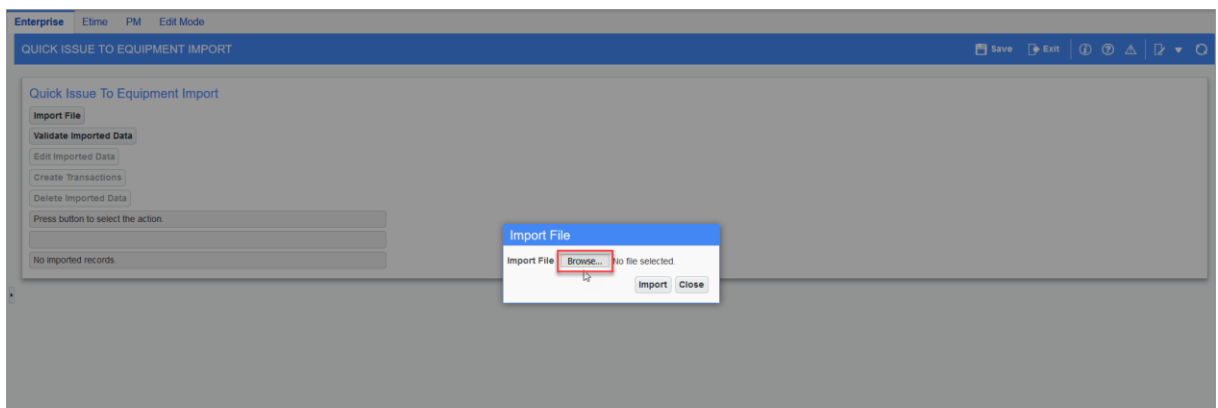
*Asset Management > Preventive Maintenance > Utilities > PRM Quick Issue Inventory to Equipment*

- Click on **[Import File]** button to import the file.



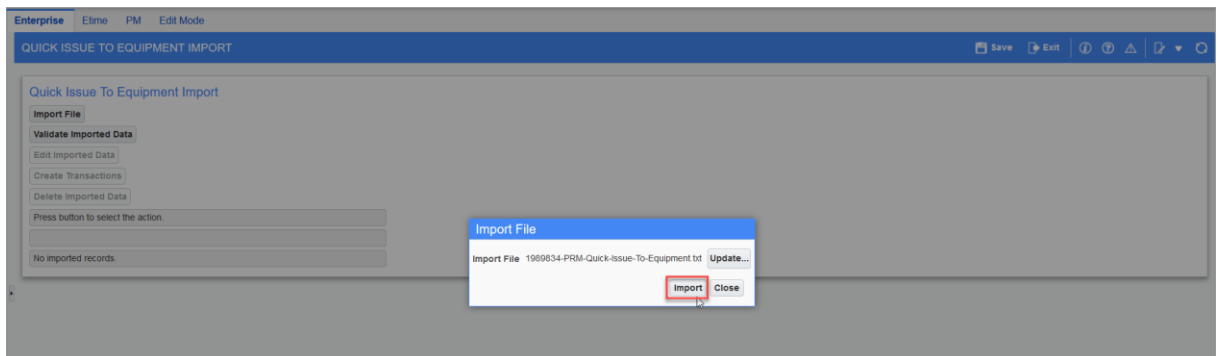
*Asset Management > Preventive Maintenance > Utilities > PRM Quick Issue Inventory to Equipment*

- Dialog box opens, click on browse to select the import file.



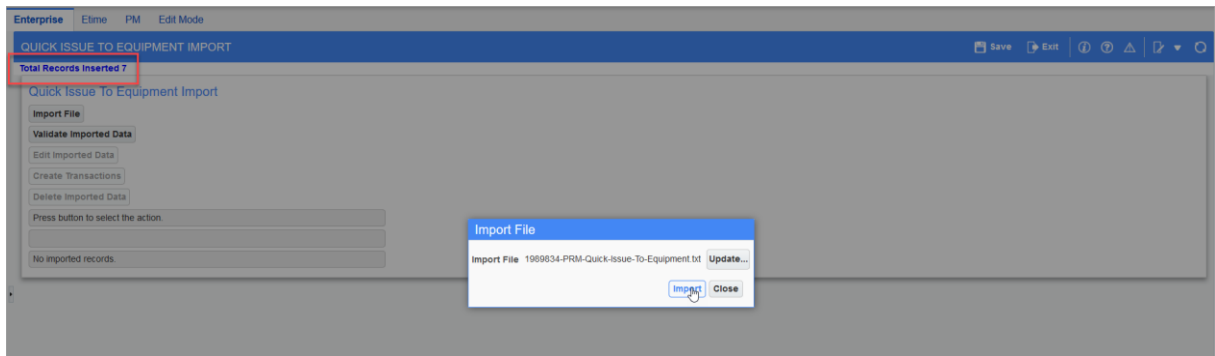
*Asset Management > Preventive Maintenance > Utilities > PRM Quick Issue Inventory to Equipment*

- Select the file to import and click on Open.
- Click on [Import] to import the selected file.



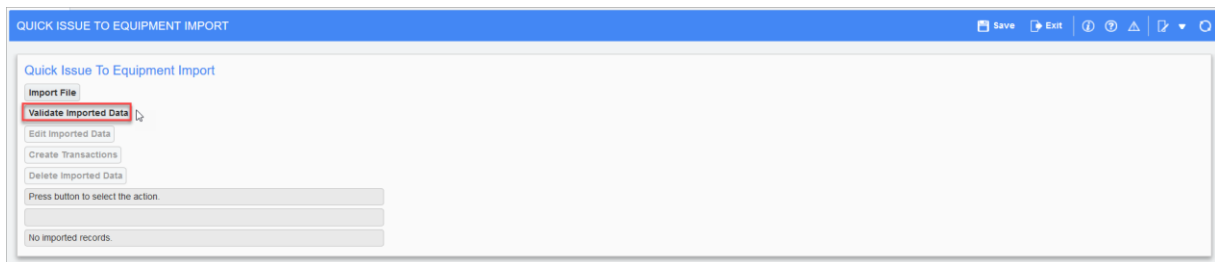
*Asset Management > Preventive Maintenance > Utilities > PRM Quick Issue Inventory to Equipment*

- After successfully importing file, a message is displayed with total records inserted.

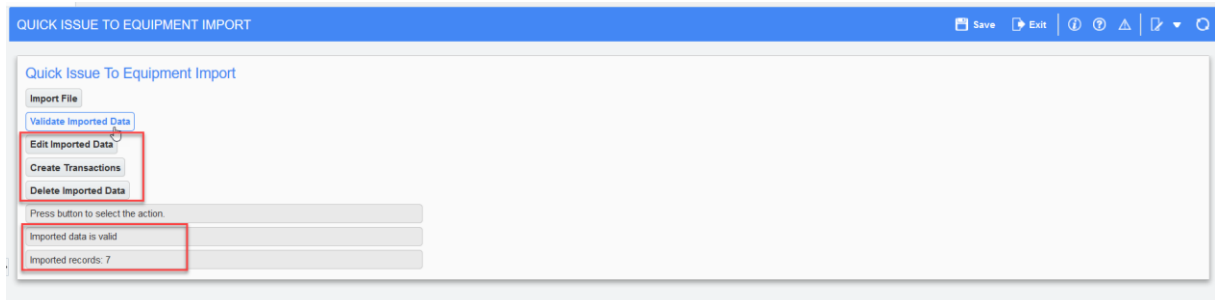


*Asset Management > Preventive Maintenance > Utilities > PRM Quick Issue Inventory to Equipment*

- Click on **[Close]** to close the Import File pop-up.
- After importing the file, click on **[Validate Imported Data]** to validate the records, this will enable the rest of the buttons on screen.



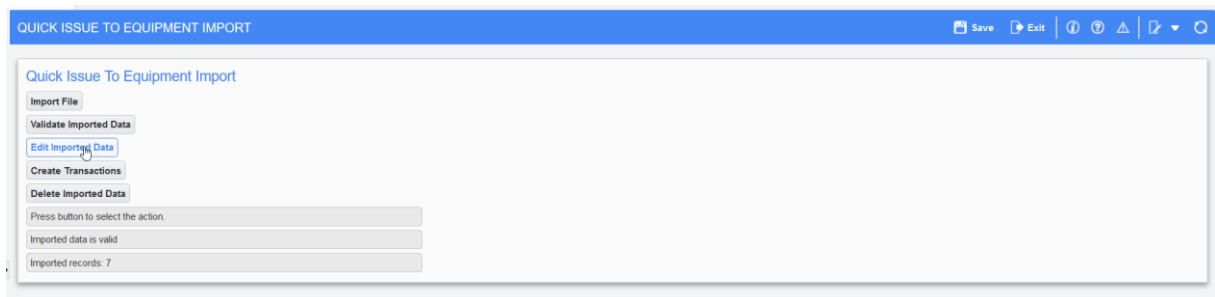
*Asset Management > Preventive Maintenance > Utilities > PRM Quick Issue Inventory to Equipment*



*Asset Management > Preventive Maintenance > Utilities > PRM Quick Issue Inventory to Equipment*

Message box displays the number of imported records, and the imported data is valid or invalid.

- Click on **[Edit Imported Data]** to edit the data and verify errors.



*Asset Management > Preventive Maintenance > Utilities > PRM Quick Issue Inventory to Equipment*

Pop-up screen is displayed to edit the imported data.

**[Validate All Records]:** Check, if all the records need to be verified.

**[Re-Validate]:** Click the button to re-validate record(s).

**[Close]:** Click on close button to close the pop-up screen.

QUICK ISSUE TO EQUIPMENT IMPORT

Imported Data

Valid	Company	Warehouse	Item Class	Item	Item Type	EA
<input checked="" type="checkbox"/>	DHCOM	MAIN	1000	RICKS	01	EA
<input checked="" type="checkbox"/>	DHCOM	MAIN	1000	RICKS	01	EA
<input checked="" type="checkbox"/>	DHCOM	WHSE1	2000	CONCRETE	01	LS
<input checked="" type="checkbox"/>	DHCOM	WHSE1	2000	CONCRETE	01	LS
<input checked="" type="checkbox"/>	DHCOM	WHSE2	3000	SAND	01	LS
<input checked="" type="checkbox"/>	DHCOM	WHSE2	3000	SAND	01	LS
<input checked="" type="checkbox"/>	DHCOM	WHSE1	3000	SAND	02	LS

☐ Validate All Records

Re-Validate More errors Close

Asset Management > Preventive Maintenance > Utilities > PRM Quick Issue Inventory to Equipment

**[More Errors]:** Clicking the button opens a pop-up display showing more information on any error imported data.

QUICK ISSUE TO EQUIPMENT IMPORT

Imported Data Errors

Record	Error
No rows yet.	

Close

Asset Management > Preventive Maintenance > Utilities > PRM Quick Issue Inventory to Equipment

**[Delete Imported Data]:** An alert message box is displayed to confirm the deletion of records.

QUICK ISSUE TO EQUIPMENT IMPORT

Quick Issue To Equipment Import

Import File

Validate Imported Data

Edit Imported Data

Create Transactions

Delete Imported Data

Press button to select the action.

Imported data is valid

Imported records: 7

alert

7 rows will be deleted?

Yes Cancel

Asset Management > Preventive Maintenance > Utilities > PRM Quick Issue Inventory to Equipment

Click **[Yes]** to delete all the records and **[Cancel]** to abort the process.

- **[Create Transaction]:** Click on create transaction button to create unposted transactions for the imported data. 'Issue to Equipment creation was successful' message is displayed in the message box when unposted transactions are created.
- Unposted transactions are created in Inventory > Processing > Issue Without Requisition program.

**Enterprise** | Etime | PM | Edit Mode

Search for programs...

**ASSET MANAGEMENT**

- Fixed Assets
- Equipment Costing
- Preventive Maintenance
- Inventory**
- Setup
- Receipts
- Processing**
- Prepare Batch
- Issue Against Requisitions
- Issue Without Requisitions**
- Process Allocated Items
- Process Composite Items
- Print Delivery Tickets
- Location Transfer
- Standard Cost Update
- Write-Offs
- Physical Count
- Sales

**ISSUES WITHOUT REQUISITIONS**

Issue Without Requisitions | Print Edit List | Post

**Selection Criteria**

\* Company: DHCOM  
 Warehouse: MAIN  
 \* Batch Number: 13390  
 Auto Batch - Quick Issue Equipment(MAIN)

Create Batch | View Batch

**Issue Detail**

Class Code	Item Code	Type	Location	Date	DT	Comp	Job /Dept/Work Order Equipment	CostCode /Account /Work Item /Compon Cat	Category /Exp. Code /Trans. Code	Quantity
1000	RICKS	01	MAIN	13-04-2020	E	DHCOM	ASSET001	ALL	NEW	10.0000
1000	RICKS	01	MAIN	13-04-2020	E	DHCOM	ASSET002	ALL	NEW	10.0000

Item Name: BRICKS | On Hand: 850,000  
 Company: DHCOM-COMPANY | CostCode/Account/Work Item/CompCategory: ALL  
 Job/Dept/Work Order: ASSET001 | Category/Exp/Transaction: new transaction

Asset Management > Inventory > Processing > Issue Without Requisition

- Unposted batches are created depending upon the warehouse locations.

**Enterprise** | Etime | PM | Edit Mode

Search for programs...

**ASSET MANAGEMENT**

- Fixed Assets
- Equipment Costing
- Preventive Maintenance
- Inventory
- Setup
- Receipts
- Processing
- Prepare Batch
- Issue Against Requisitions
- Issue Without Requisitions**
- Process Allocated Items
- Process Composite Items
- Print Delivery Tickets
- Location Transfer
- Standard Cost Update
- Write-Offs
- Physical Count
- Sales

**ISSUES WITHOUT REQUISITIONS**

Issue Without Requisitions | Print Edit List | Post

**Selection Criteria**

\* Company: DHCOM  
 Warehouse: MAIN  
 \* Batch Number: 13390  
 Auto Batch - Quick Issue Equipment(MAIN)

Create Batch | View Batch

**Issue Detail**

No rows yet

**Batch List**

Batch Number	Dated	Name	Location
13372	13-Apr-2020	Auto Batch - Quick Issue Equip	WHSE1
13371	13-Apr-2020	Auto Batch - Quick Issue Equip	MAIN
13369	13-Apr-2020	Auto Batch - Quick Issue Equip	WHSE2
13390	13-Apr-2020	Auto Batch - Quick Issue Equip	MAIN
13392	13-Apr-2020	Auto Batch - Quick Issue Equip	WHSE2
13391	13-Apr-2020	Auto Batch - Quick Issue Equip	WHSE1
13387	13-Apr-2020	Auto Batch - Quick Issue Equip	MAIN
13388	13-Apr-2020	Auto Batch - Quick Issue Equip	WHSE1
13330	11-Apr-2020	Auto Batch - Quick Issue Equip	WHSE1
13331	11-Apr-2020	Auto Batch - Quick Issue Equip	WHSE2

Asset Management > Inventory > Processing > Issue Without Requisition

- Records in the batch are identified depending upon the warehouse location.



Enterprise | Time PM | Edit Mode

ISSUES WITHOUT REQUISITIONS

Issue Without Requisitions | Print Edit List | Post

**Selection Criteria**

\* Company: DHCOM | DHRUV-COMPANY

Warehouse: WHSE1 | Warehouse1

\* Batch Number: 13372 | Auto Batch - Quick Issue Equip

Create Batch | View Batch

**Issue Detail**

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | Attachments | Notes | ECM Documents | User Extensions

Class Code	Item Code	Type	Location	Date	DT	Comp	Job/Dept/Work Order/Equipment	CostCode/Account/Work Item/CompCat	Category/Exp. Code/Trans. Code	Quantity	WM	Suggested Price	Price Override	Total Price
2000	CONCRETE	01	WHSE1	09-04-2020	E	DHCOM	ABC	ALL	NEW	20.0000	LS	10.00		200.000
2000	CONCRETE	01	WHSE1	09-04-2020	E	DHCOM	EQP	ALL	NEW	20.0000	LS	10.00		200.000

Item Name: CONCRETE | On Hand: 4,540.0000

Company: DHRUV-COMPANY | CostCode/Account/Work Item/CompCategory: ALL

Job/Dept/WO/Equip: ABC | Category/Exp/Transaction: new transaction

Cost Batch | Assign Location | Serial Number

Asset Management > Inventory > Processing > Issue Without Requisition

INVENTORY POSTING

Issue Without Requisitions | Print Edit List | Post

**Selection Criteria**

Company: DHCOM | DHRUV-COMPANY

Location: MAIN | Main Ware House

Batch Type: OUT | Non requisition issue

Batch: 13372

Journal: IV | Inventory

Post Date: 13-04-2020

Post | Preview Posting | Print Reports Immediately

Message

Communication Channel

Asset Management > Inventory > Processing > Issue Without Requisition

**Reports:**



# Purchase Order

## Add the column “Item Description” in PO Job Query (15.13574)

CMiC has modified the PO Job Query Screen and added:

1. The button [Query] in the Selection Criteria section of the PO Query by Job;
2. Three new columns named "Item Name", "Requisition Number", and "Requisition Date" in the Detail Block of the Purchase Order Query by Job.

These new columns will display Inventory Items, Non-Stock Items and Free Form Items entered on the Purchase Orders. All fields in the Detail section including the newly created columns will be populated upon pressing the new button Query that initiates the PO query based on the Selection Criteria.

### Setting and Examples:

1. In order to see all existing Purchase Orders (POs) with “J” distribution for the company the fields Job and Item Code should be left blank. The user has to press button [Query] initiate the query and to populate the Detail section:

**PURCHASE ORDER QUERY BY JOB**

Save Exit [Icons]

**SELECTION CRITERIA**

\* Company: JH2T JH US Company

Job: [Empty] [Query]

Item Code: [Empty]

☐ Include Closed POs ☐ Include Voids POs

**DETAIL**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Job	Cost Code	Category	Vendor	PO Number	Release	PO Status	Expected Date	Requisition Number	Requisition Date	Class	Item	Item Name	Type	Quantity Ordered
JH-US00002	02	1000	JH-PC	PO000017	1	Not Approves	12/Aug/2015	RQ000001	12/Aug/2015	1000	JH1000.02	JH1000.02	Inventory	20.0
JH-US00002	02	1000	JH-PC	PO000017	1	Not Approves	12/Aug/2015	RQ000001	12/Aug/2015		IHNON-STOCK01	IHNON-STOCK01	Non-Stock	34.0
JH-US00002	02	1000	IHD1US	PO000013	1	Processed				1000	IH1000.02	IH1000.02	Inventory	24.0
JH-US00002	02	1000	IHD1US	PO000013	1	Processed					FREE-FORM1	free-form 1	Free-Form	100.0
JH-US00002	02	1000	IHD1US	PO000013	1	Processed					IHNON-STOCK03	IHNON-STOCK03	Non-Stock	2.0
JH-US00002	02	4000	IHREGINV	PO000024	1	Not Approves	13/Aug/2015	RQ000004	13/Aug/2015	1000	IH100	IH Item Code 100	Inventory	100.0
IH1505946	01	1000	IHN01999	PO000014	1	Processed	12/Feb/2016	RQ000013	12/Feb/2016	1000	IHNON-STOCK01	IHNON-STOCK01	Non-Stock	20.0
IH1505946	01	4000	JH-PC	PO000018	1	Not Approves	12/Feb/2016	RQ000013	12/Feb/2016	1000	IH1000.02	IH1000.02	Inventory	300.0
														600.0

Job: JH Job 02 Cost Code: Existing Conditions Category: Labour Vendor: Irina's Publishing Company

100%

**Note:** When the Detail section is already populated then checking/unchecking the boxes “Include Closed PO” and/or “Include Voids POs” will automatically add/remove the qualified records – the user does not have to press the [Query] button again.

- If the user would like to narrow down the POs for the specific Job then the Job code has to be entered (chosen from LOV) and [Query] button clicked:

**PURCHASE ORDER QUERY BY JOB**

Save Exit [Icons]

**SELECTION CRITERIA**

\* Company: JH2T JH US Company

Job: JH-US00002 JH Job 02 [Query]

Item Code: [Empty]

☐ Include Closed POs ☐ Include Voids POs

**DETAIL**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Job	Cost Code	Category	Vendor	PO Number	Release	PO Status	Expected Date	Requisition Number	Requisition Date	Class	Item	Item Name	Type	Quantity Ordered
JH-US00002	02	1000	JH-PC	PO000017	1	Not Approves	12/Aug/2015	RQ000001	12/Aug/2015		IHNON-STOCK01	IHNON-STOCK01	Non-Stock	34.0
JH-US00002	02	1000	JH-PC	PO000017	1	Not Approves	12/Aug/2015	RQ000001	12/Aug/2015	1000	JH1000.02	JH1000.02	Inventory	20.0
JH-US00002	02	1000	IHD1US	PO000013	1	Processed					FREE-FORM1	free-form 1	Free-Form	100.0
JH-US00002	02	1000	IHD1US	PO000013	1	Processed				1000	IH1000.02	IH1000.02	Inventory	24.0
JH-US00002	02	1000	IHD1US	PO000013	1	Processed					IHNON-STOCK03	IHNON-STOCK03	Non-Stock	2.0
JH-US00002	02	4000	IHREGINV	PO000024	1	Not Approves	13/Aug/2015	RQ000004	13/Aug/2015	1000	IH100	IH Item Code 100	Inventory	100.0
														280.0

Job: JH Job 02 Cost Code: Existing Conditions Category: Labour Vendor: Irina's Publishing Company

100%

- If the user would like to narrow down the POs for the specific Item Code then the user has to enter Item Code (choose from LOV) and press [Query] button:

**PURCHASE ORDER QUERY BY JOB** [Save] [Exit] [Help] [Print] [Zoom]

**SELECTION CRITERIA**

\* Company: JH2T [JH US Company]

Job: [JH1000.02] [JH1000.02] [Query]

Item Code: [JH1000.02] [JH1000.02]

☐ Include Closed POs ☐ Include Voided POs

**DETAIL**

View [Freeze] [Detach] [Search] [Workflows] [Report Options] [Export] [ECM Documents] [User Extensions]

Job	Cost Code	Category	Vendor	PO Number	Release	PO Status	Expected Date	Requisition Number	Requisition Date	Class	Item	Item Name	Type	Quantity Ordered
JH-US00002	02	1000	JH-PC	PO000017	1	Not Approved	12/Aug/2015	RQ000001	12/Aug/2015	1000	JH1000.02	JH1000.02	Inventory	20.0
JH-US00002	02	1000	JH01US	PO000013	1	Processed				1000	JH1000.02	JH1000.02	Inventory	24.0
JH1505946	01	4000	JH-PC	PO000018	1	Not Approved	12/Feb/2016	RQ000013	12/Feb/2016	1000	JH1000.02	JH1000.02	Inventory	300.0
													<b>344.0</b>	

Job: [JH Job 02] Cost Code: [Existing Conditions] Category: [Labour] Vendor: [Irina's Publishing Company]

- To see the POs for the particular item and particular Job both fields Job and Item Code should be populated; then the button [Query] should be clicked:

**PURCHASE ORDER QUERY BY JOB** [Save] [Exit] [Help] [Print] [Zoom]

**SELECTION CRITERIA**

\* Company: JH2T [JH US Company]

Job: [JH-US00002] [JH Job 02]

Item Code: [JH1000.02] [JH1000.02] [Query]

☐ Include Closed POs ☐ Include Voided POs

**DETAIL**

View [Freeze] [Detach] [Search] [Workflows] [Report Options] [Export] [ECM Documents] [User Extensions]

Job	Cost Code	Category	Vendor	PO Number	Release	PO Status	Expected Date	Requisition Number	Requisition Date	Class	Item	Item Name	Type	Quantity Ordered
JH-US00002	02	1000	JH-PC	PO000017	1	Not Approved	12/Aug/2015	RQ000001	12/Aug/2015	1000	JH1000.02	JH1000.02	Inventory	20.0
JH-US00002	02	1000	JH01US	PO000013	1	Processed				1000	JH1000.02	JH1000.02	Inventory	24.0
													<b>44.0</b>	

Job: [JH Job 02] Cost Code: [Existing Conditions] Category: [Labour] Vendor: [Irina's Publishing Company]

## Modifications:

- Now the user will be able to search the POs by Item Code in addition to pre-existing ability to search POs by Job.
- The user will be able to see the corresponding Item Name, Requisition Number and Date (if exist) for the each Purchase Order Item.
- The new button [Query] has to be pressed in order to initiate the query and subsequently populate the Detail section of the screen.

## Purchase Order Import (Custom) (19.87822)

An export file created from a third-party application (Rubber Stamp) will be uploaded into CMiC PO application. This import will update the Purchase Order Tables so that, the PO with the details is created, posted and the JC commitments are updated.

## Ability to Use Job PO Mask while Copying PO (20.25669)

### Overview

This enhancement provides ability to use Job PO number mask upon using Copy From feature in PO Entry screen.

### Pre-requisites

PO control file must have Job PO Number Mask setup and Auto Number Flag should be checked. New fields are only enabled when user is copying from a PO which has Job Code associated with it.

### Modifications

New fields introduced in Copy Purchase Order screen.

**To Job:** Select a job from LOV to which needs to be associated to new PO.

**To Cost Code:** This field is only enabled once user select job in To Job field. User must select valid cost code for the job.

**To Category:** This field is only enabled once user select job from To Job field. User must select valid category for the cost code.

Vendor Code	Name	PO Number	Job Code	Name	Amount
A1BRICK	A1BRICK	JP000006	FCATJOB		
A1BRICK	A1BRICK	PO000001			
A1BRICK	A1BRICK	PO000002			
A1BRICK	A1BRICK	PO000006			
A1DOORS	A1DOORS LTD	JP000001	1000		
A1DOORS	A1DOORS LTD	JP000002	1000		
A1DOORS	A1DOORS LTD	JP000005	FCATJOB		
A1DOORS	A1DOORS LTD	JP000007	FCATJOB		
A1DOORS	A1DOORS LTD	JP000008	FCATJOB		
A1DOORS	A1DOORS LTD	PO000003			

To Job  To Cost Code  To Category

Accept Cancel

Purchase Order > Process > Enter Purchase Order > [Cope From] – Copy Purchase Order pop-up

### Implementation

Comp: CCC

Job PO Number Mask: POjjjj\*\*\*\*

Job Code: FCATJOB

PO: POFCAT00001

Use [Copy From] to copy POFCAT00001 to a new PO.

**PURCHASE ORDER ENTRY**

Selection Criteria

\* Company: CCC  
Reserve Group: CMIC Test Company  
\* Status: Not Approved **Copy From**

**Purchase Order**

General | Defaults | Instructions | Comments | Text Code Details

Header Detail

\* Normal Receiving: Manual (selected) / Automatic  
Requester: DA  
Buyer: RAVI  
Vendor Code: A1DOORS  
Contact: A1DOORS LTD  
Status: Not Approved

Distribution Detail

PO Comp: CCC  
Job / Dept: FCATJOB  
Order Date: 27-Jan-2021  
PO Number: **POFCAT00001**

Job Code: FCATJOB  
Cost Code / Account: 01-100  
Expected Date: 27-Jan-2021  
Total: 1,890.00

\* Distribution Type: Standard CMIC J-line  
Category: 4000  
Release #: 1  
Routing Company: CCC  
Currency: USD  
Type: Standard  
Address:

Retrieve Entire PO | Change Vendor | Compliance | Approvers | Print | Post | Populate Summary | View Requisition

**Purchase Order Detail**

Item Type	* Item	Description	Item Type	Location	WM	Quantity	Price	Total	Rec Inv	Dist	Company	Job/Dept/Eqp/WO	Cost Code/Account	Cal Tran Code/Exp	Tax1
Inventory	BLOCK1		1	MAIN	EA	150.000	12.0000	1,800.00		J	CCC	FCATJOB	01-100	4000	T1
								1,800.00							

Job Name: FCATJOB  
Cost Code: Temporary Structures  
On Hand: 50,300.00  
On Order: 1,200.00  
Min. Order:

W Line Detail | Assign Location | Transaction Allocation Code

*Purchase Order > Process > Enter Purchase Order*

Select job from To Job LOV.

**PURCHASE ORDER ENTRY**

Selection Criteria

\* Company: CCC  
Reserve Group: CMIC Test Company  
\* Status: Not Approved

**Purchase Order**

General | Defaults | Instructions | Comments | Text Code Details

Header Detail

\* Normal Receiving: Manual (selected) / Automatic  
Requester: DA  
Buyer: RAVI  
Vendor Code: A1DOORS  
Contact: A1DOORS LTD  
Status: Not Approved

Distribution Detail

PO Comp: CCC  
Job / Dept: FCATJOB  
Order Date: 27-Jan-2021  
PO Number: POFCAT00001

Job Code: FCATJOB  
Cost Code / Account: 01-100  
Expected Date: 27-Jan-2021  
Total: 1,890.00

\* Distribution Type: Standard CMIC J-line  
Category: 4000  
Release #: 1  
Routing Company: CCC  
Currency: USD  
Type: Standard  
Address:

Retrieve Entire PO | Change Vendor | Compliance | Approvers | Print | Post | Populate Summary | View Requisition

**Purchase Order Detail**

Item Type	* Item	Description	Item Type	Location	WM	Quantity	Price	Total	Rec Inv	Dist	Company	Job/Dept/Eqp/WO	Cost Code/Account	Cal Tran Code/Exp	Tax1
Inventory	BLOCK1		1	MAIN	EA	150.000	12.0000	1,800.00		J	CCC	FCATJOB	01-100	4000	T1
								1,800.00							

Job Name: FCATJOB  
Cost Code: Temporary Structures  
On Hand: 50,300.00  
On Order: 1,200.00  
Min. Order:

W Line Detail | Assign Location | Transaction Allocation Code

**PURCHASE ORDER ENTRY**

**Copy Purchase Order**

Vendor Code	Name	PO Number	Job Code	Name	Amount
A1DOORS	A1DOORS LTD	POFCAT00001	FCATJOB		
A1DOORS	A1DOORS LTD	PO000007			
A1BRICK	A1BRICK	PO000008			
A1DOORS	A1DOORS LTD	PO000005			
A1DOORS	A1DOORS LTD	PO000004			
A1DOORS	A1DOORS LTD	PO000003			
A1BRICK	A1BRICK	PO000002			
A1BRICK	A1BRICK	PO000001			
A1DOORS	A1DOORS LTD	JP000008	FCATJOB		
A1DOORS	A1DOORS LTD	JP000007	FCATJOB		

To Job: **FCATJOB** To Cost Code: To Category:

Accept | Cancel

*Purchase Order > Process > Enter Purchase Order > [Copy From] – Copy Purchase Order pop-up*

Once user selects a job, To Cost Code and To Category fields are enabled.

**PURCHASE ORDER ENTRY**

Copy Purchase Order

Vendor Code	Name	PO Number	Job Code	Name	Amount
A1DOORS	A1DOORS LTD	POFCAT0000	FCATJOB		
A1DOORS	A1DOORS LTD	PO000007			
A1BRICK	A1BRICK	PO000008			
A1DOORS	A1DOORS LTD	PO000005			
A1DOORS	A1DOORS LTD	PO000004			
A1DOORS	A1DOORS LTD	PO000003			
A1BRICK	A1BRICK	PO000002			
A1BRICK	A1BRICK	PO000001			
A1DOORS	A1DOORS LTD	JP000008	FCATJOB		
A1DOORS	A1DOORS LTD	JP000007	FCATJOB		

To Job:  To Cost Code:  To Category:

*Purchase Order > Process > Enter Purchase Order > [Copy From] – Copy Purchase Order pop-up*

Select valid cost code and category for the selected job.

Click on **[ACCEPT]** to create a new PO which will follow Job PO Number Mask setup in control file. In PO number, the 'j' will use the new job selected from To Job field.

**PURCHASE ORDER ENTRY**

Copy Purchase Order

Vendor Code	Name	PO Number	Job Code	Name	Amount
A1DOORS	A1DOORS LTD	POFCAT0000	FCATJOB		
A1DOORS	A1DOORS LTD	PO000007			
A1BRICK	A1BRICK	PO000008			
A1DOORS	A1DOORS LTD	PO000005			
A1DOORS	A1DOORS LTD	PO000004			
A1DOORS	A1DOORS LTD	PO000003			
A1BRICK	A1BRICK	PO000002			
A1BRICK	A1BRICK	PO000001			
A1DOORS	A1DOORS LTD	JP000008	FCATJOB		
A1DOORS	A1DOORS LTD	JP000007	FCATJOB		

To Job:  To Cost Code:  To Category:

*Purchase Order > Process > Enter Purchase Order > [Copy From] – Copy Purchase Order pop-up*



The new PO number generated is POJOB-00001.

**PURCHASE ORDER ENTRY**

Enter Purchase Order    Print Edit List

**Selection Criteria**

\* Company: CCC    CMIC Test Company  
Reserve Group:     
\* Status: Not Approved    Copy From:   

**Purchase Order**

Search    Delete    Workflows    Report Options    Import    Attachments    Notes    ECM Documents    User Extensions

**General**    Defaults    Instructions    Comments    Text Code Details

**Header Detail**

\* Normal Receiving: ☒ Manual    ☐ Automatic  
Requester: DA    DA  
Buyer: RAVI    RAVI  
Vendor Code: A1DOORS    A1DOORS LTD  
Contact:       Status: Not Approved

**Distribution Detail**

PO Comp: CCC    Job Code: JOB-1    \* Distribution Type: Standard CMIC J-line  
Job / Dept: JOB-1    Cost Code / Account: 01-100    Category: 4000    Release #: 1  
Order Date: 27-Jan-2021    Expected Date:    Routing Company:    Routing Job:    Type: Standard    Address:     
**PO Number: POJOB-00001**    Total: 1,890.00    Currency: USD

Retrieve Entire PO    Change Vendor    Compliance    Approvers    Print    Post    Populate Summary    View Requisition

**Purchase Order Detail**

View    Freeze    Detach    Search    Insert    Insert Multiple    Delete    Workflows    Report Options    Export    Import    ECM Documents    User Extensions

Item Type	* Item	Description	Item Type	Location	WM	Quantity	Price	Total	Res Inv	Dist	Company	Job/Dept/Eqp/WO	Cost Code/Acc /Company/WO	Cat/Tran Code/Exp	Tax1
Inventory	BLOCK1	BLOCK1	1	MAIN	EA	150.000	12.0000	1,800.00	<input type="checkbox"/>	J	CCC	JOB-1	01-100	4000	T1
								1,800.00							

Job Name:    Cost Code:    On Hand: 50,300.00    On Order: 1,200.00    Min. Order:   

Create Cost Code/Category    Allocation    W-Line Detail    Assign Location    Transaction Allocation Code

*Purchase Order > Process > Enter Purchase Order*

## PO Control – A Checkbox "Populate Item Description to Item Comments" Added (21.40253)

### Overview:

The new feature is to populate Item Description to PO/POCO detail line comments field while entering a PO (without pass through a requisition) for a non-stock item.

### Modifications:

The following are the changes made to two of the programs POCTRLFM and POENTRYC.

Added Checkbox "Populate item description to Item Comments" on PO control file (POCTRLFM).

PO/POCO entry program (POENTRYC) modified to add item description field on item LOV, to populate item description to PO/POCO detail line comments field based on the new flag.

The New Flag "Populate item description to Item Comments" added in PO Control File is unchecked and hidden by default. User needs to add it through the Lite Editor.

When the Flag is unchecked as shown below, while entering a PO through Enter Purchase Order program, in the Purchase Order Detail, the Comments field does not automatically pull the data from Non-Stock item program's description field.



**PURCHASE ORDER CONTROL**

Selection Criteria  
Company: CCC CMIC Construction Company

Search Insert Delete Previous Next Workflows Report Options ECM Documents User Extensions

Purchase Order Defaults Receipts Posting

PO Item Form PO Change Order for Last Price

PO Number Mask: 0000000000  
Job PO Number Mask: 0000000000  
PO Item Group Mask: 0000000000

Test Type Codes

Test Type Code: CCC PO  
Test Code: 100 Shipping & Receiving between 5/5/2014 &  
Test Code: 200 This PO Quantity/Price may be changed  
Test Code: 300 All inventory documents including POs  
Test Code: 400 All shipments must be certified for freight  
Test Code: 500 For questions regarding this shipment call

Shipping Type Code: CCC PO

Tests

Test Code: 100  
Test Code: 101  
Test Code: 102

Other

Item Code: 100  
Item Code to Reserve in Orders: 100  
Maximum Unreserved PO Number: 100  
Maximum Approval Limit: 1  
Upper Limit of Automatic Approval: 1  
Default Bill To Address Code: CCC S  
Default Ship To Address Code: CCC S  
Default Item Price on PO: 1  
Default to Item: 1  
Default to Requester Price: 1  
Flag Checked

Flag Checked

Asset Management> Purchase Order > Local Tables> Control

**PURCHASE ORDER ENTRY**

Enter Purchase Order Print Edit List

Selection Criteria  
Company: CCC CMIC Construction Company  
Reserve Group: 1  
Status: Not Approved Copy From

Purchase Order

General Defaults Instructions Comments Text Code Details

Header Detail

Normal Receiving Manual Automatic  
Requester: RAV14  
Buyer: RAV14  
Vendor Code: ATCEMENT  
Contact: 1  
Status: Not Approved

Distribution Detail

PO Comp: CCC  
Job / Dept: 1  
Order Date: 12-May-21  
PO Number: 0000000002  
Job Code: 1  
Cost Code / Account: 1  
Expected Date: 1  
Total: 0.00  
Distribution Type: Standard CMIC Q-line  
Category: 1  
Release #: 1  
Routing Company: 1  
Routing Job: 1  
Currency: USD  
Type: Standard  
Address: 1

Retrieve Entire PO Change Vendor Compliance Approvals Print Post Populate Summary View Requisition

Purchase Order Detail

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions

Item Type	Item	Description	Item Type	Locatl	WM	Qc	Plc	Rev Inv	Dist	Cd	Job/Dept	Cost Code/Ass/Compens/Wt	Cc	Tax1	Taxable	Tax2	Taxable	Tax3	Taxable	At	Total	Expected	Comments
Non-Stock	NON-STOCK1	Non-Stock Item A		EA					G			4000.800	CA										Non-Stock Item A

Comments field shows the description

Job Name: Cost Code: On Hand: On Order: Min. Order: 0.00

Asset Management> Purchase Order > Process> Enter Purchase order

The data in the PO Detail Comments field is pulled from Non-Stock item program's description field.

PO NON-STOCK ITEM MAINTENANCE													
Selection Criteria													
Company: CCC CMC Construction Company													
Item Detail													
View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions													
* Item Code	Name	* WM	Last Price	Min Ord	Tax 01	Tax 02	Tax 03	Account	Internal Sales Account	Cost Code	Category	Description	
1/2_PIPE	1/2" Copper Pipe	LF	5.0000		IL			\$300.500	\$300.500		4000	1/2" nominal (5/8" o.d.) Type "M" hard	
1/4_PIPE	1/2" Copper pipe	LF	7.0000		FT			\$300.500	\$300.500		4000		
10W40	10 W 40 Motor Oil	OL	3.8700		FT			\$300.200	\$300.200		4000	10 W 40 Motor Oil	
3/4_PIPE	3/4" Copper Pipe	LF	10.0000		FT			\$300.500	\$300.500		4000	3/4" nominal (5/8" o.d.) Type "M" hard	
AIR_FILTER	HVAC Air Filter	EA	75.0000		FT			\$300.500	\$300.500		4000	HVAC Air Filter	
BATTERIES	Flashlight Batteries	EA	2.0000		FT			\$300.500	\$300.500		4000	6 Volt Flashlight Batteries	
BELT	HVAC Serpentine Belt	EA	100.0000		IL			\$300.500	\$300.500		4000	HVAC Serpentine Belt	
BOXCUTTER	Box Cutter	EA	5.0000		FT			\$300.500	\$300.500		4000	Box Cutters	
COMPUTERITEM1	Purchase Item 1	EA	50.0000	5	CH					02220	4000	Purchase Item 1	
COMPUTERITEM2	Purchase Item 2	EA	30.0000	5	CH					01740	4000	Purchase Item 2	
FLASHLIGHT	Mag Light Flashlight	EA	30.0000		FT			\$300.500	\$300.500		4000	Mag Light Flashlights	
GASVET	HVAC Gasvet	EA	125.0000					\$300.500	\$300.500		4000	HVAC Gasvet	
NON-STOCK1	Non-Stock Item A	EA	10.0000	25	CA			4000.800	4000.800		4000	Non-Stock Item A	
NON-STOCK2	Non-Stock Item B	EA	20.0000		CA			4000.800	4000.800		4000	Non-Stock Item B	
PAPER	8 1/2 x 11 Paper	BK	22.5000	5	FT			5000.100	5000.100		4000	8 1/2 x 11 Plain Paper	
T-CONNECT	Copper T-Connectors	EA	2.0000		FT			\$300.500	\$300.500		4000	1/2" Copper T-Connectors	
TOOLBOX	Service Toolbox	EA	100.0000					\$300.500	\$300.500		4000	Service Truck Toolbox	
TOPSOIL	Garden Topsoil	EA	2.0000					\$300.500	\$300.500		4000	Garden Topsoil	
WIN-01	Slider Window	EA	500.0000		RKL			5000.100	5000.100	08750	4000	5 x 5 Vinyl Window	

Asset Management> Requisitions> Setup> Non-Stock Item

## Lot/Lumpsum POs (20.31584)

### Overview:

Often a supplier will provide a 'lot' price for material, comprising dozens or hundreds of items, rather than price each item individually. This is especially true for specialty fixtures comprised of many separately sourced, delivered, and invoiced components.

