



ASCENDER[®]
ELEVATING TECHNOLOGY SOLUTIONS

TxEIS Business Release Notes

TxEIS Business Release Notes

Update 3.4.0142

Accounts Receivable

Accounts Receivable > Reports > Accounts Receivable Reports > BAR4500 - Outstanding Invoices by Customer

Modified the report to:

- Only include invoices with a positive balance.
- Include credit memo amounts in the account and total invoice balance calculations.
- Include the overpayment credit and credit memo amounts for the account in the .csv file.
- Include the invoice total adjustment, payment, balance, and credit memo totals in the .csv file.

Finance

Finance > Maintenance > Postings > Purchase Orders

Modified the program to prevent changes to purchase orders with pending payable records.

Finance > Maintenance > Postings > Check Processing - PO

Corrected the issue that prevented the document attachment functionality from working in newly created databases.

Finance > Maintenance > Pending Payables

Added this page to replace the existing process of directly creating receiving payable transactions on the Check Processing - PO page. Now, if **Create Receiving Payables** is selected for Purchasing and Warehouse (only restock orders), and you receive items on the Purchasing > Maintenance > Receiving > Requisition tab, the applicable payable transactions are created on this page. You can then match invoices to the corresponding transactions.

Maintenance > Pending Payables SessionTimer: 239 min and 54 sec FIN3250 County/District #

Nbr: Vendor:

Show entries Search:

| Sel | Type | Nbr | Vendor | Date Received | Rcvd By | Rcvd Amount | Whse Cd | Originator |
|-----|-------------------|--------|-----------------------------|---------------|---------|-------------|---------|------------|
| | PURCHASE ORDER | 181952 | 95000 123 EZ TEES INC | 10-07-2019 | | 2,528.30 | 0 | |
| | INVENTORY RESTOCK | 181951 | 37255 KEN BARBOUR | 10-07-2019 | | 1,517.20 | 1 | |
| | INVENTORY RESTOCK | 181951 | 37255 KEN BARBOUR | 10-07-2019 | | 1,011.10 | 1 | |
| | PURCHASE ORDER | 181950 | 10136 XEROX CORPORATION | 10-07-2019 | | 1,602.95 | 0 | |
| | PURCHASE ORDER | 181949 | 95000 123 EZ TEES INC | 10-07-2019 | | 1,517.20 | 0 | |
| | PURCHASE ORDER | 181949 | 95000 123 EZ TEES INC | 10-07-2019 | | 2,528.30 | 0 | |
| | PURCHASE ORDER | 181948 | 39688 123 SECURITY PRODUCTS | 10-07-2019 | | 1,517.20 | 0 | |
| | PURCHASE ORDER | 181948 | 39688 123 SECURITY PRODUCTS | 10-07-2019 | | 2,528.30 | 0 | |
| | PURCHASE ORDER | 181947 | 95000 123 EZ TEES INC | 10-07-2019 | | 1,517.20 | 0 | |
| | PURCHASE ORDER | 181947 | 95000 123 EZ TEES INC | 10-07-2019 | | 857.40 | 0 | |

Showing 1 to 10 of 11 entries Previous Next

After you click the spyglass icon to select a transaction, the following page is displayed allowing you to enter invoice information for the transaction and create the check transaction. The fields available for edit on this page are based on the **Create Receiving Payables** and **Use Commodity Codes in Finance Payables** selections for Purchasing and Warehouse. Clicking **Submit** on this page does not affect the general ledger, you must use the Finance > Maintenance > Check Processing > Print Checks tab to process the check transaction.

Reference the [Finance > Maintenance > Pending Payables](#) Help page for additional information. and create check transactions.

Maintenance > Pending Payables SessionTimer: 237 min and 36 sec FIN3250 County/District #

Type & Number: PURCHASE ORDER 181948 Whse Cd: 0 Purchasing Received Date: 10-07-2019 Original Amount: 2,528.30
 Vendor: 39688 123 SECURITY PRODUCTS Received Amount: 2,528.30 Balance Amount: 2,528.30
 4 DAVID LN., Alamo City, TX 54644 Received By: 001152
 Originator: 001152

Reason: Invoice Date: -- Invoice Nbr: Due Date: -- EFT: Separate Check: Trans Date: 10-07-2019
 Freight Amt:

