ASCENDER 7.0100

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Release Date: **ASCENDER Update**: 7.0100

ASCENDER > Homepage

❑ Added a 60-minute session timer to the homepage (Main Menu). This timer redirects the user to the ASCENDER Login page and requires them to log on again if they attempt to launch an application after being inactive on the homepage for more than 60 minutes.

Note: This timer is separate from the individual application session timers that are set up in District Administration.

❑ Per the 2022 National Automated Clearing House Association (Nacha) Operating Rules & Guidelines, modified the program to store an encrypted version of bank account and employer offset account values in the database. The encrypted values are decrypted via a stored procedure allowing the entire value to be displayed for viewing, editing, and/or approval purposes on the following pages. Also, modified reports to display only the last four digits of the bank account number.

- Bank Reconciliation > Tables > Bank Account Fund Groups > Bank Account Group
- Finance > Tables > Bank Codes > EFT
- Finance > Maintenance > Vendor Information > Vendor Miscellaneous
- Finance > Maintenance > EFT Processing
- Finance > Utilities > Export Finance Tables
- Finance > Utilities > Import Finance Tables
- Finance > Utilities > Positive Pay Export
- Grants and Projects > Tables > SSA Members > Bank Code
- Grants and Projects > Utilities > Grant Payments > Create EFT File
- Payroll > Tables > Bank Codes > EFT
- Payroll > Maintenance > Staff Job/Pay Data > Pay Info
- Payroll > Payroll Processing > Run Payroll
- Payroll > Payroll Processing > EFT Processing
- Payroll > Self-Service > Payroll Approval
- Payroll > Self-Service > Pending by Alternate
- Payroll > Next Year > Copy CYR Staff to NYR
    - Added the **Bank Acct Nbr Enc** column to the Copy and Delete Bank Deposit reports.
- Payroll > Next Year > Copy NYR Staff to CYR
    - Added the **Bank Acct Nbr Enc** column to the Copy and Delete Bank Deposit reports.
- Payroll > Utilities > Payroll Simulation > Pay Info
- Payroll > Utilities > Positive Pay Export
- Payroll > Reports > Payroll Reports > HRS2400 - Bank Account Listing

- EmployeePortal > Self-Service

Accounts Receivable > Maintenance > Create/Modify Invoice

❑ Added validation to allow all valid accounts (except 4XXX accounts) in Finance file ID C to be displayed in the **Account Code** drop-down. As a result, removed the validation restricting the drop-down to only 5XXX and 7XXX accounts.

> **Note**: These changes are also effective on the Accounts Receivable > Maintenance > Invoice Voids/Adjustments, Create/Modify Template, and Credit Memo pages.

❑ Modified the program to default the account codes using the new account code fields on the District Administration > Maintenance > User Profiles > Permissions page. If the District Administration fields are blank, then the **Offset Obj** and **Offset Sobj** fields default to the values in the **Accounts Receivable** field on the Finance > Tables > District Finance Options > Clearing Fund Maintenance tab and the **Offset Org** field is set to 000.

Accounts Receivable > Maintenance > Invoice Payments > Payments

❑ Corrected the **Date Range** parameter to use the invoice date instead of the entry date when retrieving invoices.

Accounts Receivable > Utilities > Import Invoices

❑ Added the following fields to the import as they are also included on the Accounts Receivable > Maintenance > Create/Modify Invoice page.

- **Reference**
- **Due Date**
- **Quantity**
- **Unit of Issue**
- **Product Type**
- **Unit Price**