We want to record the lump sum amount as the first PO line item (e.g., the complete fixture cost), followed by the individual components with quantities but no amounts. Moreover, some of the components are often supplied by a third party other than the original supplier, which is why there are usually several receipts and invoices for the PO.

We want the ability to receive the quantities against the actual PO line items, but invoice against the lump sum PO line, so invoicing is effectively based on the invoice amount rather than invoiced quantities.

To summarize the requirement, we want the ability to have multiple lump sum PO lines in a PO, and multiple receipts and invoices against a lump sum line.

### Modifications:

The following changes have been made in Purchase Order and Accounts Payable applications to fulfil the business requirement:

### PO Control File:

A WM code needs to be setup for Lumpsum PO's. The defined WM on the control file when selected will default the Price to 1. The Price field In Enter Purchase Order program becomes disabled and Quantity is enabled for entry.

Users must set up the default weight measure code in Purchase Order Control > Purchase Order Defaults.

'WM Code to Receive in Dollars' field value is set to \$.

**PURCHASE ORDER CONTROL**

Selection Criteria  
Company: RV123456, RV123456 - Test Company

**Purchase Order Defaults** | Receipts | Posting

**Masks**

- \* PO Print Form: Purchase Order (English)
- PO Number Mask: PObbb\*\*\*, POA1B345
- Job PO Number Mask: JP\*\*\*\*\*, JP012345
- PO Res. Group Mask: RG\*\*\*\*\*, RG0012345

**Text Type Codes**

- \* Text Type Code: WAIVERF1
- Text1 Code: WAIVERF9, New custom fields added
- Text2 Code: WAIVERF1, Subcontractor having a contract with
- Text3 Code:
- Text4 Code:
- Text5 Code:
- \* Shipping Type Code: WAIVERF1

**Taxes**

- Tax1 Code: T2, T2
- Tax2 Code:
- Tax3 Code:

**Other**

- \* WM Code: NA, Not Applicable
- WM Code to Receive in Dollars: \$, Dollars** (highlighted with a red box)
- \* Maximum Unused Reserved PO Numbers: 100
- Maximum Approver Levels: 1

*Purchase Order>Setup>Local Tables>Control*

### Purchase Order Header:

- A new flag 'Lumpsum Purchase Order' is added on the PO Header. This flag is hidden by default and can be made visible using the Lite Editor. The default value is un-checked.
- This will default the 'WM code to Receive in Dollars' from the control file setup.
- If flag is selected on the header at least one detail line needs to be flagged as Lump sum.

**PURCHASE ORDER ENTRY**

Selection Criteria  
Company: RV123456, RV123456 - Test Company  
Reserve Group:   
Status: All, Copy From

**Purchase Order**

**General** | Defaults | Instructions | Comments | Text Code Details

**Header Detail**

- \* Normal Receiving: Manual, Automatic
- Requester: RAU14, RAU14
- Buyer: RAU14, RAU14
- Vendor Code: A1BRICKS, A1 Bricks Manufacturing Inc.
- Contact:
- Lump Sum PO** (highlighted with a red box)
- Status: Received

**Distribution Detail**

- PO Comp: RV123456
- Job / Dept: 00
- Cost Code / Account: 2000.200
- Order Date: 10May2021
- Expected Date:
- PO Number: POA1B003
- Total: 11,055.84
- \* Distribution Type: Standard CMC G-line
- Category:
- Release #: 1
- Routing Company:
- Currency: USD
- Routing Job:
- Type: Standard
- Address:

**Purchase Order Detail**

Lump Sum Line	Item Type	* Item	Description	Item Type	Location	WM	Quantity	Price	Total	Rec Inv	Dist	Company	Job/Dept/Exp/WD
Free-Form		LOT-1	LOT-1										

*Purchase Order>Process>Enter Purchase Order*

- New flag for Lumpsum line is displayed on the PO detail block.
- When the flag is enabled, Item Type will default to FREE FORM and default the WM defined on Control file.

*Purchase Order>Process>Enter Purchase Order*

- The Allocation Button is used to enter all the sub-items associated to the Lump sum price entered creating a hierarchy.  
*Note: Multiple Lump sum lines can be entered. Each line will have allocations specifying the sub-items that are associated to the Lump sum line.*
- Allocation pop-up window will hold all sub-items associated with the lumpsum line.
- New columns marked in RED namely Item Type, Item and Item name is added to the allocation window. This will be available for Lumpsum PO only.
- Order quantity is the actual receiving quantity, at the time of PO Shipment receiving. The expected price amount will be 0 for the allocated items.
- Distribution type and other details is taken from the PO Detail line, and it cannot be modified.
- For Lumpsum Purchase Order the cost will be generated at the time of invoice posting.

**PURCHASE ORDER ENTRY**

Item Code: LOT-1 Item Name: LOT-1

Type: Inventory Location:

Dist: G Company: RV123456

Job/Dept/Eqp/WO: 00 Cost Code/Account/Compon/WI: 2000.200 Category/Tran Code/Exp:

**Detail Allocation**

**New columns added**

Item Type	Item	Item Name	Item Type	Location	WM	Ord Qty	Exptd Price Amt	Inv Rec	Shipping Dept	Shipping Loc
Free-Form	PENS	Pens-LOT1			BX	558.000	0.0000	<input type="checkbox"/>		
Inventory	GRAVEL	Gravel	01	MAIN	\$	3,009.000	0.0000	<input type="checkbox"/>		
Non-Stock	5	Non-Stock-5			NA	1,450.000	7.0000	<input type="checkbox"/>		

Close

Purchase Order>Process>Enter Purchase Order

**NOTE:** Tax will be used/specified on Lump sum line only. Lump sum amount will be a pre-tax amount.

### Change Order Detail:

The same changes as PO program will be applicable here. While posting the Change orders the PO Details will be updated.

### Receipt Entry:

The lumpsum line will not be included in the Received items block. A new field 'Lump sum Reference' will be available and needs to be added via the Lite Editor. It provides the reference of the lumpsum line to the sub-item.

**SHIPMENT RECEIVING**

Enter Warehouse Receipt Print Edit List Post

Selection Criteria

\* Company: RV123456 \* Company: RV123456 - Test Company

**General** Shipment Details

\* Warehouse: MAIN Main Ware House

\* Receiver: RAV4 RAV4

\* Vendor: A1BRICKS A1 Bricks Manufacturing Inc.

\* Date: 25May2021 \* Purchase Order: POA1B003 \* Shipment Number: 1 \* Shiplist Number: 1 Release: 1

Retrieve Entire PO Receive Entire PO

**Received Items**

* Line	PO Number	Release	PO Line	Item Class	Item Code	Item Name	Lump Sum Reference	Item Type	Location	WM	On Hand	On Reserve	Received	Claimed	Rejected
1	POA1B003	1	3	PENS	Pens-LOT1		LOT-1			BX					
2	POA1B003	1	4	GRAVEL	Gravel		LOT-1	01	MAIN	\$	0.000	130.000			
3	POA1B003	1	5		Non-Stock-5		LOT-1			NA					
4	POA1B003	1	8	PLATES	Steel Plates		LOT-2			NA					

Distribution: G Cost Code: Cost Code Name:

Serial Number Change Orders Assign Location PO Detail

Purchase Order>Receipts>Enter Warehouse Receipt

**NOTE:** You cannot receive both a lumpsum PO and a regular PO together. A validation will be issued.

**PO POST RECEIPTS**  
Cannot select combination of Lumpsum and Regular PO's

Enter Warehouse Receipt      Print Edit List      Post

**Selection Criteria**

\* Company: RV123456  
Batch Number:   
Journal: AP  
\* Post Date: 02/Jun/2021      ☐ Preview Posting      ☒ Print Reports Immediately  
Message:

**Purchase Receipts**

Shipment	Vendor Code	Vendor Name	PO Number	Release	Receiver	Select
1	A1CEMENT	A1 Cement Inc.	POA1C003	1	RAV14	<input checked="" type="checkbox"/>
1	A1DOORS	A1 Doors Inc.	POA1D004	1	RAV14	<input checked="" type="checkbox"/>
	A1ELECT	A1 Electric Inc.	PO000047	1	RAV14	<input type="checkbox"/>
	A1ELECT	A1 Electric Inc.	PO000047	1	RAV14	<input type="checkbox"/>
	A1GARDEN	A1GARDEN Subcontractor Vendi	G-1003	1	SWETA	<input type="checkbox"/>
	A1GARDEN	A1GARDEN Subcontractor Vendi	PO000044	1	RAV14	<input type="checkbox"/>
	A1ROOF	A1 Roofing Company	PO000045	1	RAV14	<input type="checkbox"/>

Process

**Lump sum PO**  
**Regular PO**

Purchase Order>Receipts>Enter Warehouse Receipt

## AP Enter Voucher

- New checkbox Lump sum PO is added. This flag is hidden and can be brought up by Lite Editor. By default, it will be unchecked.
- If this flag is checked, only lump sum PO will be visible in Purchase Order Selection

**ENTER VOUCHER**

Enter Invoices      Post Edit List      Post Invoices

**Selection Criteria**

\* Company: RV123456  
\* Batch: 26332      KEJAL 2021-05-26 V      Create Batch

**Voucher Detail**      Defaults      Joint Payee

Search      Insert      Delete      Previous      Next      Workflows      Report Options      Import      Attachments      Notes      ECM Documents      User Extensions

\* Vendor: A1BRICKS      A1 Bricks Manufacturing Inc.  
Address: 123 Bricker Street Chicago IL 60563      One Time Vendor Flag: N

Series: AP1      Accounts Payable

\* Invoice: A1BRICK-KM-01      \* Voucher Num: 135461      \* Amount: 5,000.00      Address:      Incident Number:      Payment Type:      Check HSB: S5CHK

Invoice Date: 26/May/2021      Expense Dept:      Retainage: 500.00      Tax1: 0.00

Date Date: 26/Jun/2021      PO Selected:      Status: Normal      EFT Flag: ☒      Taxes: 0.00      Override Status:      Contract:      Chp:      Cash Dept: 00      Cash Acc: 1000 100      Retainage Release:      Tax on Ret:      TP Payment Mode:      Days: 0      Draw:      Distribution Type: General Distribution      Department: 00      Account: 5000 100      Job Code:      Cost Code:      Category:      Compliance      Address      Release Retain      PO Selection      Registration      Re-Calc      Distribution      Save and New      Payment

PO Number: POA1B003      Release: 1      Gross Due: 4,500.00      Discount: 90.00      Net: 4,500.00

Retainage %: 10.00      Discount %: 2.00      Description: Lumpsum Test - 1

☒ Lump Sum PO

Accounts Payable>Vouchers>Enter Vouchers

- In the PO Detail pop-up, the lumpsum lines is visible along with its allocated sub-items. The Lump sum line is visible in a different color.
- The invoice amount will be recorded only against the lumpsum line items.



**PO DETAIL INVOICE SELECT LIST**

Selection Criteria

Company: RV123456 | Vendor: A1BRICKS | Invoice: A1BRICK-KM-01 | Invoice Amt: 4,500.00 | Discount %: 2.00 | Disc. Amt: 90.00

Invoice Details

Sel	PO Number	Rel #	Line	Item	PO Amount	Rec Qty	WM	Invoice Amount	Tax1	Taxable	Tax1 Amt	Tax2	Tax3
<input type="checkbox"/>	POA1B003	1	4	GRAVEL - Gravel	0.00	12,000	\$		T9	<input checked="" type="checkbox"/>			
<input type="checkbox"/>	POA1B003	1	5	5 - Non-Stock-5					T9	<input type="checkbox"/>			
<input type="checkbox"/>	POA1B003	1	5	5 - Non-Stock-5					T9	<input type="checkbox"/>			
<input type="checkbox"/>	POA1B003	1	5	5 - Non-Stock-5					T9	<input type="checkbox"/>			
<input checked="" type="checkbox"/>	POA1B003	1	4	LOT-2	600.00	600.000	\$		T9	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
<input type="checkbox"/>	POA1B003	1	4	LOT-2	3,600.00	3,600.000	\$		T9	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
<input type="checkbox"/>	POA1B003	1	8	PLATES - Steel Plates	0.00	0.000	NA		T9	<input type="checkbox"/>			
<input type="checkbox"/>	POA1B003	1	8	PLATES - Steel Plates	0.00	25.000	NA		T9	<input type="checkbox"/>			

Rec. Date: | Shipment #: | Ship Line #: 4 | Location: |  
 Dist. Type: G | Dpt/Job/Eqp: 00 | Acc/Pha/ECat: 2000.200 | Cat/Tran: |  
 Claimed Qty: | Rejected Qty: 3 | Unit Cost: 1.00 | PO Tax1 Amt: 652.68 | PO Tax2 Amt: 0.00 | PO Tax3 Amt: 0.00

Accounts Payable>Vouchers>Enter Vouchers>PO Selection screen

**NOTE:** If using tax, Invoice amount will be a pre-tax amount and tax will be created on invoice amount. User would have an option to override the tax amount.

### AP Registered Invoice Entry

- The program 'Register Invoices' is modified to carry over the lump sum details to voucher.
- New checkbox Lump sum PO is added. This flag is hidden and can be brought up by Lite Editor. By default, it will be unchecked.

**ENTER VOUCHER**

Selection Criteria  
 \* Company RV123456 RV123456 - Test Company  
 \* Batch 28332 KEJAL 2021-05-26 V Create Batch

Voucher Detail Defaults Joint Payee

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User Extensions

\* Vendor A1DOORS A1 Doors Inc.  
 Address 55 Sunny Lane Milwaukee IL 60674 One Time Vendor Flag N  
 Series AP1  
 \* Invoice DOORS1 \* Voucher Num 135745 \* Amount 500.00  
 Invoice Date 02/Jun/2021 Expense Dept Retainage 50.00  
 Due Date 02/Jul/2021 PO Selected Tax 0.00  
☒ Lump Sum PO  
 Disc Date 07/Jun/2021 EFT Flag Taxes 0.00  
 PO Number POA1D004 Release 1 Gross Due 450.00  
 Retainage % 10.00 Discount 9.00  
 Discount % 2.00 Net 450.00  
 Description Lumpsum Invoice registry test  
 TP Payment Mode TP Payment Type  
 \* Distribution Type General Distribution Department 00 Account 5000.100  
 Job Code Cost Code  
 Compliance Address Release Retain. PO Selection Registration Re-Calc Distribution Save and New Payment

Override Status Contract Chg  
 Cash Dept 00  
 Cash Acc 1000.100  
 Retainage Release  
 Tax on Ret.

Accounts Payable>Vouchers>Register Invoices

## Unit Price added in Enter Job Receipt program (21.49621)

Unit Price added in the Enter Job Receipt program

### Functionality Design:

In the PO Job Receipt program (POJOBREC) a new display column is added on detail level to show the Unit Price ( POS\_EXPTD\_PRICE\_AMT ) from PO detail for the receiving item. There is no calculation, just display only.

By default, this field will be hidden, user will have to make this new field visible through lite editor.

### Modification Details with Examples:

Through lite Editor User can add the new field 'Expected Price' and click on Save.

JOB SHIPMENT RECEIVING

Table Mode Save

Selection Criteria  
 \* Company RV123456  
 \* Batch 41595

General Shipment Details

Search Insert Delete

Warehouse  
 \* Receiver  
 \* Vendor  
 \* Purchase Order

Received Items

View Freeze  
 \* Line PO Number  
 No rows yet  
 Serial Number Change Orders

Lite Editor

Remove Program Customizations Editing Level: USER SWETA

Fields Tabs Table Mode

Block B2 Field cPhsName Advanced  
 Column Name Table Name  
 POSHIPDET

Row Prompt Cost Code N  
 Column Title  
 Visible  
 Disabled  
 Width 30  
 Display Order 58.75  
 Single Row  
 New Row  
 Position After  
 Position Field

Add Field

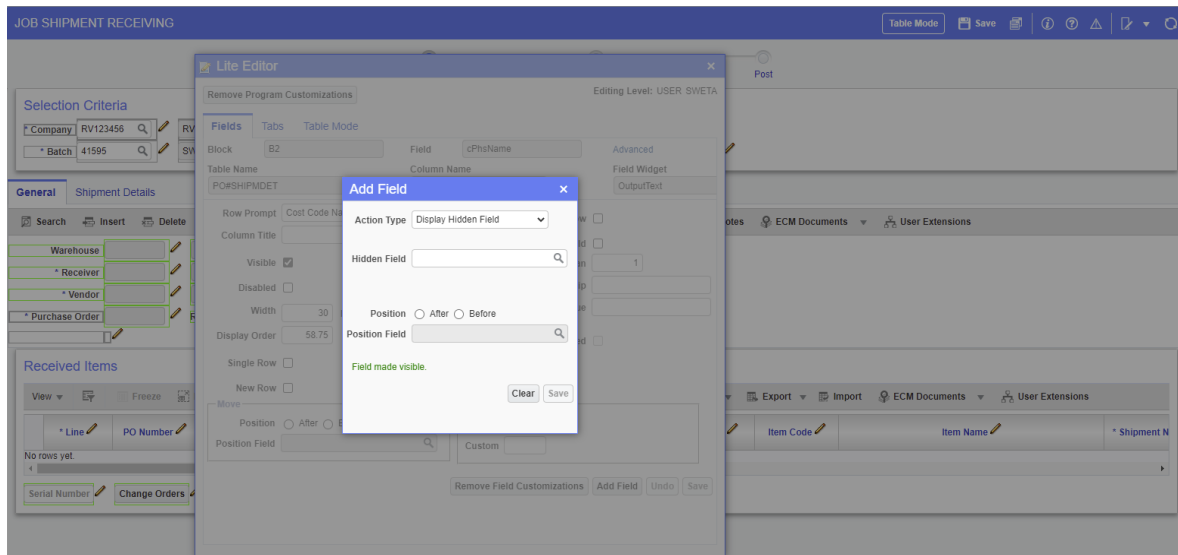
Action Type Display Hidden Field  
 Hidden Field ExptdPriceAmt  
 Position After Before  
 Position Field  
 Clear Save

Remove Field Customizations Add Field Undo Save

Notes ECM Documents User Extensions

Export Import ECM Documents User Extensions

Item Code Item Name \* Shipment N



The New field 'Expected Price' is visible now.

**JOB SHIPMENT RECEIVING**

Enter Job Receipt    Print Edit List    Post

**Selection Criteria**

\* Company: RV123456    RV123456 - RV Company  
 \* Batch: 41595    SWETA 2022-03-30 RC    Create Batch

**General**    Shipment Details

Warehouse: MAIN    Main Ware House  
 \* Receiver: SWETA    SWETA  
 \* Vendor: A1BRICKS    A1 Bricks Manufacturing Inc.  
 \* Purchase Order: JP000071    Release Number: 1    Copy    Retrieve Entire PO

**Received Items**

* Line	PO Number	Release	PO Line	Dist	Cost Code	Cost Code Name	Item Class	Item Code	Item Name	WM	Expected Price
1	JP00007	1	1	J	01-103	Site Office	2000	BRICK	BRICK	EA	10.0000
2	JP00007	1	2	J	01-103	Site Office		FF1	FF1	NA	80.0000
3	JP00007	1	3	J	01-103	Site Office		NS1	Noc Stock-1	LS	20.0000

Serial Number    Change Orders    Assign Location    PO Detail

## Purchase Order Entry – Changes to Detail Entry & Save (22.57797)

PO Header to be Saved before entering PO Detail lines

### Modifications:

- Purchase Order entry program is modified to use **SAVE** button before entering PO detail lines.
- [Insert] and [Insert Multiple] toolbar button will only be visible when purchase order header is saved.

### Testing:

**PURCHASE ORDER ENTRY**

Table Mode Save [Icons]

Enter Purchase Order Print Edit List

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User Extensions

**General** Defaults Instructions Comments Text Code Details

**Header Detail**

\* Normal Receiving ☒ Manual ☐ Automatic

Requester KEJAL KEJAL

Buyer KEJAL KEJAL

Vendor Code K-VENDOR K-Vendor\_KMCOM

Contact [Field] Status Not Approved

☐ Lump Sum PO

**Distribution Detail**

PO Comp KMCOM Job Code 4000M \* Distribution Type Standard CMC J-line

Job / Dept 4000M Cost Code / Account 00001 Category 2000 Release # [Field]

Order Date 05/31/2022 Expected Date [Field] Routing Company [Field] Routing Job [Field]

PO Number [Field] Total 0.00 Currency USD Type Standard Address [Field]

Retrieve Entire PO Change Vendor Compliance Approver

**Purchase Order Detail**

View [Icons] Freeze Detach Search Delete Workflows Report Options Import ECM Documents User Extensions

Item Type	* Item	Description	Item Type	Location	WM	Quantity	Price	Total	Rec Inv	Dist	Company	Jo
No rows yet.												

Job Name [Field] Cost Code [Field] On Hand [Field] On Order [Field] Min. Order [Field]

Create Cost Code/Category Allocation W-Line Detail Assign Location Transaction Allocation Code

**PURCHASE ORDER ENTRY**

Table Mode Save [Icons]

Enter Purchase Order Print Edit List

Search Insert Delete Previous Next Workflows Report Options Import Attachments Notes ECM Documents User Extensions

**General** Defaults Instructions Comments Text Code Details

**Header Detail**

\* Normal Receiving ☒ Manual ☐ Automatic

Requester KEJAL KEJAL

Buyer KEJAL KEJAL

Vendor Code K-VENDOR K-Vendor\_KMCOM

Contact [Field] Status Not Approved

☐ Lump Sum PO

**Distribution Detail**

PO Comp KMCOM Job Code 4000M \* Distribution Type Standard CMC J-line

Job / Dept 4000M Cost Code / Account 00001 Category 2000 Release # 1

Order Date 05/31/2022 Expected Date [Field] Routing Company [Field] Routing Job [Field]

PO Number JPO00013 Total 0.00 Currency USD Type Standard Address [Field]

Retrieve Entire PO Change Vendor Compliance Approver Print

**Purchase Order Detail**

View [Icons] Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Import ECM Documents User Extensions

Item Type	* Item	Description	Item Type	Location	WM	Quantity	Price	Total	Rec Inv	Dist	Company	Jo
No rows yet.												

Job Name [Field] Cost Code [Field] On Hand [Field] On Order [Field] Min. Order [Field]

Create Cost Code/Category Allocation W-Line Detail Assign Location Transaction Allocation Code

## Requisitions

### PO Non-Stock Item Comments Enhancement (20.24491)

To support longer input for non-stock item description in Requisition application.

1. Requisitions Entry Screen:
  - a. When searching for a 'Non-Stock' item, users have a new option to search by Description in the LOV.
  - b. The detail section of the record has a new 'Comments' field. When creating a requisition detail for a Non-Stock Item, the Non-Stock Item Description will be auto populated from Non-Stock maintenance screen. Users may update the comments as needed.
2. When creating a Purchase Order from a requisition, the comments field value will also be carried over to the PO.

## Following screens show the modifications performed:

New Search option to search by Description in the Item Code LOV. This populates in case of Non-Stock item type only.

**REQUISITIONS ENTRY**

**Selection Criteria**  
 \* Company RV123456 RV123456 - Test Company

**Requisition Header**  
 Search Insert Delete Previous Next  
 General Reason Text Code Details  
 \* Requisition RQ000017 \* User ID SWETA  
 Date 20-07-2020 Buyer ID RAVI4  
 Approver

**Requisition Details**  
 View Freeze Detach Search Insert  
 \* Line Item Type Class Code \* Item Code  
 1 Non-Stock 2  
 PO Number On Hand View PO

**Item List**  
 Search Advanced  
 Match All Any  
 Code  
 Name  
 Type  
 Category Code  
 Description  
 Search Reset

Item	Type	Category Code	Description
stock	Non Stock		Non Stock Item added to Requisition. It is a Text to test
Non-Stock-2	Non Stock		Test1
Non-Stock-4	Non Stock		EQ-25
Non-Stock-5	Non Stock		
Stock-1	Non Stock		Non Stock Item added to Requisition. It is a Text to test

OK Cancel

Description column is populated from Description on non-stock item (Requisitions → Setup → Non-Stock Item, screenshot below):

**PO NON-STOCK ITEM MAINTENANCE**

Selection Criteria  
 Company RV123456 RV123456 - Test Company

**Item Detail**  
 View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents User Extensions

* Item Code	Name	* WM	Last Price	Min Ord	Tax 01	Tax 02	Tax 03	Account	Internal Sales Account	Cost Code	Category	Description
1	Non stock	EA	2.0000	10								Non Stock Item added to Requisition. It is a Text to test
2	test	EA	2.0000	10								Test1
3	Non-Stock-2	EA	8.2500	10								EQ-25
4	Non-Stock-4	EA	2.8000	55								
5	Non-Stock-5	EA	7.0000	18								
NS1	Non Stock-1	LS	5.0000	25								Non Stock Item added to Requisition. It is a Text to test

Description from the above LOV is populated in the Comments field on Requisition Details and is editable for the user to input any additional information:

**Requisition Details**  
 View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import

* Line	Item Type	Class Code	* Item Code	* Item Name	Comments
1	Non-Stock		2	test	Test1

PO Number On Hand View PO

When PO is created from Requisition, the comments above populate on the Purchase Order Detail:

**Purchase Order Detail**

Item Type	* Item	Description	Cat/Tran Code/Exp	Tax1	Taxable	Tax2	Taxable	Tax3	Taxable	Tax Amount	Total	Expected	Comments
Non-Stock	2	test								0.00	10.00		Test1
										0.00	10.00		

Job Name: Cost Code: On Hand: On Order: Min. Order: 10.00

Create Cost Code/Category Allocation W-Line Detail Assign Location Transaction Allocation Code

## Requisition Entry – Inventory Item Code LOV Changes (21.36849)

### Overview:

Added the ability to select the inventory item without selecting the class code and added duplicate functionality in 'Requisition Entry' program.

### Modifications:

The following are the changes to Requisition entry program (PORQENTC).

1. Item code LOV is modified to show the item codes even though class code is not specified. Class code is back filled which is associated with the selected item.  
If the class code is specified, then item code LOV is filtered and will show only those item codes which are associated with the specified class code.
2. Added a Toolbar button [**Duplicate Record**] that allows user to copy data from the previous record into the new record. The record is duplicated with all column values except the 'Quantity' column. User must enter a quantity and 'Save'.

**REQUISITIONS ENTRY**

Requisition Header

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

General Reason Text Code Details

\* Requisition: RQ000015 \* User ID: RAJ14 User Name: RAJ14

Date: 16-Jul-2020 Buyer ID: Buyer Name:

Approver:

Requisition Details

* Line	Item Type	Class Code	* Item Code	* Item Name
1	Non-Stock			Non stock
2	Non-Stock			Non stock
3	Inventory			
4	Inventory			
5	Inventory			

**Item List**

Search Match: ☒ All ☐ Any

Code: Name: Type: Category Code: Description: Item Class:

Item Code LOV lists all the inventory items, when Class code is not selected.

Code	Name	Type	Category Code
01	Item B	Stock Item	
BRICK	BRICK	Stock Item	
BRICK1	BRICK1	Stock Item	
BRICK4	brick4	Stock Item	
CEMENT	Cement	Stock Item	
CEMENT-1	Cement-1	Stock Item	
CONCRETE MIX	Concrete Mix	Stock Item	
FIFO-100	FIFO-100	Stock Item	
GRAVEL	Gravel	Stock Item	
WETTER MIX	Wetter Mix	Stock Item	

Project Controls> Asset Management > Requisitions> Enter Requisitions

**REQUISITIONS ENTRY**

Selection Criteria  
 \* Company RV123456 \* Status Not Approved

Requisition Header  
 Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

General Reason Text Code Details  
 \* Requisition RQ000015 \* User ID RAU14  
 Date 16-Jul-2020 Buyer ID  
 Approver

Requisition Details  
 View Freeze Search Insert  

* Line	Item Type	Class Code	* Item Code
1	Non-Stock		1
2	Non-Stock		1
3	Inventory	1000	BRICK4
4	Inventory	1000	BRICK4
5	Inventory	1000	BRICK4

 PO Number On Hand 10,950.00 View PO

**Item List**  
 Search Match All Any Advanced  
 Code Name Type Category Code  
 D1 Item B Stock Item  
 BRICK1 BRICK1 Stock Item  
 BRICK4 BRICK4 Stock Item  
 OK Cancel

when the item class code is selected, the Item Code LOV filters the item codes defined under the class. This is an existing functionality.

Project Controls> Asset Management > Requisitions> Enter Requisitions

**REQUISITIONS ENTRY**

Selection Criteria  
 \* Company RV123456 \* Status Not Approved

Requisition Header  
 Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

General Reason Text Code Details  
 \* Requisition RQ000015 \* User ID RAU14 \* Required Date 16-Jul-2020  
 Date 16-Jul-2020 Buyer ID Buyer Name Warehouse  
 Approver

Requisition Details  
 View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options Export Import Attachments Notes ECM Documents User Extensions

* Line	Item Type	Class Code	* Item Code	* Item Name	Comments	Type	* WM	Quantity	Item Price	DT	Cal/Tran	Department	Location
7	Inventory	1000	BRICK1	BRICK1	brick1	01	EA	10,000	0.6667	J	1000	00	
8	Inventory	1000	BRICK1	BRICK1	brick1	01	EA		0.6667	J	1000	00	

PO Number On Hand 10,285.00 View PO

How to duplicate a record?  
 1. Insert a new blank record.  
 2. Use 'Duplicate Record' button to copy the values from previous record.  
 3. Enter the required Quantity and update any other values as required.

Project Controls> Asset Management > Requisitions> Enter Requisitions

## Resource Planning

This section is currently under development.

## Scheduling 2.0

### Earned Value Management - Beta (19.78641/PC-141)

#### Overview

The Earned Value Management program is being developed to monitor and report on Planned vs Actual quantities and units for a project to see if it is on track.

Earned Value Management identifies how much of the budget and time should have been spent, considering the amount of work done so far for self-performed projects.

**R12 SOFTWARE**

Select a Product	Select an Environment
Enterprise Console	Prod
Enterprise Classic	Test
Classic without Treeview	
Classic without Treeview webstart	
Project Management	
<b>Earned Value Management</b>	
Opportunity Management	
Subcontractor Prequalification	
Timesheet Entry	
HR Self-Service	
Resource Planning	
Analytics	

**Launch Software**

### Setup

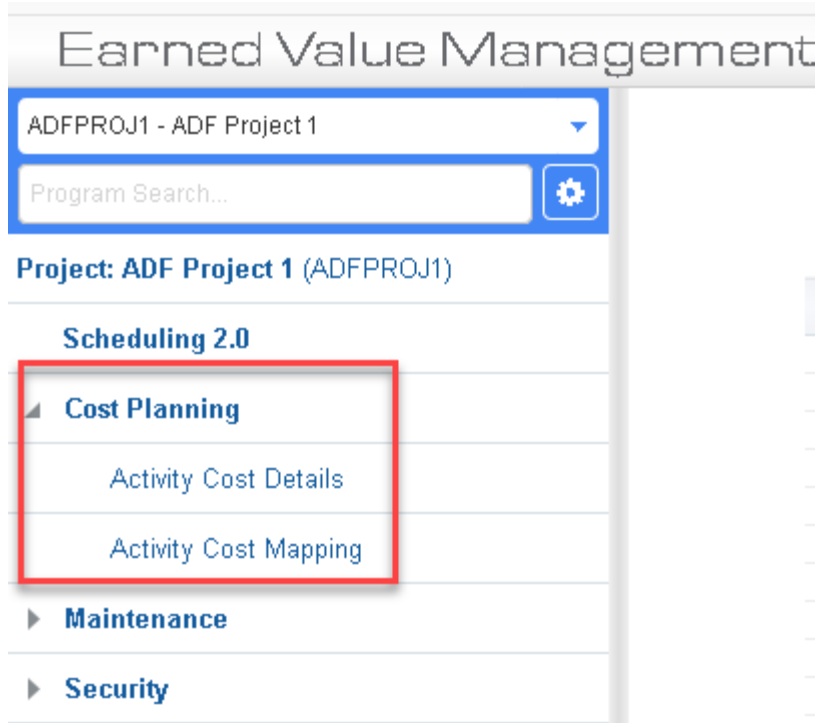
The standard CMiC JSP security procedures apply.

### Program Features

CMiC is releasing **some** of the development of the Earned Value Management (aka Project Planner) in Patch V12-013-1:

- Activity Cost Details
- Activity Cost Mapping
- Related Reports





## Activity Cost Details Planning

The Activity Cost Details program provides the structure for defining the Planned Value (PV) to create a budget. The planned units for schedule activities are associated with CMiC Cost Codes via the Activity Cost Mapping.

It spans the activity from its start to finish dates.

Planned units are tracked on the user's selection of daily, weekly, or monthly periods.

The Actuals come from the following sources (and are based on the mappings):

- CMiC E-Time: Timesheet entry and Crew Time Entry
- Mobile Crew Time: Phase Quantity
- Project Management: Daily Journal Units Complete Tab
- Mobile Field: Daily Journal Units Complete Tab
- Job Costing: Phase Quantity Completion

### Breakdown

**Daily** – used to plan out units and hours for each day within a date range.

**Weekly** – used to plan units and hours weekly. The units and hours entered in the weekly view is stored on the last day of the week from the project calendar.

**Monthly** – used to plan out units and hours by months. Progress captured during the month is stored against the last business day of the month as per the activity calendar.

Use the **[Update View]** button to update the details on the screen to the selected view after selecting the Breakdown.

Activity Cost Details

ADFPROJ1 - ADF Project 1

Project: ADF Project 1 (ADFPROJ1)

Scheduling 2.0

Cost Planning

Activity Cost Details

Activity Cost Mapping

Maintenance

Security

Activity Details

Project: ADF Project 1

Activity Name: Milestones

Activity Start: 04-10-2019

Units of Measure

Activity End: 05-10-2021

Cost Code(s)

View

Start View: 01-09-2020

End View: 05-10-2021

Breakdown: By Week

Hour Rate: 25

Update View

Hide Actuals

Show Cumulative


Plan Budget with Actuals

	Aug 3 - 9 2020		Aug 10 - 16		Aug 17 - 23		Aug 24 - 30		Aug 31 - Sep 6	
	Plan	Actuals	Plan	Actuals	Plan	Actuals	Plan	Actuals	Plan	Actuals
Units In Place										
Hours							23			153
Dollars							2,469.50			2,300

	Sep 7 - 13 2020		Sep 14 - 20		Sep 21 - 27		Sep 28 - Oct 4	
	Plan	Actuals	Plan	Actuals	Plan	Actuals	Plan	Actuals
Units In Place		1,200						
Hours						153		
Dollars								

	Oct 5 - 11 2020		Oct 12 - 18		Oct 19 - 25		Oct 26 - Nov 1	
	Plan	Actuals	Plan	Actuals	Plan	Actuals	Plan	Actuals
Units In Place								

**Planned dollars/budget = Hour Rate \* Planned Hours**

 indicates that the Actual figures have been manually entered

Activity Details

Project: ADF Project 1

Activity Name: Award Of Contract

Activity Start: 04-10-2019

Units of Measure

Activity End: 04-10-2019

Cost Code(s)

View

Start View: 04-10-2019

End View: 04-10-2019

Breakdown: By Week

Hour Rate: 25

Update View

Hide Actuals

Show Cumulative

Plan Budget with Actuals

	Sep 2 - 8 2019		Sep 9 - 15		Sep 16 - 22		Sep 23 - 29		Sep 30 - Oct 6	
	Plan	Actuals	Plan	Actuals	Plan	Actuals	Plan	Actuals	Plan	Actuals
Units In Place									56	60
Hours									10	44
Dollars									250	311

Position the cursor in the yellow field to see the Actual value (if any) from the posted transactions:

Sep 30 - Oct 6

	Plan	Actuals
Units In Place	56	60
Hours	10	44
Dollars	250	311

actual value: , original value:

## Activity Cost Mapping

Schedule Activities are mapped to Cost Codes so that Actuals posted in the CMiC applications can be brought in for comparative analysis with Planned.

Activity Cost Mapping is used to map schedule activities to combinations of job, cost code, category, and WBS codes.

The units, hours, and amounts posted rolls into the Activity on the Activity Cost Details screen.

- An Activity can be mapped to a Cost Code
- Multiple Activities can be mapped to a single Cost Code
- An Activity can be mapped to multiple Cost Codes

Examples:

The screenshot shows the 'Activity Cost Mapping' interface. On the left is a sidebar with a search bar and a project selection dropdown set to 'ADFPROJ1 - ADF Project 1'. Below this is a navigation menu with 'Scheduling 2.0' expanded, showing 'Cost Planning', 'Activity Cost Details', 'Activity Cost Mapping' (selected), 'Maintenance', and 'Security'. The main panel is titled 'Activity Details' and contains the following information:

- Activity Name:** Award Of Contract
- Start Date:** 04-10-2019
- End Date:** 04-10-2019
- Planned Units:** 100
- In-Place Units:** 120

Job	Phase	Category	PCI Code	
ADF Project 1 -created June 28, 2017	Q	Site	Q	+ -
ADF Project 1 -created June 28, 2017	Q	Erection	Q	+ -
ADF Project 1 -created June 28, 2017	Q	General Conditions	Q	+ -

An 'Add row' button is located at the bottom of the table.

The screenshot shows the 'Activity Cost Mapping' interface for a different activity. The sidebar is identical to the previous example. The main panel is titled 'Activity Details' and contains the following information:

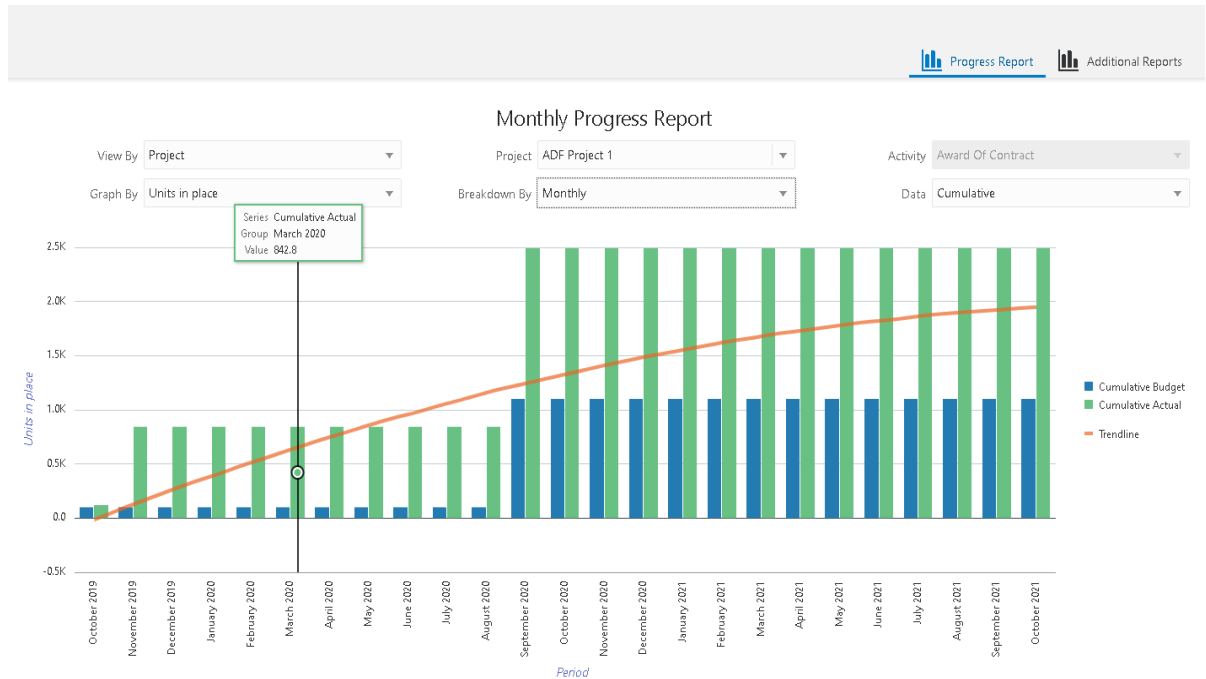
- Activity Name:** Milestones
- Start Date:** 04-10-2019
- End Date:** 05-10-2021
- Planned Units:** 1,522.77
- In-Place Units:** 1,522.77

Job	Phase	Category	PCI Code	
ADF Project 1 -created June 28, 2017	Q	Site Services	Q	+ -
ADF Project 1 -created June 28, 2017	Q	General Conditions	Q	+ -

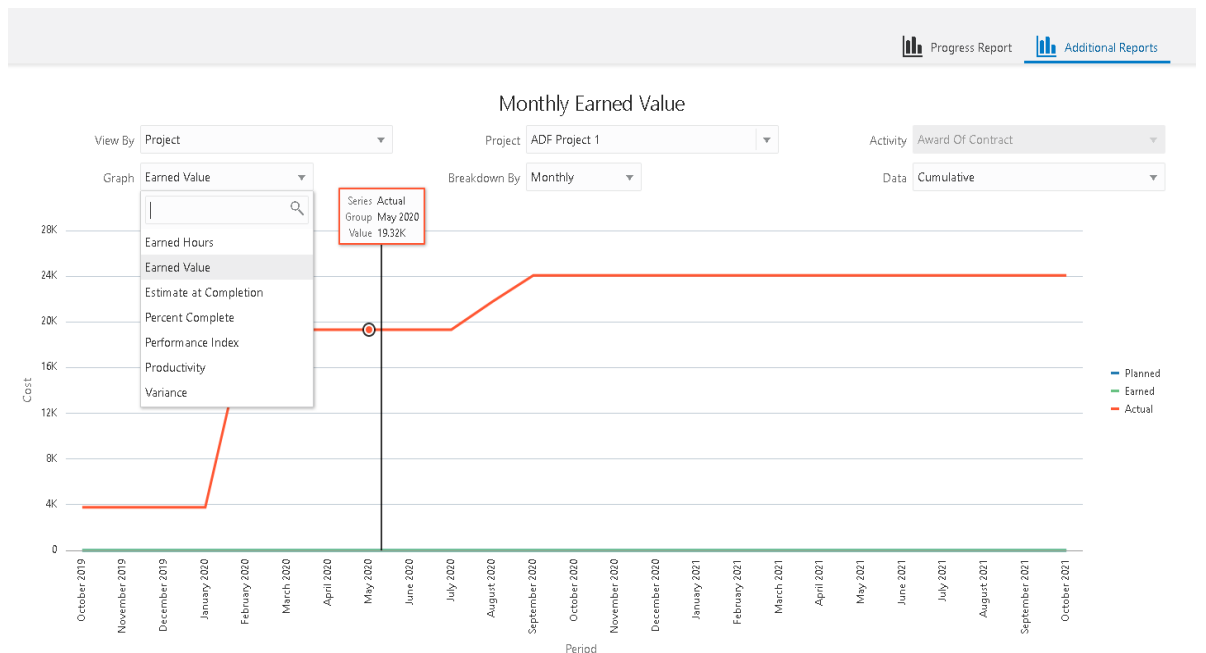
An 'Add row' button is located at the bottom of the table.

