ASCENDER 6.0400

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Release Date: **ASCENDER Update**: 6.0400

❑ Corrected various pages in the following applications to only display the **Provide Feedback** link once:

- Budget
- Finance
- Payroll
- Personnel
- Position Management
- Purchasing

Finance > Maintenance > Vendor Information > Vendor Miscellaneous

❑ Modified the **Copy from Payroll** button functionality to use the Finance bank code instead of the Payroll bank code.

- If the bank code does not exist in Finance, an error message is displayed prompting the user to add a new bank code in Finance.
- If the employee does not have a bank record in Payroll, an error message is displayed informing the user.

❑ Corrected the **Copy from Payroll** button to only display if the vendor and employee SSN records are valid and match.

❑ Corrected the program to display the vendor number and name in the **Vendor** field at all times. Previously, the vendor number no longer displayed after changes were saved to other fields on the page.

Finance > Maintenance > Create Chart of Accounts

❑ Corrected the issue that prevented account codes with a 99 function code and an 8XXX object code from being created.

Finance > Maintenance > Postings > Check Processing-PA & Check Processing-

PO

❑ Corrected the trashcan icon to remain displayed when adding a new line item.

Finance > Maintenance > Postings > Journal Actual

❑ Added the **Ignore for Grants and Projects** check box to the Duplicate JV pop-up window to ignore JV entries for the Grants and Projects application. This check box is only enabled if duplicating an Actual JV transaction.

Finance > Inquiry > GL Inquiry > GL Inquiry

❑ Corrected transaction and balance issues within the spyglass pop-up window.

Finance > Inquiry > GL Inquiry > GL Account Summary

❑ Corrected the spelling of Revenue in the Estimated and Realized Revenue column headings on the report preview and PDF.

Finance > Utilities > Out of Balance Correction

❑ Corrected the program to prevent incorrect balances to be calculated and saved.

Finance > Utilities > Positive Pay Export

❑ Corrected the export to prevent the value in the **Vendor Name** field from being used as the **Pay To** value if a DBA or Remittance Name and Address is available when using the Pending Payables and the PO/PA processes together. Previously, a single check transaction was separated into two transactions and although the check numbers were the same, the Pending Payable transaction amounts were populated with the value from the **Vendor Name** field on the Vendor Information page and the other transaction amounts processed through PO/PA were populated with the value from the **Vendor Remittance** field.

Finance > Reports > Finance Reports > Vendor/Purchase Order Reports > FIN2100 - 1099 Forms

❑ Per IRS requirements, updated the 1099-MISC/1099-NEC forms/instructions and all 1099-MISC/1099-NEC functionality to support the 2021 tax year.

Grants and Projects > Tables > Manage Users

❑ Corrected the **Module** column in the database to display GRT2160 Manage Users when adding or updating grant type information for a user.

Grants and Projects > Maintenance > Member Grants > Grant Maintenance

❑ Corrected various user interface issues to improve the user experience.

❑ Corrected the **Module** column in the database to display GRT3010 Mbr Grant Maint for deleted transactions.

Grants and Projects > Maintenance > Approval Dashboard

❑ Corrected the **Module** column in the database to display GRT3020 Approval Dashboard for approved/returned transactions.

Payroll > Tables > District EP Options

❑ Corrected the issue that prevented changes to the **W-2 Information** message field from being successfully saved and displayed in EmployeePortal.

Payroll > Maintenance > Calendar YTD Data > Calendar YTD

❑ Added the following **FFCRA Payment** fields for the 2021 calendar year:

- **EPSLA Regular**
- **EPSLA Two-Thirds**

- **EFMLEA**

Payroll > Maintenance > Calendar YTD Data > W2 Inquiry

❑ Added the following **FFCRA Payment** fields for the 2021 calendar year:

- **EPSLA Regular**
- **EPSLA Two-Thirds**
- **EFMLEA**

Payroll > Next Year > Copy CYR Staff to NYR & Copy NYR Staff to CYR

❑ Added the **TRS Retiree Exception** field to the process and preview report.