Asset Management > Maintenance > Inventory Maintenance

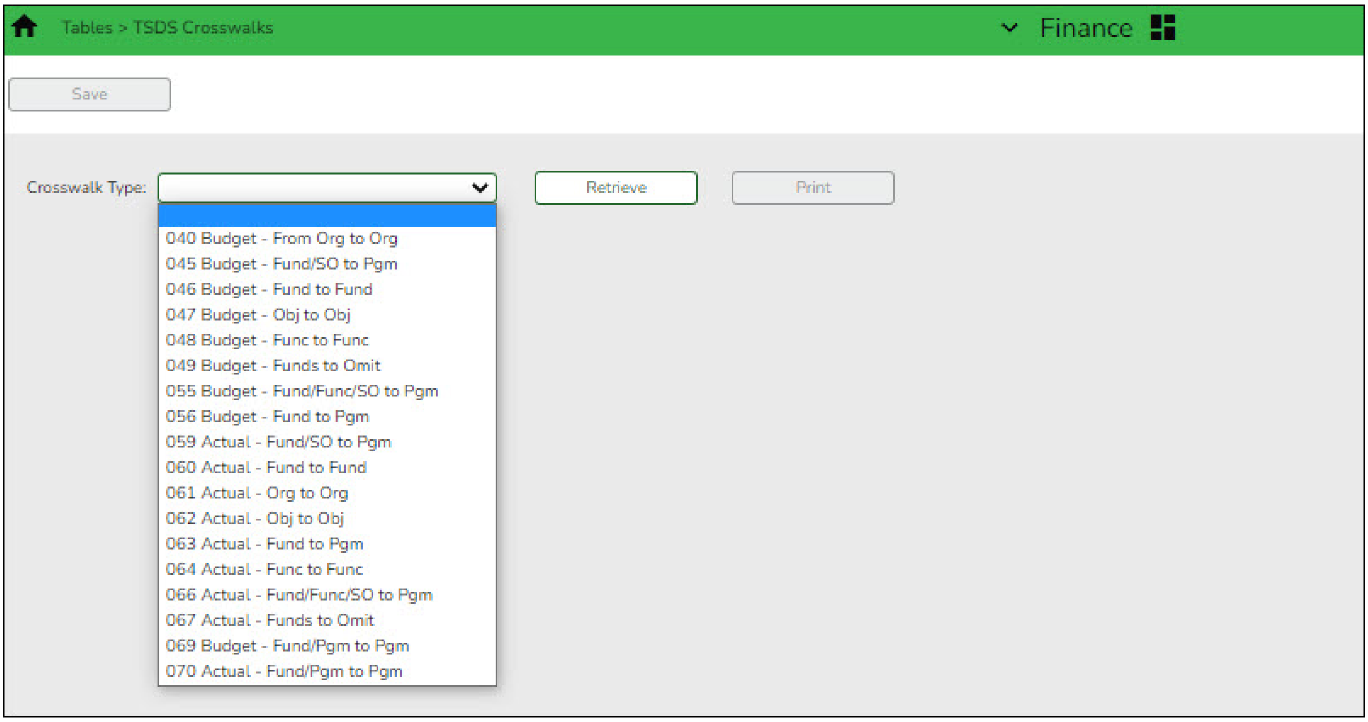
❑ Corrected the pagination functionality in the Directory to display all available pages when performing a search by **Property Class**. Previously, the pagination feature only displayed the first page of the search results.

Finance > Maintenance > Postings > Check Processing - PA and - PO

❑ Modified the program to allow prior year invoices to be processed regardless of the year in which they originated. Previously, an error message was displayed.

Finance > Tables > TSDS Crosswalks

❑ Added this new page to map financial data (actual and budget) from the LEA's set of accounts to TEA's Chart of Accounts.



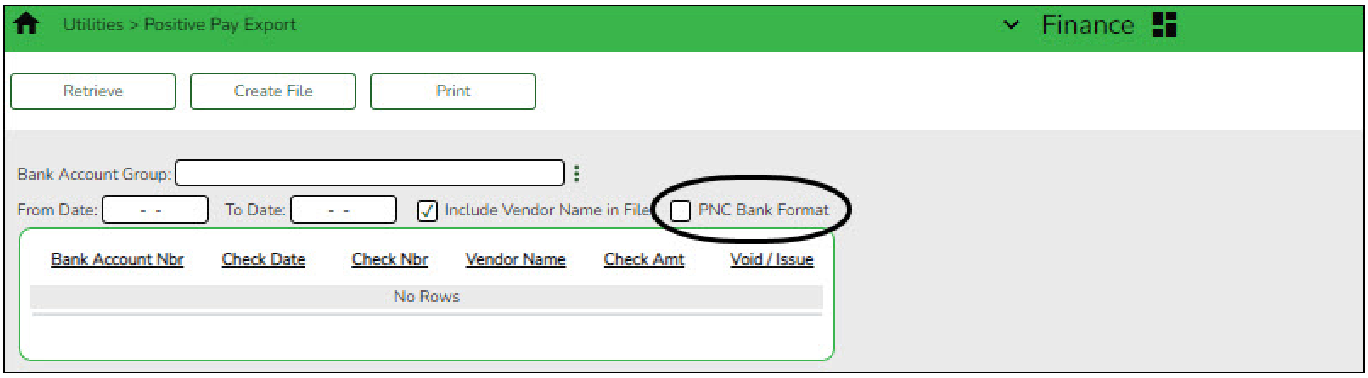
Finance > Inquiry > Travel Reimbursement Inquiry

❑ Corrected the issue that prevented the travel request pop-up window from being displayed when clicking the **Details** spyglass icon.

❑ Changed the **Travel req Nbr** column heading to **Travel Req Nbr**.