# Report Samples

## Progress Report



## Additional Reports



## Calculations

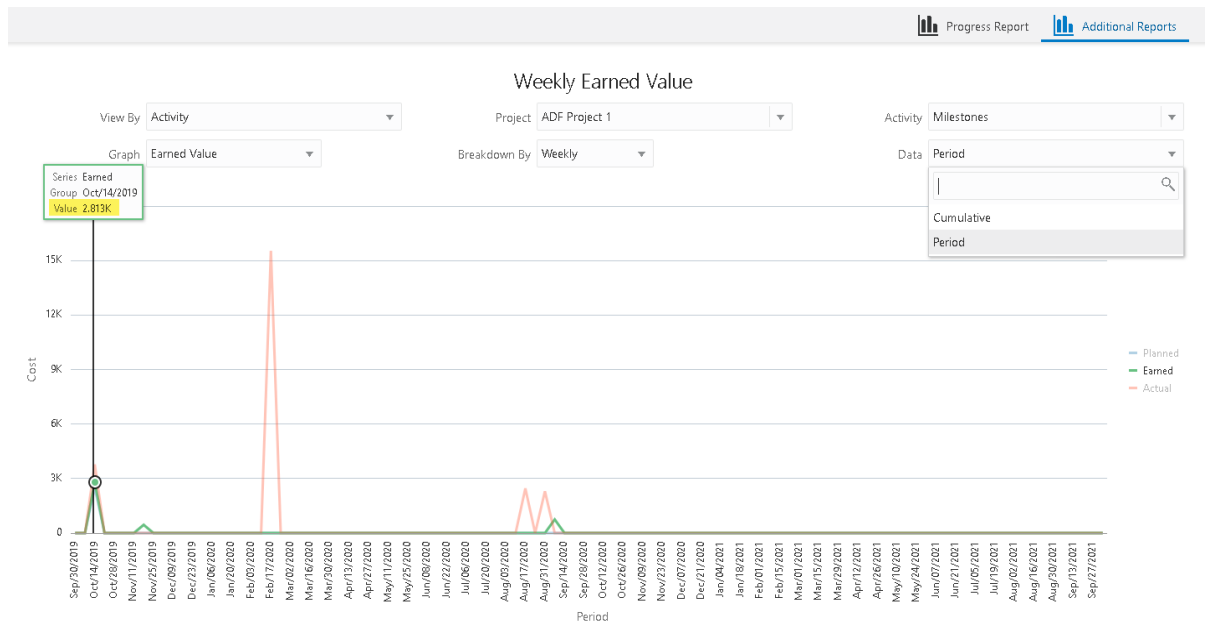
### Example:

Currently for Week Oct 14-20, 2019 the graph shows:

**Earned = 2.813k**

Actual = 3.780k

Planned = 2.500k



The calculation of the Earned Value is verified below:

Activity Details									
Project ADF Project 1									
Activity Name Milestones									
Activity Start 04-10-2019									
Activity End 05-10-2021									
Units of Measure									
Cost Code(s)									
View									
Start View 04-10-2019									
End View 05-10-2021									
Hour Rate 25									
Update View Hide Actuals Show Cumulative									
Plan Budget with Actuals									
Sep 2 - 8 2019									
Plan Actuals									
Units In Place									
Hours									
Dollars									
Sep 9 - 15									
Plan Actuals									
Units In Place									
Hours									
Dollars									
Sep 16 - 22									
Plan Actuals									
Units In Place									
Hours									
Dollars									
Sep 23 - 29									
Plan Actuals									
Units In Place									
Hours									
Dollars									
Sep 30 - Oct 6									
Plan Actuals									
Units In Place									
Hours									
Dollars									
Oct 7 - 13 2019									
Plan Actuals									
Units In Place									
Hours									
Dollars									
Oct 14 - 20									
Plan Actuals									
Units In Place									
Hours									
Dollars									
Oct 21 - 27									
Plan Actuals									
Units In Place									
Hours									
Dollars									
Oct 28 - Nov 3									
Plan Actuals									
Units In Place									
Hours									
Dollars									
Nov 4 - 10 2019									
Plan Actuals									
Units In Place									
Hours									
Dollars									
Nov 11 - 17									
Plan Actuals									
Units In Place									
Hours									
Dollars									
Nov 18 - 24									
Plan Actuals									
Units In Place									
Hours									
Dollars									
Nov 25 - Dec 1									
Plan Actuals									
Units In Place									
Hours									
Dollars									

*Total Budgeted Cost = Budgeted Output Units / Budgeted Productivity \* Budget Input Rate*

$$\text{TBC} = 4000/100*25 = 1000$$

$$\begin{aligned}\text{Budget Cost of Work Performed} &= \text{Current Output Units} / \text{Budgeted Productivity} * \text{Budget Input Rate} \\ \text{BCWP} &= 4500/100*25 = 1125\end{aligned}$$

$$\begin{aligned}\text{Actual Cost of Work Performed} &= \text{Current Output Units} / \text{Current Productivity} * \text{Current Input Rate} \\ \text{ACWP} &= 4500/80*25 = 1406.25\end{aligned}$$

$$\begin{aligned}\text{Forecast} &= \text{Forecast Output Units} / \text{Current Productivity} * \text{Current Input Rate} \\ \text{Forecast} &= 4000/80*25 = 1250\end{aligned}$$

$$\begin{aligned}\text{Earned Value Percentage} &= \text{Actual Cost of Work Performed} / \text{Forecast} \\ \text{EVP} &= 1406.25/1250 = 1.125\end{aligned}$$

$$\begin{aligned}\text{Earned Revenue} &= \text{Contract Amount} * \text{Earned Value Percentage} \\ \text{EV} &= 2500*1.125 = 2812.5 = 2813 \text{ (rounded)} = \text{2.813K}\end{aligned}$$

---

## Subcontract Management

### Add Column Vendor Name to Change Compliance Form (SCTABCOM) (15.12602)

---

#### Overview:

Change Compliance Status form is modified with addition of Vendor Name Column under each tab.

#### Modifications:

The Vendor Name column is added to each tab in SCTABCOM.FMX form. User can query the data based on vendor name. Vendor name column is added under every tab.

**CHANGE COMPLIANCE STATUS** Exit ? ! ↗ ↻

---

**Selection Criteria**

Company   CMiC Test Company

Vendor

Job

As Of Date   ☒ Display Only Vendors with Contracts

---

**Vendor** | Company | Contract | Voucher

---

View   Freeze  Detach  Search  Workflows  Report Options  Export  ECM Documents  User Extensions

Vendor	Vendor Name	Contract	Changes	Billed	Paid
A1BRICKS	A1 Bricks Manufacturing Inc.	100,000.00	-31,700.00	10,330.00	0.00
A1DOORS	A1 Doors Inc.	10,000.00	0.00	0.00	0.00
COSWORTH	Cosworth Engineering	131,303.12	383,725.00	30.00	0.00
ZZ-ACME	ZZ-Acme Supply	286,101.00	3,265,600.00	250.00	0.00
ZZ-BCBS	Blue Cross Blue Shield	25,000.00	0.00	0.00	0.00
ZZ-HDEPO	ZZ - Home Depot	180,100.00	10,000.00	14,425.15	0.00

Subcontract Management>Status. Change Compliance Status

## Subcontract Related Queries conversion into ADF (15.13413)

Converted the following queries from oracle forms version to ADF.

1. Executive Query by Vendor
2. SC Compliance Summary Query
3. SC Compliance Detail Query

**EXECUTIVE QUERY BY VENDOR** Save Exit ? ! ↗ ↻

---

**Selection Criteria**

Company   CMiC Test Company

Vendor

☐ Include Voided Subcontracts ☐ Include Closed Subcontracts

---

**Vendor Summary**

View   Freeze  Detach  Search  Workflows  Report Options  Export  ECM Documents  User Extensions

Vendor	Total Contracts	Total Retainage	Released Retainage	Total Current Retainage	Original Contract	Changes	Billed	Paid	Remaining To Be Billed
A1BRICKS	68,300.00	1,033.00	0.00	1,033.00	100,000.00	-31,700.00	10,330.00	0.00	57,970.00
A1DOORS	10,000.00	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00
COSWORTH	515,028.12	0.00	0.00	0.00	131,303.12	383,725.00	30.00	0.00	514,998.12
ZZ-ACME	3,551,701.00	0.00	0.00	0.00	286,101.00	3,265,600.00	250.00	0.00	3,551,451.00
ZZ-BCBS	25,000.00	0.00	0.00	0.00	25,000.00	0.00	0.00	0.00	25,000.00
ZZ-HDEPO	190,100.00	1,442.52	0.00	1,442.52	180,100.00	10,000.00	14,425.15	0.00	175,674.85

Vendor

Search programs...

- General Ledger
- Accounts Payable
- Accounts Receivable
- Job Costing
- Subcontract Management
  - Setup
  - Local Tables
  - Contracts
  - Payments
  - Status
  - Logs
  - Query
    - Dashboard
    - Executive Query by Job
    - Executive Query by Vendor
    - Compliance Summary Query
    - Compliance Detail Query
  - Reports
  - Utilities

### COMPLIANCE SUMMARY QUERY

Save Exit Help Print

**Selection Criteria**

Company ZZ CMIC Test Company

Job/Picklist

Vendor

Compliance Group

Compliance Code

Insurance Company

From To Populate

☐ Include Closed Contracts

☐ Include Only Outstanding Contracts

☒ Include Compliance Non - Compliant

[Edit Selection Criteria](#)

**Compliance Groups**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Group	Group Name	Total # of Contracts	Total # of Non-Compl	Total # of Expired	Total # of Not Rec	Total # of Def
No rows yet.						

[Drill Down](#)

**Compliance Cover Types**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Cover Type	Cover Type Name	Total # of Contracts	Total # of Non-Compl	Total # of Expired	Total # of Not Rec	Total # of Def
No rows yet.						

[Drill Down](#)

Search programs...

- General Ledger
- Accounts Payable
- Accounts Receivable
- Job Costing
- Subcontract Management
  - Setup
  - Local Tables
  - Contracts
  - Payments
  - Status
  - Logs
  - Query
    - Dashboard
    - Executive Query by Job
    - Executive Query by Vendor
    - Compliance Summary Query
    - Compliance Detail Query
  - Reports

### COMPLIANCE DETAIL QUERY

Save Exit Help Print

**Selection Criteria**

Company ZZ CMIC Test Company

Vendor

Job/Picklist ZZ-TAM ZZ - Time and Materials Job

Compliance Group

Compliance Code

Insurance Company

☒ Include Compliance Non - Compliant

☐ Query Mode Full

☐ Include Closed Contracts

[Populate](#)

[Edit Selection Criteria](#)

**Vendor** Company Contract Voucher

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Vendor	Compliance Group	Compl	Date Iss	Date Compl	Default Compl	Compliance Code	Insurance Company	Financial Strength	Cert Number	Cert Location	Start Date	End Date	Amount	PO	SC	Notes	Doc
No rows yet.																	

Vendor Compl Desc Insurance Company

[Documents](#) [Company](#) [Contract](#) [Voucher](#)

## SC Control - PwP with 'Invoiced Via Accounts Payable' (14.94773)

An enhancement has been made to ensure that the Pay When Paid (PwP) flag can remain checked when a subcontract is created and the user selects 'Invoiced via Accounts Payable'. Prior to this enhancement, the PwP flag was getting un-checked (after being previously checked in the SC Control as a default) if the user selected 'Invoiced Via Accounts Payable' when creating a subcontract.

To achieve this, an additional checkbox has been introduced in the SC Control (FORMS and ADF), and the original checkbox has been re-labelled to distinguish the one used for SC and the one used for AP:



SUBCONTRACT CONTROL
Table Mode
Save
Exit

Selection Criteria
Company Code ZZ
CMiC Test Company
Copy Control File

Contract Defaults
RFP Defaults

☐ Request For Payment Approval Required
☐ Hold All New SC Pay Requests

Auto Hold Pay Requests Over Contract
None
All
Latest

Do Not Allow To Post RFP When Exceeds Contract Amount
Not Applicable

☐ Use Bank Accounts By Job
☐ Separate Request For Payment For Change Order
☐ Allow Only Single Job, Change Order Per Request For Payment
☐ Auto Populate Remittance Description

Description On Request For Payment
Do Not Populate Request For Payment De:

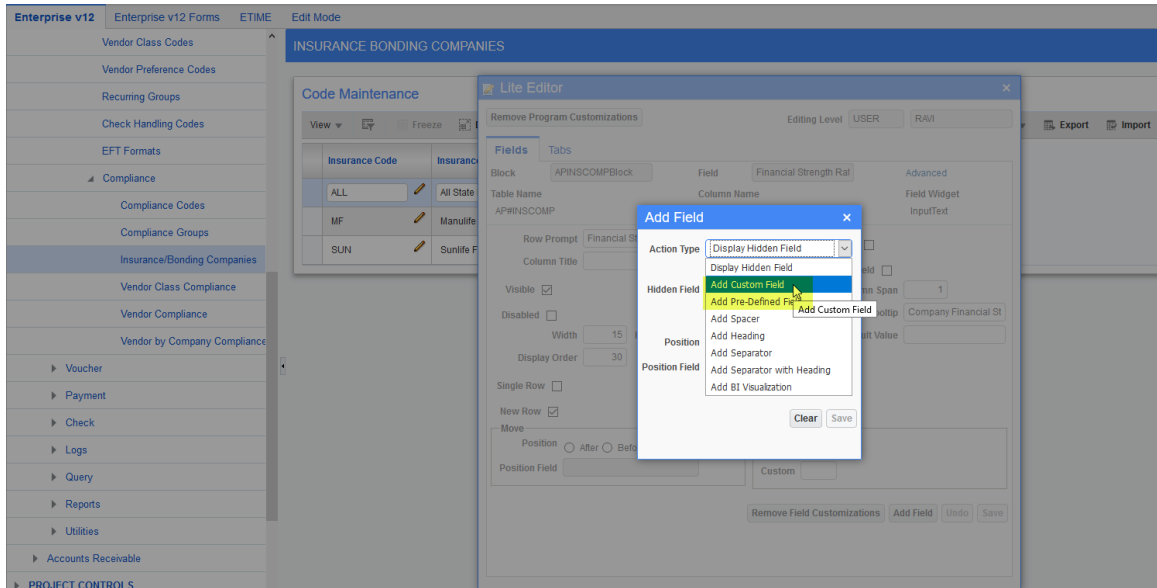
☒ Use Pay When Paid (SC)
☒ Use Pay When Paid (AP)

Hold payment for another
2
day(s)

☒ Keep Future Due Date
☐ Use Auto Draw Number
☒ Warn For Alternate Addresses
☐ Edit RFP Remit To Address
☐ Import Only SC Registered Pay Requests by Default
☐ Allow Payment Request Against Instructed Contracts
☐ Use Job Security For Registered Invoices

## Insurance Bonding Companies – UE Fields (19.81491)

Enabled the ability to add custom or pre-defined fields (User Defined) to the Insurance/Bonding Companies Program.



**INSURANCE BONDING COMPANIES**

**Code Maintenance**

View ▾ | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows ▾ | Report Options ▾ | Export | Import

Insurance Code	Insurance Name	Financial Strength Rating	Ins. Company Info.	Acknowledgement Date
ALL	All State Insurance	A+++	All State Canada	21/Oct/2019
MF	Manulife Financials	A++		
SUN	Sunlife Financials	A+		

Custom Field (points to the 'Financial Strength Rating' column)

Pre-Defined Field (points to the 'Acknowledgement Date' column)

## SC Compliance Import (18.64708)

Added the ability to import Subcontract Compliance using the 'Import' tool button.

**SUBCONTRACT MAINTENANCE** Table Mode Save Exit ? ? ? ? ? ? ? ?

**Selection Criteria**

Company RV123456 RV123456 Construction Company Show Subcontracts Open  
 Project 1974207 1974207 - Unit Forecasting Job Code 1974207 Back

**Subcontract Information**

Search Insert Delete Previous Next Workflows Report Options Notes ECM Documents User Extensions

Post Original Participation Overall Participation **Compliance** Joint Check Copy From Contract

\* Vendor ABC700 Vendor Name ABC700 BP Name  
 Contract ABC700-2 \* Description ABC700-1

Summary General **Schedule of Values** Change Orders Dates Text Codes Free Form Attachment Special Pricing Inclusions Exclusions

**Schedule of Values**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import Notes ECM Documents >>

* Task	Task Description	* Job	Cost Code	* Cat.	Quantity	* WM	Rate	Amount	Long Description	Tax1	Taxable	Tax2	Tax3
T1	TA3K1	1974207	01-100	2000	175.000	NA	85.990	15,048.25	RV TEST	Y	Y	Y	Y

**COMPLIANCE STATUS** Save Exit ? ? ? ? ? ? ? ?

Company RV123456 RV123456 Construction Company  
 Vendor ABC700 ABC700 BP Name SC Code ABC700-2 Job Code 1974207  
 As Of Date 28/Oct/2019

**Actions**

Delete History Of Updates Copy Documents Add to Companies Add to PO's Add to Contracts Apply Changes

**Subcontract Compliance Status**

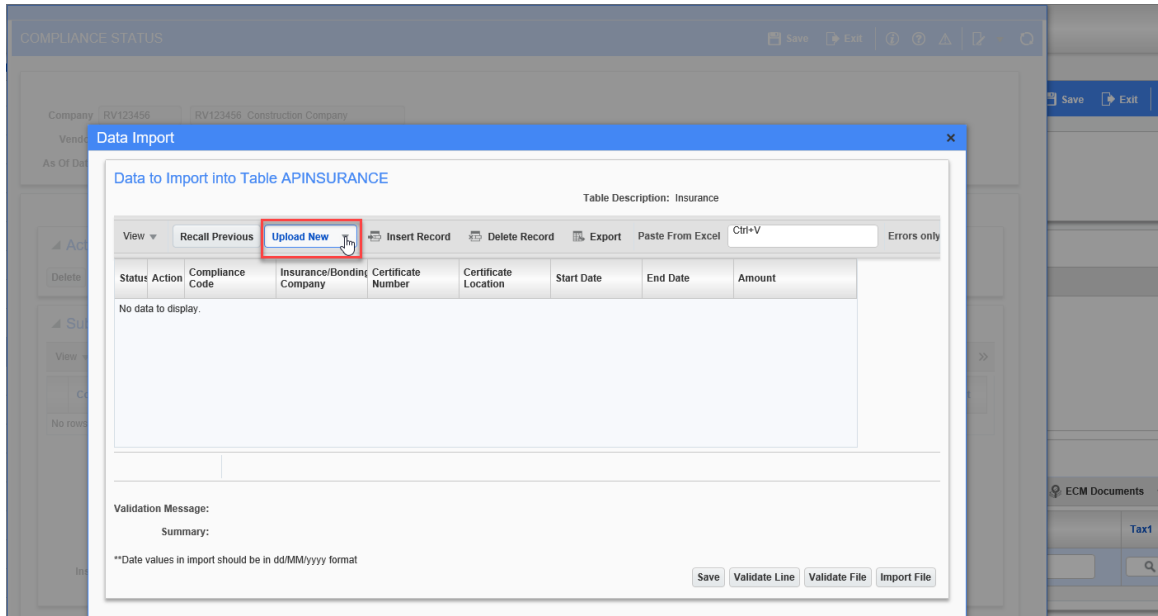
View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options >>

Compl.	Date Compl.	Compliance Code	Compliance Code Description	Insurance/Bonding Company	Certificate Number	Certificate Location	Start Date	End Date
No rows yet.								

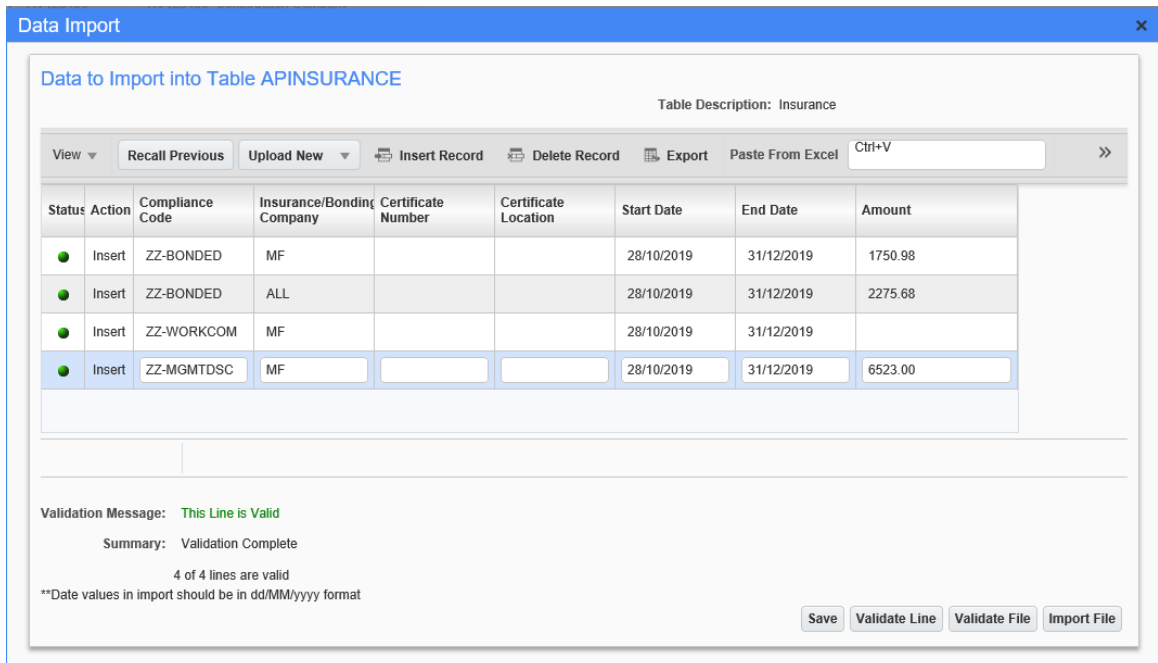
☐ Date Sensitive  
☐ Vendor Level  
☐ SC Auto Assign  
☐ PO Auto Assign

Remittance Description  
 Insurance/Bonding Company Name  
 View Note

Export Import ECM Documents User Extensions



This is a Standard CMiC Import functionality as available in other programs, where users will be able to download a 'csv' template and then upload the file with data or copy/paste the data from MS Excel.



## Print Certificate of Payment – Vendor Name Column (19.91829)

The Print Certificate of Payments program has been modified. A column 'Vendor name' has been added to the right-hand side of the 'Vendor Code' column. Users can reorder columns as per the CMiC standard program tools.

**PRINT CERTIFICATE OF PAYMENTS** Save Exit

**Selection Criteria**

Company: CCC CMIC Construction Company

Invoice Format: Subcontract Invoice (Amounts)

* Contract	Job Title	* Vendor	Vendor Name	Select	Unposted	* Chg Ord	Invoice #	Invoice Date	Posted	Work From Date	Work To Date	Invo
A1CEM-101	New Community Rec Center	A1CEMENT	A1 Cement Inc.	<input type="checkbox"/>	<input type="checkbox"/>	000	1235	02-May-2019	<input type="checkbox"/>			01-Jul
A1DR-0002	Freshmart Office Building - Chica	A1DOORS	A1 Doors Inc.	<input type="checkbox"/>	<input type="checkbox"/>	000	D899	11-Sep-2018	<input type="checkbox"/>			11-Oct
A1EL-0002	Freshmart Office Building - Chica	A1ELECT	A1 Electric Inc.	<input type="checkbox"/>	<input type="checkbox"/>	000	123456	09-Oct-2018	<input type="checkbox"/>			08-Nov
CCC0808000	08081	A1DOORS	A1 Doors Inc.	<input type="checkbox"/>	<input type="checkbox"/>	000	2134	14-Aug-2019	<input checked="" type="checkbox"/>			13-Sep
CCC1001000	Project 1000 With Job Series 10C	A1BRICKS	A1 Bricks Manufacturing Inc.	<input type="checkbox"/>	<input type="checkbox"/>	000	T11	24-Jul-2019	<input type="checkbox"/>			23-Aug
CCCTJ10000	TEST JOB 1	100	new	<input type="checkbox"/>	<input type="checkbox"/>	000	T13	25-Jul-2019	<input type="checkbox"/>			24-Aug

☐ Do Not Limit Change Orders To date Range

Message:

## Subcontract Import Program (19.86361)

The program will read data from a txt or csv file and then will insert into import tables to validate the data. Once the data is validated then the data will be processed and inserted into tables SCMAST and SCDETAIL and then will be posted.

Import file: **sc\_import.ct**

```

1 LOAD DATA
2 APPEND
3 INTO TABLE DA.SC_IMPORT
4 FIELDS TERMINATED BY "," OPTIONALLY ENCLOSED BY "'"
5 (
6   SCI_SCMST_COMP_CODE
7   ,SCI_SCMST_JOB_CODE
8   ,SCI_SCMST_VEN_CODE
9   ,SCI_SCMST_CONT_CODE
10  ,SCI_SCMST_CHG_CODE
11  ,SCI_SCMST_DATE
12  ,SCI_SCMST_NAME
13  ,SCI_SCMST_CURR_CODE
14  ,SCI_SCMST_CURC_FACTOR_NUM
15  ,SCI_SCMST_HLDBK_PCT
16  ,SCI_SCMST_ALT_VEN_ADD_CODE
17  ,SCI_SCMST_CONT_TYPE
18  ,SCI_SCMST_START_DATE
19  ,SCI_SCMST_END_DATE
20  ,SCI_SCMST_TERM_CODE
21  ,SCI_SCMST_JOB_CTRL_CODE
22  ,SCI_SCSCH_COMP_CODE
23  ,SCI_SCSCH_JOB_CODE
24  ,SCI_SCSCH_VEN_CODE
25  ,SCI_SCSCH_CONT_CODE
26  ,SCI_SCSCH_CHG_CODE
27  ,SCI_SCSCH_PHS_CODE
28  ,SCI_SCSCH_CAT_CODE
29  ,SCI_SCSCH_TASK_CODE
30  ,SCI_SCSCH_TASK_NAME
31  ,SCI_SCSCH_UNIT
32  ,SCI_SCSCH_WM_CODE
33  ,SCI_SCSCH_UNIT_RATE
34  ,SCI_SCSCH_AMT
35  ,SCI_SCSCH_TAX1_CODE
36  ,SCI_SCSCH_TAX2_CODE
37  ,SCI_SCSCH_TAX3_CODE
38  ,SCI_SCSCH_HLDBK_PCT
39  ,SCI_SCSCH_LONG_DESC
40  ,SCI_SCSCH_TAX1_TAXABLE_FLAG
41  ,SCI_SCSCH_TAX2_TAXABLE_FLAG
42  ,SCI_SCSCH_TAX3_TAXABLE_FLAG
43  ,SCI_SCSCH_FULLY_PURCHASED_FLAG
44 )

```

## Subcontract Import

SC IMPORT

Import File

Validate Imported Data

Print Validation Report

Edit Imported Data

Process Imported Data

Delete Imported Data

Press Button To Select The Action.

No Imported Records.

You can click on the “Edit Imported Data” button to review the data and correct if needed:

SC IMPORT

Imported Data

Valid	* Company	* Job	* Vendor	* Contract	* Contract Name	Change Order	* Contract Date	Currency
N	LINCOM1	PATCH1205	1TIME	PATCH-0210439	PATCH-0211contractname	000	11-Feb-2020	USD
Y	LINCOM1	PATCH1205	1TIME	PATCH-0211	PATCH-0211contractname	000	11-Feb-2020	USD
Y	LINCOM1	PATCH1205	1TIME	PATCH-0211	PATCH-0211contractname	000	11-Feb-2020	USD

Show Errors ☐ Validate All Re-Validate Print Validation Report Close

Once data is corrected then press on “Re-Validate” button to re validate a specific record or click on “Validate All” flag and then “Re-Validate” button to re validate all records. The Valid field must be Y if the data is correct:

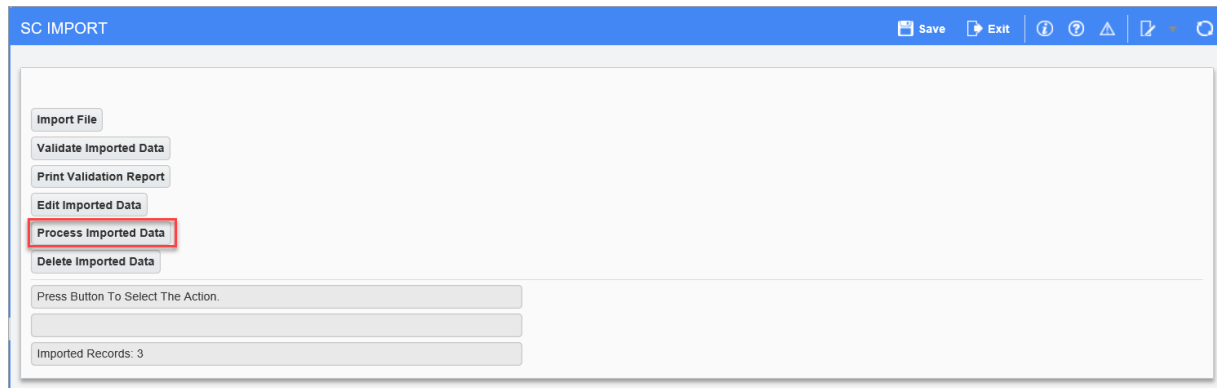
SC IMPORT

Imported Data

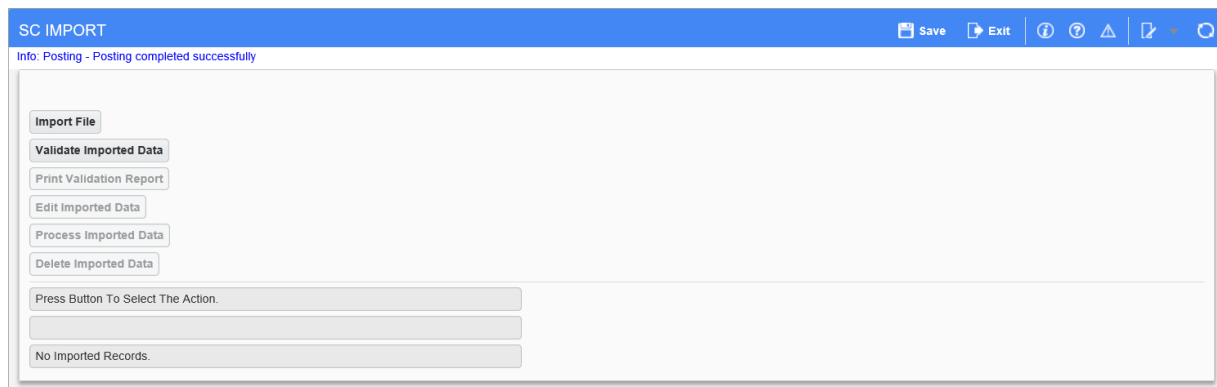
Valid	* Company	* Job	* Vendor	* Contract	* Contract Name	Change Order	* Contract Date	Currency
Y	LINCOM1	PATCH1205	1TIME	PATCH-0211	PATCH-0211contractname	000	11-Feb-2020	USD
Y	LINCOM1	PATCH1205	1TIME	PATCH-0211	PATCH-0211contractname	000	11-Feb-2020	USD
Y	LINCOM1	PATCH1205	1TIME	PATCH-0211	PATCH-0211contractname	000	11-Feb-2020	USD

Show Errors ☐ Validate All Re-Validate Print Validation Report Close

Close the Imported Data pop-up and then click on “Process Imported Data” button to import the valid Subcontracts:



If all records were imported successfully and posted successfully then a message in blue will appear on the screen.



Please note the following:

1. Auto numbering for the contract cannot be used. Contract must be provided in the import file.
2. Completed amount and current amount will always be 0. Because there is no supporting document to set them up.
3. Cannot import subcontract linked to PCI. Subcontract imported not created through change order.
4. The import file has fields from SCMAST and SOV. Import support one file only.
5. The utility will have (Import, Validate and Post).
6. Completed amount, current amount, % of completion cannot be imported.
7. This work order excludes the following items: Reports, Workflows, Data Conversion.

## **Add a Column “Entered Amount” to SC Queries (19.86979)**

Added column “Entered Amount” to the following programs:

Subcontract Executive Query by Job (SCEXQRYJ)

**EXECUTIVE QUERY BY JOB**

**Selection Criteria**

Company: LINCOM1 ling's company Ltd.

Job: 86979 86979job

☐ Include Voided Subcontracts ☐ Include Closed Subcontracts

**Job Summary**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Job	Age	Released Retainage	Total Current Retainage	Original Contract	Changes	Billed	Entered Amount	Paid
86979	8.64	0.00	20,358.64	424,800.00	6,600.00	204,081.13	215,200.00	80,079.61

Job Name: 86979job Drill Down

**CMiC ENTERPRISE TESTR12**

**EXECUTIVE QUERY BY JOB**

**Selection Criteria**

Company: LINCOM1 ling's company Ltd.

Job: 86979 Original Contract: 424,800.00

Changes: 6,600.00 Billed: 204,081.13 Entered Amount: 215,200.00 Paid: 80,079.61

Total Current Contract: 431,400.00 Total Retainage: 20,358.64

**Details**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Contract Code	Void	Vendor	Total Retainage	Retainage Release	Outstanding Retainage	Original Contract	Changes	Billed	Entered Amount	Paid
86979-00001	<input type="checkbox"/>	1TIME	440.00	0.00	440.00	8,800.00	0.00	4,400.00	4,400.00	0.00
86979-00002	<input type="checkbox"/>	A1HVAC	2,500.00	0.00	2,500.00	50,000.00	0.00	25,000.00	25,000.00	0.00
86979-00003	<input type="checkbox"/>	A1ROOF	3,805.31	0.00	3,805.31	86,000.00	0.00	38,547.79	43,000.00	0.00
86979-00004	<input type="checkbox"/>	A1BRICKS	5,011.91	0.00	5,011.91	100,000.00	6,000.00	50,119.05	52,500.00	0.00
86979-00006	<input type="checkbox"/>	1TIME	8,601.42	0.00	8,601.42	180,000.00	600.00	86,014.29	90,300.00	80,079.61

Job Name: 86979job

Contract: 86979-1TIME

Vendor: 1 Time

Tasks Vouchers Changes Close

**CMiC ENTERPRISE TESTR12**

**EXECUTIVE QUERY BY JOB**

**Selection Criteria**

Company: LINCOM1 ling's company Ltd.

Contract Code: 86979-00003 Original Contract: 86,000.00 Changes: 0.00 Billed: 38,547.79 Tax: 4,452.21 Paid: 0.00

Contract: 86979-A1ROOF

**Vouchers**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Vendor	Voucher	Voided	Invoice	Invoice Amount	Entered Amount	Retainage Amt	Outstanding Amt	Current Retainage Amt	Due Date	Changes	Job	Invo
A1ROOF	121934	<input type="checkbox"/>	IN0330	38,547.79	43,000.00	3,805.31	39,194.69	3,805.31	29-Apr-2020	0.00	86979	30-M
				38,547.79	43,000.00	3,805.31	39,194.69					

☐ Include Voided Vouchers

Vendor: A1 Roofing Company

Ret. Applied Drill Down Close



## Subcontract Executive Query by Vendor (SCEXQRYV)

**EXECUTIVE QUERY BY VENDOR** Save Exit Help Print

**Selection Criteria**

Company: LINCOM1 ling's company Ltd.

Vendor: 1TIME 1 Time Query Data

☐ Include Voided Subcontracts ☐ Include Closed Subcontracts

**Vendor Summary**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Page	Released Retainage	Total Current Retainage	Original Contract	Changes	Billed	Entered Amount	Paid	Remaining To Be Billed
9.42	0.00	9,799.42	314,700.00	18,200.00	104,154.29	108,440.00	80,079.61	228,745.71

Vendor: 1 Time Drill Down

**CMIC Enterprise** Enterprise Etime Search for programs... EXECUTIVE QUERY BY VENDOR Save Help Print

**Vendor Summary**

Company: LINCOM1 ling's company Ltd.

Vendor: 1TIME Original Contract: 314,700.00 Entered Amount: 108,440.00 Paid: 80,079.61 Remaining To Be Billed: 228,745.71

Changes: 18,200.00 Billed: 104,154.29

**Contracts**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Voided	Job	Total Current Contract	Total Retainage	Retainage Released	Outstanding Retainage	Original Contract	Changes	Billed	Entered Amount	Paid
<input type="checkbox"/>	86979	8,800.00	440.00	0.00	440.00	8,800.00	0.00	4,400.00	4,400.00	0.00
<input type="checkbox"/>	86979	180,600.00	8,601.42	0.00	8,601.42	180,000.00	600.00	86,014.29	90,300.00	80,079.61
<input type="checkbox"/>	CDICOST2	8,800.00	0.00	0.00	0.00	8,800.00	0.00	6,160.00	6,160.00	0.00
<input type="checkbox"/>	PATCH120	8,800.00	748.00	0.00	748.00	8,800.00	0.00	7,480.00	7,480.00	0.00
<input type="checkbox"/>	PATCH120	26,400.00				26,400.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	PATCH120	33,000.00				24,200.00	8,800.00	0.00	0.00	0.00
<input type="checkbox"/>	PATCH120	33,000.00				24,200.00	8,800.00	0.00	0.00	0.00
<input type="checkbox"/>	PATCH120	33,000.00				33,000.00	0.00	0.00	0.00	0.00

Job Name: 86979job

Vendor: 1 Time

Contract: 86979-1TIME

Tasks Vouchers Changes Close

**CMIC ENTERPRISE TESTR12** Enterprise Etime PM Edit Mode Search for programs... EXECUTIVE QUERY BY VENDOR Save Exit Help Print

**Summary**

Company: LINCOM1 ling's company Ltd.

Contract: 86979-00006 1TIME-include tax - multiple lines

Original Contract: 180,000.00 Changes: 600.00

Billed: 86,014.29 Tax: 4,285.71 Paid: 80,079.61

☐ Include Voided Vouchers

**Vouchers**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Vendor	Voucher	Voided	Invoice	Invoice Amount	Entered Amount	Retainage Amt	Current Outstanding Amt	Current Retainage Amt	Due Date	Changes	Job
1TIME	122146	<input type="checkbox"/>	RFP0401-2	86,014.29	90,300.00	8,601.42	0.00	8,601.42	01-May-2020	000	86979
				86,014.29	90,300.00	8,601.42	0.00				

Rel. Applied Drill Down Close

**Navigation:** HUMAN CAPITAL MANAGEMENT ASSET MANAGEMENT ENTERPRISE CONTENT MANAGEMENT CUSTOMER RELATIONSHIP MANAGEMENT

## Pay Request Entry – Save and New Button (18.66928)

Added [Save and New] button to the request For Payment Entry program.

Similar to the Voucher Entry screen, the Pay Request Entry is added with a [Save and New] button, which saves the record and then clears the screen for insert mode for a creating a new record.