Items Received

Show entries Search:

| Item | Catalog Nbr | Item Description | Commodity | Quantity Received | Ordered Cost | Actual Cost |
|------|-------------|---------------------|---------------------------------|-------------------|--------------|-----------------------------------|
| 001 | ABC123 | With Commodity Code | 045 -- APPLIANCES AND EQUIPMENT | 50.00 | 506.10 | <input type="text" value="0.00"/> |
| 002 | B222 | 2nd line item | 006 -- Test Item | 50.00 | 505.00 | <input type="text" value="0.00"/> |

Showing 1 to 2 of 2 entries Previous Next

Account Summary

Show entries Search:

| Account Code | Description | GL Balance Amt | Liquidate Amt | Net Expend Amt |
|---------------------------|---------------------|----------------|---------------|------------------------------------|
| 199-51-6319.00-990-899000 | SUPPLIES, CUSTODIAL | -1,948.59 | 838.33 | <input type="text" value="17.57"/> |
| 199-51-6319.01-990-899000 | SUPPLIES, BUILDING | -9,948.85 | 172.76 | <input type="text" value="1.10"/> |

Showing 1 to 2 of 2 entries Previous Next

Finance > Maintenance > Check Processing > Void Check

Modified the program to allow purchase order check transactions to be reversed and reposted during the void check process. Also, changed the repost transactions functionality to create the purchase order encumbrance transaction and include the liquidation amount in the reposted purchase order check transaction. If voiding a deferred check, then the account code from the original check transaction is used when the transaction is reposted.

Finance > Maintenance > 1099 Record Maintenance

Changed the **Check Nbr** field to accept alphanumeric characters in order to allow for Electronic Funds Transfer (EFT) and Human Resources transfer transactions.

Finance > Inquiry > Vendor Inquiry > Vendor Payment Inquiry

Corrected the program to display reconciled credit card transactions.

Finance > Utilities > Export Finance Tables & Import Finance Tables

Included the pending payables tables in the import and export processes.

Human Resources

Human Resources > Tables > Job/Contract > Job Codes

Added the **No FTE** check box allowing you to indicate that the job has zero full-time equivalent (FTE) hours for TRS reporting.

| Account Code | Salary Concept | Increase Pay Step | PSP Salary Class Code | Accrual Code | Workers' Comp Code | FTE Hrs | No FTE |
|-----------------------------|-------------------------------|-------------------------------------|-----------------------|--------------|----------------------------|---------|--------------------------|
| | A Use annual salary table | <input checked="" type="checkbox"/> | | | | 1 | <input type="checkbox"/> |
| 199-51-6129-00-999-8-99-0-0 | D Use hourly/daily rate table | <input checked="" type="checkbox"/> | | | A 9101-MAINT/CAFE 0.023622 | 2 | <input type="checkbox"/> |
| | D Use hourly/daily rate table | <input checked="" type="checkbox"/> | A Administrator | | | 0 | <input type="checkbox"/> |
| 000000000000000000000000 | D Use hourly/daily rate table | <input checked="" type="checkbox"/> | | | | 0 | <input type="checkbox"/> |

Human Resources > Maintenance > Hours/Pay Transmittals > Abs Ded & Cd Abs Ded

Removed the **Salary Adjust** column from these tabs as TRS no longer requires the employee's workers' compensation adjustment to be reported. However, the salary adjustment column will remain in the database for new rows and will automatically default to N for payroll calculation purposes.

Human Resources > Payroll Processing > TRS Processing > Extract

Modified the ED40 extract to set the **FTE Hrs** value to zero if **No FTE** is selected for the job on the Human Resources > Tables > Job/Contract > Job Codes tab.

Human Resources > Payroll Processing > Special Adjustments > Expense Only

Corrected the issue that prevented the TRS Federal Deposit and TRS Federal Care amounts from being calculated when transferring expenses from a non-federal fund to a federal fund.

Human Resources > Reports > HR Reports > Quarterly/Annual Reports > HRS5250 - 1095-B Forms & HRS5255 - 1095-C Forms

Modified the program to use the new first and middle long name versions when extracting employee names for ACA records. Per IRS specifications, the names are limited to 20 characters and any excess characters are truncated.