Payroll > Payroll Processing > TRS Processing > Payroll History

❑ Corrected the program to retrieve pay date information for the TRS month instead of the pay date month.

Payroll > Utilities > Import HR tables from Database Tables

❑ Added a new WorkJournal Comparison Report to display a list of WorkJournal records that were imported but no longer exist as payroll transmittals due to the import.

Payroll > Utilities > Import WorkJournal Requests

❑ Modified the program to prevent WorkJournal request records from being selected if the job code no longer exists on the employee's master job record.

Payroll > Reports

❑ Corrected the email content (subject/body) to mirror the letter case entered by the user. Previously, all letters were converted to uppercase.

- HRS1250 - Employee Data Listing
- HRS1650 - Employee Salary Information
- HRS2050 - Proof List of Payroll Transactions
- HRS2500 - Wage and Earning Statement
- HRS2600 - Employee Substitute Report
- HRS3500 - YTD Wage and Earning Statements
- HRS6400 - Salary Verification Report

Payroll > Reports > Personnel Reports

❏ Added the **Creditable Year of Service** field to the following reports:

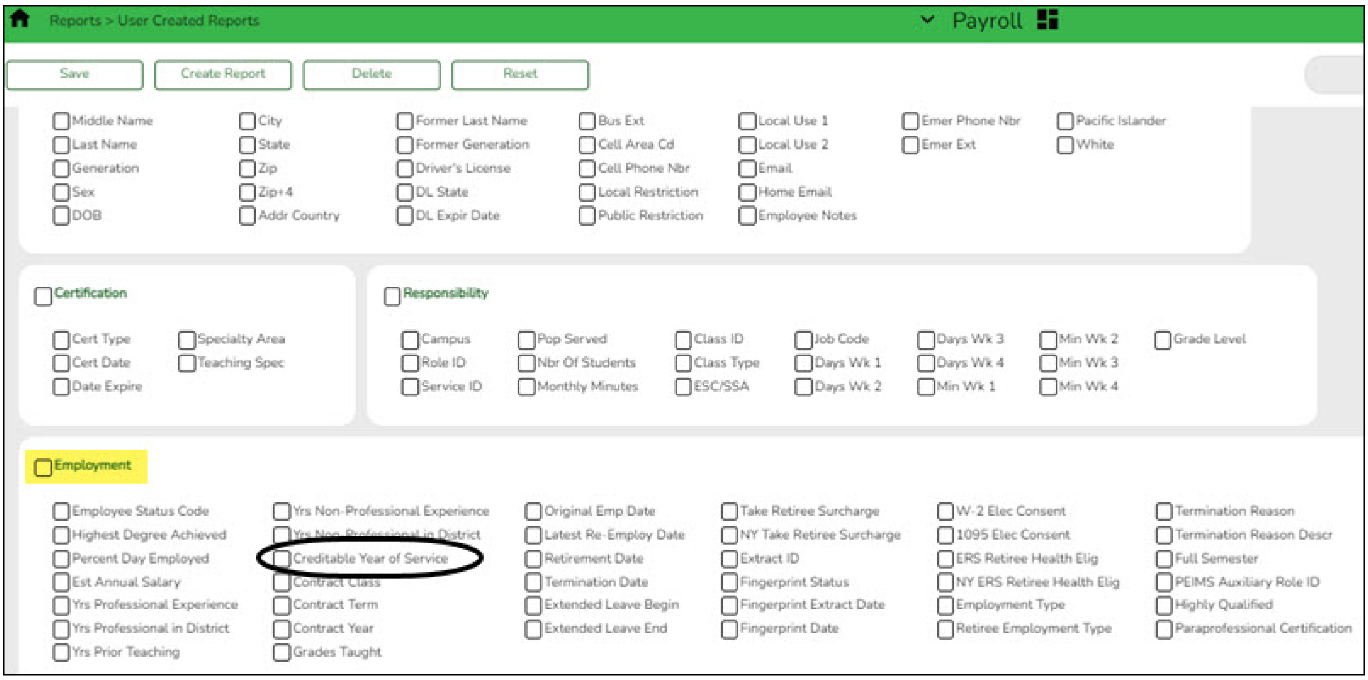
- HRS1100 - Employee Verification
- HRS1250 - Employee Data Listing
- HRS1650 - Employee Salary Information