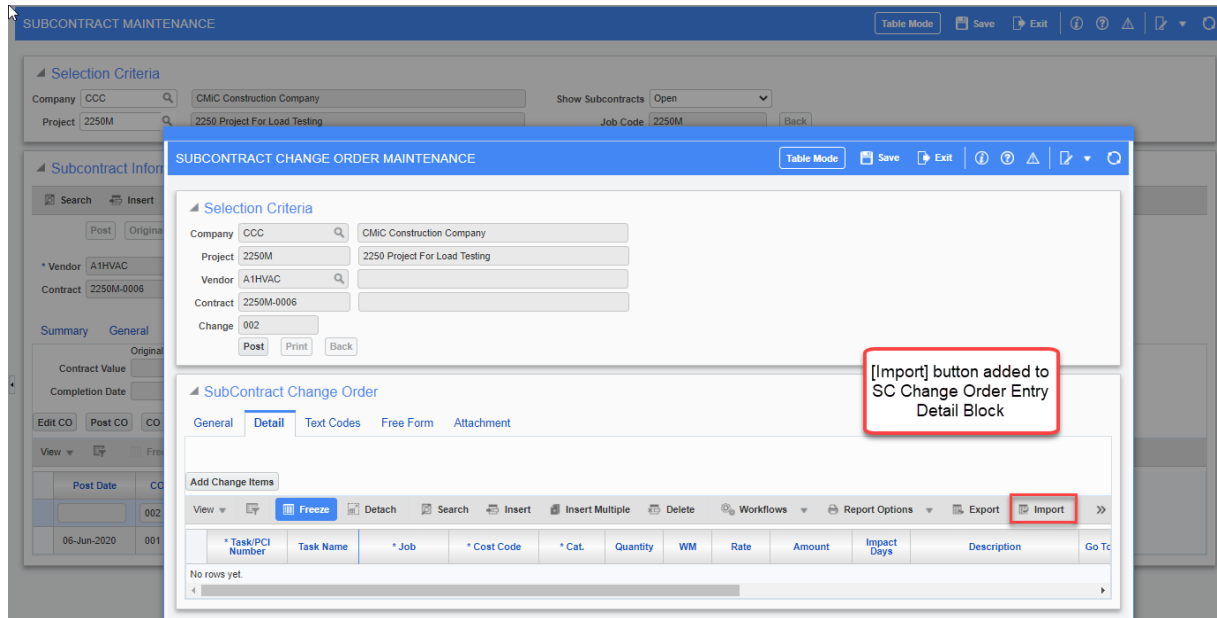
The screenshot displays the 'ENTER REQUEST FOR PAYMENT' interface. At the top, there's a header bar with 'ENTER REQUEST FOR PAYMENT' and a 'Table Mode' button. Below this is a progress bar with three steps: 'Enter Request for Payment', 'Print Edit List', and 'Post Request for Payment'. The main section is divided into 'Selection Criteria' and 'Details'. The 'Selection Criteria' section includes fields for Company (RV123456), Batch (18436), and a 'Create Batch' button. The 'Details' section contains various tabs like 'Compliance', 'Release Retainage', 'Extra Payment Info.', and 'Participation'. It includes fields for Vendor (A1 CEMENT), Contract (C40001), Invoice (C40001-2), Date (24-Aug-2020), and other financial details. A red box highlights the 'Save and New' button at the bottom right of the screen, with a red arrow pointing to it from a text box that reads: '[Save and New] button to Save the current entry and clear the screen to be in Insert mode for new record'. Below the details section is a 'Schedule of Values' table with columns for Sort Order, Task, Contract Amount, Percent Complete, Completed Amount, Completed Qty, Prev. Cert Amount, Current Amount, Default Ret %, Ret %, Previous Ret Amt, Current Ret Amt, Total Ret Amt, and Previous Release Amt. The table shows data for task 000.1 with a contract amount of 10,000.00 and a completed amount of 1,898.71. At the bottom, there are fields for Task (TASK1), Job (RISK1 - RISK1), Cost Code (01-100 - Temporary Structures), and Cat (2000 - Subcontract).

Sort Order	Task	Contract Amount	Percent Complete	Completed Amount	Completed Qty	Prev. Cert Amount	Current Amount	Default Ret %	Ret %	Previous Ret Amt	Current Ret Amt	Total Ret Amt	Previous Release Amt
	000.1	10,000.00	18.987	1,898.71	1.899	1,125.00	773.70	10.000		112.50	77.37	189.87	0.00
		10,000.00		1,125.00		1,125.00	0.00			112.50	0.00	112.50	0.00

Subcontract > Payments > Enter Request For Payment

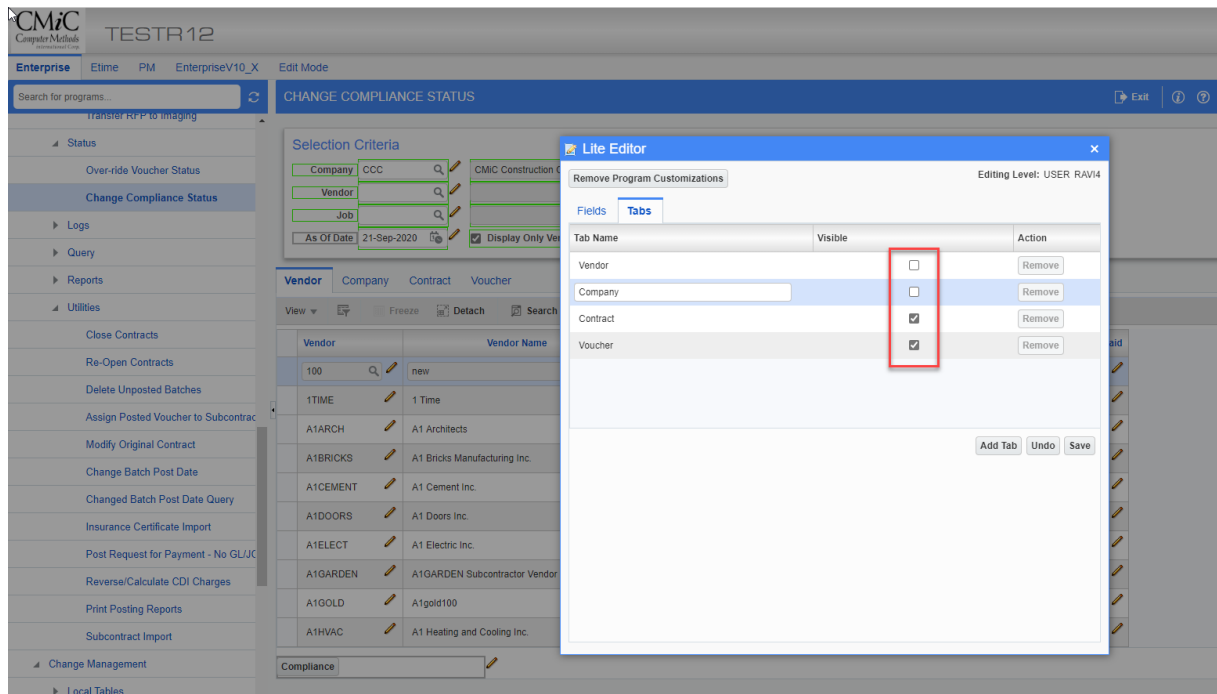
## Change Order Entry > Import Button Added (19.80821)

Added [Import] button to the SC Change Order Detail Block.



## Change Compliance Status – Ability to Hide Tabs (20.30292)

Added the ability to hide the tabs in Change Compliance Status screen using Lite Editor.



CMiC Computer Methods TESTR12

Enterprise Etime PM EnterpriseV10\_X Edit Mode

Search for programs... CHANGE COMPLIANCE STATUS Exit

Transfer RFP to Imaging

Selection Criteria

Company RV123456 RV123456 - Test Company

Vendor Job

As Of Date 21-Sep-2020 ☒ Displaying Vendors with Contracts Refresh

Contract Voucher

Vendor & Company tabs hidden using Lite Editor

* Vendor	Vendor Name	* Company	* Job	* Contract Code	Contract	Changes
100	new	CCC	JB-00001	CC10001	0.00	0.00
100	new	CCC	1504433M	CCC15040000C	3,500.00	0.00
100	new	CCC	TJ1	CCCTJ1000001	50.00	0.00
1TIME	1 Time	CCC	BTESTWBS	BTESTW-0001	1,750.00	843.00
1TIME	1 Time	CCC	WBS500	CCC00000000C	750.00	0.00
1TIME	1 Time	CCC	IFRS1	CCCIFRS0000C	10,000.00	0.00
1TIME	1 Time	CCC	JB-00001	CCCJB-000000	1,000.00	1,000.00
A1ARCH	A1 Architects	CCC	ASDF	ASDF-0001	1.00	0.00
A1ARCH	A1 Architects	CCC	ASDF	CCCASDF0000	5.00	5.00
A1ARCH	A1 Architects	CCC	ASDF	CCCASDF0000	1.00	0.00

Dates

Contract test Compliance

☐ Compliant

## Compliance Pop-Up – Added Notes Button (20.29196)

Added [Notes] button to Compliance pop-up screen (INSINFO). Users may click on any compliance record in the details block and add notes as a CMiC standard Notes functionality.

The program can be called from either AP or SC applications and all these calls will have this Notes button.

CMiC ENTERPRISE

Enterprise v12 Enterprise v12 Forms

Search for programs...

FINANCIALS

General Ledger

Accounts Payable

Accounts Receivable

PROJECT CONTROLS

Job Costing

Subcontract Management

Setup

Local Tables

Contracts

Payments

Status

Over-ride Voucher Status

Change Compliance Status

Logs

Query

Reports

Utilities

COMPLIANCE STATUS

Save Exit

Company CCC CMiC Test Company

Vendor A1DOORS A1DOORS LTD SC Code CCC-144-001 Job Code CCC-144

As Of Date 29/Oct/2020

Actions

Delete History Of Updates Copy Documents Add to Companies Add to PO's Add to Contracts Apply Changes Notes

Compliance Status

View Freeze Detach Search Insert Insert Multiple Delete Duplicate Record Workflows Report Options

Compl.	Date Compl.	Compliance Code	Compliance Code Description	Insurance/Bond/Company	Certificate Number	Certificate Location	Start Date	End Date	Amount
<input type="checkbox"/>	<input checked="" type="checkbox"/>	ELECTRICAL	Electrical Safety	*	*		01/Jan/2020	31/Dec/2021	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	INSURED	Insured	*	*		01/Jan/2020	31/Dec/2021	
<input type="checkbox"/>	<input type="checkbox"/>	KEYS	Keys Given	*	*				
<input type="checkbox"/>	<input type="checkbox"/>	OATSAFETY	OATSAFETY	*	*				
<input type="checkbox"/>	<input checked="" type="checkbox"/>	SAFETY	Safety	*	*		01/Jan/2020	31/Dec/2021	
<input type="checkbox"/>	<input type="checkbox"/>	SITECLEAN	Site Cleaning	*	*				
<input type="checkbox"/>	<input type="checkbox"/>	WC	Workers Compensation	*	*				
<input type="checkbox"/>	<input type="checkbox"/>	WSIB	WSIB Insured	*	*				

## Print Certificate of Payment (SC320\_3) (19.90687)

Added the ability to reprint the certificate of Payment report SC320, once the RFP is posted.

This allows users to re-print the reports after RFPs are posted, if required for backup.

### Modifications:

Created a new Report SC320\_3 based on SC320 (Certificate of Payment) Report. This report will run as standalone and not from the Print Certificate Payment Screen. The Report parameters as follows:

- Company
- Job
- SC Contract Code
- From Vendor
- To Vendor
- Posting Status: Posted, Unposted or Both
- From Invoice Code
- To Invoice Code

The report will print the same columns as in the existing Print Certificate of Payment SC320, but the data is based on the selected invoice(s) regardless of newer invoices (RFPs).

Enterprise v12 | Enterprise v12 Forms | ETIME | Enterprise V10\_X | Edit Mode

Search for programs...

- Change Order Document Report
- Contract Listing Report
- Detail Report
- Subcontract Summary Report
- Subcontract Detail Summary Report
- Commitment Summary Report
- Commitment Detail Report
- Subcontractor Draw Request
- Compliance Report
- Insurance Report
- Print Change Order
- Closeout Letter
- Waiver and Release of Lien Upon Paym
- Change Order Document With Source of
- Insurance Report
- Subcontractor Draw Request 2
- Standalone Conditional Partial and Final
- Print Certificate of Payment (SC320\_3)**
- Utilities

### Enter Parameters for: Print Certificate of Payment (SC320\_3) (SC320\_3)

Company	RV123456	RV123456 Construction Company
Job	1000M	1000M
SC Contract Code	D889	D889
From Vendor	A1DOORS	A1DOORS LTD
To Vendor	A1DOORS	A1DOORS LTD
Posting Status	B	Posted and Unposted
From Invoice Code	D889-1	
To Invoice Code	D889-1	

Destination: Preview

Output Format: PDF | Locale: US English

Edit Defaults | Run Report | Cancel

## SUBCONTRACTOR CERTIFICATE OF PAYMENT

To: A1DOORS LTD  
From: RV123456 Construction Company

PROJECT: 1000M  
PROJECT NO: 1000M  
PROJECT ADDRESS: 100, Down town 425  
Chicago IL

APPLICATION NO: D889-1  
PERIOD FROM:  
PERIOD TO:  
CONTRACT DATE: Aug 12, 2020

### SUBCONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY			
Change Orders approved before the selected period by Owner		Additions	Deductions
TOTAL		11,250.00	0.00
APPROVED IN THE PERIOD			
Number	Date Approved		
001	Aug 12, 2020	11,250.00	0.00
CURRENT TOTAL		11,250.00	0.00
Net Change by Change Orders		11,250.00	

Payment is made as shown below, in connection with the Contract.

1. ORIGINAL CONTRACT SUM .....	\$	32,625.00
2. NET CHANGE BY CHANGE ORDERS .....	\$	11,250.00
3. CONTRACT SUM TO DATE .....	\$	43,875.00
4. TOTAL COMPLETED TO DATE .....	\$	1,481.25
5. RETAINAGE .....	\$	148.13
6. TOTAL EARNED LESS RETAINAGE .....	\$	1,333.12
7. PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) .....	\$	0.00
8. CURRENT PAYMENT BEFORE TAX .....	\$	1,333.12
9. TAX ON CURRENT PAYMENT .....	\$	0.00
10. CURRENT PAYMENT DUE .....	\$	1,333.12
11. BALANCE TO FINISH, INCLUDING RETAINAGE .	\$	42,541.88

Contractor: RV123456 Construction Company

By:  Date:

## Creation of Stored Materials in RFP Screen (19.86625)

The feature is to incorporate and process Stored Material information when entering Request for Payments. Stored Materials allows subcontractor to bill for an amount of material that is not yet used on the project.

Material Stored Is Only Applicable to Subcontracts Invoiced via SC.

**SUBCONTRACT MAINTENANCE** Table Mode Save Exit

---

**Selection Criteria**

Company: LINCOM Q Ling's Construction Company LL Show Subcontracts: Open

Project: 0126 Q 0126 Job Code: 0126 Back

---

**Subcontract Information**

Search Insert Previous Next Workflows Report Options Notes ECM Documents User Extensions

Post Original Participation Overall Participation Compliance Joint Check Copy From Contract

\* Vendor: BBC Q Vendor Name: Bread and Butter Company

Contract: 0126BBC0001 \* Description: 0126-BBC

**Summary** **General** Schedule of Values Change Orders Dates Text Codes Free Form Attachment Special Pricing Inclusions Exclusions

Contact: Q

Address: Q

Corresp Address: Q

\* Currency: USD Q US Dollar

Terms: NET30 Q Net 30

Check Hdl: Q

Department: 00 Q

Bank Account: 1000.100 Q

Rating: Q

Orig Amt From Bid Package: Q

Invoiced Via - Subcontract Q

☒ Pay When Paid and hold payment for another 0 day(s)

☐ Schedule Level / Retainage Release

☐ Calculate Tax on Net Amount

☐ Default Taxes

## Modifications

### 1. Enter Request for Payments (SCPAYREQ):

The following new columns have been added to 'Request for Payments' screen in SOV detail and Amount Summary Tab:

- Current Material Stored Amt: Identifies Material Stored on the current RFP
- Previous Material Stored Amt: The total of previously posted Material Stored amounts.

Corresponding fields have been added to the screen under 'Amount Summary' tab that indicates total amounts of the above columns at the Subcontract level.

ENTER REQUEST FOR PAYMENT

Table Mode Save Exit Help Print Edit List Post Request for Payment

Enter Request for Payment

Selection Criteria

\* Company LINGCOM Ling's Construction Company,LL

\* Batch 7143 LINGSHI2 2021-02-04 S

Create Batch Registration Print Waiver Print Certificate of Payment

Details Amount Summary Default Joint Check Attachment

Ret Ret Method Contract Level Release

Total Contract Amount 8,789.91

Amount Completed 755.96

Previously Certified 44.96

Previously Retained 0.00

Previously Released 0.00

CIS/RCT% 0.00

CIS/RCT Applicable Amount 0.00

Tax Treatment % 0.00

CIS Verification# 0.00

Current Period 711.00

Total Taxes 0.52

Amount Payable 711.00

Discount Amount 71.10

Prepaid Amount 0.00

Retainage 0.00

Release Retainage 0.00

Current Material Stored 31.00 Previous Material Stored 0.00

Schedule of Values

View Freeze Detach Search Workflows Report Options Export Attachments Notes ECM Documents User Extensions

Sort Order	Task	Contract Amount	Percent Complete	Completed Amount	Completed City	Prev. Cert Amount	Current Amount	Previous Material Stored Amt	Current Material Stored Amt	Default Ret %	Ret %	Previous Ret Amt	Current Ret Amt	To
1	000.T1	89.91	62.240	55.96	5.602	44.96	11.00	0.00	20.00	0.000	0.000	0.00	0.00	
	001.01	8,700.00	8.046	700.00	8.046		700.00		11.00	0.000	0.000		0.00	
		8,789.91		755.96		44.96	711.00	0.00	31.00			0.00	0.00	

## 2. Prepare Billing (JBBILL):

New columns 'Override Material Stored' and 'MS Ovr' have been added to Billing Details section. Existing 'Material Stored' column has been disabled to be consistent with other overrides columns and holds the same functionality.

PREPARE BILLING DETAIL

Table Mode Save Exit Help Print Edit List Post Request for Payment

Job 0126 test assign cat

Customer AMI01 AMIGAS

Budg. Billing Amt 0.00 Billing Date 05-Feb-21 Type Draw Invoice Format U15

Max Billing Amt 0.00 Due Date 07-Mar-21 Draw 1

Contract Currency US Dollar Period Ending Date 31-Jan-21 Revision 0

Total Percentage Billed 0.90 Due Date To Client 02-Mar-21 Bill Status Unapproved

Invoice Desc

Recalc Notification

☒ Show Zero Lines ☐ Include NR Bill Types

ReCalc. Billings Create Billing Generate Delete Billing Update Billing Budget Print Draft Print Change Orders

Billing Details

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents

Previous Billed Amt	Calc'd Billing Amt	Override Billing Amt	Max Billing Amt	Material Stored	Override Material Stored	MS Ovr	Completed & Stored	Ret Method	Ret Code	Calc. Ret. Amt.	Override Ret. Amt	Ret Ov
0.00	65.44		106,555.00	59.00			124.44	P	LINRATE1	12.44		
0.00	0.00		9,011.00	0.00			0.00	P	LINRATE1	0.00		
0.00	0.00			0.00			0.00	P	LINRATE1	0.00		
0.00	787.00			123.00			910.00	P	LINRATE1	91.00		
0.00	0.00			0.00			0.00	P	LINRATE1	0.00		
0.00	852.44		115,566.00	182.00			1,034.44			103.44		

Tax1 Name Tax2 Name Tax3 Name



When user overrides Material Stored, followed by 'Recalc Notification' message and 'ReCalc Billings', the colored columns 'Override Material Stored' and 'MS Ovr' with letter 'O' indicate that the Material Stored Amount has been overridden.

**PREPARE BILLING DETAIL** Table Mode Save Exit Help Refresh Print Close

Job: 0126 test assign cat

Customer: AMI01 AMIGAS

Budg. Billing Amt: Max Billing Amt: Contract Currency: US Dollar Total Percentage Billed: 0.90

Billing Date: 05-Feb-21 Due Date: 07-Mar-21 Period Ending Date: 31-Jan-21 Due Date To Client: 02-Mar-21

Type: Draw Draw: 1 Revision: 0 Bill Status: Unapproved

Invoice Format: U15

Invoice Desc: Recalc Notification:

☒ Show Zero Lines ☐ Include NR Bill Types

ReCalc. Billings Create Billing Generate Delete Billing Update Billing Budget Print Draft Print Change Orders

**Billing Details**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents

Rate	Previous Billed Amt	Calc'd Billing Amt	Override Billing Amt	Max Billing Amt	Material Stored	Override Material Stored	MS Ovr	Completed & Stored	Ret Method	Ret Code	Calc. Ret. Amt.	Override Ret. Amt
3.4500	0.00	64.44		106,555.00	60.00	60.00	O	124.44	P	LINRATE1	12.44	
	0.00	-10.00		9,011.00	10.00	10.00	O	0.00	P	LINRATE1	0.00	
	0.00	0.00			0.00			0.00	P	LINRATE1	0.00	
	0.00	780.00			130.00	130.00	O	910.00	P	LINRATE1	91.00	
	0.00	0.00			0.00			0.00	P	LINRATE1	0.00	
	0.00	834.44		115,566.00	200.00			1,034.44			103.44	

### 3. G/C Prepare Billing (JBBILL2):

New columns 'Override Material Stored' and 'MS Ovr' have been added to 'Group 1 Summary' to 'Group 5 Summary' and 'Bill Code Detail' Tabs. 'Override Material Stored' column is hidden in all tabs to be consistent with other overrides columns and holds the same functionality.

**PREPARE BILLING** Table Mode Save Exit Help Info Print Refresh Close

Due Date: 28-Feb-21 Draw/Rev Num: 1 Revision Num: 0  
 Period Ending Date: 31-Dec-20 Contract Currency: Status: Unapproved  
 Budget Billing Amt: 102,234.00 Max. Billing Amt: Invoice Format: U15

Invoice Desc:  
 Notification:  
 Message:

Add Bill Codes Update Budget Recalc. Billings Create Billing Generate Print Draft Print Delete Billing Create RFP  
Cost Transactions Change Orders Funding Sources

Summary Group 1 Summary Group 2 Summary Group 3 Summary Group 4 Summary Group 5 Summary **Bill Code Detail**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions Mass Update

Select	Bill Code	Description	Budg. Billing	Prev. Billed Amt	MS Ovr	Material Stored	Ovr	Current Completed	Compl & Stored	%Completed	Retainage	Ret Ovr	Ret. %
<input type="checkbox"/>	0126 01-100.1000	Blue Prints - Labor	101,000.00	0.00		59.00		124.44	124.44	0.12	12.44		10.00
<input type="checkbox"/>	0126 01-100.6000	Blue Prints - Bidding Costs	1,234.00	0.00		0.00		0.00	0.00	0.00	0.00		
<input type="checkbox"/>	0126 01-100.8000	Blue Prints - Budget		0.00		0.00		0.00	0.00		0.00		
<input type="checkbox"/>	0126 02-100.6000	Excavation - Bidding Costs		0.00		123.00		910.00	910.00		91.00		10.00
<input type="checkbox"/>	0126 02-100.8000	Excavation - Budget		0.00		0.00		0.00	0.00		0.00		
			102,234.00	0.00		182.00		1,034.44	1,034.44	1.01	103.44		10.00

Details Cost Transactions Change Orders Clear Billed Amount Overrides Clear Retainage Overrides Clear Material Stored Overrides

A new button called 'Clear Material Stored Override' has been added to Summary and 'Bill Code Detail' Tabs to clear MS Override Amounts and restore the calculated ones.

**PREPARE BILLING** Table Mode Save

**Draw Info**

Search Workflows Report Options Attachments Notes ECM Documents User Extensions

Job: 0126 test assign cat  
 Customer: AMI01 AMIGAS  
 Billing Date: 04-Feb-21 Type: Draw  
 Due Date: 06-Mar-21 Draw/Rev Num: 1 Revision Num: 0  
 Period Ending Date: 31-Jan-21 Contract Currency: Status:  
 Budget Billing Amt: 102,234.00 Max. Billing Amt: Invoice Format: U15

Invoice Desc:  
 Notification:  
 Message:

Add Bill Codes Update Budget Recalc. Billings Create Billing Generate Print Draft Print Delete Billing Create RFP  
Cost Transactions Change Orders Funding Sources

Summary Group 1 Summary Group 2 Summary Group 3 Summary Group 4 Summary Group 5 Summary **Bill Code Detail**

	Previous Draws	Current Draw	Total To Date
Cost	0.00	992.96	992.96
% Complete	0.00	1.01	1.01
Billed	0.00	1,034.44	1,034.44
Material Stored	0.00	190.00	190.00
Completed & Stored	0.00	1,034.44	1,034.44
Retainage	0.00	103.44	103.44
Retainage Released	0.00	0.00	0.00

Accept Override Value Clear Material Stored Overrides

**PREPARE BILLING** Table Mode Save Exit Help Info Alert Print

Due Date: 06-Mar-21 Draw/Rev Num: 1 Revision Num: 0  
 Period Ending Date: 31-Jan-21 Contract Currency: Status:  
 Budget Billing Amt: 102,234.00 Max. Billing Amt: Invoice Format: U15  
 Invoice Desc:  
 Notification:  
 Message:

Add Bill Codes Update Budget Recalc. Billings Create Billing Generate Print Draft Print Delete Billing Create RFP  
Cost Transactions Change Orders Funding Sources

---

Summary Group 1 Summary Group 2 Summary Group 3 Summary Group 4 Summary Group 5 Summary **Bill Code Detail**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions Mass Update

Select	Bill Code	Description	Budg. Billing	Cost To Date	Current Cost	Prev. Billed Amt	MS Ovr	Material Stored	Ovr	Current Completed	Compl & Stored	%Completed
<input type="checkbox"/>	0126.01-100.1000	Blue Prints - Labor	101,000.00	82.96	82.96	0.00	O	60.00		124.44	124.44	0.12
<input type="checkbox"/>	0126.01-100.6000	Blue Prints - Bidding Costs	1,234.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00
<input type="checkbox"/>	0126.01-100.8000	Blue Prints - Budget		0.00	0.00	0.00		0.00		0.00	0.00	
<input type="checkbox"/>	0126.02-100.6000	Excavation - Bidding Costs		910.00	910.00	0.00	O	130.00		910.00	910.00	
<input type="checkbox"/>	0126.02-100.8000	Excavation - Budget		0.00	0.00	0.00		0.00		0.00	0.00	
			102,234.00	992.96	992.96	0.00		190.00		1,034.44	1,034.44	1.01

Details Cost Transactions Change Orders Clear Billed Amount Overrides Clear Retainage Overrides Clear Material Stored Overrides

#### 4. Cost Transaction pop-up (JBBILLTRANS):

A new column has been added to Cost Transaction pop-up screen that indicates Material Stored Amt on the Cost level of the associated Billing Detail line. The column is display only and cannot be updated.

CMIC ENTERPRISE PTFR12 LINGSHI2

Enterprise v12 Enterprise v12 Forms ESS Edit Mode

Search for programs... **PREPARE BILLING** Table Mode Save Exit Help Info Alert Print

**JBBILL TRANSACTIONS** Save Exit Help Info Alert Print

Selection Criteria  
☐ Previously Billed ☒ Currently Billed ☒ Temporarily Deferred ☒ Permanently Deferred ☐ Unbilled Transactions ☐ SC Unposted Pay Requests

Transactions

View Freeze Detach Search Workflows Report Options Export Notes ECM Documents User Extensions

Job	Cost Code	Category	PCI Status Code	Status	Original Calc. Potential Rev.	Freeze Adj.	Cost	Curr	Original Ret. Amt	Original Release Amt	Material Stored Amt	Express Bill
0126	01-100	1000		B ● T ● P	67.44		44.96	USD	0.00	0.00	0.00	<input type="checkbox"/>
0126	01-100	1000		B ● T ● P	16.50		11.00	USD	0.00	0.00	20.00	<input type="checkbox"/>
0126	01-100	1000		B ● T ● P	40.50		27.00	USD	0.00	0.00	39.00	<input type="checkbox"/>
0126	02-100	6000		B ● T ● P	700.00		700.00	USD	0.00	0.00	11.00	<input type="checkbox"/>
0126	02-100	6000		B ● T ● P	210.00		210.00	USD	0.00	0.00	112.00	<input type="checkbox"/>
					1,034.44				0.00	0.00		

Transaction Status: Currently Billed Create Transaction Split Units CPR Adjustment

## SC Revised Amount Viewable in Table Mode-R12(20.25430)

### Overview:

A 'Current Amt' field is now made available in the Table mode of Lite Editor in Subcontract Entry program.

### Modifications:

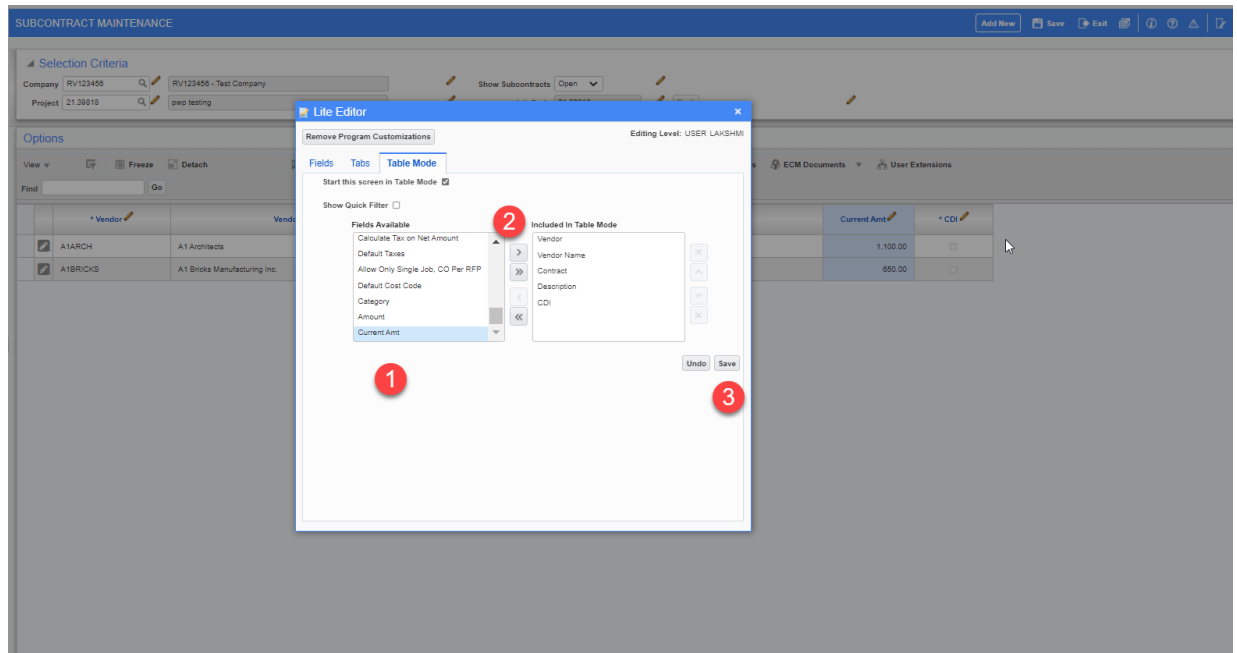
Added a field 'Current Amt' in the Lite Editor > Table mode, that contains the current SC amount including the change order amounts.

To add this column in the table mode the user needs to add it using Lite Editor.

Lite Editor → Table Mode → Current Amt column under Fields available → Move → Save.

After refreshing the screen, the current Amount (SC Revised amount) column will be viewable in table mode.

### Screen Prints:



**SUBCONTRACT MAINTENANCE** Add New Save Exit Help Print Refresh Close

**Selection Criteria**

Company: RV123456 | RV123456 - Test Company | Show Subcontracts: Open

Project: 21.39818 | pwp testing | Job Code: 21.39818 | Back

**Options**

View: [icon] Freeze [icon] Detach [icon] Search [icon] Insert [icon] Workflows [icon] Report Options [icon] Export [icon] Attachments [icon] Notes [icon] ECM Documents [icon] User Extensions

Find: [input] Go

* Vendor	Vendor Name	Contract	* Description	Current Amt	* CDI
A1ARCH	A1 Architects	SCPWP01	SC pwp testing	1,100.00	[icon]
A1BRICKS	A1 Bricks Manufacturing Inc.	SCPWP02	pay when paid to testing2	850.00	[icon]

## "Delete" Button Added to the Tool Bar in Modify Original Contract (21.41899)

Added "Delete" button to the tool bar in Modify Original Contract program.

### **Modifications:**

Added a "Delete" button to the Schedule of values and enabled the button for newly created records.

For existing records, "Delete" button will be disabled.

Users will be able to delete the newly created records up to moment when contract is posted. Once the contract is posted, records will have the "Delete" button disabled.

### **Modify Original Contract setup:**

'DELETE' button disabled for existing SOV lines.

CMiC ENTERPRISE TESTR12

Enterprise | Field | ETIME | Non-BI | OM | HCM | Enterprise V10X | Edit Mode

Search for programs...

**MODIFY ORIGINAL CONTRACT**

Vendor: K-VENDUJK | Keja's Vendor

Contract: K-VEN-01 | 000 | Void date test

Contract: [Search]

Default Retainage %: 10

Value: 1,200.00

AltAdd. Code: [Search]

Date: 28/Jul/2021

Currency: USD | US Dollar

Terms: NET30 | Net30

Check Hdt: [Search]

Bank Account: 1000.100

Invoiced: Via - Subcontract

☐ Pay When Paid

☐ Override Flag

**Schedule of values**

View | Freeze | Detach | Search | Insert | Insert Multiple | Workflows | Report Options | Export | Attachments | Notes | ECM Documents

Task Code	Task Name	Job Code	Cost Code	Cat Code	Quantity	Wm	Rate	Amount	Long Description	Tax Cod
1	T1	K-SUPER	00003	1000	25.00000000	HR	12.000	300.00		
2	T2	K-SUPER	00003	3000	Search: Cat Code	DY	60.000	900.00		

SC Utilities>Modify Original Contract

Insert a new SOV Line. 'DELETE' button enabled.

CMiC ENTERPRISE TESTR12

Enterprise | Field | ETIME | Non-BI | OM | HCM | Enterprise V10X | Edit Mode

Search for programs...

**MODIFY ORIGINAL CONTRACT**

Vendor: K-VENDUJK | Keja's Vendor

Contract: K-VEN-01 | 000 | Void date test

Contract: [Search]

Default Retainage %: 10

Value: 1,360.00

AltAdd. Code: [Search]

Date: 28/Jul/2021

Currency: USD | US Dollar

Terms: NET30 | Net30

Check Hdt: [Search]

Bank Account: 1000.100

Invoiced: Via - Subcontract

☐ Pay When Paid

☐ Override Flag

**Schedule of values**

View | Freeze | Detach | Search | Insert | Insert Multiple | Delete | Workflows | Report Options | Export | Attachments | Notes | ECM D

Task Code	Task Name	Job Code	Cost Code	Cat Code	Quantity	Wm	Rate	Amount	Long Description	Tax Cod
1	T1	K-SUPER	00003	1000	25.00000000	HR	12.000	300.00		
3	T3	K-SUPER	00003	2000	80.00000000	LS	2.000	160.00		
2	T2	K-SUPER	00003	3000	15.00000000	DY	60.000	900.00		

Post the newly added line. 'Delete' button is now disabled again.

CMiC ENTERPRISE TESTR12

Enterprise Field ETIME Non-BI OM HCM Enterprise V10X Edit Mode

Search for programs... MODIFY ORIGINAL CONTRACT

Table Mode Exit

FINANCIALS

PROJECT CONTROLS

Job Costing

Subcontract Management

Setup

Local Tables

Contracts

Payments

Status

Logs

Query

Reports

Utilities

Close Contracts

Re-Open Contracts

Delete Unposted Batches

Assign Posted Voucher to Subcontract

Modify Original Contract

Change Batch Post Date

Contract Details:

Contact: [Field]

Default Retainage %: 10

Value: 1,360.00

Alt.Add. Code: [Field]

Date: 28/JAN/2021

Currency: USD US Dollar

Terms: NET30

Check Hdt: [Field]

Bank Account: 1000.100

Invoiced: Via - Subcontract

Pay When Paid

Override Flag

Schedule of values

Task Code	Task Name	Job Code	Cost Code	Cat Code	Quantity	Wm	Rate	Amount	Long Description	Tax Code
1	T1	K-SUPER	00003	1000	25.000000000	HR	12.000	300.00		
2	T2	K-SUPER	00003	3000	15.000000000	DY	60.000	900.00		
3	T3	K-SUPER	00003	2000	80.000000000	LS	2.000	160.00		

## Control Contract Amount Field on Modify Original Contract Screen (20.26264)

Modified the Modify Original Contract screen to add field SC Control Contract Amount.

### Pre-requisites

Control Contract Amount is set up in PMJSP Subcontract Entry.

### Modifications

- The field Control Contract Amount will be hidden by default; user will add it manually to the screen.
- The field is disabled, and the amount is only applicable to base contract.
- At posting, the total amount of SOV should match with Control Contract Amount (if the amount exists). If not match, system shows error message.

**MODIFY ORIGINAL CONTRACT**

The sum of all amounts of SOV (70,000.00) is not equal to the Contract Control Amount (100,000.00)

**Selection Criteria**

Company: LNCOM1 | Job Code: 85979 | Show Subcontracts: Open

Project: 85979 | Request Id: NONE

**Subcontract Information**

Vendor: A1ROOF | Contract: 85979-A1RO00001 | Control Contract Amount: 100,000.00

Default Retainage %: 10 | Value: 70,000.00

Alt Add Code: | Date: 09-Aug-2021 | Currency: USD | Terms: NET30

Check Hdr: | Bank Account: | Invoiced: Via - Subcontract

**Schedule of values**

Task Code	Task Name	Job Code	Cost Code	Cat Code	Quantity	Unit	Rate	Amount	Long Description	Tax1 Code	Tax1 Taxable Flag	Tax2 Code	Tax2 Taxable Flag	Tax3 Code	Tax3 Taxable Flag	Ret%	Job Bill Code
T1	t1	85979	01-100	1000	1,000.000000000	HR	20,000	20,000.00		T1						10	
T2	t2	85979	01-100	1000		HR		80,000.00								10	

## New Column 'Insurance Exp date' Added to SC Compliance Report (21.44955)

Add new column 'Insurance Exp date' to SC Compliance Report (SCCOMPLREP).

### Modifications:

New column 'Insurance Exp date' added to SC Compliance Report (SCCOMPLREP).



## ZZ - CMiC Test Company T1 COMPLIANCE REPORT

Page: 1 of 41  
Date: Aug 04, 2021  
Time: 9:58 AM EDT

Contract			Subcontract				
Compliance			On-Site Start Date	On-Site End Date	Issued Date	Received Date	Executed Date
Company	Job	Compliance	Ins Exp Date	Certificate Num	Certificate Location	Notes	Closed Note
ZZ CMiC Test Company T1	111						
					Dundas Grocery Store		
Vendor	A1DOORS				A1 Doors Inc.		
CONTRACT2	POSTED						
AUTO	Auto Insurance	Not Received		*			
CDI	Contractor Default Insurance	Expired	Jan 01, 2021	*			
OATSAFETY	OATSAFETY	Not Received		*			
ZZ-BONDED	Bonded	Not Received		*			
ZZ-INSUR	Insurance	Expired	Sep 04, 2020	*			
ZZ-LIENWR	Lien Waiver	Not Received		*			
Vendor	ZZ-ACME				ZZ-Acme Supply		
CONT1	POSTED					Aug 13, 2019	
100%	100% Complete	Expired	Apr 13, 2021	TEST14444			
2NDTIER	2nd Tier Subcontractors	Not Received		SEVAG11			
AUTO	Auto Insurance	Not Received		123			
AUTO	Auto Insurance	Not Received		12345			
AUTO	Auto Insurance	Not Received		124			
AUTO	Auto Insurance	Not Received		*			
BOND	BOND	Not Received		123456			
BOND	BOND	Not Received		company			
BOND	BOND	Not Received		999			
BOND	BOND	Expired	Jan 01, 2021	999999			
CDI	Contractor Default Insurance	Deficient	Sep 30, 2030	*			
CDI	Contractor Default Insurance	Expired	Sep 30, 2020	Blanket Cert			
CDI	Contractor Default Insurance	Expired	Apr 12, 2021	TEST99999			
CONTRACT	Contract Signed & Executed	Deficient	Apr 19, 2048	TEST9999			
SURETY	Surety Compliance	Deficient	Apr 27, 2050	*			
ZZ-BONDED	Bonded	Expired	Sep 01, 2020	TEST1234			
Job	111.1			test			
Vendor	ZZ-ACME			ZZ-Acme Supply			
111.1	POSTED					Mar 05, 2020	

## New Reverse/Calculate Checkbox Added in Reverse/Calculate CDI Program (21.44792)

### Overview:

Fix is provided so that when the user filters the data in the Reverse/Calculate CDI Charges program, the charges are reversed/calculated only for the filtered jobs and not for all jobs.

### Modifications:

The program has been modified so that the user will now be able to select the job by using the Reverse/Calculate checkboxes available at the top in the header.

The buttons Select All/Unselect All calculate, and Select All/Unselect All Reverse is no longer available

## Screen Prints:

### Reverse/Calculate Checkboxes:

CMIC ENTERPRISE PTFR 12

Enterprise v12 | Enterprise v12 Forms | ESS | non-BI | Edit Mode

Search for programs...