- 1095C Form
- 1095C AIR File
- 1095C Form
- 1095C AIR File

Purchasing

Purchasing > Maintenance > Create/Modify Requisition (Current Year and Next Year)

Corrected various page layout and usability issues to improve the user experience.

Purchasing > Maintenance > Receiving > Requisition & Bundled Requisitions

Modified the program to no longer create payable transactions on the Finance > Maintenance > Postings > Check Processing - PO tab when **Create Receiving Payables** is selected on the District Administration > Options > Purchasing/Warehouse page and items are received. Now, the payable transactions are created on the new Finance > Maintenance > Pending Payables page. This change only applies to the Requisition tab and **not** the Bundled/Bid Requisitions tab.

Modified the program to only display the **Date Received** field one time on the page. The single **Date Received** field will be used for receiving all items.

Added the **Catalog Number** column to the requisition details section.

Requisition Bundled/Bid Requisitions

Retrieval Options

Purchase Order Nbr: 181960 Requisition Nbr: 013948 Retrieve Directory Receiving Documents

Requisition Information

PO Nbr: 181960 PO Date: 09-12-2019 Req Nbr: 013948 Campus/Dept: 003
 Originator: Requestor: Order For: First Approver:
 Vendor Nbr: 39688 Sort Key/Vendor Name: 123 SECURITY PRODUCTS/123 SECURITY PRODUCTS Reason: Shipping Addr:
 Work Order: Reference Nbr: Bid Nbr: Bid Category:

Requisition Items Date Received: 09-13-2019 Receive All

| Quantity Received | Item | Catalog Number | Description | Quantity | Received To Date | Item Status |
|-------------------|------|----------------|-----------------|----------|------------------|-------------|
| 0.00 | 001 | 123456 | Bundle 1st item | 15.00 | 0.00 | |

Purchasing > Reports > Purchase Order Reports > REQ1500 - Reprint Purchase Orders

☐ Corrected the issue that caused the account code summary to be displayed on the district purchase order copy even if the **Include Account Code Ledger on District Copy** parameter was set to *N* (No).

Purchasing > Reports > Purchase Order Reports > REQ1800 - Commodity Codes Actual Cost Report

☐ Added this report to track actual cost data for Purchasing and Warehouse commodity items. Only restock orders are used from Warehouse.

Reports > Purchase Order Reports > Commodity Codes Actual Cost Report

Return to Reports

Report ID: REQ1800
 User ID:
 Req Per: 04

| Parameter Description | Value |
|---|-------|
| Purchasing (P), Warehouse (W), or Both (B) | |
| From Received Date (MMDDYYYY), or blank for ALL | |
| To Received Date (MMDDYYYY), or blank for ALL | |
| Select Commodity Code(s), or blank for ALL | ... |
| Threshold Percentage | |

Run Preview
 Clear Options

Warehouse

Warehouse > Tables > Warehouse Options

Modified the program to create payable transactions on the new Finance > Maintenance > Pending Payables page if **Create Receiving Payables** is selected. Previously, payable transactions were created directly on the Finance > Maintenance > Postings > Check Processing - PO page.

Warehouse > Reports > Warehouse Reports > BWH1600 - Commodity Codes Actual Cost Report

Added this report to track actual cost data for Purchasing and Warehouse commodity items. Only restock orders are used from Warehouse.

Reports > Warehouse Reports > Commodity Codes Actual Cost Report SessionTime

[Return to Reports](#)

Report ID: **BWH1600**
 User ID:
 Warehouse ID:

| Parameter Description | Value | List |
|---|----------------------|------------------------------------|
| Purchasing (P), Warehouse (W), or Both (B) | <input type="text"/> | |
| From Received Date (MMDDYYYY), or blank for ALL | <input type="text"/> | |
| To Received Date (MMDDYYYY), or blank for ALL | <input type="text"/> | |
| Select Commodity Code(s), or blank for ALL | <input type="text"/> | <input type="button" value="..."/> |
| Threshold Percentage | <input type="text"/> | |

[Run Preview](#)
[Clear Options](#)

Known Issue(s)

Purchasing > Maintenance > Receiving > Bundled/Bid Requisitions

The program changed to only display the **Date Received** field one time on the page; however, when the user clicks the details spyglass for a requisition, the field does not display the calendar. This issue will be addressed in a later release.



ASCENDER®
ELEVATING TECHNOLOGY SOLUTIONS

Back Cover