Payroll > Reports > Quarterly/Annual Reports > HRS5100 - W-2 Forms

❏ Per IRS requirements, updated the W-2 form/instructions and all W-2 functionality to support the 2021 tax year.

Payroll > Reports > User Created Report

❏ Added the **Creditable Year of Service** check box to the **Employment** section.



Personnel > Tables > WorkJournal > Options

❑ Modified the program to display the Unsaved Data Warning pop-up window when applicable.

❑ Corrected the issue that caused the time conversion table to inadvertently default to pay frequency 4 even though it was not created in pay frequency 4. This issue occurred in databases with only one pay frequency.

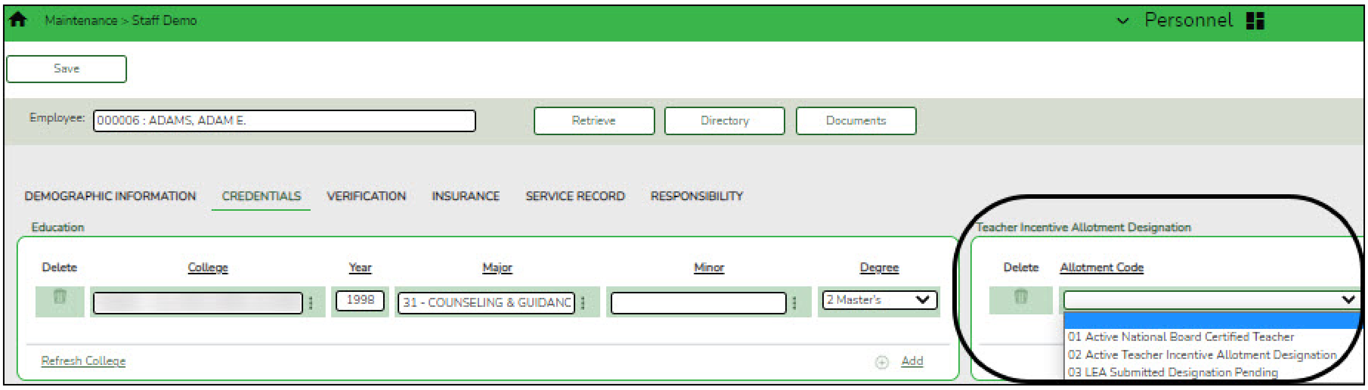
Personnel > Tables > WorkJournal > Admin

❑ Modified the Unsaved Data Warning pop-up window to set the cursor focus on the **Cancel** button.

Personnel > Maintenance > Staff Demo > Credentials

❑ Added the **Teacher Incentive Allotment Designation** section, which includes the following allotment codes and descriptions:

- *01 Active National Board Certified Teacher*
- *02 Active Teacher Incentive Allotment Designation*
- *03 LEA Submitted Designation Pending*