FINANCIALS

PROJECT CONTROLS

Job Costing

Setup

Job

Enter Project

Assign Project Contacts

Enter Job

Setup Job Pick List

Assign Cost Codes

Assign Templates To Multiple Jobs

Enter Budget

Assign Overhead Cost Rates

Start Job

Add Categories To Jobs In Process

Win/Lose Bid

Transactions

Forecasting

Query

Reports

Utilities

Subcontract Management

Change Management

Job Billing

Work Order Siting

HUMAN CAPITAL MANAGEMENT

ASSET MANAGEMENT

ENTERPRISE CONTENT MANAGEMENT

REVERSE/CALCULATE CDI CHARGES

Selection Criteria

Company: RV123456 | Construction Company

Post Date: 03/12/21 | Year: 2021 | Period: 3

☐ Include closed sub-contracts / change orders

Reverse / Calculate CDI Charges

Job	Vendor	Subcontract	Reverse	Calculate
12000	A1BRICK	12000	<input type="checkbox"/>	<input type="checkbox"/>
12000	A1BRICK	CDI-TEST1	<input type="checkbox"/>	<input type="checkbox"/>
12000	A1BRICK	SUB-12000	<input type="checkbox"/>	<input type="checkbox"/>
20.21108M	A1000RS	SC01	<input type="checkbox"/>	<input type="checkbox"/>

All Processing Completed...

☐ Print Reports Immediately ☐ Delete Reports After Printing

### Filtering data and Calculating:

REVERSE/CALCULATE CDI CHARGES

Selection Criteria

Company: RV123456 | Construction Company

Post Date: 03/12/21 | Year: 2021 | Period: 3

☐ Include closed sub-contracts / change orders

Reverse / Calculate CDI Charges

Job	Vendor	Subcontract	Reverse	Calculate
12000	A1BRICK	12000	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12000	A1BRICK	CDI-TEST1	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12000	A1BRICK	SUB-12000	<input type="checkbox"/>	<input checked="" type="checkbox"/>

All Processing Completed...

☐ Print Reports Immediately ☐ Delete Reports After Printing

REVERSE/CALCULATE CDI CHARGES

Save Exit Print Help Search

Selection Criteria

Company: RV123456 RV123456 Construction Company

Post Date: 03/12/2021 Year: 2021 Period: 3

☐ Include closed sub-contracts / change orders

Reverse / Calculate CDI Charges

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

Job	Vendor	Subcontract	Reverse	Calculate
12000	A1BRICK	12000	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12000	A1BRICK	CDI-TEST1	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12000	A1BRICK	SUB-12000	<input type="checkbox"/>	<input checked="" type="checkbox"/>
20.21128M	A1DOORS	SC01	<input type="checkbox"/>	<input type="checkbox"/>

Only filtered data selected

RV123456 - RV123456 Construction Company

JOB COSTING - JC POSTING REPORT

Batch 10056 - CDI Risk Management

Page: 1 of 1

Date: Sep 15, 2021

Time: 4:04 PM EDT

Company	I	Dept	Account	Job	Cost Code	Cat	Source Code	Ref Code	Ref Date	Post Date	Batch	SRC	POSC	WM	Quantity	Amount
		/WBS.1	/WBS.2	/WBS.3	/WBS.4											
RV123456	C	00	5200.100	12000	01-100	2000	RISK1	12000	03/12/2021	03/12/2021	10056	JC		LS		-14.00
								12000-000								
RV123456	C	00	5200.100	12000	01-100	2000	RISK1	12000	03/12/2021	03/12/2021	10056	JC		LS		14.00
								12000-000								
RV123456	C	00	5200.100	12000	01-100	2000	RISK1	SUB-12000	03/12/2021	03/12/2021	10056	JC		LS		2.50
								SUB-12000-000								
RV123456	C	00	5200.100	12000	01-100	2000	RISK1	CDI-TEST1	03/12/2021	03/12/2021	10056	JC		LS		2.50
								CDI-TEST1-000								
RV123456	C	00	5200.100	12000	01-100	2000	RISK1	SUB-12000	03/12/2021	03/12/2021	10056	JC		LS		-2.50
								SUB-12000-000								
RV123456	C	00	5200.100	12000	01-100	2000	RISK1	CDI-TEST1	03/12/2021	03/12/2021	10056	JC		LS		-2.50
								CDI-TEST1-000								
Total For Job:															12000	0.00
Total For Company:															RV123456	0.00
Total For Currency:															USD	0.00

**Report Parameters**

Company:	RV123456	Run Date:	Sep 15, 2021
Batch Number:	10056	Run Time:	4:04 PM EDT
Posted With Overheads:	No	Operator:	LAKSHMI
		Report Code:	JC705

205

## Filtering Data and Reversing:

REVERSE/CALCULATE CDI CHARGES

Selection Criteria

Company: RV123456 | RV123456 Construction Company

Post Date: 03/12/2021 | Year: 2021 | Period: 3

☐ Include closed sub-contracts / change orders

Reverse / Calculate CDI Charges

View: [Freeze] [Detach] [Search] [Workflows] [Report Options] [Export] [ECM Documents] [User Extensions]

Job	Vendor	Subcontract	Reverse	Calculate
20.21128M	A1DOORS	SC01	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Filtering and Reversing

All Processing Completed...

☐ Print Reports Immediately ☐ Delete Reports After Printing

REVERSE/CALCULATE CDI CHARGES

Selection Criteria

Company: RV123456 | RV123456 Construction Company

Post Date: 03/12/2021 | Year: 2021 | Period: 3

☐ Include closed sub-contracts / change orders

Reverse / Calculate CDI Charges

View: [Freeze] [Detach] [Search] [Workflows] [Report Options] [Export] [ECM Documents] [User Extensions]

Job	Vendor	Subcontract	Reverse	Calculate
12000	A1BRICK	12000	<input type="checkbox"/>	<input type="checkbox"/>
12000	A1BRICK	CDI-TEST1	<input type="checkbox"/>	<input type="checkbox"/>
12000	A1BRICK	SUB-12000	<input type="checkbox"/>	<input type="checkbox"/>
20.21128M	A1DOORS	SC01	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Only filtered job selected

All Processing Completed...

☐ Print Reports Immediately ☐ Delete Reports After Printing

REVERSE/CALCULATE CDI CHARGES

Selection Criteria

Company: RV123456 | RV123456 Construction Company

Post Date: 03/12/21 | Year: 2021 | Period: 3

☐ Include closed sub-contracts / change orders

Reverse / Calculate CDI Charges

View | Freeze | Detach | Search | Workflows | Report Options | Export | ECM Documents | User Extensions

Job	Vendor	Subcontract	Reverse	Calculate
12000	A1BRICK	12000	<input type="checkbox"/>	<input type="checkbox"/>
12000	A1BRICK	CDI-TEST1	<input type="checkbox"/>	<input type="checkbox"/>
12000	A1BRICK	SUB-12000	<input type="checkbox"/>	<input type="checkbox"/>
20.21126M	A1DOORS	SC01	<input type="checkbox"/>	<input type="checkbox"/>

After reversing checkbox is disabled for the job for which the charges has been reversed

All Processing Completed...

☐ Print Reports Immediately ☐ Delete Reports After Printing

**RV123456 - RV123456 Construction Company**  
**JOB COSTING - JC POSTING REPORT**  
**Batch 10057 - CDI Risk Management**

Page: 1 of 1  
Date: Sep 15, 2021  
Time: 4:09 PM EDT

Company	I	Dist	Account	Job	Cost Code	Est	Source Code	Ref Code	Ref Date	Post Date	Batch	SRC	PO/SC	MM	Quantity	Amount
RV123456	C	00	5200-100	20.21126M	01-100	2000	R03K1	SC01	03/12/21	03/12/21	10057	JC		CY		-1.25
								SC01-000								
Total For Job:														20.21126M		-1.25
Total For Company:														RV123456		-1.25
Total For Currency:														USD		-1.25

Charges reversed only for the job filtered

Report Parameters

Company:	RV123456	Run Date:	Sep 15, 2021
Batch Number:	10057	Run Time:	4:09 PM EDT
Posted With Overheads:	No	Operator:	LAKSHMI
		Report Code:	JC705

# New Flag 'Include Taxes In Invoice Amount' Added to SC310 Report Parameters (21.39540)

A new flag ‘**Include Taxes In Invoice Amount**’ has been added in the report parameters for **SC310** to hide/show invoice taxes.

## Modifications:

The program has been modified so that the report parameters for **SC310** will now have a new flag ‘**Include Taxes In Invoice Amount**’

If this flag is set to ‘**Include Taxes**’ while printing the SC310 report, the report will include the taxes in the invoice amount.

If this flag is set to ‘**Exclude Taxes**’ while printing the SC310 report, the report will not include the taxes in the invoice amount.

## Screen Prints:

TAX TABLE MAINTENANCE

Table ModeSaveExitPrintHelp

Selection Criteria

RV123456RV123456 - Test Company

Tax Setup

SearchInsertDeletePreviousNextWorkflowsReport OptionsECM DocumentsUser Extensions

\* Tax CodeT1Non Taxable CodeT1\*

NameTax Code1 5.000%Short NameT1Tax Registration1234567890

\* Percent5.000%Payment %0.000

☒ Active☐ Compound Tax☐ TDS Tax☐ Tax CreditTax used

RECEIVABLE INVOICES

Journal Used for Payment DebitAPAccounts Payable

\* Tax Liability Account001500.400AR Illinois State Tax Payable

\* Tax Liability on Ret. Account001500.500AR Retainage on Illinois Tax

JB Tax Costing Cost CodeJB Tax Costing Category

PAYABLE INVOICES

Tax Credit AccountTax Credit on Ret. Account

☐ Direct Pay☐ Included in Voucher Amount

Liability Account002020.001Georgia Sales Tax Payable

VendorPAURAPara const

☒ Freight☒ Insurance☒ Misc☐ Tax on Tax

Compound Tax Setup

ViewFreezeDetachSearchInsertInsert MultipleDeleteWorkflowsReport OptionsExportECM DocumentsUser Extensions

* State	State Name	* Jurisdiction Code	Jurisdiction Name	Tax Percent
No rows yet.				

Working Document R12 New Functionality

R12 New Functionality (Draft) • 1787

ENTER REQUEST FOR PAYMENT

Table Mode

Save

Enter Request for Payment

Print Edit List

Post Request for Payment

\* Company

RV123456

RV123456 - Test Company

\* Batch

31831

LAKSHMI 2021-08-23 S

Create Batch

Registration

Print Waiver

Print Certificate of Payment

Details

Amount Summary

Default

Joint Check

Attachment

Ret Rel Method

Schedule Level Release

Current Period

260.00

Total Contract Amount

1,100.00

Total Taxes

11.91

Amount Completed

525.00

Amount Payable

245.91

Previously Certified

265.00

Discount Amount

4.68

Previously Retained

26.50

Prepaid Amount

0.00

Previously Released

0.00

Retainage

26.00

CIS/RCT%

Release Retainage

0.00

CIS/RCT Applicable Amount

Discount Allocation Method

Job Department and AP Discount Account

Tax Treatment %

CIS Verification#

Schedule of Values

View

Freeze

Detach

Search

Workflows

Report Options

Export

Attachments

Notes

ECM Documents

User Extensions

Task

01

Job

21.39540 - Report tax parameter testing

Cost Code

02-100 - Structural Demolition

Cat

2000 - Subcontract

Save and New

## SC310 Report Parameters:

**Enter Parameters for: Detail Report (SC310)**

* Company	RV123456	RV123456 - Test Company
From Job	21.39540	Report tax parameter testing
To Job	21.39540	Report tax parameter testing
From Vendor	A1BRICKS	A1 Bricks Manufacturing Inc.
To Vendor	A1BRICKS	A1 Bricks Manufacturing Inc.
From SC Contract	A1BRICKS.0016	SC310 report parameters testing
To SC Contract	A1BRICKS.0016	SC310 report parameters testing
Order By (Job/Vendor)	J	Order By Job
SC Contract Status	O	Open
Order Vendor by Name or Code	C	Order Vendor By Code
Page Break after Vendor/Job	N	No
Include Voiced Sub-Contracts	N	Do Not Include Voiced Contracts
From Post Date		
To Post Date		
Include Taxes In Contract Amount	N	Exclude Taxes
<b>Include Taxes In Invoice Amount</b>	<b>Exclude Taxes</b>	

Destination: Preview  
Output Format: PDF  
Locale: US English

Edit Defaults Run Report Cancel

**New flag added**



When the flag is set to 'Exclude Taxes', the report did not include the taxes in the invoice amount.

RV123456 - RV123456 - Test Company  
SUBCONTRACT SUBLEDGER - DETAIL REPORT

Page: 1 of 1  
Date: Sep 06, 2021  
Time: 8:48 PM EDT

Contract

Change Date	Change Order	Description	Total Amount	Retainage	Invoices	Discount Taken	Checks	Remaining to be Paid	
Hold Status*	Invoice Number	Invoiced Date	Invoice Amt	Original Retainage	Outstanding Amount	Current Retainage	Number	Date	Payment
Job	21.39540	Report tax parameter testing							
Vendor	A1BRICKS	A1 Bricks Manufacturing Inc.							
A1BRICKS.0016									
Aug 18, 2021	000	SC310 report parameters testing							
			1,100.00	110.00					0.00
		INMO01			265.00	26.50			250.64
		INSCRE03			260.00	26.00			245.91
		INSCPA03			109.99	0.00			115.59
Total for Contract	A1BRICKS.0016		1,100.00	110.00	634.99	52.50	612.14	52.50	0.00
Total for Vendor	A1BRICKS		1,100.00	110.00	634.99	52.50	612.14	52.50	0.00
Total for Job	21.39540		1,100.00	110.00	634.99	52.50	612.14	52.50	0.00
Total for Report			1,100.00	110.00	634.99	52.50	612.14	52.50	0.00
* H - Hold X - Exceed									
Hold									

Invoice amount does not include taxes

Report Parameters

Company:	RV123456	From Vendor:	A1BRICKS	Order By (Job/Vendor):	Job	Run Date:	Sep 06, 2021
From Job:	21.39540	To Vendor:	A1BRICKS	Contract Status:	Open	Run Time:	8:48 PM EDT
To Job:	21.39540	From Contract:	A1BRICKS.0016	Show Voided SC:	No	Operator:	LAKSHMI
Page Break after Vendor/Job:	N	To Contract:	A1BRICKS.0016	Order By Vendor (Name/Code):	Code	Report Code:	SC310
From Post Date:				Total Amount Includes Tax:	N		
To Post Date:				Invoice Amount Includes Tax:	N		

Enter Parameters for: Detail Report (SC310)

Preview executed successfully

\* Company

RV123456

RV123456 - Test Company

From Job

21.39540

Report tax parameter testing

To Job

21.39540

Report tax parameter testing

From Vendor

A1BRICKS

A1 Bricks Manufacturing Inc.

To Vendor

A1BRICKS

A1 Bricks Manufacturing Inc.

From SC Contract

A1BRICKS.0016

SC310 report parameters testing

To SC Contract

A1BRICKS.0016

SC310 report parameters testing

Order By (Job/Vendor)

J

Order By Job

SC Contract Status

O

Open

Order Vendor by Name or Code

C

Order Vendor By Code

Page Break after Vendor/Job

N

No

Include Voiced Sub-Contracts

N

Do Not Include Voiced Contracts

From Post Date

To Post Date

Include Taxes In Contract Amount

N

Exclude Taxes

Include Taxes In Invoice Amount

Include Taxes

Destination

Preview

Output Format

PDF

Locale

US English

Edit Defaults

Run Report

Cancel

Working Document R12 New Functionality

R12 New Functionality (Draft) • 1791

When the flag is set to 'Include Taxes', the report printed included the taxes in the invoice amount.

RV123456 - RV123456 - Test Company  
SUBCONTRACT SUBLEDGER - DETAIL REPORT

Page: 1 of 1  
Date: Sep 06, 2021  
Time: 8:51 PM EDT

Contract

Change Date	Change Order	Description	Total Amount	Retainage	Invoices	Discount Taken	Checks	Remaining to be Paid		
Hold Status*	Invoice Number	Invoiced Date	Invoice Amount	Incl. Taxes	Original Retainage	Outstanding Amount	Current Retainage	Number	Date	Payment
Job	21.39540	Report tax parameter testing								
Vendor	A1BRICKS	A1 Bricks Manufacturing Inc.								
A1BRICKS.0016										
Aug 18, 2021	000	SC310 report parameters testing								
			1,100.00	110.00						
		INMO01	Aug 23, 2021	277.14	26.50	250.64	26.50			0.00
		INSCRE03	Aug 23, 2021	271.91	26.00	245.91	26.00			
		INSCPA03	Sep 06, 2021	115.59	0.00	115.59	0.00			
Total for Contract	A1BRICKS.0016		1,100.00	110.00	664.64	52.50	612.14	52.50	0.00	0.00
Total for Vendor	A1BRICKS		1,100.00	110.00	664.64	52.50	612.14	52.50	0.00	0.00
Total for Job	21.39540		1,100.00	110.00	664.64	52.50	612.14	52.50	0.00	0.00
Total for Report			1,100.00	110.00	664.64	52.50	612.14	52.50	0.00	0.00

\* H - Hold X - Exceed  
Hold

Invoice amount includes taxes

Report Parameters

Company: RV123456	From Vendor: A1BRICKS	Order By (Job/Vendor): Job	Run Date: Sep 06, 2021
From Job: 21.39540	To Vendor: A1BRICKS	Contract Status: Open	Run Time: 8:51 PM EDT
To Job: 21.39540	From Contract: A1BRICKS.0016	Show Voided SC: No	Operator: LAKSHMI
Page Break after Vendor/Job: N	To Contract: A1BRICKS.0016	Order By Vendor (Name/Code): Code	Report Code: SC310
From Post Date:		Total Amount Includes Tax: N	
To Post Date:		Invoice Amount Includes Tax: Y	

## New SC Lien Waiver (21.44416)

Added new SC Lien Waiver reports for Final and Partial.

### Modifications:

Created a new Lien Waiver (SC\_LIEN\_WAIVER) with fields in the template:

1. Through\_\_\_\_: is the invoice date
2. To\_\_\_\_: is the Company Name from Maintain Company
3. Sum of \$\_\_\_\_: Populated from the check date, check number, check amount,
4. Job: Job information from Maintain Job
5. Following described property: Populated from Maintain Project>Address Tab>Site Address
6. Lienor: Subcontract Name and address (same as existing template)
7. All the notary information: Blank
8. Dated On: Blank

Created a new parameter 'Print Report Version' with below 2 options:

1. VERSION1: Prints the current standard waivers.
2. VERSION2: Prints the new version reports.

Print the SC Lien waiver for the new version 'Version2'.

WAIVER AND RELEASE OF LIEN UPON PROGRESS PAYMENT	
The undersigned lienor, in consideration of the sum of \$15,192.41 (ck#: 23 NOV 03, 2021), the receipt of which is hereby acknowledged waives and releases its lien and right to claim a lien for labor, services, or materials furnished through NOV 03, 2021 to Kejal Mehta Group on the job of K-SuperStore to the following described property:	
K-SuperStore 5th Avenue 12 Somerset, NJ 48050	
This waiver and release does not cover any retention or labor, services, or materials furnished after the date specified.	
DATED on _____, 20_____.	
Subcontract #:K-VEN-K0001-0001 Kejal's Vendor 1138, Oaks Street 52 New Jersey, NJ 450020	
Lienor (Subcontractor or Supplier)	
Signature	
Printed Name	
Title	
State of: _____	
County of: _____	
The foregoing instrument was acknowledged before me by _____	
as _____ of _____,	
who is personally known to me or who produced as identification, this _____	
day of _____, 20_____.	
Notary Signature	
Notary Print Name	

**WAIVER AND RELEASE OF LIEN  
UPON FINAL PAYMENT**

The undersigned lienor, in consideration of the final payment in the amount of \$15,192.41 (ck#: 23 NOV 03, 2021), the receipt of which is hereby acknowledged, waives and releases its lien and right to claim a lien for labor, services, or materials furnished to **Kejal Mehta Group** on the job of K-SuperStore to the following described property:

K-SuperStore  
 5th Avenue  
 12  
 Somerset, NJ 48050

DATED on \_\_\_\_\_, 20\_\_\_\_.

Subcontract #: K-VEN-K0001-0001  
 Kejal's Vendor  
 1138, Oaks Street  
 52  
 New Jersey, NJ 450020  
 \_\_\_\_\_  
 Lienor (Subcontractor or Supplier)  
 \_\_\_\_\_  
 Signature  
 \_\_\_\_\_  
 Printed Name  
 \_\_\_\_\_  
 Title

State of: \_\_\_\_\_  
 County of: \_\_\_\_\_

The foregoing instrument was acknowledged before me by \_\_\_\_\_  
 as \_\_\_\_\_ of \_\_\_\_\_,  
 who is personally known to me or who produced as identification, this \_\_\_\_\_  
 day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
 Notary Signature  
 \_\_\_\_\_  
 Notary Print Name

## Control Contract Amount Field added in Modify Original Contract Program (21.51285) - Beta version

**Warning:** When the Control Contract Amount is populated in CMIC Field and posted, the clients will no longer be able to modify the SOV amounts via Modify Original Contract program in Enterprise.

Implementation is in progress and the fix will be available for next hotfix/patch release.

### Overview:

A new field **Control Contract amount** is added to the Modify Original Contract screen

### Modifications:

A field **Control Contract Amount** is added to the Modify Original Contract screen.

- The field is hidden by default, users may add this field via Lite Editor
- This defaults the value from Control Contract Amount of the base contract in CMIC Field.
- When a subcontract is modified via Modify Original Contract in ADF, the total amount of SOV should match the Control Contract Amount. If the total amount of SOV does not match the

### Screenshots:

**Selection Criteria**

Company: RV123456 | RV123456 - RV Company  
 Project: 07APR2020 | 07APR2020  
 Request Id: NONE | No Request  
 Show Subcontracts: Open  
 Job Code: 07APR2020  
 ☐ Print Reports Immediately ☐ Delete Reports After Printing

**Subcontract Information**

Search Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

\* Vendor: A1ARCH | A1 Architects  
 \* Contract: SCCTRL01 | 000 | SC control amount  
 Contract:   
 Default Retention %: 10  
 Value: 1,500.95  
 Control Contract Amount: 1,500.95  
 Alt Add Code:   
 Date: 27-May-2022  
 \* Currency: USD | US Dollar  
 Terms:   
 Check Hold:   
 Department:   
 Bank Account:   
 Invoiced: Via - Subcontract  
☐ Pay When Paid  
☐ Override Flag

**Schedule of values**

View Freeze Detach Search Insert Insert Multiple Workflows Report Options Export Attachments Notes ECM Documents User Extensions

Task Code	Task Name	Job Code	Cost Code	Cat Code	Quantity	* Wm	Rate	Amount	Long Description	Tax1 Code	Tax1 Taxable Flag	Tax2 Code	Tax2 Taxable Flag	Tax3 Code	Tax3 Taxable Flag	Ref%	Jb Bill Code
01	01	07APR2C	01-100	1000		NA	0.000	1,000.00			<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	10	
02	02	07APR2C	01-100	3000		NA	0.000	500.95			<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	10	

Defaulted from the Control Contract Amount of the base contract, set in CMIC Field

The total amount of SOV matches the Control Contract Amount

R12 New Functionality (Draft) • 1795

**MODIFY ORIGINAL CONTRACT**

Table Mode | Exit | ? | ? | ? | ? | ?

---

**Selection Criteria**

Company: RV123456 | Project: 07APR2020 | Request Id: NONE | Show Subcontracts: Open | Job Code: 07APR2020

Post | Print Reports Immediately | Delete Reports After Printing

---

**Subcontract Information**

Search | Previous | Next | Workflows | Report Options | Attachments | Notes | ECM Documents | User Extensions

\* Vendor: A1ARCH | \* Contract: SCCTRL01 | Contact: | Default Retainage %: 10 | Value: 2,000.00 | Control Contract Amount: 1,500.95 | Alt.Add. Code: | Date: 27-May-2022 | \* Currency: USD | Terms: | Check Hdl: | Department: | Bank Account: | Invoiced: Via - Subcontract | Pay When Paid | Override Flag

**Schedule of values**

View | Freeze | Detach | Search | Insert | Insert Multiple | Workflows | Report Options | Export | Attachments | Notes | ECM Documents | User Extensions

Task Code	Task Name	Job Code	Cost Code	Cat Code	Quantity	* Wm	Rate	Amount	Long Description	Tax1 Code	Tax1 Taxable Flag	Tax2 Code	Tax2 Taxable Flag	Tax3 Code	Tax3 Taxable Flag	Ref%	Jb Bill Code
01	01	07APR2C	01-100	1000		NA	0.000	1,000.00								10	
02	02	07APR2C	01-100	3000		NA		1,000.00								10	

The total amount of SOV-2000.00 does not match the Control Contract Amount-1500.95

The following error message is shown at the time of posting

**The sum of all amounts of SOV (2000.00) is not equal to the Contract Control Amount (1500.95)**

**MODIFY ORIGINAL CONTRACT**

Table Mode | Exit | ? | ? | ? | ? | ?

The sum of all amounts of SOV (2,000.00) is not equal to the Contract Control Amount (1,500.95)

---

**Selection Criteria**

Company: RV123456 | Project: 07APR2020 | Request Id: NONE | Show Subcontracts: Open | Job Code: 07APR2020

Post | Print Reports Immediately | Delete Reports After Printing

---

**Subcontract Information**

Search | Previous | Next | Workflows | Report Options | Attachments | Notes | ECM Documents | User Extensions

\* Vendor: A1ARCH | \* Contract: SCCTRL01 | Contact: | Default Retainage %: 10 | Value: 1,500.95 | Control Contract Amount: 1,500.95 | Alt.Add. Code: | Date: 27-May-2022 | \* Currency: USD | Terms: | Check Hdl: | Department: | Bank Account: | Invoiced: Via - Subcontract | Pay When Paid | Override Flag

**Schedule of values**

View | Freeze | Detach | Search | Insert | Insert Multiple | Workflows | Report Options | Export | Attachments | Notes | ECM Documents | User Extensions

Task Code	Task Name	Job Code	Cost Code	Cat Code	Quantity	* Wm	Rate	Amount	Long Description	Tax1 Code	Tax1 Taxable Flag	Tax2 Code	Tax2 Taxable Flag	Tax3 Code	Tax3 Taxable Flag	Ref%	Jb Bill Code
01	01	07APR2C	01-100	1000		NA	0.000	1,000.00								10	
02	02	07APR2C	01-100	3000		NA		500.95								10	

# System Data

## User Maintenance - Create Database User (17.46726)

The User Maintenance program is modified:

- a new flag 'Database User' was added, which creates database user for FORMS application for new users. Default value is unchecked.

The screenshot displays the 'USER MAINTENANCE' application interface. At the top, there is a blue header bar with the title 'USER MAINTENANCE' and several utility buttons: 'Table Mode', 'Exit', and icons for help, undo, redo, and refresh. Below the header, the main content area is titled 'User' and shows the user 'MISTYR12'. A 'Save/Refresh' button and a 'Create Database User' button are visible. The 'General' tab is selected, showing various user details: LDAP Server (Default), Password (masked), Employee No., First Name (Misty), Last Name (Retchford), Company (CCC - CMIC Construction Company), Contact Code (MR), User Treeview, Default Console, E-mail (Misty.Retchford@cmic.ca), Phone (773 444 5555), Fax, Address Code, and Business Address (Misty Retchford, 50 Maint Street, Chicago IL 60606, US). A red box highlights the 'Database User' checkbox, which is currently unchecked. At the bottom of the form, there are buttons for 'Delete User', 'Copy User Settings', 'Change Password', 'Update Business Address', and 'Upload Photo'.

- a new button 'Create Database User' was added, which creates database user for FORMS application for existing users. The button is visible only for users with unchecked flag 'Database User'



USER MAINTENANCE Table Mode Exit ? ? ? ? ?

User

\* User: MISTYR12 Save/Refresh Create Database User

**General** Assign Roles System Privileges Configuration Privileges Consolidations Access Company Access Employee Security Compliance Security

Search Insert Previous Next Workflows Report Options ECM Documents User Extensions

\* LDAP Server: Default Database User

\* Password: \*\*\*\*\* \* Re-Type Password: \*\*\*\*\*

Employee No.

\* First Name: Misty

\* Last Name: Retchford

\* Company: CCC CMIC Construction Company

\* Contact Code: MR

User Treeview

Default Console

\* E-mail: Misty.Retchford@cmic.ca

Phone: 773 444 5555

Fax:

Address Code

Business Address: Misty Retchford  
50 Maint Street  
Chicago IL 60606  
US

Delete User Copy User Settings Change Password Update Business Address Upload Photo

## Ability to Prevent Duplicate Invoice Number Across Same Vendor in Different Companies (19.88590)

### Modifications

- Added a new flag 'System Wide Unique Vendor and Invoice code on AP' in 'Financial' tab in 'System Options'.
- Default state of flag is 'Checked'.
- If user needs previous functionality of duplication invoice number across same vendor in different companies, flag should be 'Unchecked'.

The following screen shows the modification performed.

The screenshot shows the 'SYSTEM OPTIONS' window with the 'Financials' tab selected. Under the 'General' section, the 'Transaction Numbering Type' is set to 'GL numbering by Journal'. In the 'Checks' section, the checkbox 'System Wide Unique Vendor And Invoice Code on AP' is checked and highlighted with a red box. Other options include 'Automatically Prepared Checks Will Belong to Paying Company', 'Group AP Checks by Selection', 'Skip Grouping EFT Payments by Address code on vouchers', 'Use Aka Name in Check Preparation', and 'Use User's Email Address As Sender's Email Address'. The 'Compliance' section shows fields for 'Compliance Code to be used in Pre-lien Set Up' (PRE-LIEN), 'Compliance Code to be used in Certificate Import' (BOND), and 'Compliance Code to be used for Waiver' (WAIVER), with an 'Automatically Update Compliances' checkbox checked.

'System Wide Unique Vendor and Invoice Code on AP' : When checked, it will prevent duplication of invoice number across different company with same vendor. If user wants to use duplicate invoice number, this flag must be un-checked.

## Examples

The screenshot shows the 'ENTER VOUCHER' window with the 'Voucher Detail' tab selected. The 'Selection Criteria' section shows 'Company' as 'DHRUV-COMPANY' and 'Batch' as '9954'. The 'Voucher Detail' section includes fields for 'Vendor' (BEATS), 'Address' (LONGRIDGE ST 785 RENO NV 87542), 'Series' (AP1), 'Invoice' (BEA-100), 'Voucher Num' (12313), 'Amount' (123.47), 'Invoice Date' (11-02-2020), 'Due Date' (12-03-2020), 'Disc Date' (16-02-2020), 'PO Number', 'Retainage %' (10.00), 'Discount %' (2.00), 'Description' (TEST1 - BEATS DHCOM VOU1), 'TP Payment Mode', 'Distribution Type' (General Distribution), 'Department' (00), 'Account' (5000.100), 'Job Code', 'Cost Code', 'Address', 'Check Hdr' (CHI), 'Status' (Normal), 'Override Status', 'Contract', 'Chg', 'Cash Dept' (00), 'Cash Acc' (1000.100), 'Retainage Release', 'Tax on Ret.', 'AP Misc. Expense', and 'Category'. The 'One Time Vendor Flag' is set to 'N'. The bottom of the screen shows a navigation bar with buttons for 'Compliance', 'Address', 'Release Retain.', 'PO Selection', 'Registration', 'Re-Calc', 'Distribution', 'Save and New', and 'Payment'.

**ENTER VOUCHER**

Invoice BEA-109 for vendor BEATS already exists in posted invoice batch DHCOM-9954

Enter Invoices | Print Edit List | Post Invoices

**Selection Criteria**

\* Company: RV123456 | RV123456 - Test Company

\* Batch: 9955 | TEST 2 - BEATS RV1 VOU2 | Create Batch

**Voucher Detail** | Defaults | Joint Payee

Search | Insert | Delete | Previous | Next | Workflows | Report Options | Import | Attachments | Notes | ECM Documents | User Extensions

\* Vendor: BEATS | BEATS DHCOM

Address: LONGRIDGE ST 785 RENO NV 87542 | One Time Vendor Flag: N

Series: |

\* Invoice: BEA-109 | \* Voucher Num: 12317 | \* Amount: |

Invoice Date: 11-02-2020 | Expense Dept: | Retainage: 0.00 | Address: | Incident Number: |

Due Date: 12-03-2020 | PO Selected: | Tax1: 0.00 | Check Hdt: CHI | Payment Type: |

Disc Date: 16-02-2020 | EFT Flag: | Taxes: 0.00 | Status: Normal |

PO Number: | Release: | Gross Due: 0.00 | Override Status: |

Retainage %: 10.00 | Discount: 0.00 | Contract: | Chg: |

Discount %: 2.00 | Net: 0.00 | Cash Dept: 00 |

Description: | Cash Acc: 1000.100 |

TP Payment Mode: | Department: 00 | Account: 5000.100 |

\* Distribution Type: General Distribution | Job Code: | Cost Code: |

Category: |

Compliance | Address | Release Retain. | PO Selection | Registration | Re-Calc | Distribution | Save and New | Payment

## Added Privileges to Allow Users to Export and Import Data (20.20106)

Added a system privilege “UIREXPORT: Allows the user to export data”, which applies explicitly to export function button.

Also, modified the previously existing "UIRIMPEXP" privilege to read as "UIRIMPORT: Allows the user to import data" and applies only for the import function button.

These system security role privileges can be overridden at user level as required.

**User**

\* User: DHRUV | Save/Refresh

General | Assign Roles | **System Privileges** | Configuration Privileges | Consolidations Access | Company Access | Employee Security | Compliance Security

* Code	* Name	Select
UIRIMPORT	UI Runtime: Allows the user to Import data	<input checked="" type="checkbox"/>
UICONSNOTE	UI CONSOLE: Allow User to Add/Edit Notes.	<input checked="" type="checkbox"/>
UICONSNOTH	UI Console: Allows the User to Edit/Remove Notes created by other Users.	<input checked="" type="checkbox"/>
UIREXCLIMP	UI Runtime: Allows the user to load Excel Template Maintenance Screen	<input type="checkbox"/>
UIREXPORT	UI Runtime: Allows the user to Export data	<input checked="" type="checkbox"/>
UIRIMPALLU	UI Runtime: Allows the user to work with other users import data	<input checked="" type="checkbox"/>

### UIRIMPORT privilege:

Checked: The **[Import]** button in the tool bar is available for the user.

Un-checked: The **[Import]** button in the tool bar is hidden.

### UIREXPORT privilege:

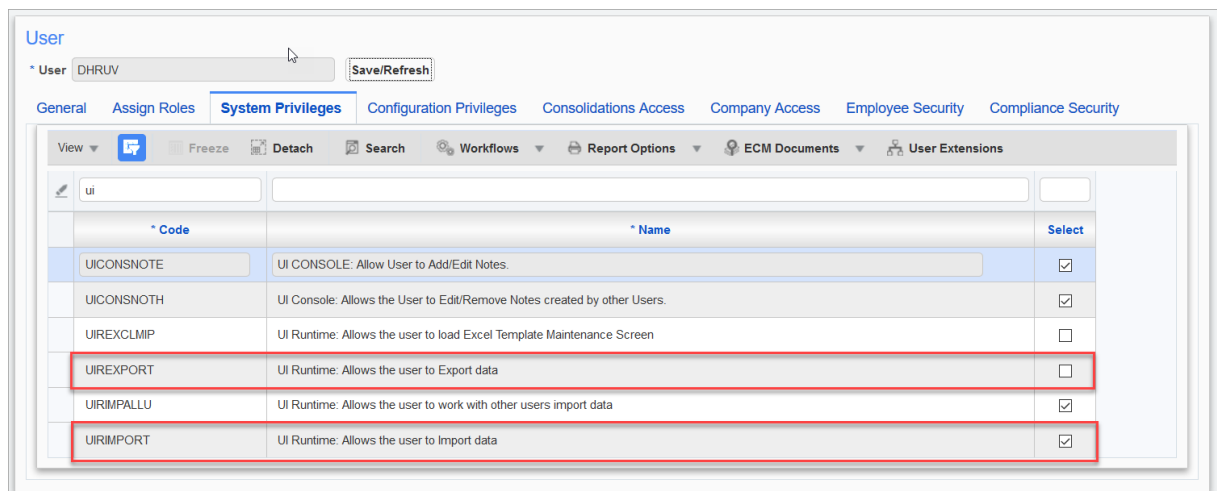
Checked: The **[Export]** button in the tool bar is available for the user.

Un-checked: The **[Export]** button in the tool bar is hidden.

### Test Case 1:

UIRIMPORT: Checked

UIREXPORT: Un-checked



User > User Maintenance > System Privileges

In the above screen user has privilege only for UIRIMPORT, import button is available for user, where as the export button is hidden.

**ENTER TRANSACTION** Table Mode Save Info Help Print Close

**Enter Transactions** Print Edit List Post Transactions

**Selection Criteria**

\* Batch: 12726 DHRUV 2020-03-27 T Create Batch View Batch

Batch Ctrl: 0.00 Batch Proof: 0.00 Batch DR Total: 400.00

**Transaction**

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

\* Journal: GJ General Journal Trans Proof: 0.00

\* Post Date: 27-03-2020 \* Ref: 27-03-2020 Accrual

\* Trans Num: 8615

Source Code: Source Description:

Reference: Reference Description:

**Detail**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Import ECM Documents User Extensions

* Company	* Dept	* Account	Account Name	Debit	Credit	Units	WM	Source Code	Source Desc	Referer
DHCOM	00	1000.100	Bank of America (Operating)	100.00			NA			
DHCOM	00	5000.100	AP Misc. Expense		100.00		NA			
DHCOM	00	1000.100	Bank of America (Operating)	100.00			NA			
DHCOM	00	5000.100	AP Misc. Expense		100.00		NA			

GL > Transaction > Enter Transaction

## Test Case 2:

UIRIMPORT: Checked

UIREXPORT: Checked

**User**

\* User: DHRUV Save/Refresh

General Assign Roles System Privileges Configuration Privileges Consolidations Access Company Access Employee Security Compliance Security

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

* Code	* Name	Select
UIRIMPORT	UI Runtime: Allows the user to Import data	<input checked="" type="checkbox"/>
UICONSNOTE	UI CONSOLE: Allow User to Add/Edit Notes.	<input checked="" type="checkbox"/>
UICONSNOTH	UI Console: Allows the User to Edit/Remove Notes created by other Users.	<input checked="" type="checkbox"/>
UIREXCLIMP	UI Runtime: Allows the user to load Excel Template Maintenance Screen	<input type="checkbox"/>
UIREXPORT	UI Runtime: Allows the user to Export data	<input checked="" type="checkbox"/>
UIIMPALLU	UI Runtime: Allows the user to work with other users import data	<input checked="" type="checkbox"/>

'UIRIMPORT' and 'UIREXPORT' privileges are checked for the user

**ENTER TRANSACTION** Table Mode Save ? ! ↩ ⌵ ⌴

**Enter Transactions** **Print Edit List** **Post Transactions**

**Selection Criteria**

\* Batch: 12726 DHRUV 2020-03-27 T Create Batch View Batch

Batch Ctrl: 0.00 Batch Proof: 0.00 Batch DR Total: 400.00

**Transaction**

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

\* Journal: GJ General Journal Trans Proof: 0.00

\* Post Date: 27-03-2020 \* Ref: 27-03-2020 ☐ Accrual

\* Trans Num: 8615

Source Code: Source Description: Reference: Reference Description:

**Detail**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export Import ECM Documents »

* Company	* Dept	* Account	Account Name	Debit	Credit	Units	WM	Source Code	Source Desc	Referer
DHCOM	00	1000.100	Bank of America (Operating)	100.00			NA			
DHCOM	00	5000.100	AP Misc. Expense		100.00		NA			
DHCOM	00	1000.100	Bank of America (Operating)	100.00			NA			
DHCOM	00	5000.100	AP Misc. Expense		100.00		NA			

GL > Transaction > Enter Transaction

Both, **[Export]** and **[Import]** buttons are available for the user.

### Test Case 3:

UIRIMPORT: Un-checked

UIREXPORT: Checked

**USER MAINTENANCE** Table Mode Exit ? ! ↩ ⌵ ⌴

**User**

\* User: DHRUV Save/Refresh

**General** **Assign Roles** **System Privileges** **Configuration Privileges** **Consolidations Access** **Company Access** **Employee Security** **Compliance Security**

View Freeze Detach Search Workflows Report Options Export ECM Documents User Extensions

* Code	* Name	Select
UICONSNOTE	UI CONSOLE: Allow User to Add/Edit Notes.	<input checked="" type="checkbox"/>
UICONSNOTH	UI Console: Allows the User to Edit/Remove Notes created by other Users.	<input checked="" type="checkbox"/>
UIREXCLMP	UI Runtime: Allows the user to load Excel Template Maintenance Screen	<input type="checkbox"/>
UIREXPORT	UI Runtime: Allows the user to Export data	<input checked="" type="checkbox"/>
UIRIMPALLU	UI Runtime: Allows the user to work with other users import data	<input checked="" type="checkbox"/>
UIRIMPORT	UI Runtime: Allows the user to Import data	<input type="checkbox"/>

'UIEXPORT' privilege is checked for the user

If only the 'UIEXPORT' privilege is checked for the user, only export button is available, and the import button is hidden for the user.