Finance > Utilities > Positive Pay Export

❑ Added the **PNC Bank Format** checkbox to generate a file in a layout that meets the PNC Bank format guidelines. When **PNC Bank Format** is selected, a fixed-width file is generated with a file name of PNCpositive_MMDDYYYY.txt. Also, added the new PNC Bank Pay File Layout to the Interfaces page: PNC Bank Positive Pay File Layout



Finance > Reports > Finance Reports > Journals, Checks, Detail Ledgers > FIN1250 - Check Register

❑ Removed the **Include Void Test Patterns? (Y/N)** parameter as it is now obsolete and should no longer be used.

Finance > Reports > Finance Reports > Journals, Checks, Detail Ledgers > FIN1800 - Year-to-Date Check Register List

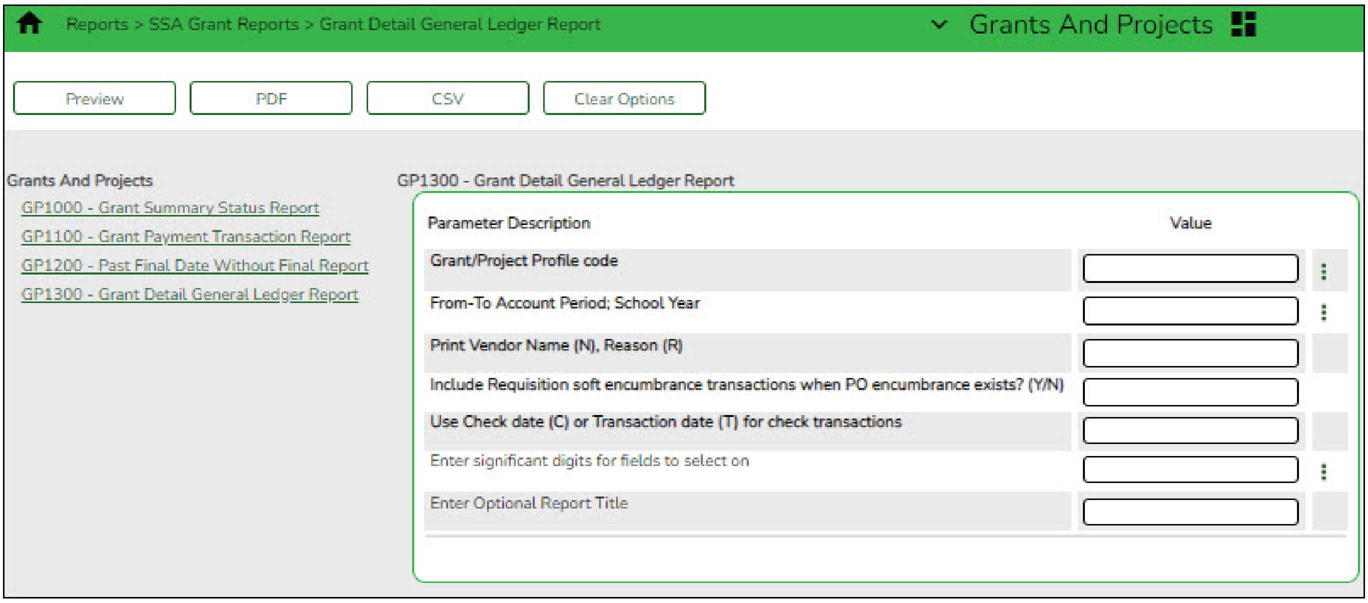
❑ Removed the **Include Void Test Patterns? (Y/N)** parameter as it is now obsolete and should no longer be used.

Grants and Projects > Tables > Grant/Project Profile

❑ Corrected the program to prevent a grant/project code from being deleted if it is assigned to a user on the District Administration > Maintenance > User Profiles > Grants and Projects page.

Grants and Projects > Reports > SSA Grant Reports > GP1300 - Grant Detail General Ledger Report

❑ Added this new report to provide a list of detailed transactions from the general ledger for a specified grant code. Users can view grant/project data for the entire grant period regardless of the school year or file ID, or retrieve data based on the school year, file ID, and from/to accounting periods.



Payroll > Maintenance > Staff Job/Pay Data > Job Info

❑ Added the **Exclude Days for TEA** checkbox (under **Calendar/Local Info**) to exclude the number of days employed (for the selected job) from TEA reporting. For example, this field would be used for an employee who performs two separate jobs on the same day. Also, renamed the **Calendar/Local Options** field to **Calendar Cd**.

Note: These changes are also effective on the Payroll > Utilities > Payroll Simulation > Job Info tab.