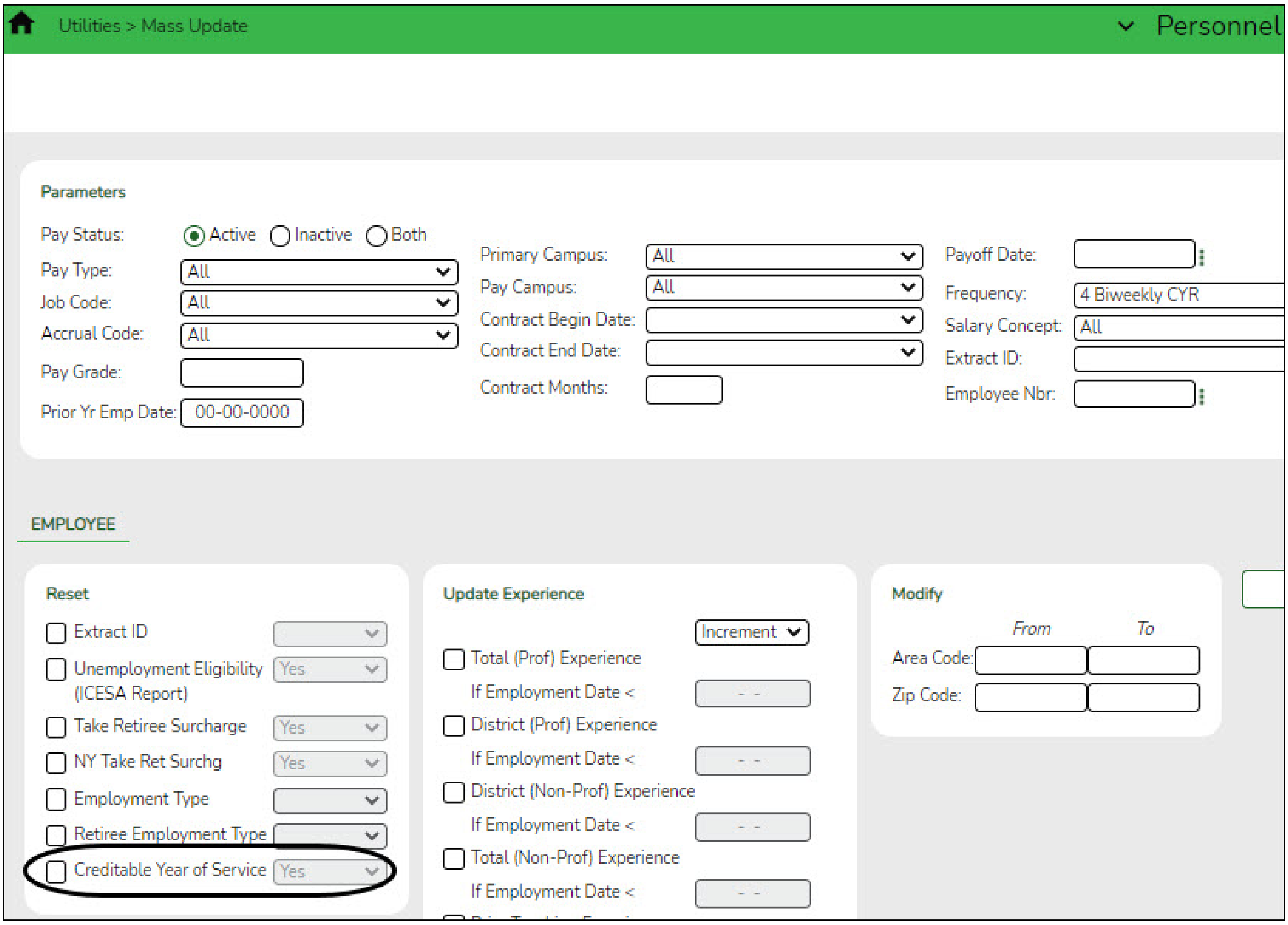
Personnel > Maintenance > Employment Info

❑ Added the **Creditable Year of Service** check box to the **Years Experience** section.

❑ Corrected the page to only display the applicable scroll bars.

Personnel > Utilities > Mass Update > Employee

❑ Added the **Creditable Year of Service** field under **Reset** to reset the employee's creditable year of service. Also, added the **Creditable Year of Service** column to the Employee Mass Update Report.