**ENTER TRANSACTION** Table Mode Save Info Help Print Close

**Enter Transactions** Print Edit List Post Transactions

**Selection Criteria**

\* Batch: 12726 DHRUV 2020-03-27 T Create Batch View Batch

Batch Ctrl: 0.00 Batch Proof: 0.00 Batch DR Total: 400.00

**Transaction**

Search Insert Delete Previous Next Workflows Report Options Attachments Notes ECM Documents User Extensions

\* Journal: GJ General Journal Trans Proof: 0.00

\* Post Date: 27-03-2020 Ref: 27-03-2020 Accrual

\* Trans Num: 8615

Source Code: Source Description:

Reference: Reference Description:

**Detail**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* Company	* Dept	* Account	Account Name	Debit	Credit	Units	WM	Source Code	Source Desc	Referer
DHCOM	00	1000.100	Bank of America (Operating)	100.00			NA			
DHCOM	00	5000.100	AP Misc. Expense		100.00		NA			
DHCOM	00	1000.100	Bank of America (Operating)	100.00			NA			
DHCOM	00	5000.100	AP Misc. Expense		100.00		NA			

GL > Transaction > Enter Transaction

## 'WELFARGO\_4' File Format for Check Reconciliation (20.21034)

Create a new Check Reconciliation Comma Delimited CSV file format for Wells Fargo Bank

### Modifications:

The below fields will be used for Check Reconciliation and must be present in the file. File must only contain the paid check transactions only.

1. Account Number (Bank Account Number)
2. Serial Number/Reference Number (Cheque Number)
3. Amount (Cheque Amount)
4. Posted Date (Paid Date)

This will be done on V10X and R12 ADF.

### Setting up File Format

**EFT FILE FORMAT** Save Exit Info Help Print Close

**Selection Criteria**

\* EFT Format: WELFARGO\_4 Wells Fargo Bank ACH Format - 4

**File Definition**

View Freeze Detach Search Insert Insert Multiple Delete Workflows Report Options Export ECM Documents User Extensions

* File Code	File Description	Code 1	Code 2	Code 3	Code 4	Code 5	Code 6	Code 7	Code 8	Code 9	Code 10	Code 11
WELFARGO_4	Wells Fargo Bank ACH Format	1	01	091000019	094	10	1	WELLS FARGO	5	200		CC

AP > Setup > Global Tables > EFT Formats

Assign the File Format to the bank.

* Code	* Name	* Short Name	Routing Code	File Format	ID	Pwd	Positive Pay File Format	Positive Pay Output File Name	User Logon Text	Fill Account Num?
CITI	CITI Bank	CITI	99123	CITIBANK						<input type="checkbox"/>
CITIZEN	Citizens Bank	Citizen	10	CITIZENBANK	CTZN					<input type="checkbox"/>
CMT	CMT BANK	CMT BANK	CMT							<input type="checkbox"/>
FTB	Fifth Third bank	Fifth Third bank	FTB	FTB						<input type="checkbox"/>
GLOW	glow	glow	GLOW							<input type="checkbox"/>
HF	Heartland Financial US	HF	HF009		900	900				<input type="checkbox"/>
HSBC	Hongkong and Shanghai Banking	HSBC	022000020							<input type="checkbox"/>
HST BANK	HST BANK	hst	HST BANK							<input type="checkbox"/>
IMFBANK	IMF SUB BANK	IMP-BANK1	IMF0101							<input type="checkbox"/>
JPMC	JP Morgan Chase Bank, N.A	JPMorgan	322271627	JPM-CHASE	3222					<input type="checkbox"/>
KB	Kiwi Bank	KB	KB001	WELFARGO_4	4444					<input type="checkbox"/>
NB	National Bank	NB	NB							<input type="checkbox"/>
RBC	Royal Bank of Canada	RBC		ROYALBANK						<input type="checkbox"/>
RBC-ACH	RBC ACH Bank	RBC	12345	ROYALBANK	888					<input type="checkbox"/>
SB	SIGNATURE BANK	SB	SB				SIGNBK	SIGNBK.TXT		<input type="checkbox"/>
SBI	SBI	SBI	6940456	JPM-CHASE	2566		JPMCHASEBK	POSPAY		<input type="checkbox"/>
SEF	SEF BANK NAME	SEF B	SEF							<input type="checkbox"/>
SEW	SEW	SEW	SEW							<input type="checkbox"/>
STNDCHR	Standard Charter	STNDCHR	222							<input type="checkbox"/>

System Data> Global Tables > Banking> Banks

BANK CHECK RECONCILIATION

Selection Criteria

Bank

KB

Kiwi Bank

File Format

WELFARGO\_4

☒ Verify Check Paid Date

Import

Process

Alert

Status

Processing 3 of 3 records successfully completed.

System Data> Global Tables > Banking> Electronic Reconciliation >Bank Reconciliation

Sample Bank Reconciliation file:

```

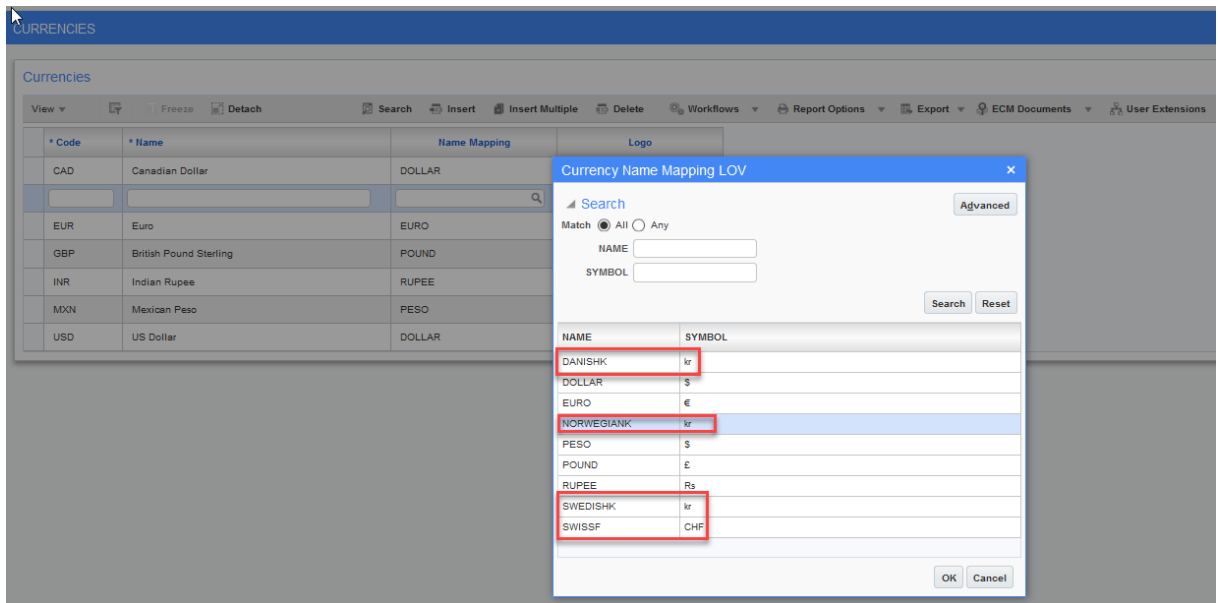
Format.txt - Notepad
File Edit Format View Help
"Begin Date","End Date","Bank ID","Bank Name","State","Account Number","Account Type","Account Name","Currency","Section/Report Name","Transaction Type","Serial Number/Reference Number","A
"2021-06-02","2021-06-31","KIWI","WELLS FARGO BANK, N.A.",,"VA","4800500","DO","HOURIGAN CONSTRUCTION CORP","USD","PAID CHECKS REPORT","CHECK","8","221.08","",,"2021-04-27","",,"2020-10-08
"2021-06-02","2021-06-31","KIWI","WELLS FARGO BANK, N.A.",,"VA","4800500","DO","HOURIGAN CONSTRUCTION CORP","USD","PAID CHECKS REPORT","CHECK","9","30.00","",,"2021-04-27","",,"2020-10-08"
"2021-06-02","2021-06-31","KIWI","WELLS FARGO BANK, N.A.",,"VA","4800500","DO","HOURIGAN CONSTRUCTION CORP","USD","PAID CHECKS REPORT","CHECK","10","225.68","",,"2021-04-27","",,"2020-10-2
  
```

## New Currencies (21.40210)

The following 4 currencies are added in the Currency table:

1. Swiss Franc - CHF
2. Danish Krona - DKK
3. Swedish Krona - SEK
4. Norwegian Krona – NOK



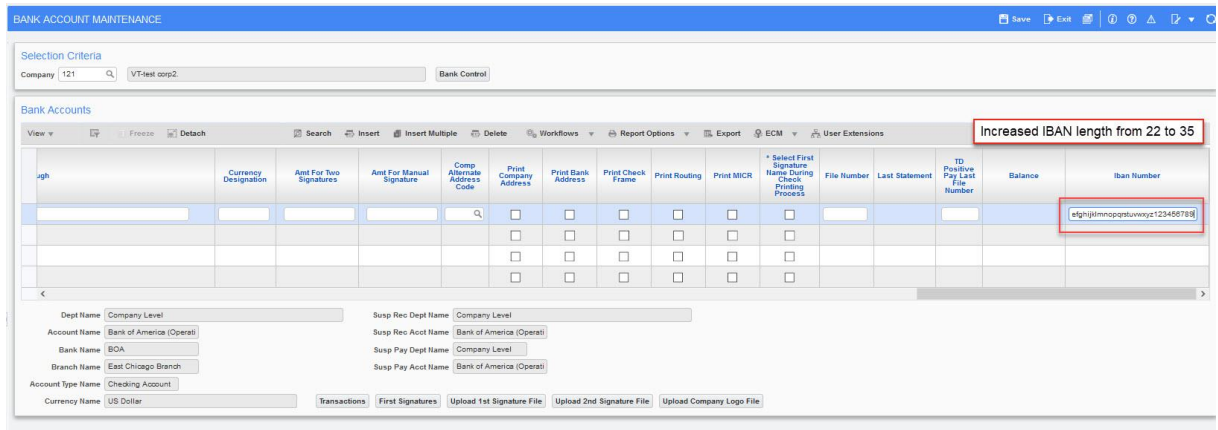


System Data> Global Tables> Banking> Currencies

## Increased IBAN Number Code Limit (21.40616)

Increased IBAN number code in the bank code setup from 22 Characters to 34 characters.

### Modifications:



System Data> Global Tables> Banking> Bank Account

## French and Spanish Translations – BETA Version (21.37298)

### Overview

CMiC has released French and Spanish translations for ADF programs (UIRuntime, UIConsole, etc.). These two translations were released in patch 14-2 for Cloud and patch 15-1 for Enterprise customers.

The language pack was initially machine translated and we are in the process of reviewing its accuracy. Until we have completed this analysis, we will be publishing the language pack as BETA.

**NOTE:** Currently, not all screens support French and Spanish as display languages (e.g. JSP).

## Modifications

The screenshot shows the 'USER PREFERENCES' window for user 'MISTYR12'. The settings are as follows:

Field	Value
User	MISTYR12
Date Input Format	DD-MON-YYYY
Date Display Format	DD-MON-YYYY
Date Report Format	MMDDRR
Theme	Blue
Default Locale	en_US
Default Timezone	EST5EDT

Additional information displayed: English - United States, UTC -04:00/-05:00.

Pgm: SDUPREF –User Preferences; standard Treeview path: System > Preferences > User Preferences

The User Preferences screen in the System Data module is used to define preferences for the selected user.

The screenshot shows the 'USER PREFERENCES' window with a red box around the 'Default Locale' field, which is set to 'en\_US'. A red dashed arrow points from this field to a pop-up window titled 'Locale code lists'.

The 'Locale code lists' pop-up window shows a search interface with the following table:

Code	Name
en_US	English - United States
en_ZA	English - South Africa
es	Spanish -
es_AR	Spanish - Argentina
es_BO	Spanish - Bolivia
es_CL	Spanish - Chile
es_CO	Spanish - Colombia
es_CR	Spanish - Costa Rica
es_DO	Spanish - Dominican Republic
es_EC	Spanish - Ecuador
es_ES	Spanish - Spain

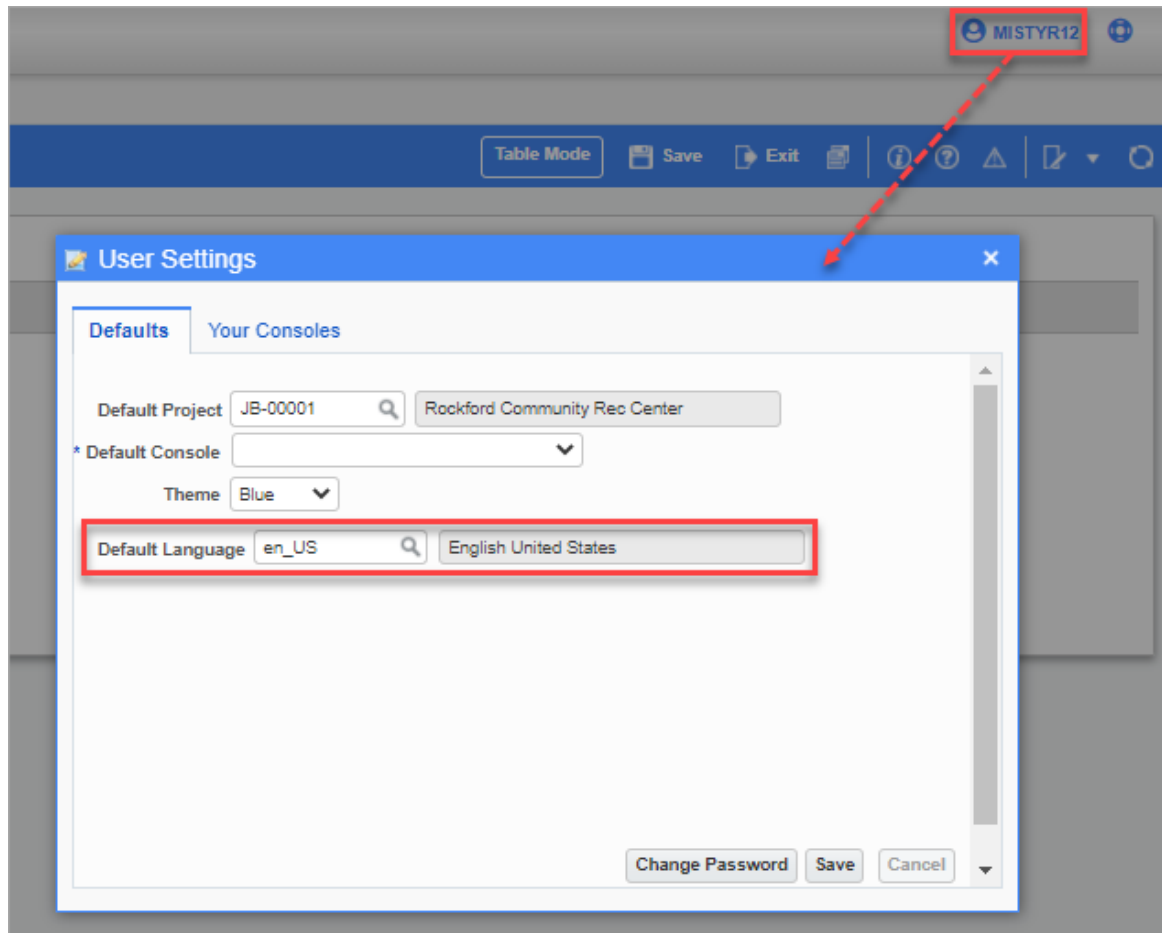
Pop-up window launched from Default Local field

The Default Locale field is used to define the display language for ADF software screens (i.e. UIRuntime, UIConsole, etc.). By default, this field is set to "en\_US" which displays ADF screens in US - English. With this enhancement, Spanish and French are now available as base languages, so local codes which start with the prefix "es\_" (e.g. es\_US, es\_Spain, etc.) will display in Spanish and local codes which start with the prefix "fr\_" (e.g. fr\_Canada, fr\_France, etc.) will display in French.

---

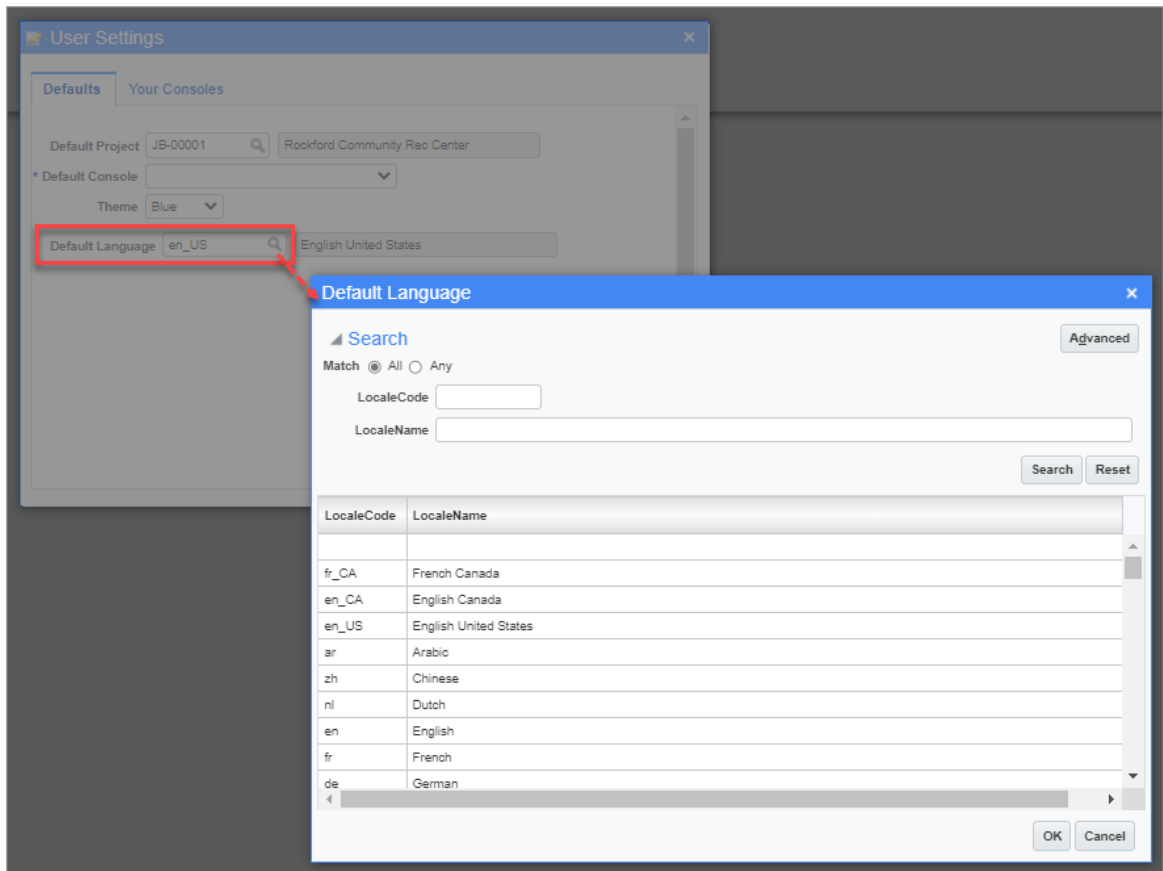
**NOTE:** As soon as 15-1 is installed, users whose Default Locale field is set to anything that starts with "es" and "fr" will see all the text on their screens translated to their language.

---

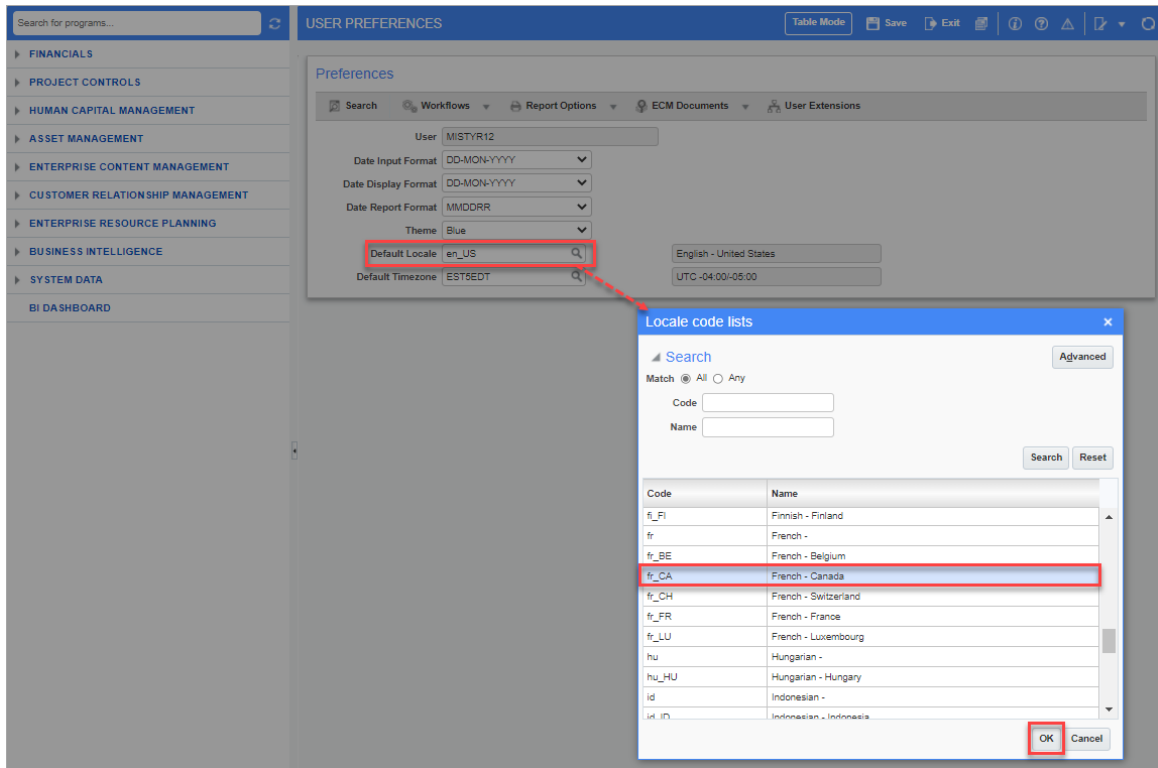


*User Settings pop-up window launched from console*

The default display language can also be set in the User Settings pop-up window launched from the user's console.

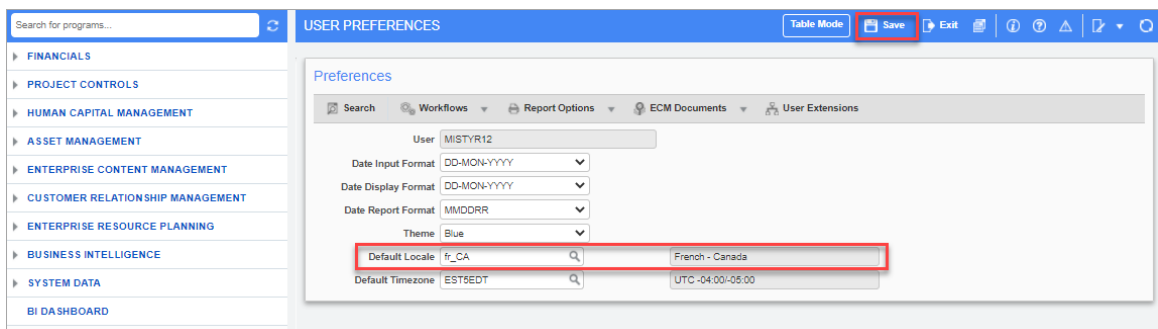


Implementation

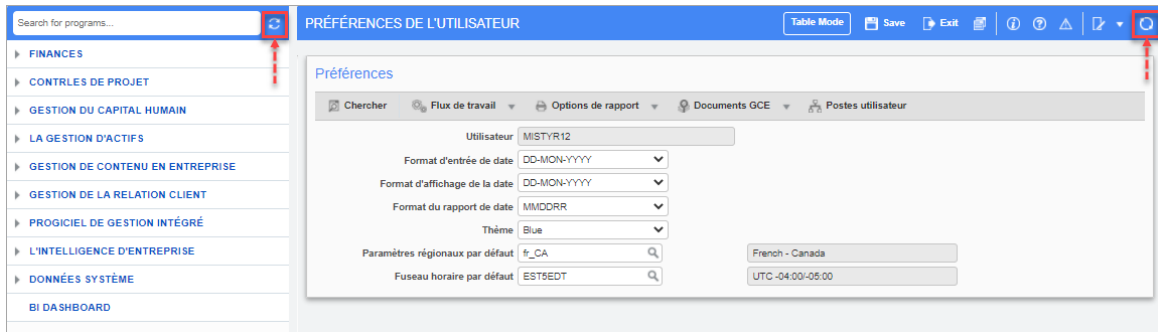


Pgm: SDUPREF –User Preferences; standard Treeview path: System > Preferences > User Preferences

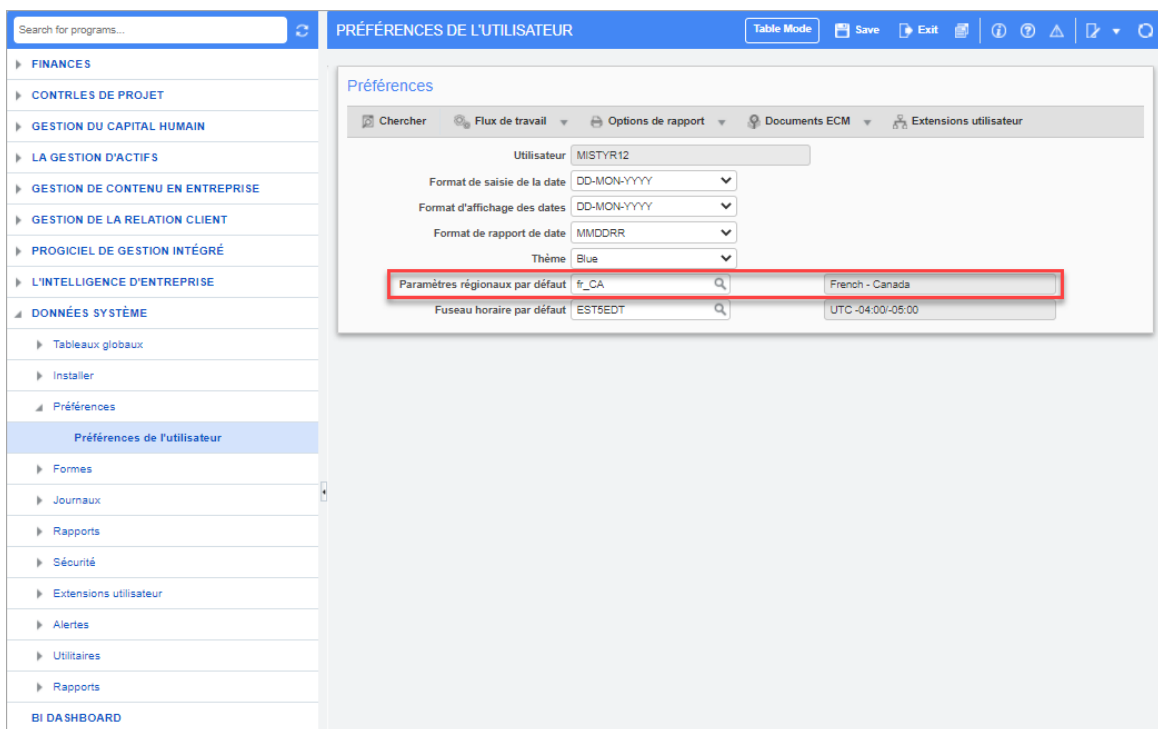
Open the User Preferences screen and click on the Default Locale field to launch the Local Code Lists pop-up window, which lists base languages and their associated country-specific variants. Select “fr\_CA”, which will switch the default display language to "French - Canada" (i.e. the base language will be French and the locale will be Canada). Click [OK] to close the window.



Click [Save] on the console to save your changes.



Click the Refresh icon on the console and in the treeview to refresh the screen and update the default display language.



*Example of Default Locale Set to French – Canada*

The text in the treeview menu and the screen is displayed in French - Canada.

## ComDataScheduler Job Frequency Update (21.48630)

SCHEDULER LOG

Selection Criteria

Scheduler Name

ComDataScheduler

\* Job Group

Comdata FTP

History Detail

View

Freeze

Detach

Search

Workflows

Report Options

Export

ECM Documents

User Extensions

Date	Status	Description	Details	Exception
18-Jan-2022	COMPLETED	Comdata file download and import	Job start date: Tue Jan 18 10:20:00 EST 2022 Job end date: Tue Jan 18 10:20:01 EST 2022 Job state: COMPLETED	
18-Jan-2022	COMPLETED	Comdata file download and import	Job start date: Tue Jan 18 10:15:00 EST 2022 Job end date: Tue Jan 18 10:15:00 EST 2022 Job state: COMPLETED	
18-Jan-2022	COMPLETED	Comdata file download and import	Job start date: Tue Jan 18 10:10:00 EST 2022 Job end date: Tue Jan 18 10:10:00 EST 2022 Job state: COMPLETED	
18-Jan-2022	COMPLETED	Comdata file download and import	Job start date: Tue Jan 18 10:05:00 EST 2022 Job end date: Tue Jan 18 10:05:01 EST 2022 Job state: COMPLETED	
18-Jan-2022	COMPLETED	Comdata file download and import	Job start date: Tue Jan 18 10:00:00 EST 2022 Job end date: Tue Jan 18 10:00:01 EST 2022 Job state: COMPLETED	
18-Jan-2022	COMPLETED	Comdata file download and import	Job start date: Tue Jan 18 09:55:00 EST 2022 Job end date: Tue Jan 18 09:55:01 EST 2022 Job state: COMPLETED	

*System Data > Utilities > Scheduler Log*

The ComDataScheduler log displays the details of every run with Date/Time stamp. The default value is set at 60 minutes, which means it runs hourly. System Administrators/Database Managers may set the frequency to as low as 5 minutes to a maximum of 60 minutes as required.

## Scheduler Log – COMDATA Scheduler Enhancement (22.52820)

The COMDATA Scheduler is now a standalone job dedicated for COMDATA processing to ensure uninterrupted running when other jobs such as Thumbnail Generator might interrupt due to high volume data.

This ensures COMDATA Scheduler run at pre-determined frequency un-interrupted so that payment processing happens as per schedule.

SCHEDULER LOG

Selection Criteria

Scheduler NameComDataScheduler

Job GroupComdata FTP

History Detail

ViewFreezeDetachSearchWorkflowsReport OptionsExportECM DocumentsUser Extensions

Date	Status	Description	Details	Exception
18-Jan-2022	COMPLETED	Comdata file download and import	Job start date: Tue Jan 18 10:20:00 EST 2022 Job end date: Tue Jan 18 10:20:01 EST 2022 Job state: COMPLETED	
18-Jan-2022	COMPLETED	Comdata file download and import	Job start date: Tue Jan 18 10:15:00 EST 2022 Job end date: Tue Jan 18 10:15:00 EST 2022 Job state: COMPLETED	
18-Jan-2022	COMPLETED	Comdata file download and import	Job start date: Tue Jan 18 10:10:00 EST 2022 Job end date: Tue Jan 18 10:10:00 EST 2022 Job state: COMPLETED	
18-Jan-2022	COMPLETED	Comdata file download and import	Job start date: Tue Jan 18 10:05:00 EST 2022 Job end date: Tue Jan 18 10:05:01 EST 2022 Job state: COMPLETED	
18-Jan-2022	COMPLETED	Comdata file download and import	Job start date: Tue Jan 18 10:00:00 EST 2022 Job end date: Tue Jan 18 10:00:01 EST 2022 Job state: COMPLETED	
18-Jan-2022	COMPLETED	Comdata file download and import	Job start date: Tue Jan 18 09:55:00 EST 2022 Job end date: Tue Jan 18 09:55:01 EST 2022 Job state: COMPLETED	

*System Data>Utilities>Scheduler Log >ComDataScheduler*

SCHEDULER LOG

Selection Criteria

\* Scheduler NameCmiScheduler

\* Job GroupThumbnail Generator

History Detail

View

Freeze

Detach

Search

Workflows

Report Options

Export

ECM Documents

User Extensions

Date	Status	Description	Details	Exception
18-Jan-2022	COMPLETED	Thumbnail generation for an attachment	<div>Job start date: Tue Jan 18 13:46:49 EST 2022</div> <div>Job end date: Tue Jan 18 13:46:52 EST 2022</div> <div>Job state: COMPLETED</div>	
18-Jan-2022	COMPLETED	Thumbnail generation for an attachment	<div>Job start date: Tue Jan 18 13:46:49 EST 2022</div> <div>Job end date: Tue Jan 18 13:46:52 EST 2022</div> <div>Job state: COMPLETED</div>	
18-Jan-2022	COMPLETED	Thumbnail generation for an attachment	<div>Job start date: Tue Jan 18 13:33:49 EST 2022</div> <div>Job end date: Tue Jan 18 13:33:50 EST 2022</div> <div>Job state: COMPLETED</div>	
18-Jan-2022	COMPLETED	Thumbnail generation for an attachment	<div>Job start date: Tue Jan 18 13:31:49 EST 2022</div> <div>Job end date: Tue Jan 18 13:31:50 EST 2022</div> <div>Job state: COMPLETED</div>	
18-Jan-2022	COMPLETED	Thumbnail generation for an attachment	<div>Job start date: Tue Jan 18 13:21:49 EST 2022</div> <div>Job end date: Tue Jan 18 13:21:50 EST 2022</div> <div>Job state: COMPLETED</div>	
18-Jan-2022	COMPLETED	Thumbnail generation for an attachment	<div>Job start date: Tue Jan 18 13:21:49 EST 2022</div> <div>Job end date: Tue Jan 18 13:21:50 EST 2022</div> <div>Job state: COMPLETED</div>	

System Data>Utilities>Scheduler Log >CMiCScheduler

## COMDATA – Processing Improvements (19.84365-35/36)

COMDATA Processor is enhanced to skip any invalid files and continue to process the files in the folder and successfully import them into CMiC Check preparation program. The Comdata File folder on the server would have the invalid files left on the server, and users may review as required.

## Toolbars (Screen & Block Toolbar)

This section is currently under development.

## UI Runtime System Options

This section is currently under development.

## UI Runtime Enhancements

This section is currently under development.

## Tools

### User Defined Color (skin) selection for UI Console (18.61272)

CMiC has modified UIConsole, UIRuntime and UILogs2 programs to use the new setting to apply color changes.



Added the ability to change the application skin color in UIConsole, UIRuntime and UILogs2. By default, screen color (theme) will be set at the system level (SYSOPT). If a Default Theme is not chosen at the system level and this field is left empty, then the CMiC Default Theme will apply.

**SYSTEM OPTIONS**

System Options

General Licenses Reports **Global** Financials Projects Forecast Assets Payroll Human Resource E-TimeSheet Help Logo Path

☐ Auto-Number Business Partner Code

\* BP Code Mask 111222\*\*

BP Code Masks may contain any character but the asterix "\*" is a special place holder for each digit of the next number. The numbers 1,2,3 are used for the

Samp BP Name and Code Acme Tiles Ltd.

☒ Secure Business Partner Remit-To Address

Privilege Setup Level User

☒ Hide Inactive contacts

☐ Apply Company Restriction on User Maintenance

Default Theme Blue

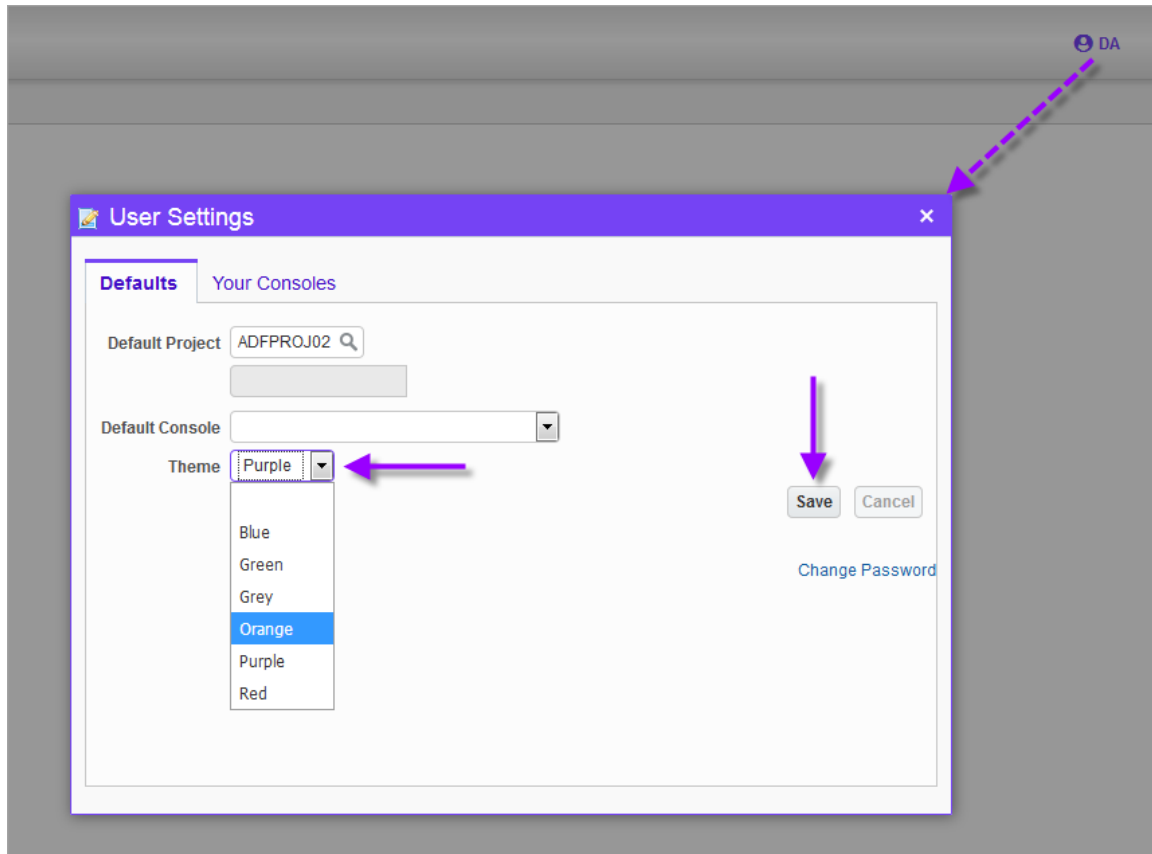
Blue  
Green  
Grey  
Orange  
**Purple**  
Red

CMiC Password Requirement

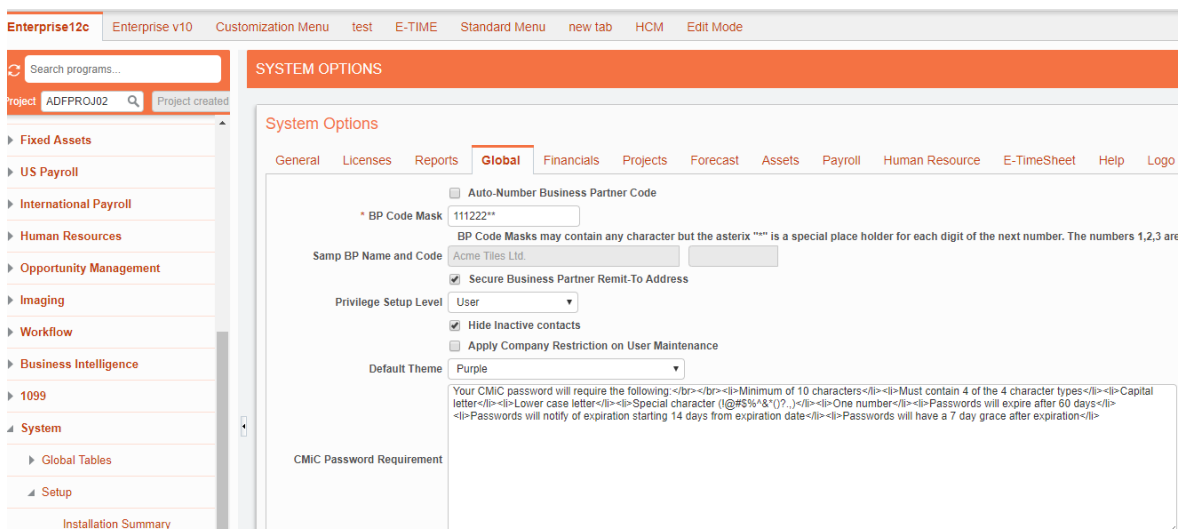
Purple

Minimum of 10 characters  
Must contain 4 of the 4 character types  
Capital character (!@#\$%^&\*()?)  
One number  
Passwords will expire after 60 days  
days from expiration date  
Passwords will have a 7 day grace after expiration

It can be overridden at the user level. Click on user name in the the top right-hand corner of screen to modify the screen colour in the User Settings pop-up window.



Save the new theme and refresh the menu. If a Default Theme is not chosen at the USER level and this field is left empty, then the SYSTEM level Default Theme will apply.