Payroll > Maintenance > Approve CIP Transaction

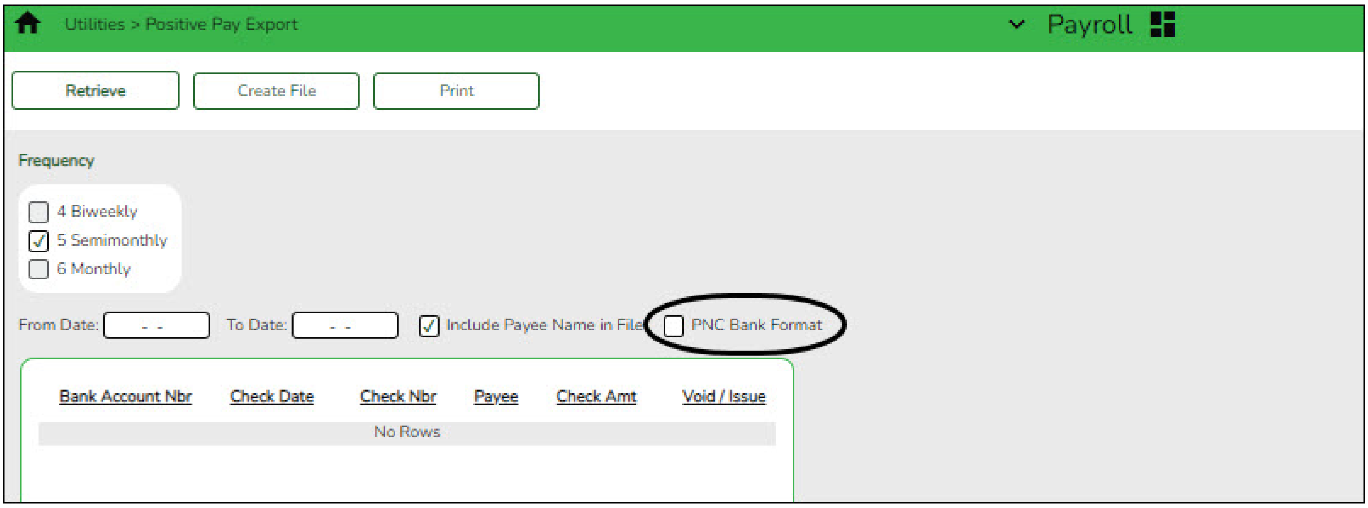
❑ Added the **Exclude Days for TEA** checkbox to exclude the number of days employed (for the selected job) from TEA reporting. This field is read-only and displays the selection from the Change in Position transaction.

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

❑ Modified the program to include the Exclude Days for TEA and datetimestamp columns in the copy process.

Payroll > Utilities > Positive Pay Export

❑ Added the **PNC Bank Format** checkbox to generate a file in a layout that meets the PNC Bank format guidelines. When **PNC Bank Format** is selected, a fixed-width file is generated with a file name of PNCpositive_MMDDYYYY.txt. Also, added the new PNC Bank Pay File Layout to the Interfaces page: PNC Bank Positive Pay File Layout



Payroll > Reports

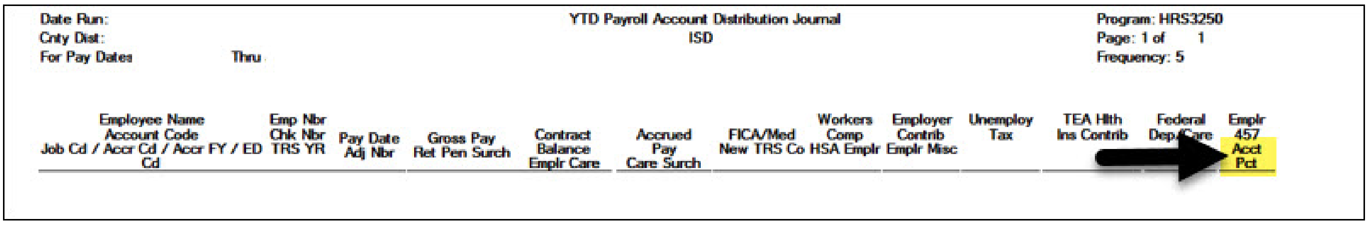
❑ Removed the **Print Bank Account Number? (Y/N)** and/or the **Include Bank Information? (Y/N)** parameters from the following reports as they are now obsolete and should no longer be used. Now, a masked version (last four digits) of the bank account number is always displayed on the reports.

- HRS1650 - Employee Salary Information
- HRS2500 - Wage and Earning Statement
- HRS3500 - YTD Wage and Earning Statements

Note: These changes are also effective for the reports in Personnel.

Payroll > Reports > Year To Date Reports > HRS3250 - YTD Account Distribution Journal

❑ Added the **Account Pct** column to the report to display the percentage of the payroll distribution account.