Personnel > Utilities > Mass Delete > Employee Data

❑ Modified the program to include the Teacher Incentive Allotment designation in the mass deletion process.

Personnel > Utilities > ACA 1094/1095 Correction/Replacement

❑ Per IRS requirements, updated the utility to support the 2021 tax year.

❑ Removed transmitter control code (TCC) validation from the ACA file creation process.

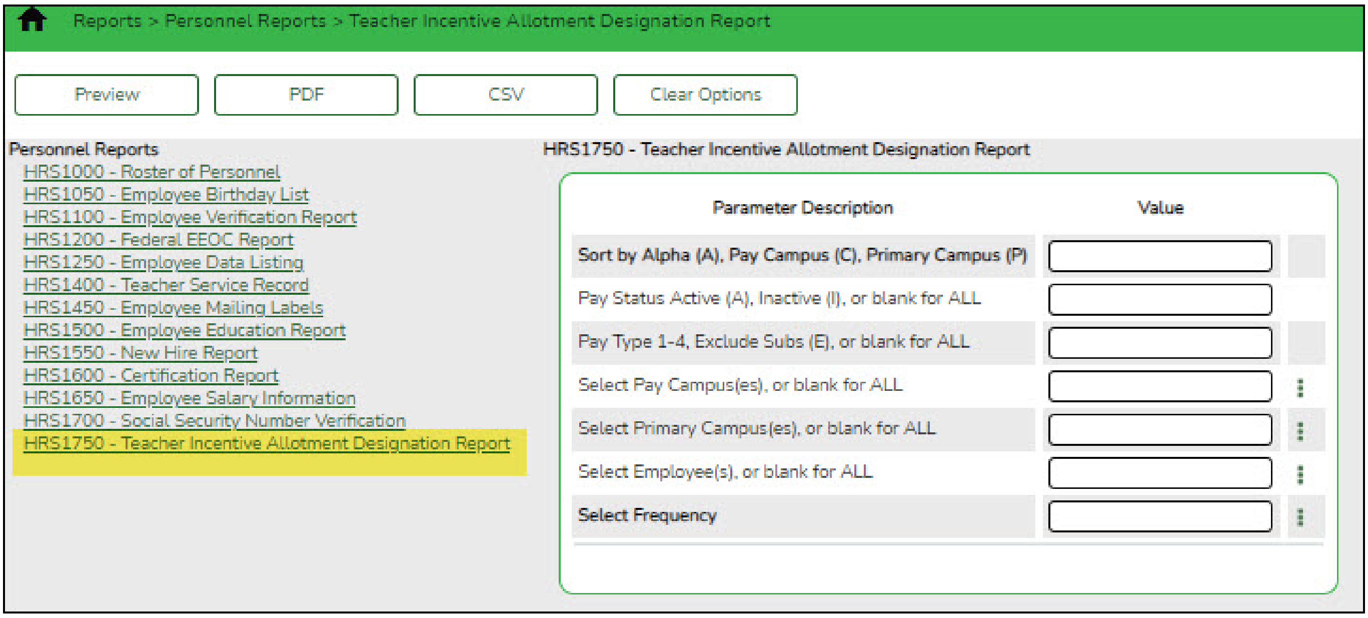
Personnel > Reports > Personnel Reports

❑ Added the **Creditable Year of Service** field to the following reports:

- HRS1100 - Employee Verification
- HRS1250 - Employee Data Listing
- HRS1650 - Employee Salary Information

Personnel > Reports > Personnel Reports > HRS1750 - Teacher Incentive Allotment Designation Report

❑ Added this report to provide a list of employees with their Teacher Incentive Allotment Designation codes and descriptions.



Personnel > Reports > Payroll Information Reports > HRS5250 - 1095-B Forms

❑ Per IRS requirements, updated the 1095-B form/instructions and all 1095-B functionality to support the 2021 tax year.