ACCOUNTS PAYABLE EXECUTIVE QUERY

### Selection Criteria

\* Company

Class

Age By  Show By

30-SEP-2018 31-AUG-2018 31-JUL-2018

\* Cutoff

\* Age Date

### Vendor Details

View

Vendor	Current	Age 1	Age 2	Age 3	Balance	Retainage
1TIME	0.00	0.00	0.00	19,363.24	19,363.24	659.20
A1BRICKS	0.00	0.00	3,600.00	422.10	4,022.10	7,668.37
A1CEMENT	0.00	0.00	0.00	24,200.00	24,200.00	1,300.00
A1DOORS	0.00	0.00	0.00	10,656.00	10,656.00	1,311.32
A1ELECT	0.00	0.00	0.00	3,150.00	3,150.00	7,255.20
A1HVAC	0.00	0.00	0.00	5,779.80	5,779.80	642.20
A1LAWNS	0.00	0.00	0.00	9,420.20	9,420.20	857.80
A1MASONS	0.00	0.00	0.00	1,828.20	1,828.20	203.13
A1MECH	0.00	0.00	0.00	700.00	700.00	0.00
A1PHONE	0.00	0.00	0.00	1,212.49	1,212.49	0.00

Name

Contact

Deposit

Tel  Terms

## Addition of New Console Text Field (18.64874)

CMiC implemented a new Console Text field which can be used instead of a logo image or in addition to a logo image. This new field can be found either in System Options under the Logo Path tab or in Edit Mode. The text size and font will be the same as the standard CMiC ENTERPRISE console logo.

CMiC ENTERPRISE V12CONSOLE TEXT@TEST

Enterprise R12

Enterprise R12 Classic HCM Edit Mode

CMiC Standard Console logo

Project

Weight Measure

Maintain Data Process

Banking

Setup

Installation Summary

Copy Company

System Options

### SYSTEM OPTIONS

System Options

General Licenses Reports Global Financials Projects Forecast Assets Payroll Human Resource E-TimeSheet Help Logo Path

Console Logo Image Path

Console Text

CMiC ENTERPRISE V12CONSOLE TEXT@TEST

Enterprise R12 Enterprise R12 Classic HCM + - **More Edit Options...** Save Save As... Cancel

**Actions**  
Remove Customizations

Console Logo Path  Edit

**Console Text**

Mobile Version None

**Tab Properties**  
Order Tab Name

### Implementation:

There are three ways to display console text.

1. Display console text after the console logo. In this case, the Logo Path field should NOT be null as well as the Console Text field. Console text can be defined either from the System Options screen or in Edit Mode.

CMiC ENTERPRISE V12CONSOLE TEXT@TEST

Enterprise R12 Enterprise R12 Classic HCM Edit Mode

Search programs...  
Project WBS PRJ WBS PRJ

Weight Measure  
Maintain Data Process  
Banking  
Setup  
Installation Summary  
Consolidation

**SYSTEM OPTIONS**

System Options

General Licenses Reports Global Financials Projects Forecast Assets Payroll Human Resource E-TimeSheet Help **Logo Path**

Workflows Report Options ECM Documents User Extensions

Console Logo Image Path

Console Text V12CONSOLE TEXT@TEST

**NOTE:** Console text added at the system level from the System Options screen can be substituted at the user level or group level by clicking on the Edit Mode tab on the console.

CMiC ENTERPRISE V12CONSOLE TEXT@TEST

Enterprise R12 Enterprise R12 Classic HCM + - **More Edit Options...** Save Save As... Cancel

actions  
Remove Customizations

Console Logo Path  Edit

**Console Text** MY|CONSOLE TEST

Mobile Version None

Tab Properties

Order	Tab Name
1	Enterprise R12
2	Enterprise R12 Classic
3	HCM

Overwriting Console Text by adding new Text on Edit mode

CMiC ENTERPRISE MY CONSOLE TEST

Enterprise R12 Enterprise R12 Classic HCM Edit Mode

Search programs...

Project WBSPRJ WBS PRO

General Ledger

Accounts Payable

Accounts Receivable

2. Display only logo if Console Text field is set as "<none>" in Edit Mode. It will suppress the text given in System Options OR if Console Text field is null in both System Options and Edit Mode.

Enterprise R12 Enterprise R12 Classic HCM Edit Mode

Search programs...

Project WBSPRJ WBS PRO

1099

System

Global Tables

Setup

Installation Summary

Copy Company

**System Options**

SYSTEM OPTIONS

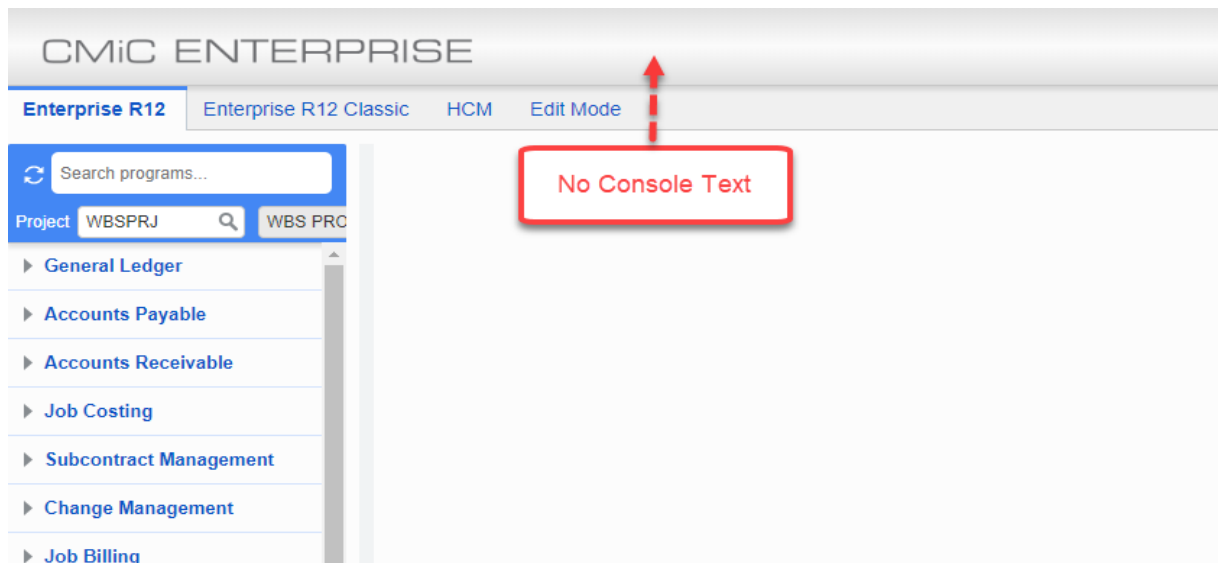
System Options

General Licenses Reports Global Financials Projects Forecast Assets Payroll Human Resource E-TimeSheet Help **Logo Path**

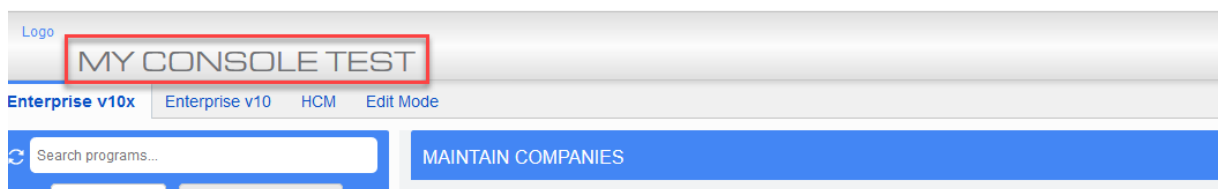
Workflows Report Options ECM Documents User Extensions

Console Logo Image Path

**Console Text** MY TEST



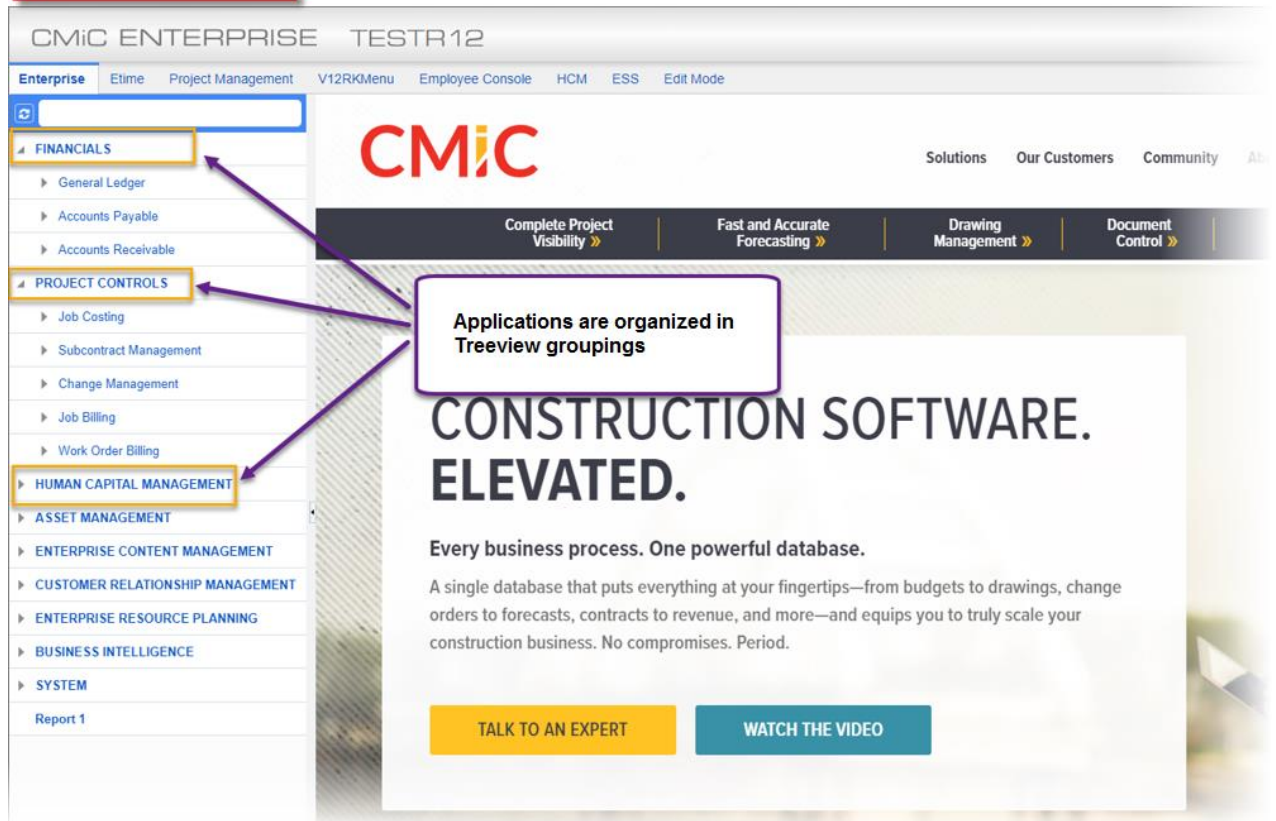
3. Display only console text from Console Text field if logo Path is null.



## Changes To Standard R12 Treeview

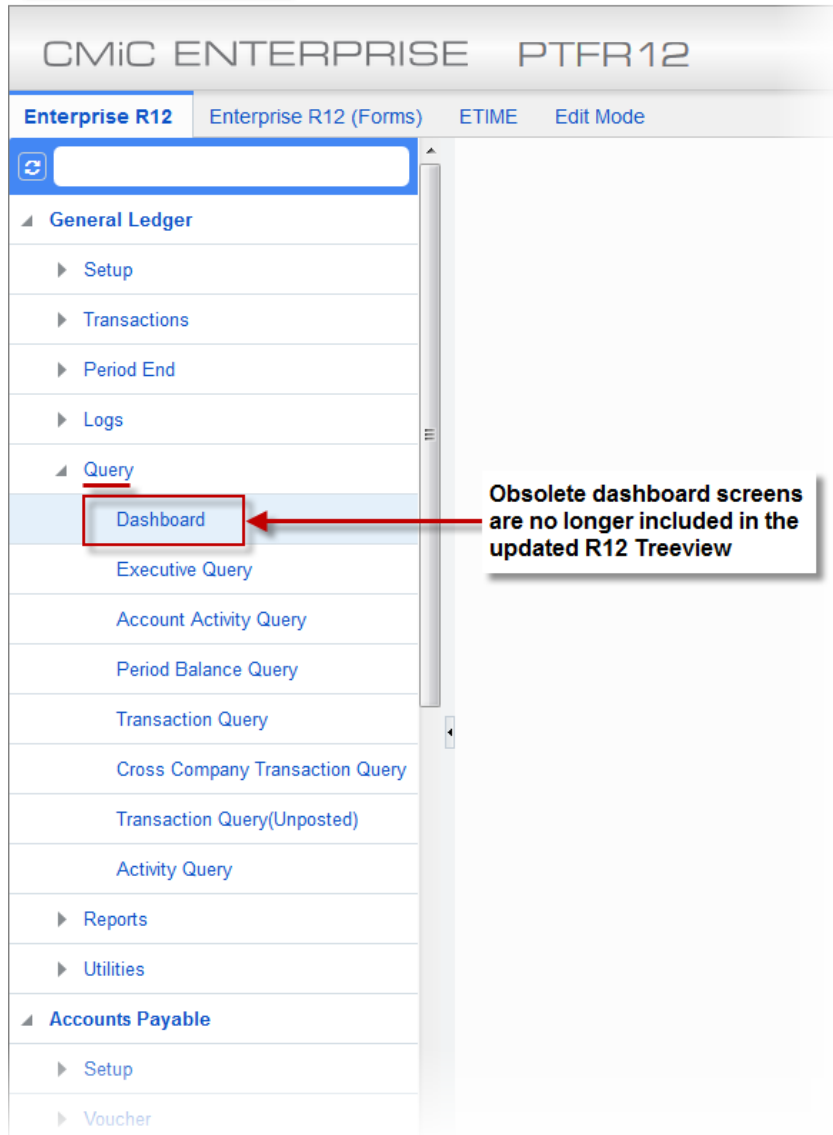
The Standard R12 Treeview has been updated and all the applications are now categorized under specific Treeview groupings. For example, the “FINANCIALS” grouping contains applications such as GL, AP, and AR. This update makes the R12 Treeview more compact when users launch the console.

### Updated R12 Treeview



**NOTE:** Dashboard screens previously located under the Query menu in each of the system’s applications are obsolete and no longer included in the updated R12 Treeview. For example, the Dashboard screen previously located under General Ledger > Query > Dashboard is obsolete and will no longer appear.

### Old R12 Treeview



## Standard ADF Menu Changes

The ADF Logs and Queries will be removed from the Standard Menu as of patch **V12-11-01**.

This change will only impact customers using the **R12STDMENU**, specifically the GL, AP and AR modules. Customers who have implemented custom ADF menus will see no change to their menu.

If customers prefer to use the ADF Logs and Queries they can still switch their console to use the **V10XSTDMENU** menu. Alternatively, users can create a hybrid menu in Tree View Builder which can include both BI Queries and ADF Logs/Queries.

The BI Queries being implemented have the same (or very similar) features as the ADF Logs/Queries. Using BI Queries, users will also gain some additional features like Subtotals, Groupings, Pivots and Drilldowns. Users will still have the flexibility to send to Excel, and PDF for output with no formatting constraints.



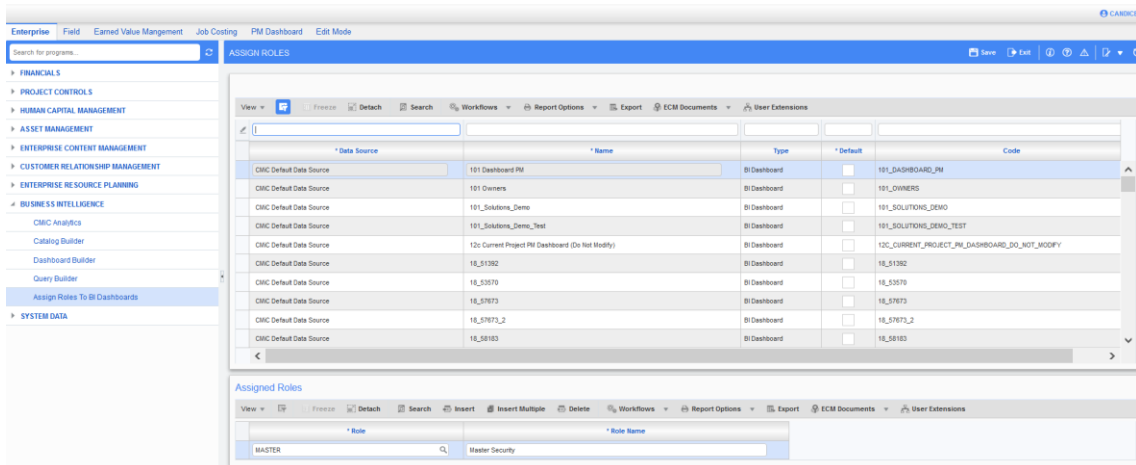
**NOTE:**

Admins must assign BI Queries to the appropriate enterprise security roles. Only users who have been assigned these roles will be able to view the BI Query. This can be done using the Assign Roles to BI Dashboard, or mass security updates can be accomplished in Analytics.

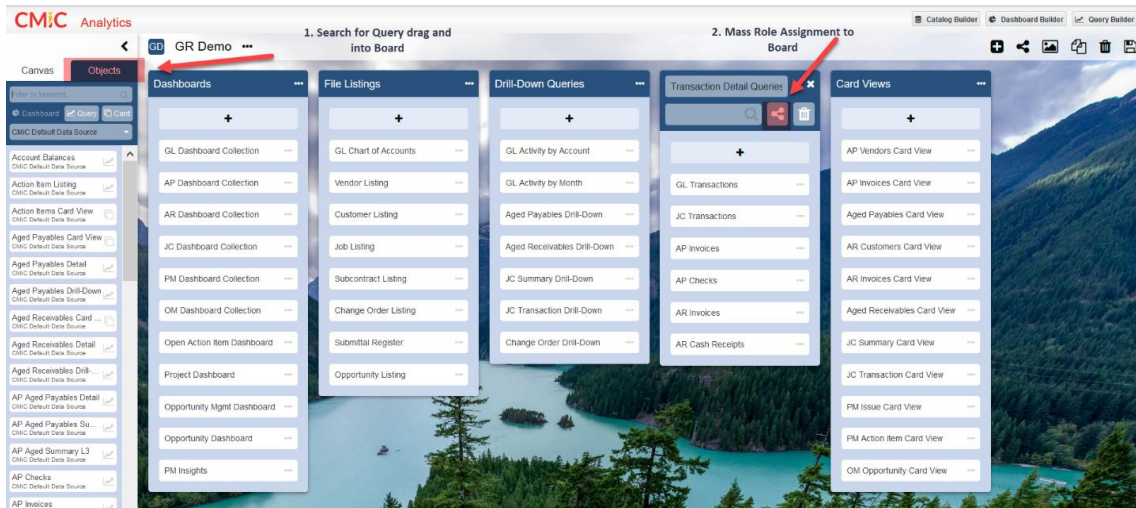
**List of BI Queries Included in R12STDMENU**

General Ledger	Accounts Payable	Accounts Receivable
GL Dashboard 1 Chart of Accounts Account Balances Transaction Listing Activity by Month Activity by Account	Dashboard 1 Vendors Invoices Checks Aged Payable Summary Aged Payable Detail	Dashboard 1 Customers Invoices Cash Receipts Aged Receivables Summary Aged Receivable Detail

**Assign Roles to BI Queries Via ADF**



## Assign Roles to BI Queries via Analytics Canvas



## Export Queue (21.46306)

### Overview

CMiC has developed a new Export Queue screen, which is a read-only log or program that displays information about exports, either launched from the toolbars or other programs and logs.

### Pre-requisites

Add the new Export Queue screen (Pgm: SDEXPORTQUEUE) to the menu. The Target is called "SYS-Export Queue to call program SDEXPORTQUEUE". We recommend adding it as a menu item under System Data > Utilities.

After the screen has been added, export any file.

### Modifications

Created a new screen called Export Queue (Pgm: SDEXPORTQUEUE) that can be added to the menu. This screen will provide the following information about file(s) being exported:

Session ID, user, module/application code, program that initiated the exported data, view/table name, number of exported rows, date and time export requested, date and time export started, date and time export completed, and status (PENDING, RUNNING, COMPLETED).

The export status messages are defined as follows:

- Pending: File export has been submitted but export has not started.
- Running: File export process has started.
- Completed: File export completed successfully.

EXPORT QUEUE										
Queue										
Session ID	User	App Code	Program Name	Program Description	View Name	Exported Rows	Requested Date	Start Date	Completion Date	Status
305	DA	AP	BPVENFM	Maintain Vendors	DA.AP#BPVENDORS_MAIN API	51	2021/12/23 15:00	2021/12/23 15:00	2021/12/23 15:01	COMPLETED
187	MARJANR1	PY	PYEPHIST	Mid Year Pay History	DA.PY#EMPYPAYHIST	258	2021/12/21 00:44	2021/12/21 00:44	2021/12/21 00:44	COMPLETED
187	MARJANR1	PY	PYEPHIST	Mid Year Pay History	DA.PY#EMPYPAYHIST	258	2021/12/21 00:41	2021/12/21 00:41	2021/12/21 00:41	COMPLETED
18	MARJANR1	PY	PYEPHIST	Mid Year Pay History	DA.PY#EMPYPAYHIST	258	2021/12/21 00:41	2021/12/21 00:41	2021/12/21 00:41	COMPLETED
165	MARJANR1	PY	PYEPHIST	Mid Year Pay History	DA.PY#EMPYPAYHIST	187	2021/12/20 23:56	2021/12/20 23:56	2021/12/20 23:56	COMPLETED
180	SNEHAD	PY	PYIMIDYEARPAYH	Mid Year Pay History Log	DA.PY#IMIDYRPAHISTDETAIL_V	43	2021/12/17 17:13	2021/12/17 17:13	2021/12/17 17:13	COMPLETED
11	SNEHAD	PY	PYIMIDYEARPAYH	Mid Year Pay History Log	DA.PY#IMIDYRPAHISTDETAIL_V	163	2021/12/17 15:37	2021/12/17 15:37	2021/12/17 15:37	COMPLETED
266	MARJANR1	PY	PYEMPLOY	Employee Profile	DA.PY#EMPLOYEE_PROFILE		2021/12/14 13:28	2021/12/14 13:28		RUNNING
69	MARJANR1	PY	PYEMPLOY	Employee Profile	DA.PY#EMPLOYEE_PROFILE	37	2021/12/14 13:11	2021/12/14 13:11	2021/12/14 13:11	COMPLETED
250	DA	PY	PYTIMSTM	TimeSheet Entry	DA.PY#EMPTIMSH	1	2021/12/09 17:23	2021/12/09 17:23	2021/12/09 17:23	COMPLETED
386	DA	PY	PYTIMSTM	TimeSheet Entry	DA.PY#EMPTIMSH	1	2021/12/09 16:48	2021/12/09 16:48	2021/12/09 16:48	COMPLETED
386	DA	PY	PYTIMSTM	TimeSheet Entry	DA.PY#EMPTIMSH	1	2021/12/09 16:48	2021/12/09 16:48	2021/12/09 16:48	COMPLETED
374	HADR12	JC	JCCATFM	Maintain Cost Categories	DA.JC#CAT JCCAT DA.SD#OBJ	5	2021/12/09 15:17	2021/12/09 15:17	2021/12/09 15:17	COMPLETED
378	HADR12	JC	JCPHSMST	Enter Cost Code	DA.JC#PHS	129	2021/12/09 15:15	2021/12/09 15:15	2021/12/09 15:15	COMPLETED
287	HADR12	GL	ACCFRM	Maintain Accounts	DA.GL#ACCOUNT	222	2021/12/09 13:12	2021/12/09 13:12	2021/12/09 13:12	COMPLETED
157	DA	PY	PYEPHIST	Mid Year Pay History	DA.PY#EMPYPAYHIST	56	2021/12/07 15:55	2021/12/07 15:55	2021/12/07 15:55	COMPLETED
154	DHRUV	GL	GL_PER_ACTIVIT	GL - Period Activity Log	DA.GL#PER_ACTIVITY_LOG_V	4	2021/11/26 11:35	2021/11/26 11:35	2021/11/26 11:35	COMPLETED
284	DHRUV	JC	JCCATFM	Maintain Cost Categories	DA.JC#CAT JCCAT DA.SD#OBJ	14	2021/11/26 11:47	2021/11/26 11:47	2021/11/26 11:47	COMPLETED

## Implementation

The following screenshots show how export information is displayed in the Export Queue screen when file exports are in process. In this example, two users are exporting employee profile details from their toolbar, so the Export Queue screen lists both users running the export file “DA.PY#EMPLOYEE\_PROFILE”.

In the first screenshot, the status for user “HADR12” is initially “PENDING”, and the status for user “ZohrehR12” is “RUNNING”.

EXPORT QUEUE										
Queue										
Session ID	User	App Code	Program Name	Program Description	View Name	Exported Rows	Requested Date	Start Date	Completion Date	Status
	HADR12	PY	PYEMPLOY	Employee Profile	DA.PY#EMPLOYEE_PROFILE		2022/01/03 22:57			PENDING
261	ZOHREHR12	PY	PYEMPLOY	Employee Profile	DA.PY#EMPLOYEE_PROFILE		2022/01/03 22:57	2022/01/03 22:57		RUNNING

After the files are successfully exported, the status for both users changes to “COMPLETED”.

EXPORT QUEUE										
Queue										
View  Freeze  Detach  Search  Workflows  Report Options  Export  ECM Documents  User Extensions										
Session ID	User	App Code	Program Name	Program Description	View Name	Exported Rows	Requested Date	Start Date	Completion Date	Status
261	HADR12	PY	PYEMPLOY	Employee Profile	DA.PY#EMPLOYEE_PROFILE	3435	2022/01/03 22:57	2022/01/03 22:57	2022/01/03 22:58	COMPLETED
261	ZOHREHR12	PY	PYEMPLOY	Employee Profile	DA.PY#EMPLOYEE_PROFILE	3435	2022/01/03 22:57	2022/01/03 22:57	2022/01/03 22:57	COMPLETED

## Vendor Prequalification

### Additional Fields in Safety and Surety Sections (18.49562)

Subcontractor prequalification (including Self Service) – The following fields have been added:

#### Safety tab

Safety Manager Name,  
Phone, Email,  
Comment One and Comment Two (not in Self Service)

#### Surety tab

Broker Email

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Programs

COLUMN/FIELD SECURITY	
Item Name	Security Level
Surety Broker Email	Hidden
Safety Manager Name	Hidden
Safety Manager Phone	Hidden
Safety Manager Email	Hidden
Safety Comment One	Hidden
Safety Comment Two	Hidden

Field security can be applied to these fields in both the Subcontractors and Self Service screens. By default, the field security is set as HIDDEN on the \*ALL\* role.

### Self Service and Subcontractors – Submitted By, Submitting Company etc. (19.92096)

The following enhancements have been made to the Vendor Prequalification Self Service and Subcontractors screens:

- Added [Is Submitting Parent Company Financials] checkbox to Financial tabs and Financial Information on Subcontractor and Self-Service Screen respectively. It can be controlled by Field Security - Hidden, Unrestricted and Read Only.

The screenshot shows the 'Prequalification Management' interface. On the left is a sidebar with navigation links: Subcontractors, Applicants, Self Service, Subcontractor Rating Setup, Subcontractor Rating Questionnaire, Prequalifications Control, Workflow Notification, Document Management (Documents, Document Packages), Maintenance (Menu Maintenance), Security (User Maintenance, Role Maintenance), and User Management. The main area is titled '\*ALL\*' and contains a dropdown menu for 'Programs' with 'Prequal Self Service' selected. Below this is a table titled 'COLUMN/FIELD SECURITY' with two columns: 'Item Name' and 'Security Level'. The table lists various fields and their security levels. The field 'Is Submitting Parent Company Financials' is highlighted with a red box, and its security level is set to 'Hidden'.

Item Name	Security Level
Legal entity type	Unrestricted
D&B Number	Unrestricted
Year Company Founded	Unrestricted (Read-Only)
D&B Paydex No	Unrestricted
Fiscal Year End Date	Unrestricted
Is Submitting Parent Company Financials	Hidden
Subsidiary Names	Unrestricted
Previous Company Names	Hidden

The screenshot shows the 'Subcontractor Prequalification Questionnaire' form. The title is 'Subcontractor Prequalification Questionnaire from header control screen'. Below the title is a note: 'All questions contained in this questionnaire are strictly confidential.' The form is divided into two main sections: 'Surety Information' and 'Financial Information'. The 'Financial Information' section contains a checkbox for 'Is Submitting Parent Company Financials' which is highlighted with a red box. Other fields include 'Financial Year Ending', 'Legal Entity Type', 'Year Company Founded', 'Fiscal Year End Date', 'Subsidiary Names', 'Parent Organization', 'Has Your Firm Ever Filed Bankruptcy?', and 'Previous Company Names'.

The screenshot shows the 'Prequalification Management' interface. On the left is a sidebar with navigation links: Subcontractors, Applicants, Self Service, Subcontractor Rating Setup, Subcontractor Rating Questionnaire, Prequalifications Control, Workflow Notification, Document Management (Documents, Document Packages), Maintenance (Menu Maintenance), Security (User Maintenance, Role Maintenance, User Access), Subcontractor Reviews (Review Moderation, Submitted By Contact/Title), and User Management. The main area is titled '\*ALL\*' and contains a dropdown menu for 'Programs' with 'Subcontractor Prequalification' selected. Below this is a table titled 'COLUMN/FIELD SECURITY' with two columns: 'Item Name' and 'Security Level'. The table lists various fields and their security levels. The field 'Is Submitting Parent Company Financials' is highlighted with a red box, and its security level is set to 'Hidden'.

Item Name	Security Level
Override with C&I BP Limits	Unrestricted
Joint Check	Hidden
Website	Hidden
Surety Broker Email	Hidden
Safety Manager Name	Hidden
Safety Manager Phone	Hidden
Safety Manager Email	Hidden
Safety Comment One	Unrestricted
Safety Comment Two	Read-Only
Is Submitting Parent Company Financials	Hidden
Submitted By Contact/Title	Hidden

**SUBCONTRACTOR PREQUALIFICATION**

Code: [Redacted] Equalification Status: [Redacted] Insurance Rating: [Redacted]

Company: ZZ-Acme Supply Insurance Category: [Redacted] Approval Status: [Redacted]

Also Known As: ACME Aggregate Project Limit: [Redacted] Single Project Limit: BP Limits ☐ Override with Ctrl

Parent Corp.: [Redacted] CAP Required: ☐ CAP Approved: [Redacted]

Ctrl Business Partner: [Redacted] Host Region: [Redacted] Urgent: ☐

Street: 123 Greenbriar Lane Last Approval Date: [Redacted] Renewal Date: [Redacted]

Workflow Status: Unsubmitted Prequal Required: Not Applicable

Locations General User-Defined Fields Insurance Safety **Financial** Surety Litigation Approvals Submission Log Call Log Project

Year Ending: 2019 Highest Dollar Amount: [Redacted] Average Project Size: [Redacted]

Legal Entity Type: Corporations Current Assets: [Redacted]

Year Company Founded: [Redacted] Total Assets: [Redacted]

Fiscal Year End Date: Jan 1 ☐ Is Submitting Parent Company Financials

Amount Line Of Credit: [Redacted] Average Receivables: [Redacted]

Current Liabilities: [Redacted]

- Added "Submitted By" and "Title" input fields to the header in Subcontractor Screen and to Page 7 in Self Service screen. It can be controlled by Field Security - Hidden, Unrestricted and Read Only.

CMC R12 Launch Page x Prequalification Management x Self-Service Prequalification x CMC Project Management x +

Prequalification Management

Applicants

Self Service

Subcontractor Rating Setup

Subcontractor Rating Questionnaire

Prequalifications Control

Workflow Notification

Document Management

Documents

Document Packages

Maintenance

Menu Maintenance

Security

User Maintenance

Role Maintenance

User Access

Subcontractor Reviews

Review Moderation

Subcontractors

Addenda

\*ALL\*

Note: Not all programs have fields available with field privileges

Programs: Prequal Self Service

**COLUMN/FIELD SECURITY**

Item Name	Security Level
Email (Bank Reference)	Unrestricted
Litigation Information Table	Unrestricted
Company Name (References)	Unrestricted
Address (References)	Unrestricted
Email (References)	Unrestricted
City (References)	Unrestricted
State (References)	Unrestricted
Zip (References)	Unrestricted
Phone (References)	Unrestricted
User Defined Fields	Unrestricted
Submitted By Contact/Title	Read-Only

**Financial Information**

Enter information for a contact in your company who can answer specific questions about your Financials:

Contact Name:	1	Phone	4563290963	Fax
Title/Position:	1	E-mail	test@cmc.ca	
Bank Reference:				
Name of Bank:	1	Phone	1234567898	
Contact Name:	1	Fax		
Title/Position:	1	E-mail		

**Litigation Information**

Any current litigation with Owners or General Contractors? ☐ Yes ☒ No

Any judgements against in the last 3 years? ☐ Yes ☒ No

Any Principals of your company in litigation? ☐ Yes ☒ No

Any paid litigated damages? ☐ Yes ☒ No

Any labor law violations? ☐ Yes ☒ No

Have you ever defaulted on a contract? ☐ Yes ☒ No

Ever failed to complete a contract? ☐ Yes ☒ No

Have you ever been terminated from a contract? ☐ Yes ☒ No

Have you ever had your license revoked or suspended? ☐ Yes ☒ No

**References**

Please note that after you hit Submit you should receive a confirmation page. If you do not, please contact DPR Prequal team directly.

Submitted By: [Redacted]

Title: [Redacted]

Save Print Submit

By clicking Submit you hereby attest that all information is correct and truthful

Previous | Page 7 of 7

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Update Back

Programs Subcontractor Prequalification

COLUMN/FIELD SECURITY

Item Name	Security Level
Override with Ctrl BP Limits	Unrestricted
Joint Check	Hidden
Website	Hidden
Surety Broker Email	Hidden
Safety Manager Name	Hidden
Safety Manager Phone	Hidden
Safety Manager Email	Hidden
Safety Comment One	Hidden
Safety Comment Two	Hidden
Is Submitting Parent Company Financials	Unrestricted
Submitted By Contact/Title	Hidden

Subcontractor Prequalification

City Chicago State Illinois Country US Contact Mr. Sandy Peters

Submitted By Title

- Added System and Active Flag columns from newly created Checklist Type table.
- Added Checklist Maintenance functionality. Checklist Maintenance(New JSP screen) button is visible on Prequalification Control screen. It can be controlled by Field Security - Hidden and

Prequalification Management

\*ALL\*

\*Note: Not all programs have fields available with field privileges

Update Back

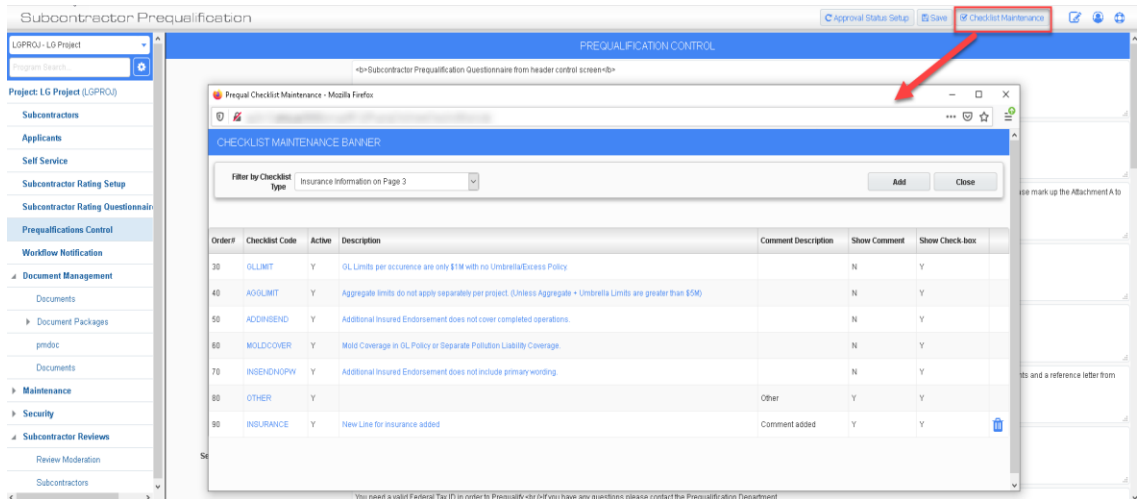
Programs Prequalification Control

COLUMN/FIELD SECURITY

Item Name	Security Level
Approval Status Setup Button	Unrestricted
Alternate Reset Password URL	Hidden
Alternate Renew Application URL	Hidden
Checklist Maintenance	Unrestricted

Unrestricted.

- Checklist can be added and edited for :
  - 1) Insurance Information on Page 3
  - 2) Safety Information on Page 3
  - 3) Litigation Information on Page 5



## Work Order Billing

### Work Order Entry – Job Template and Address Type Definitions (15.11677)

#### Overview:

Ability to using the 'address code' of a business partner, instead of the location code in Work Order Billing module.

Also added a job template maintenance program to create customer specific templates and used when creating a new work order.

#### Modifications:

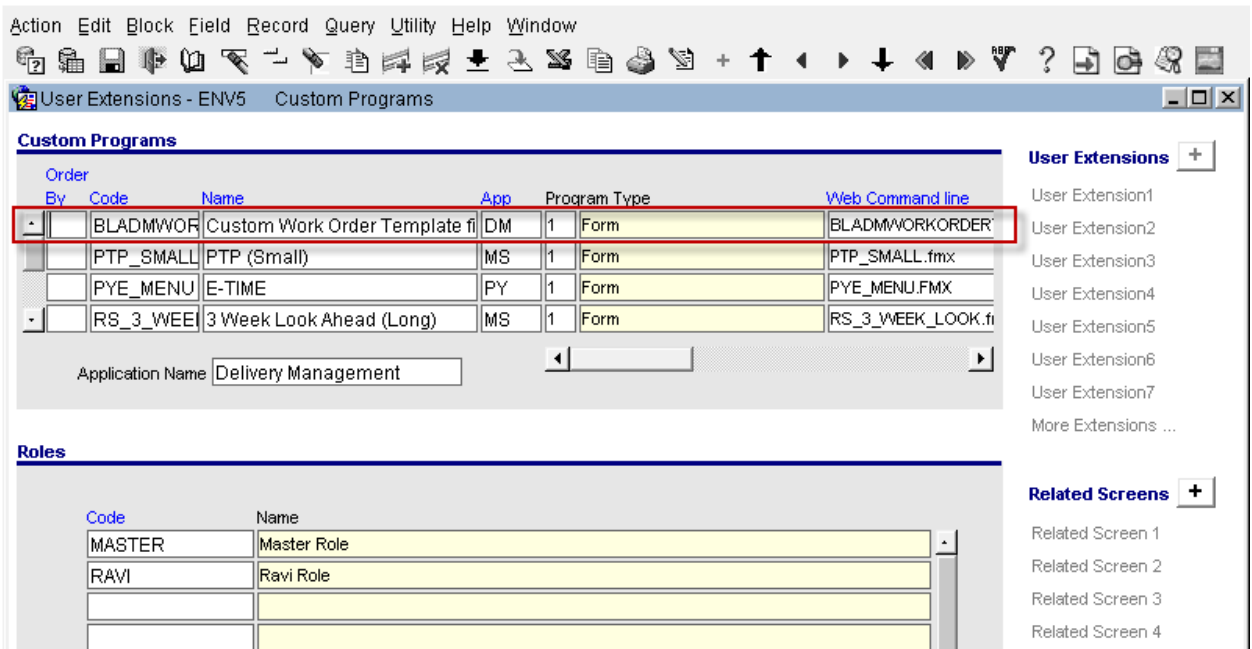
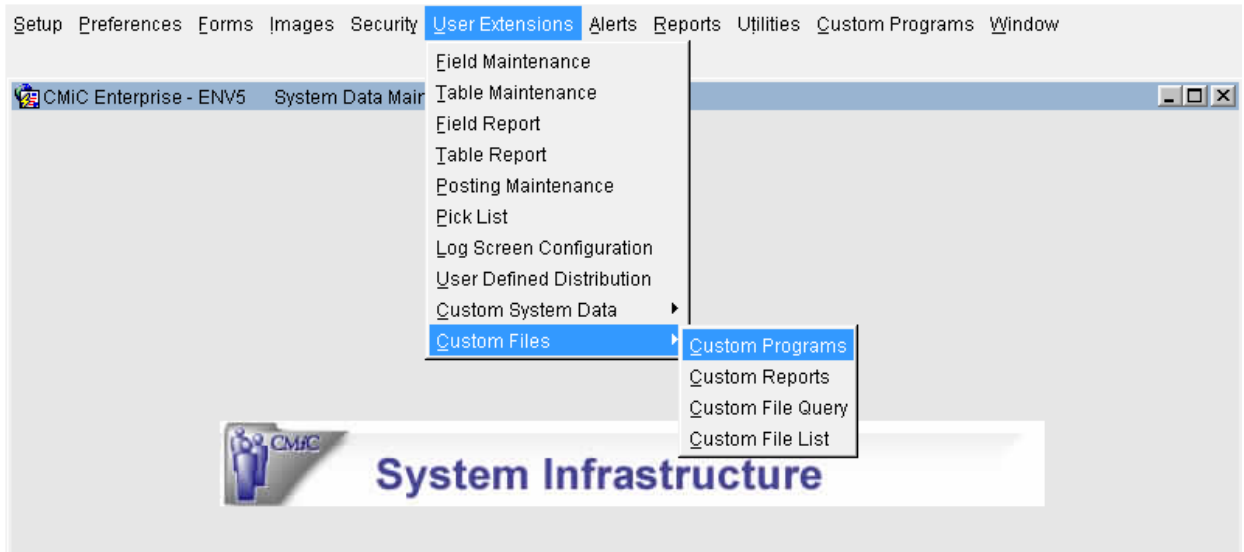
Currently this functionality is applicable to Enterprise Forms Only. The same will be ported to ADF versions in the future.