Payroll > Reports > Quarterly Annual Reports > HRS5050 - TWC Wage List

❑ Disabled the **PDF** and **CSV** buttons. Previously, a program error occurred when clicking the **PDF** or **CSV** buttons to generate the report.

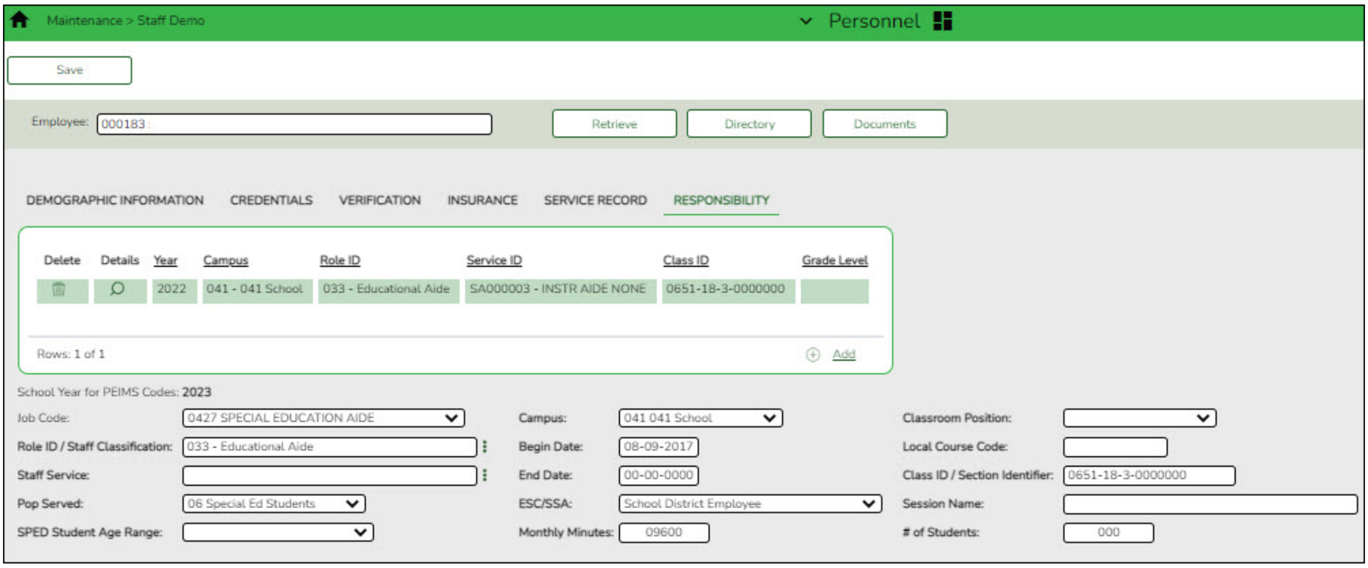
Personnel > Maintenance > Staff Demo > Responsibility

❑ Modified the program to display responsibility records for the current PEIMS year (**School Year for PEIMS Codes**) and the current PEIMS year (**School Year for PEIMS Codes**) minus one.

❑ Added the trashcan icon to the grid to allow responsibility records to be deleted.