❑ Removed transmitter control code (TCC) validation from the ACA file creation process.

Personnel > Reports > Payroll Information Reports > HRS5255 - 1095-C Forms

❏ Per IRS requirements, updated the 1095-C form/instructions and all 1095-C functionality to support the 2021 tax year.

❏ Removed transmitter control code (TCC) validation from the ACA file creation process.

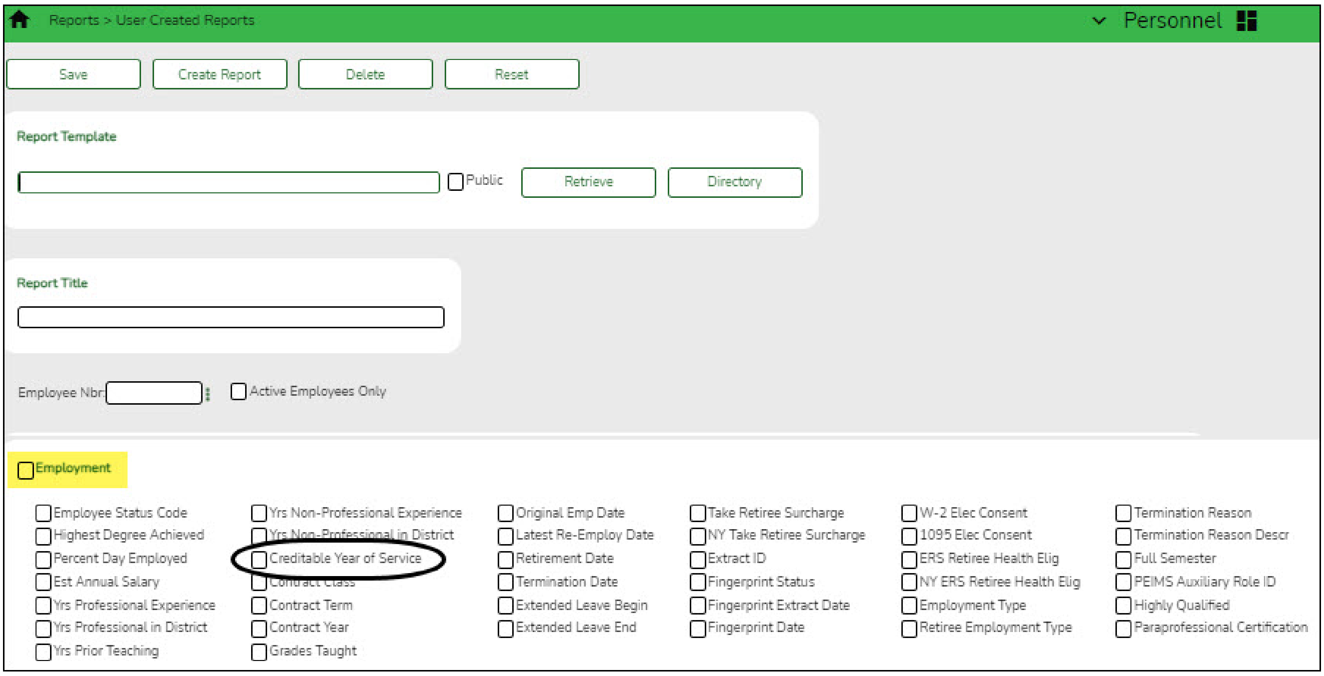
Personnel > Reports > TRS Reports

❏ Corrected the issue that prevented the following reports from being generated:

- HRS4300 - Health Insurance Participation Report
- HRS8900 - Employee Data (ED)
- HRS8905 - Regular Payroll (RP)

Personnel > Reports > User Created Reports > Personnel

❏ Added the **Creditable Year of Service** check box to the **Employment** section.



Purchasing > Inquiry > GL Inquiry > GL Account Summary

❏ Corrected the spelling of Revenue in the Estimated and Realized Revenue column headings on the report preview and PDF.