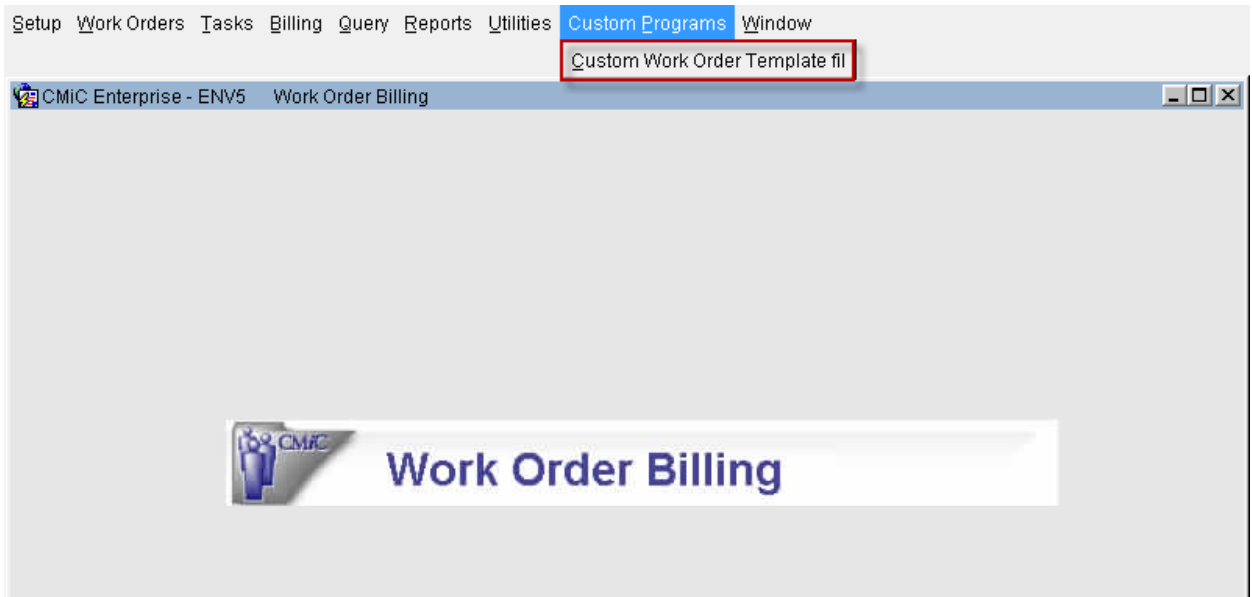
The changes are visible in the following forms.

1. Work Order Billing > Work Orders > Enter Edit Work Orders (bladmworkorders.fmx)
2. Work Order Billing > Custom Programs > Work Order Template (bladmworkordert.fmx)

Users must ensure that the necessary roles are added to the form security as shown below. Users may navigate as follows in order to assign roles to the custom form.







Once necessary roles are added, the users with the security roles, will be able to access the work order template from the custom programs menu as shown.

### The Work Order Template Form:

Action Edit Block Field Record Query Utility Help Window

PAGE\_0

Company ZZ CMiC Test Company

Template Code TEMPLATE1

Customer Code ABC100 Atlantic business Corporation

Billing Rate Table RATE1 rate1

Invoice Format ZZ17 zz-17

Work Location ZCHI Company ZZ West Chicago

Prevailing Wage Sector Code CHI Chicago

Prevailing Job Pay Rate Schedule Code DT Downtown Job Rate Schedule

Market Sector HOTEL Hotel Industry

Job Security Group RAVI Ravi User Security Group

User Extensions +

- User Extension1
- User Extension2
- User Extension3
- User Extension4
- User Extension5
- User Extension6
- User Extension7
- More Extensions ...

Related Screens +

- Related Screen 1
- Related Screen 2
- Related Screen 3
- Related Screen 4
- Related Screen 5
- Related Screen 6
- Related Screen 7
- More Related ...

Enter Phase Template Code

Record: 1/3 ... List of Valu... <OSC>

The Work Order Template form provides the ability to maintain templates under a company.

The Template Code is a mandatory field. But users are advised to populate the values in all the fields as necessary in order for the job and the billing contract table columns to be populated with necessary values to produce desired output.

**Company Code:** Enter or Select a valid company code.

**Template Code:** Enter a unique 'Template' Code of 10 characters maximum length.

**Customer Code:** Enter or Select a valid Customer Code.

**Billing Rate Table:** Enter or select a valid billing rate code.

**Invoice Format:** Enter or select a valid invoice Format.

**Work Location Code:** Enter or select a valid Job Work Location Code.

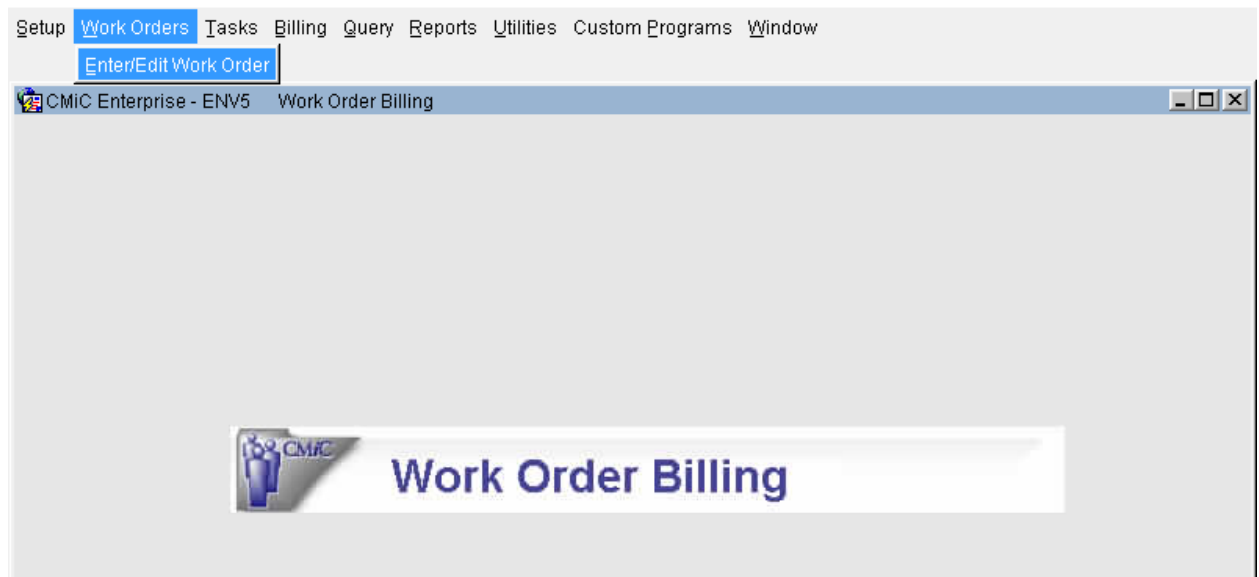
**Prevailing Wage Sector Code:** Enter or select a valid prevailing wage sector Code.

**Prevailing Job Rate Schedule Code:** Enter or select a prevailing job rate schedule Code.

**Market Sector:** Enter or select a valid market sector code.

**Job Security Group:** Enter a valid job security group

#### Enter/Edit Work Orders Form:



Action Edit Block Field Record Query Utility Help Window

Delivery Management - ENV5 Enter/Edit Work Order

---

**Work Order**

Company	ZZ CMIc Test Company	Date	12/24/2015	Issue Number	
Code	JJ008	Work Order Template Code	TEMPLATE1	Department	00
Customer	ABC100	Atlantic business Corporation	Location	CHIC	Chicago, Illinois
Address Type	Customer	Address Code			
Project		Billing Rate	RATE1	rate1	
Name	Work Order Created Using Template		Invoice Format	ZZ17	zz-17
Description	Work Order Created using Template		Status	Open	Taxes PO Number

---

**Work Items**

Total Work Items: 1

Name: Work Order Created Using Templ Billing Amount: 775,000.00

Post Transactions Budget Actuals

General Labor Materials Equipment Vendor Other

Work Item: 1 Name: Work Order Created Using Templ

Description: Work Order Created using Template.  
Project in Downtown Chicago

Priority: Normal Deadline Date: 12/31/2015 Costing State: Open

Billing Type: Time & Materials Scheduled Start: 01/01/2016 Billing State: Not Yet Ready to be Billed

Billing Amount: 775,000.00 Scheduled End: 12/31/2016

Building: Floor: Room:

<< < > >>

Notes Attachment

Work Item: Automatic generated serial number

Record: 1/1 ... <OSC>

The Work Order Entry form is modified with the following new fields.

1. Work Order Template Code
2. Address Type (Drop Down List with values as Customer, Project, All & Null)
3. Address Code
4. PO Number

#### 1. Work Order Template Code:

When creating a new work order, users may select a template code from the field provided. The column values associated with a template will be applied to the work order and visible in some fields in the header section of the screen and at database level more columns updated in the job & billing contract tables. Once a new work order is committed, users have to re-query the same to make any updates. They will find the template field cleared out, as the program does NOT store the template code once all the associated values are applied.

Users may select a different template along the course of a life cycle of a work order, provided the billing state of work items is 'Not Yet Ready to be Billed'. This may be required in some scenarios where the customer is not known when the work order is created and hence the need to change the customer code later on.

It must be understood that as long as there are NO un-posted or posted billings generated for a work order, users will be allowed to update the billing status back to 'Not Yet Ready to be Billed'. Once

there exists a generated/posted invoice, then users will NOT be allowed to revert back the status. Similarly the 'Template' field will be locked once the status is NOT as described above.

## 2. Address Type:

The address type drop down list initially is defaulted as NULL when creating a work order. Users may select one of the following values.

- a. Customer
- b. Project
- c. All
- d. NULL

## 3. Address Code

The address code column works in accordance with the selection made in the 'address type' code and displays the values differently as required.

Users must also note that, once a work order is committed and upon re-query the column is cleared and NULL. The address type simply controls the selection of the address code field and once committed, the type is cleared.

**When the address type is,**

- a) **Customer** – the 'Address Code' field LOV will contain only business partner alternate address codes.
- b) **Project** – The selection of project code, along with the 'Project' field where a valid PM Project code for the customer exists and is selected, will allow the selection of a the 'Location' code from the global tables. Once the location code is selected, the system will automatically populate the address code associated with the location code. Users must note that the address code field is display only as the relationship with location code is 1 to 1 and that users will not be able to select any other invalid combination.
- c) **All** – allows the users to select all address codes from the global tables
- d) **NULL** – When the address type is null and the address code is left as NULL, the system simply populated the 'customer' address into the relevant table columns.

## 4. PO Number

This is a free form field for reference purposes only. Users may enter any applicable PO Number related to the work order. The maximum length allowed is 11 characters in this field.

Validations when un-posted or posted invoices exist for a work order.



Action Edit Block Field Record Query Utility Help Window

Deliver Save Management - ENV5 Enter/Edit Work Order

### Work Order

Company	ZZ CMIc Test Company	Date	01/05/2016	Issue Number	
Code	JJ033	Work Order Template Code		Department	00
Customer	WELLS Wells Bros	Location	CHIC	Company Level	
Address Type		Address Code	ADD1		
Project		Billing Rate	RATE1	rate1	
Name	No Template in the beginning	Invoice Format	ZZ12	ZZ-12	
Description	No Template	Status	Open	Taxes	PO Number PO#7778

### Work Items

Total Work Items 1

Name No Template in the beginning Amount 750,000.00

General Labor Materials Equipme

Work Item 1

Description No Template

Priority Normal

Billing Type Time & Materials

Billing Amount 750,000.00

Building

Deadline Date 12/31/2015

Scheduled Start 01/01/2016

Scheduled End 12/31/2016

Floor

Costing State Open

Billing State Submitted for Billing

Room

Notes Attachment

**The Template field is locked and users will not be able to apply a new template**

## Billing Invoice printing:

Action Edit Block Field Record Query Utility Help Window

Job Billing - ENV5 Print Invoice

### Company

JBPB\_U12: US Progress Bill Invoice (Tax)

Print Server env5

Destination Preview

Name

Format PDF

Template No Template

Layout Options

Run Report Cancel

### Contracts

Contract JJ017

Invoice Date Invoice Invoice Format

JJ017	12/29/2015	JJ01701	ZZ17
JJ018	12/29/2015	JJ01801	ZZ12
JJ019	12/29/2015	JJ01901	ZZ13
JJ033	01/05/2016	JJ03301	ZZ12

### Contract

JJ033

No Template in the beginning

Draw Billed 16,973.44

Customer WELLS Wells Bros

Contract Billed 16,973.44

Select All Unselect All Print Invoice

### User Extensions

User Extension1

User Extension2

User Extension3

User Extension4

User Extension5

User Extension6

User Extension7

More Extensions ...

### Related Screens

Related Screen 1

Related Screen 2

Related Screen 3

Related Screen 4

Related Screen 5

Related Screen 6

Related Screen 7

More Related ...

Enter Print Server Name.

Record: 1/1 ... List of Valu... <OSC>

**APPLICATION AND CERTIFICATE FOR PAYMENT**

PAGE 1 OF 2 PAGES

TO OWNER: Wells Bros 200, Wells Street 400, Floor IV Chicago, IL	PROJECT: No Template in the beginning Wells ADD1 Street 500, ADD1 Floor Chicago, IL	APPLICATION NO.: 1 PERIOD TO : 05-JAN-16 PROJECT NOS.: JJ033	Distribution to: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR
FROM CONTRACTOR: CMIC Test Company 123 Lakeshore Drive Chicago, IL, USA	ARCHITECT:		
CONTRACT FOR: No Template in the beginning			

<b>CONTRACTOR'S APPLICATION FOR PAYMENT</b>		<div>the address code ADD1, related to the customer 'WELLS' in the work order is used to print the Project address.</div> <div>Draft Invoice</div>
Application is made for payment, as shown below, in connection with the Contract. Continuation sheet is attached.		
1. ORIGINAL CONTRACT SUM .....	\$ 0	
2. Net change by change orders .....	\$ 0	
3. CONTRACT SUM TO DATE ( Line1 +/- 2 ) .....	\$ 0	
4. TOTAL COMPLETED & STORED TO DATE .....	\$ 16,973	
(Column G on G703)		
5. RETAINAGE:		
Total retainage Column I of G703) .....	\$ 0	
6. TOTAL EARNED LESS RETAINAGE .....	\$ 16,973	
(Line 4 less Line 5 Total )		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT		
(Line 6 from prior Certificate) .....	\$ 0	
8. CURRENT PAYMENT DUE .....	\$ 16,973	
9. BALANCE TO FINISH, INCLUDING RETAINAGE ..	\$ -16,973	
(Line 3 less Line 6 )		

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Order approved in previc		0	0
APPROVED THIS MONTH			
Number	Date Approved		

<b>ARCHITECT'S CERTIFICATE FOR PAYMENT</b>	
In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to the payment of the AMOUNT CERTIFIED.	

The invoice above shows the address details are as found in customer address code from the work order header.

**NOTE:** As the Payroll Related Information are copied from the Template in to the job table, the information flow is ensured to payroll timesheet entry as well.

## Work Order template – Additional Modifications (16.18328)

**Overview:**

To make work order template mandatory and to add additional fields.

**Modifications:**

The Work Order Billing Control File is modified with a checkbox to make the use of work order template mandatory.



Action Edit Block Field Record Query Utility Help Window

Project Management - ENV5 Delivery Management Control

**Company**

Company ZZ Blais Industries

**Setup**

☒ Automatic Work Order Numbering Work Order Mask WO\*\*\*\*\*

☒ Work Order Template Mandatory

	Invoice Mask	Sample Invoice Number
Invoice Series Code JB	JB**	JOB CODE01
Labor Expense Code ZZ-1	Labor	
Materials Expense Code ZZ-2	Materials	
Equipment Expense Code ZZ-3	Tools	
Vendor Expense Code ZZ-4	Vendor - Parts	
Other Expense Code ZZ-6	Vendor - Other	
Default Billing Method Not billed		
Default Invoice Format JC10	JBPB_C10	
Mapping Code ZZ-STD	ZZ Standard JC Mapping	
Retainage Code ZZ-TEST	test	
Default Billing Rate APR-RATE1	April Rate 1	

**User Extensions** +

User Extension1  
User Extension2  
User Extension3  
User Extension4  
User Extension5  
User Extension6  
User Extension7  
More Extensions ...

**Related Screens** +

Related Screen 1  
Related Screen 2  
Related Screen 3  
Related Screen 4  
Related Screen 5  
Related Screen 6  
Related Screen 7  
More Related ...

Checked: Work Order Template is mandatory when creating work order

Record: 1/1 ... <OSC>

Work Order Billing > Control File (bladmctrlfm.fmx)

The default value is set as 'N' (un-checked).

When checked, during work order entry, system will force the user to apply a template.

Action Edit Block Field Record Query Utility Help Window

Delivery Management - ENV5 Enter/Edit Work Order

**Work Order**

Company	ZZ	Blais Industries	Date	04-MAY-16	Issue Number	
Code		Work Order Template Code	Department			
Customer			Location			
Address Type	Customer		Address Code			
Project			Billing Rate	APR-RATE1	April Rate 1	
Name			Invoice Format	JC10	JBPB_C10	
Description			Status	Open	Taxes	PO Number

**Work Items**

Total Work Items:   
Name:

General Labor Materials Equipment Vehicle

Work Item:  Name:   
Description:

Priority:  Deadline Date:  Costing State:   
Billing Type:  Scheduled Start:  Billing State:   
Billing Amount:  Scheduled End:   
Building:  Floor:  Room:

Notes Attachment

Enter Work Order Template Code

Record: 1/1 ... List of Valu... <OSC>

Also added a field 'Default Payroll Overhead Group' to work order template maintenance screen.

Action Edit Block Field Record Query Utility Help Window

Delivery Management - ENV5 Work Order Template

**Company**

Company ZZ Blais Industries

**Template**

Template Code	TEMPLATE2	
Customer Code	WELLS	Wells Bros
Billing Rate Table	RATE1	rate1
Invoice Format	ZZ12	ZZ-12
Work Location	ZHOF	Company ZZ Head Office
Prevailing Wage Sector Code	NEW	New York Job Sector Code
Prevailing Job Pay Rate Schedule Code	MANHAT	Manhattan Area Rate Schedule
Market Sector	ECOMMERCE	E-Commerce Industry
Job Security Group	MASTER	Master Job Group
Default Payroll Overhead Group		

User Extensions +

- User Extension1
- User Extension2
- User Extension3
- User Extension4
- User Extension5
- User Extension6
- User Extension7
- More Extensions ...

Related Screens +

- Related Screen 1
- Related Screen 2
- Related Screen 3
- Related Screen 4
- Related Screen 5
- Related Screen 6
- Related Screen 7
- More Related ...

Enter Payroll Overhead Group

Record: 2/5 ... List of Valu... <OSC>

Work Order Billing > Custom programs > Work Order Template (bladmworkordert.fmx)

Action Edit Block Field Record Query Utility Help Window

Delivery Management - ENV5 Work Order Template

**Company**

Company ZZ Blais Industries

**Template**

Template Code TEMPLATE2  
 Customer Code WELLS Wells Bros  
 Billing Rate Table RATE1 rate1  
 Invoice Format ZZ12 ZZ-12  
 Work Location ZHOF Company ZZ Hes  
 Prevailing Wage Sector Code NEW New York Job Se  
 Prevailing Job Pay Rate Schedule Code MANHAT Manhattan Area f  
 Market Sector ECOMMERCE E-Commerce Indu  
 Job Security Group MASTER Master Job Group  
 Default Payroll Overhead Group

**Payroll Overhead Group List**

Find ZZTEST%

Pyovhdg_Group_Co...	Pyovhdg_Group_Desc
ZZTEST	zztest

Find OK Cancel

Choices in list: 1

Record: 2/5 ... List of Valu... <OSC>

Action Edit Block Field Record Query Utility Help Window

Delivery Management - ENV5 Enter/Edit Work Order

**Work Order**

Company ZZ Blais Industries Date 04-MAY-16 Issue Number  
 Code WO000098 Work Order Template Code TEMPLATE2 Department 00 Company Level  
 Customer WELLS Wells Bros Location CHIC Chicago, Illinois  
 Address Type Customer Address Code AAD2 ADD2  
 Project Billing Rate RATE1 rate1  
 Name Work Order Template Mandatory Invoice Format ZZ12 ZZ-12  
 Description This is a new work order from Template Mandatory Status Open Taxes PO Number

**Work Items**

Total Work Items 1 Post Transactions Budget Actuals  
 Name Work Order Template Mandatory Billing Amount 50,000.00

General Labor Materials Equipment Vendor Other

Work Item 1 Name Work Order Template Mandatory  
 Description This is a new work order from Template Mandatory  
 Priority Normal Deadline Date 12/31/2016 Costing State Open  
 Billing Type Not billed Scheduled Start 05/04/2016 Billing State Not Yet Ready to be Billed  
 Billing Amount 50,000.00 Scheduled End 12/31/2016  
 Building Floor Room

<< < > >> Notes Attachment

Work Item: Automatic generated serial number

Record: 1/1 ... <OSC>

Users may verify in the Job Entry (User must have the privilege set in order to see this in Job Entry) that the newly added 'Payroll Overhead Group' field is populated from the template.

## Ability to Select Projects Irrespective of the Customer in W.O.B (20.30792)

### Overview

In W.O.B, projects are visible based on the customer selected. This new flag will give user the ability to select project irrespective of the customer selected in work order.

### Pre-requisites

- 'Show All Customers Projects' in WOB control file must be checked.
- By default, the flag is un-checked.

### Modifications

- Flag 'Show All Customers Projects' added in Work Order Billing > Setup > Local Tables > Control

Following screens shows the modifications performed:

The screenshot displays the 'WORK ORDER BILLING CONTROL' application window. At the top, there's a purple header bar with the title and a 'Table Mode' button. Below the header, a 'Selection Criteria' section shows 'Company' set to 'CCC' (CMIC Construction Company). The main area contains two sections: 'DEFAULT CODES' and 'BILLING DEFAULTS'. In the 'DEFAULT CODES' section, various codes like 'Invoice Series Code', 'Labor Expense Code', etc., are listed. In the 'BILLING DEFAULTS' section, 'Default Billing Method' is set to 'Time & Materials'. The 'Default Billing Rate' is set to 'WB-RATE'. At the bottom of the 'BILLING DEFAULTS' section, a checkbox labeled 'Show All Customers Projects' is checked and highlighted with a red rectangle.

*Work Order Billing > Setup > Local Tables > Control*

### Implementation

Customer: 1TIME

Comp: CCC

0822 Project is visible in Project LOV based upon the customer.

**ENTER/EDIT WORK ORDER**

Work Order

\* Date: 06-01-2021 WO Template Code: PO Number: Issue Number: WO Number: Test1

\* Company: CCC CMIC Construction Company

\* Customer: 1TIME

Billing Rate: WBRATE1

Project: Location:

Description:

\* Status: Open Total Work Items: 0

Work Items

Budget: Actuals

General Labor Materials Equipment Vendor

Work Item: \* Type:

\* Description:

Building Code: Floor:

\* Priority: \* Deadline Date:

\* Billing Type: Scheduled Start: \* Billing State:

Billing Amount: Scheduled End:

**Projects**

Search

Match: All Any

Project: Name:

Search Reset

Project	Name
0822	0822

OK Cancel

Work Order Billing > Work Orders > Enter/Edit Work Order – Project LOV

Checked the 'Show All Customers Projects' in W.O.B control file.

**WORK ORDER BILLING CONTROL**

Selection Criteria

\* Company: CCC CMIC Construction Company

DEFAULT CODES

Work Order Mask: WOF\*\*\*\*

\* Invoice Series Code: TM TM\*\*\*\*\* TM000000017

\* Labor Expense Code: CC-L CCC-Labor

\* Materials Expense Code: CC-M CCC-Material

\* Equipment Expense Code: CC-T CCC-Tools

\* Vendor Expense Code: CC-V CCC-Vendors

\* Other Expense Code: CC-O CCC-Others

BILLING DEFAULTS

Default Billing Method: Time & Materials

\* Default Invoice Format: WOB Work Order Billing (Free Form Format)

\* Mapping Code: CCC-STD CCC Standard JC Mapping

\* Retainage Code: CCC-WOB CCC - Work Order Billing Retainage Rate 0%

\* Default Billing Rate: WB-RATE Work order Billing Rate

☒ Show All Customers Projects

Work Order Billing > Setup > Local Tables > Control

Enter/Edit Work Order

Customer: 1TIME

All the projects are visible upon checking the control file flag.

ENTER/EDIT WORK ORDER

Table Mode Save Exit

### Work Order

Search Insert Delete Previous Next

\* Date 06-01-2021 WO Template Code

\* Company CCC CMIC Construction Company

\* Customer 1TIME 1 Time

Billing Rate WBRATE1 WBRATE1

Project

Location

Description

\* Status Open Total Work Items 0

### Work Items

Budget Actuals

#### General

Search Insert Delete Previous Next

Work Item \* Type

\* Description

Building Code Floor Room

\* Priority \* Deadline Date \* Costing State

\* Billing Type Scheduled Start \* Billing State

Billing Amount Scheduled End

### Projects

Search

Match All Any

Project

Name

Search Reset

Project	Name
1001	1001
1111	Sports Center
1234	1234
1504433M	1504433M
18.65464.1	18.65464.1
1863374M	1863374M - Combined WIP
19.83379	19.83379
19.83379-1	19.83379-1
1950037	1950037
1987768	1987768

OK Cancel

Work Order Billing > Work Orders > Enter/Edit Work Order – Project

# Workflow

## Workflow Notification – Negative Total Remaining Balance in Red (19.93016)

CMIC ENTERPRISE TESTR12

Enterprise Field ETME Non-Bi OM Edit Mode

Search for programs...

Workflow Notifications

25 Approvals 32 FYIs

Subject Status

Wednesday, March 25, 2020

Thursday, March 12, 2020

Thursday, February 13, 2020

Wednesday, February 12, 2020

Comment

DISBURSEMENTS

Task Code / Description	Change	Contract Amount	Prev. Certified Amount	Unposted Amount	Current Amount	Total Requested Amount	Remaining Balance	Retainage %	Contract Quantity	UOM	Rate	Prev. Certified Quantity	Current Quantity	Total Retainage	Unposted Retainage	Current Retainage
1/000.1 000		1.00	4.00	0.00	1.00	4.00	-3.00	0.00	HR			0	0	0.00	0.00	
1/001.1 001		2.00	3.76	0.00	3.00	3.76	-1.76	10.00	\$			0	0	0.40	0.00	
Totals		3.00	7.76	0.00	4.00	7.76	-4.76							0.40	0.00	

USER COMMENTS

In the Workflow Notification screen changes have been made to show the Total Remaining Balance values that are negative (i.e. < 0) as red and bold, so that they stand out.

## Compliance Workflow (19.90300)

This feature incorporates a scheduler set for emails to be sent to users if the Compliance/Insurance will soon expire or has expired. This gives the user a notification so that they can renew their license/compliance.

### 1. Pre-requisite

The Role Maintenance screen should have the field security as Unrestricted for the Notifications Defaults tab of the Project Control screen (see 2b below).

The contact who will receive the email should also have a key player PM Role for that Project.

### 2. Setup

#### a) Workflow

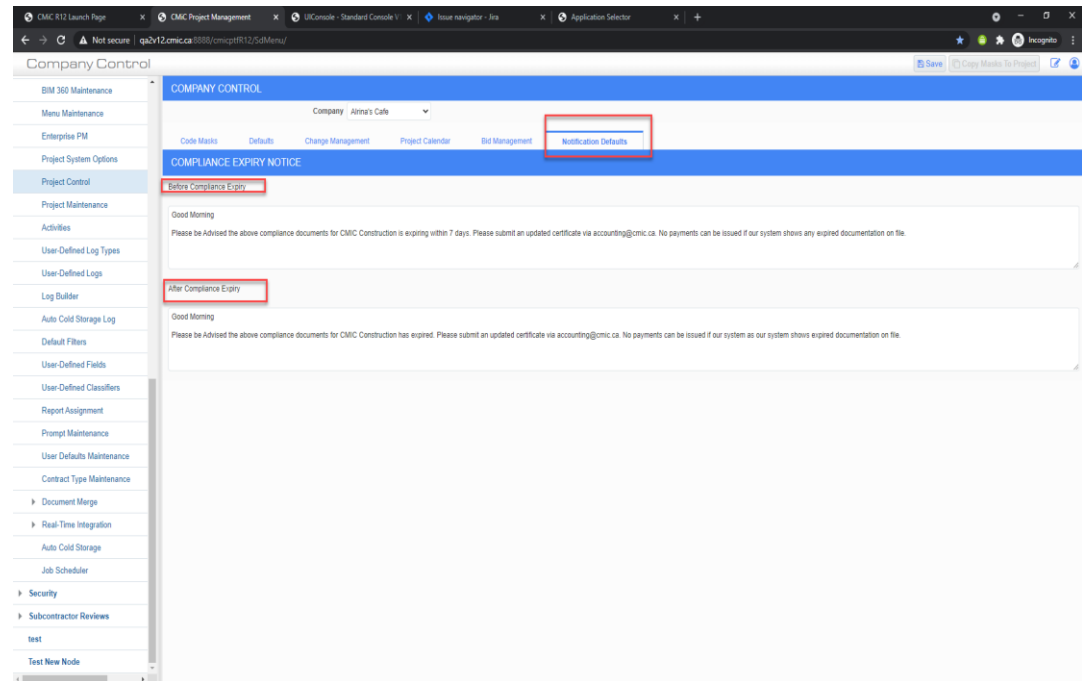
Workflow Lookup rules need to be set as follows:

Path: Enterprise ADF > Workflow > Setup > Workflow Lookup Rules:

- Compliance After Role
- Compliance Before Role
- Compliance Days After
- Compliance Days Before
- Compliance Sender Email

b) Project Control

The Notification Defaults tab of Project Control is used to set up the text that needs to be in the notification email Before Compliance Expiry and After Compliance Expiry



### 3. Process

Once the necessary setup is in place, the compliances are checked on Subcontracts by an overnight Workflow process. If the compliances would expire or have expired based on the Compliance Days Before and the Compliance Days After set in the Workflow Lookup screen, notifications will be sent to the project contacts who are on the projects with the key player role that has been set up in the Workflow Lookup screen.

**Note—Both, the vendor and the contact will receive the email if the setup is correct and the compliance expiration conditions are met.**

Sample notices:

**BEFORE EXPIRY:**



On May-18-2021 compliance will expire for Project related Subcontract(s).



STEPHANIE@CMIC.CA <test2v12@cmic.ca>  
To: Stephanie Bromfield

If there are problems with how this message is displayed, click here to view it in a web browser.

External Email Proceed with Caution



## Compliance Expiry Notification

Compliance is expiring on the following projects:

Good day, Please be advised that your WCB/WSIB/COI certificate on file with XXXXXX Projects Inc is expiring within 5 days. Please submit an updated certificate via [accounting@cmic.ca](mailto:accounting@cmic.ca). No payments can be issued if our system shows any expired documentation on file.

Project Number: ADFPROJ1

Compliance Document: Workers Compensation

Powered by CMiC

[Manage Notifications](#)

Want to download the app? Available for both [iOS](#) and [Android](#)

## AFTER EXPIRY:

On May-16-2021 compliance has expired for Project related Subcontract(s).



STEPHANIE@CMIC.CA <test2v12@cmic.ca>  
To: Stephanie Bromfield

If there are problems with how this message is displayed, click here to view it in a web browser.

External Email Proceed with Caution



## Compliance Expiry Notification

Compliance has expired on the following projects:

Good day, Please be advised that your WCB/WSIB/COI certificate on file with XXXXXX Projects Inc has expired. Payments cannot be issued until updated documentation is entered in our system. Please submit valid certificates via [accounting@cmic.ca](mailto:accounting@cmic.ca) as soon as possible to avoid any possible delays in payments.

Project Number: ADFPROJ1

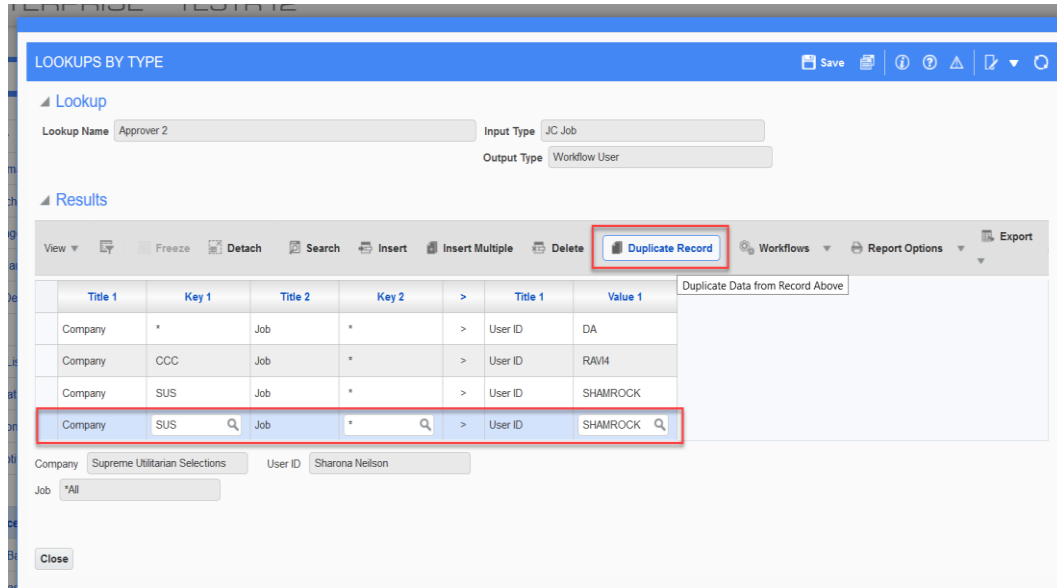
Compliance Document: Auto

Powered by CMiC

[Manage Notifications](#)


## [Duplicate Record] Button on Resource Lookup Screen (21.42399)

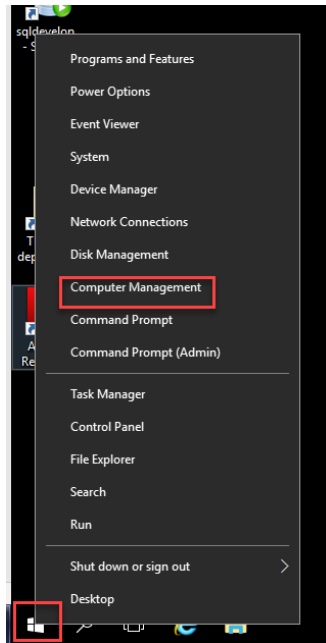
The **[Duplicate Record]** button is added to Values pop-up in Resource Lookup screen. When the user inserts a new line and clicks **[Duplicate Record]** button – it duplicates the values from the line above.



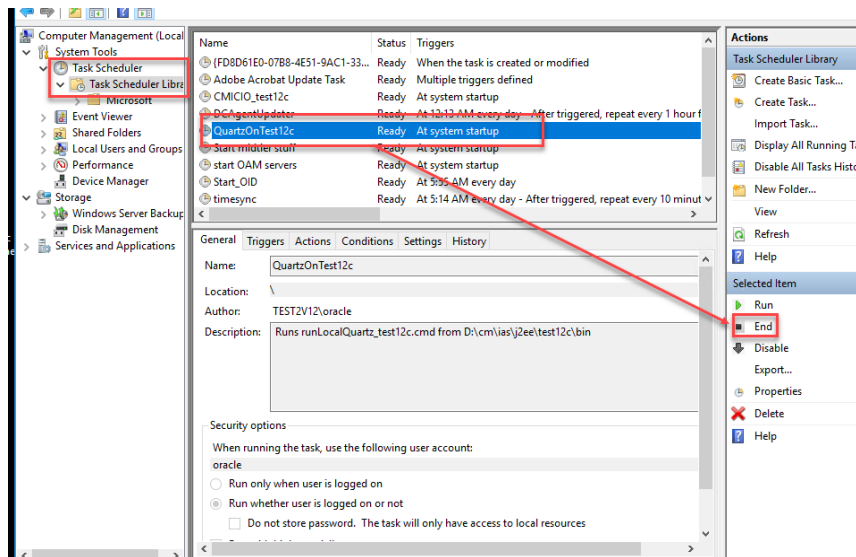
## Stopping Quartz Schedule Task Processes before Applying Patches

1. Stop Schedule Task from Computer Management.

- a. Go to Computer Management through right mouse button click on :



b. Choose Quartz task from Task Scheduler Library for patching environment (the name of environment can be revealed as part of name of Schedule Task). Press End to be sure the Status of Task is “Ready”.



2. Shut down the java process from Task Manager.

a. In Task Manager – go to Processes, sort them by Name, select task from the Java ones with Command Line containing jdk1.8.0\_151 part, press right mouse button on task then press End task.

Name	35% CPU	73% Memory	PID	Command line
Java Platform SE binary (3...	0%	1.2 MB	11132	"C:\Users\oracle\AppData\Local\Temp\11\jre-8u231-windows-au.exe" /installmethod=jau FAMILYUPGRADE=1
Java Platform SE binary (3...	0%	8.1 MB	17584	"C:\Users\oracle\AppData\Local\Temp\jds1670586937.tmp\jre-8u231-windows-au.exe" /installmethod=jau" FAMILYUPGRADE=1"
Java Update Checker (32 ...	0%	2.9 MB	25048	"C:\Program Files (x86)\Common Files\Java\Java Update\jucheck.exe" -auto -critical
Java Update Checker (32 ...	0%	2.8 MB	15036	"C:\Program Files (x86)\Common Files\Java\Java Update\jucheck.exe" -auto -scheduled
Java Update Scheduler (3...	0%	3.0 MB	15932	"C:\Program Files (x86)\Common Files\Java\Java Update\jusched.exe"
Java Update Scheduler (3...	0%	2.3 MB	21992	"C:\Program Files (x86)\Common Files\Java\Java Update\jusched.exe"
Java(TM) Platform SE bin...	0%	45.0 MB	2480	"D:\Java\jdk1.8.0_191\bin\java.exe" -Dderby.system.home=D:\oracle\infraoam\user_projects\domains\infraoam\common\db" -classpath "D:\oracle\infraoam\wls\server\commo
Java(TM) Platform SE bin...	0%	41.7 MB	36848	d:\Java\jdk1.8.0_191\bin\java -Xms128m -Xmx2048m -cmic:infraoam\standalone\StandAloneCmicSchedulers cmicstandalone.quartz.properties
Java(TM) Platform SE bin...	0%	44.4 MB	5088	D:\Java\jdk1.8.0_191\bin\java -cp D:\cmi\...
Java(TM) Platform SE bin...	0.1%	3,858.2 MB	5652	D:\Java\jdk1.8.0_191\bin\java -server -Xnr...
Java(TM) Platform SE bin...	4.6%	10,393.7 MB	14788	D:\Java\jdk1.8.0_191\bin\java -server -Xnr...
Java(TM) Platform SE bin...	0%	1,002.0 MB	20260	D:\Java\jdk1.8.0_191\bin\java -server -Xnr...
Java(TM) Platform SE bin...	0%	1,028.2 MB	18628	D:\Java\jdk1.8.0_191\bin\java -server -Xnr...
Java(TM) Platform SE bin...	0%	1,310.7 MB	19620	D:\Java\jdk1.8.0_191\bin\java -server -Xnr...
Java(TM) Platform SE bin...	0.2%	1,888.8 MB	19924	D:\Java\jdk1.8.0_191\bin\java -server -Xms256m -Xmx2048m -cp D:\oracle\infraoam\wls\server\server\lib\weblogic-launcher.jar -Dlaunch.use.env.classpath=true -Dweblogic.Nan
Java(TM) Platform SE bin...	0%	1,577.8 MB	20572	D:\Java\jdk1.8.0_191\bin\java -server -Xms512m -Xmx1024m -cp D:\oracle\infraoam\wls\server\server\lib\weblogic-launcher.jar -Dlaunch.use.env.classpath=true -Dweblogic.Names=F
Java(TM) Platform SE bin...	0%	1,436.8 MB	4892	D:\Java\jdk1.8.0_191\bin\java -server -Xms512m -Xmx1024m -cp D:\oracle\midtier\wls\server\server\lib\weblogic-launcher.jar -Dlaunch.use.env.classpath=true -Dweblogic.Name
Java(TM) Platform SE bin...	0%	3,298.7 MB	20808	D:\Java\jdk1.8.0_191\bin\java -server -Xms512m -Xmx2048m -cp D:\oracle\infraoam\wls\server\server\lib\weblogic-launcher.jar -Dlaunch.use.env.classpath=true -Dweblogic.Nan

3. In case there are few Quartz Schedule Tasks in the same machine – stop/interrupt all of them.  
After patch will be applied – restart all Quartz Schedule Tasks.