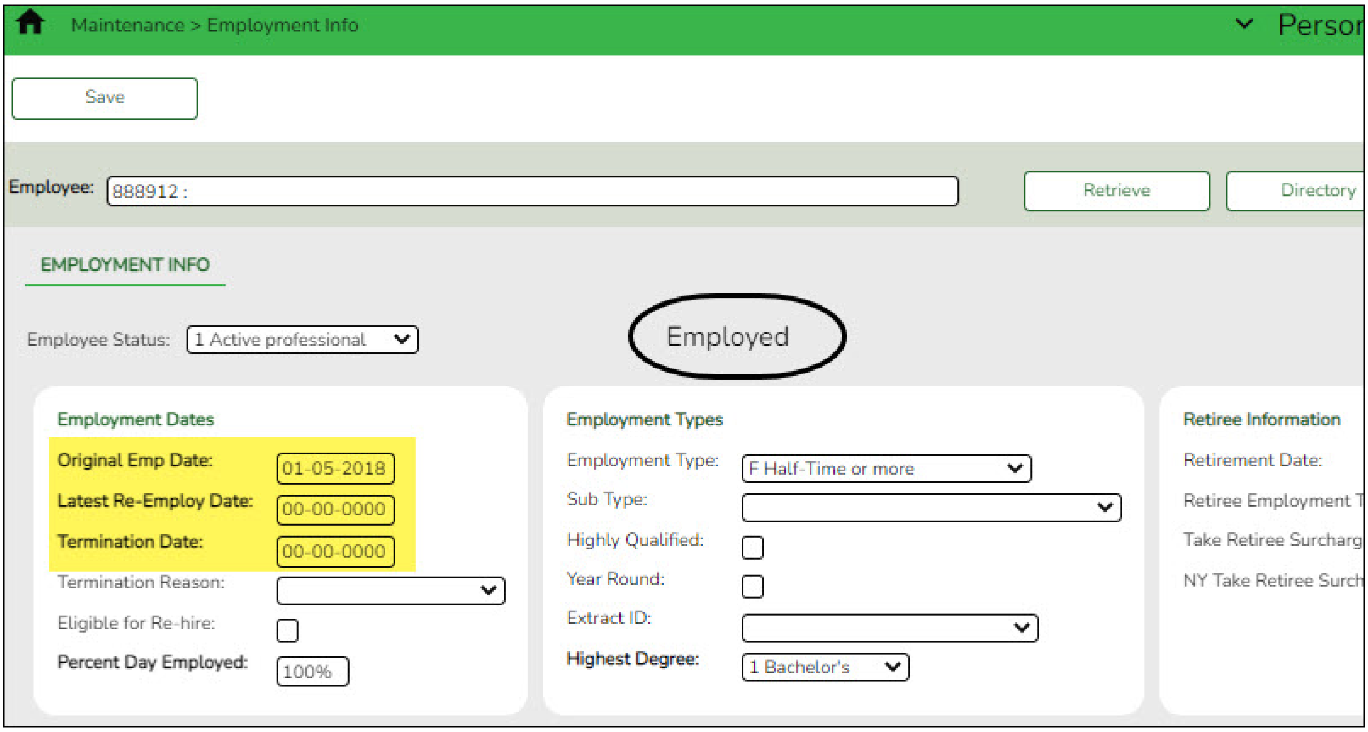
❑ Restructured the page to accommodate various field updates and additions to be used for state reporting purposes. The fields in the first and second columns are used for reporting on non-instructional employees. The fields in the second and third columns are used for instructional employees.

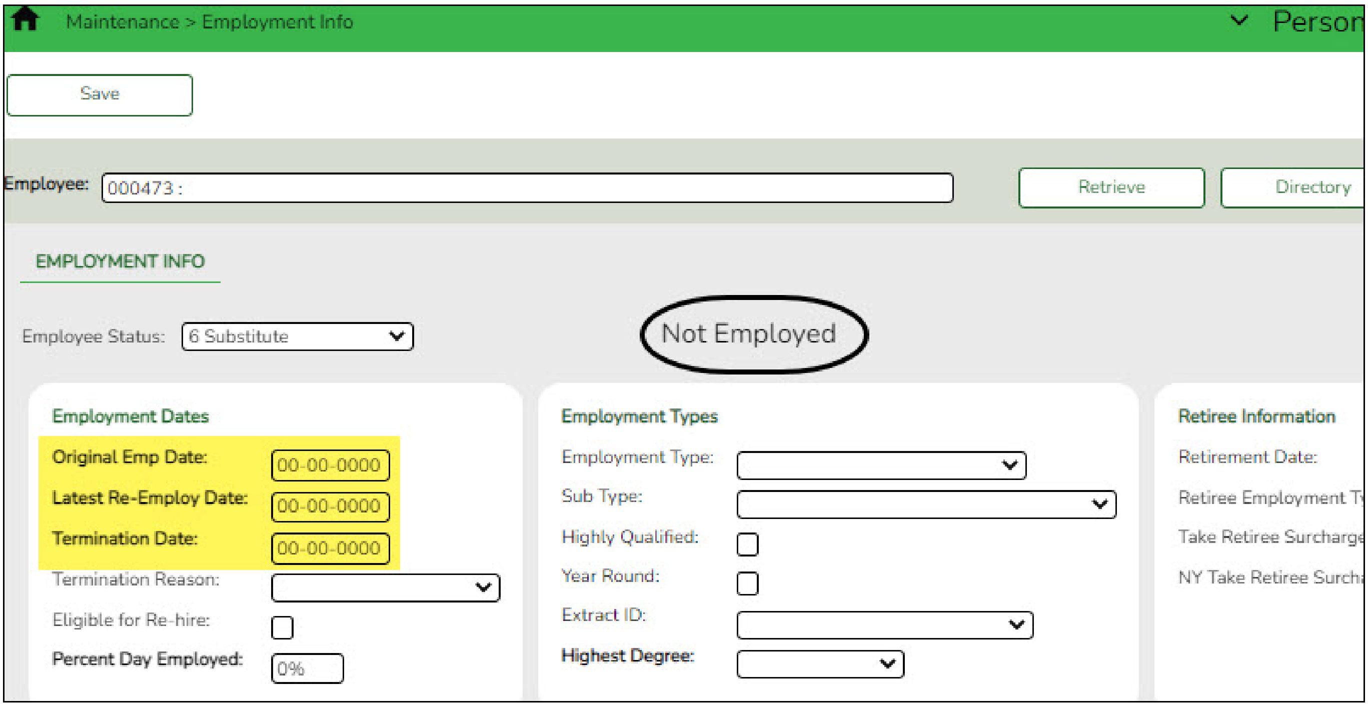
- Added the **Staff Classification** label to the **Role ID** field to accommodate TSDS' new naming conventions.
- Added the **Staff Service** field to indicate the services supplied by non-instructional employees.
- Added the **SPED Student Age Range** field.
- Added the **Classroom Position** field to indicate the type of position the employee holds in the specific class/section.
- Added the **Local Course Code** field to indicate the local code assigned by the LEA that identifies the course offering provided for the instruction of students.
- Added the **Section Identifier** label to the **Class ID** field to accommodate TSDS' new naming conventions.
- Added the **Session Name** field.