Purchasing > Maintenance > Create/Modify Requisition

❑ Modified the **Refresh Totals**, **Calculate Amounts**, and **Calculate Percent** links to correctly calculate amounts and percentages when creating a requisition that has one line item with multiple accounts. This change is also effective for the Uniform Account Distribution.

Purchasing > Reports

❑ Corrected the email content (subject/body) to mirror the letter case entered by the user. Previously, all letters were converted to uppercase.

- REQ1450 - Print Purchase Orders
- REQ1500 - Reprint Purchase Orders
- REQ2000 - Request for Quotation Report

Warehouse > Reports > Warehouse Reports > BWH1450 - Print Purchase Order Form &
BWH1500 - Reprint Purchase Order Form

❑ Corrected the **PO Signature** button pop-up window to display and function as intended.

EmployeePortal

Release Date: **ASCENDER Update**: 6.0400

❑ Modified the program to ensure that the applicable Employee/Supervisor reminder emails are sent daily around 6:00 AM.

EmployeePortal > Inquiry > Calendar Year to Date & W-2 Information

❑ Added the following **FFCRA Payment** fields for the 2021 calendar year:

- **EPSL1** (Emergency Paid Sick Leave Act (EPSLA) regular rate)
- **EPSL2** (Emergency Paid Sick Leave Act (EPSLA) two-thirds rate)
- **EFMLEA** (Emergency Family and Medical Leave Expansion Act)

NOTE: If any of these amounts are greater than zero, the field and amount are displayed in Box 14 on the employee's W-2.

EmployeePortal > Inquiry > W-2 Information

❑ Per IRS requirements, updated the W-2 form/instructions and all W-2 functionality to support the 2021 tax year.

EmployeePortal > Inquiry > 1095 Information

❑ Per IRS requirements, updated the 1095-B/1095-C forms/instructions and all 1095-B/1095-C functionality to support the 2021 tax year.

EmployeePortal > Leave Requests

❑ Modified leave requests to display as follows:

- Leave requests with an *Approved* or *Pending Approval* status are displayed on the employee homepage calendar and the Leave Requests page, and can be edited.
- Leave requests with an *Import into Payroll* or *Processed* status are displayed on the employee homepage calendar and the Leave Requests page, and cannot be edited.

Note: All employee leave requests in the above statuses are displayed as read-only on the supervisor's homepage calendar.

❑ Added the **Outlook Calendar** and **Google Calendar** links to leave approval emails allowing employees to add approved leave requests as Outlook/Google calendar events.

❑ Corrected the program to prevent duplicate leave requests from being displayed under **Unprocessed Leave Requests** and on the homepage calendar.

EmployeePortal > Travel Reimbursement Requests > Travel Requests

❑ Added maximum length limits to various fields.

❑ Corrected the issue that caused all inline error messages to be displayed upon accessing the page.

EmployeePortal > Travel Reimbursement Requests > Approve Travel Requests

❑ Corrected various functionality and user interface issues including the select all check box and the document attachments icon to improve the user experience.

MemberPortal

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❑ Modified the program to ensure that the applicable Employee/Supervisor reminder emails are sent daily around 6:00 AM.

MemberPortal > Login

❑ Corrected the Oops error page to display MemberPortal instead of EmployeePortal.

MemberPortal > Forgot Password

❏ Modified the functionality and user interface to meet ASCENDER portal standards.

MemberPortal > Budget Revision Request & Reimbursement Request

❏ Corrected the program to ensure that all approvers in an approval path receive automated email notifications for pending budget or reimbursement requests.

❏ Corrected the **Module** column in the database to display the originating page name for submitted requests.

MemberPortal > Manage Users

❏ Corrected various user interface issues in the Unsaved Data Warning pop-up window.

❏ Corrected the **Module** column in the database to display GRT2160 Manage Users when adding or updating grant type information for a user.

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