Personnel > Maintenance > Employment Info

❏ Added the employment status indicator. After retrieving an employee record, the employee's current employment status (**Employed**/**Not Employed**) is displayed next to the **Employee Status** field. The **Employed**/**Not Employed** status is based on the current system date and the employee's **Original Emp Date**, **Latest Re-Employ Date**, and **Termination Date**. If changes are made that affect the current employment status, the updated employment status is displayed upon saving the record.





❑ Restructured the page to accommodate various field updates for state reporting purposes.

❑ Added the **Employment Dates** section with the following fields:

- **Original Emp Date**
- **Latest Re-Employ Date**
- **Termination Date** (previously named **Date** under the now removed **Termination** section)
- **Termination Reason** (previously named **Reason** under the now removed **Termination** section)
- **Eligible for Re-hire**
- **Percent Day Employed**

❑ Added the **Employment Types** section with the following fields:

- **Employment Type**
- **Sub Type**
- **Highly Qualified**
- **Year Round**
- **Extract ID**
- **Highest Degree**

❑ Added the **Retiree Information** section with the following fields:

- **Retirement Date**
- **Retiree Employment Type**
- **Take Retiree Surcharge**
- **NY Take Retiree Surcharge**

❑ Added the **Electronic Consent** section with the following fields:

- **W-2** (previously named **W-2 Elec Consent**)
- **1095** (previously named **1095 Elec Consent**)

❑ Added the **Service Record** section with the following fields:

- **Full Semester** (previously under the now removed **Termination** section)
- **Grades Taught** (previously under the now removed **Grade(s) Taught** section)

❑ Added the **ERS Retiree Health** section with the following fields:

- **Current Year Elig** (previously named **ERS Retiree Health Elig**)
- **Next Year Elig** (previously named **NY ERS Retiree Health Elig**)

❑ Added the **Auxiliary Role ID** section with the following fields:

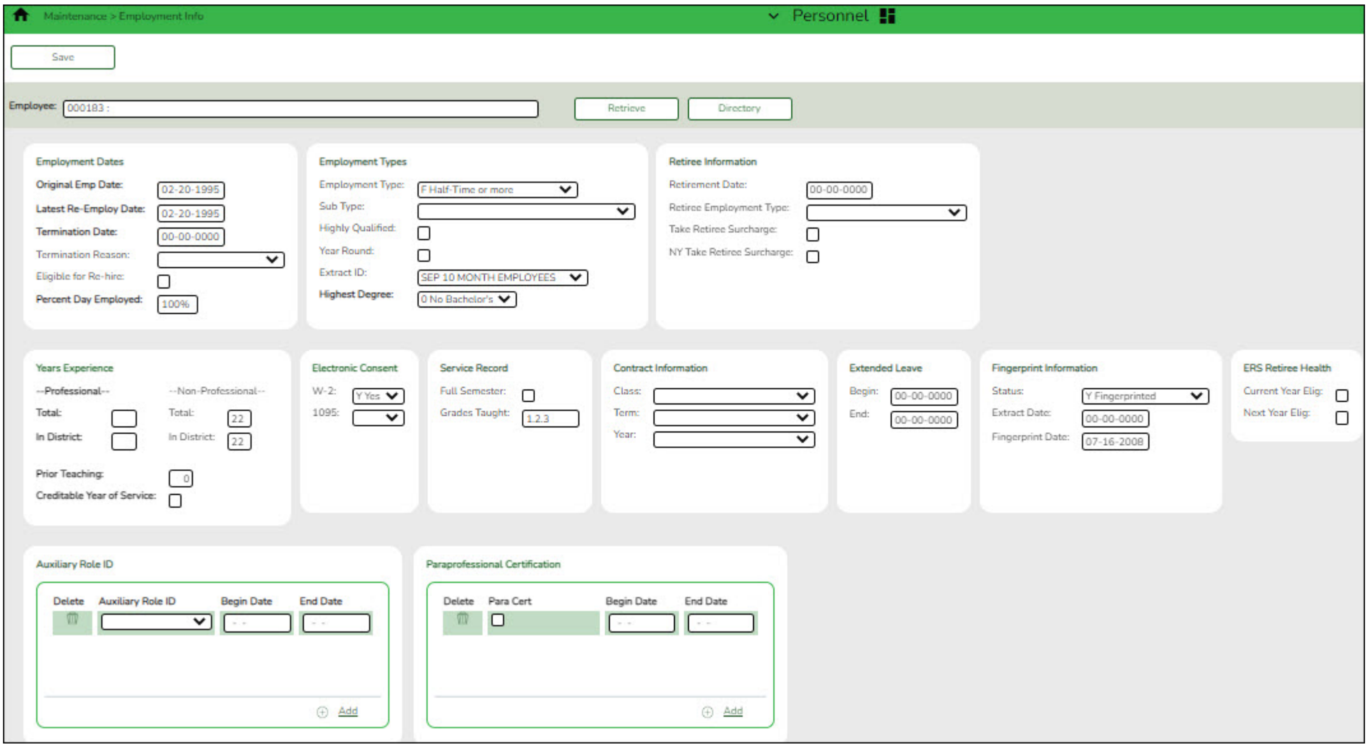
- **Auxiliary Role ID**
- **Begin Date** (replaced the now removed **Effective Date** fields)
- **End Date** (replaced the now removed **Effective Date** fields)

❑ Added the **Paraprofessional Certification** section with the following fields:

- **Para Cert**
- **Begin Date**
- **End Date**

❑ Removed the **Estimated Annual Salary (Hourly Employees Only)** section. For hourly employees, use the Payroll > Maintenance > Staff Job/Pay Data > Job Info tab to update contract totals with a zero balance for reporting purposes.

❑ Removed the **Unemployment Eligibility** section. Use the Payroll > Maintenance > Staff Job/Pay Data > Pay Info tab to update unemployment eligibility.



Position Management > Maintenance

❏ Added the **Exclude Days for TEA** checkbox to exclude the number of days employed (for the selected job) from TEA reporting. For example, this field would be used for an employee who performs two separate jobs on the same day.

- PMIS Position Admin > Position Record
- PMIS Position Modify > Position Record
- PMIS Position History > History > Position Record (spyglass pop-up window)
- PMIS Change in Position > Change in Compensation
- PMIS Change in Position > Non-Comp Funding Changes
- PMIS Change in Position > Non-Comp Position Changes
- PMIS Change in Position > Separation
- PMIS Forecast Change

Note: The **Exclude Days for TEA** checkbox was also added to the CIP Reports.

Position Management > Utilities

❏ Modified the following processes to include the Exclude Days for TEA column.

- Move Forecast to CYR Position and Payroll
- Move Forecast to NYR Payroll
- Create Forecast Positions

Warehouse > Maintenance > Fill Back Orders

❏ Corrected the **Detail** spyglass icon pop-up window to display and function as intended. Previously, the pop-up window was blank.

CareerPortal

CareerPortal > Homepage

❏ Modified the program as follows since the portal no longer supports the mobile responsive functionality.

- Removed the blue banner with the following statement: “CAREERPORTAL IS OPTIMIZED TO WORK ON MULTIPLE PLATFORMS. DESKTOP & MOBILE.”
- Removed the “mobile friendly design” label along with the images of the tablet and cell phone.

CareerPortal > Login

❏ Corrected the program to allow a SuperAdmin user to log on even if they are an external user not assigned to an LEA.

CareerPortal > Job Details

❏ Corrected various user interface issues to improve the user experience. Also, changed the page name from Position Details to Job Details.

CareerPortal > Applicant Detail

❏ Corrected the program to display all questions from the application even if the applicant did not answer all questions.

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

❏ Added the **Position Details** accordion section to view the details of the job for which the selected applicant has applied.

CareerPortal > District Settings (Co-op)

❏ Corrected the program to allow a new co-op to be saved with or without entering an email domain. Previously, if an email domain was entered when adding a co-op, the record was not saved.

CareerPortal > Admin Tools > User Management

❏ Corrected the program to allow Admin-only users to edit the Users and User/Group Link pages.

Back Cover