



ASCENDER 7,1000

Release Date: 6/2/2023 **ASCENDER Update:** 7.1000



Removed the **Provide feedback** button from all application pages. The following statement will be posted in the ASCENDER News Section to explain: "The client feedback button was introduced when the TCC transitioned from TxEIS to ASCENDER. We have removed the button and welcome your feedback through your local ESC ASCENDER support team."

Budget > Utilities > Clear Move NYR Requisitions To CYR

Corrected the issue that caused account elements for the encumbrance offset (4310) to duplicate the subobject and organization resulting in an account code longer than 20 characters and preventing the process from being completed.

Finance > Tables > TSDS Crosswalks

Added the *SYR Actual - Short Year Fund/YR* option to the **Crosswalk Type** drop-down. Also, added validation to the **From** and **To** fields to require four numeric values and to restrict the **From** field value from being the same as the **To** field value.

Crosswalk Type:		Retrieve	Print
045 Budget - Fund/SO to Pgm			
046 Budget - Fund to Fund			
047 Budget - Obj to Obj			
048 Budget - Func to Func			
049 Budget - Funds to Omit			
055 Budget - Fund/Func/SO to Pgm			
056 Budget - Fund to Pgm			
059 Actual - Fund/SO to Pgm			
060 Actual - Fund to Fund			
061 Actual - Org to Org			
062 Actual - Obj to Obj			
063 Actual - Fund to Pgm			
064 Actual - Func to Func			
066 Actual - Fund/Func/SO to Pgm			
067 Actual - Funds to Omit			
069 Budget - Fund/Pgm to Pgm			
070 Actual - Fund/Pgm to Pgm			
041 Budget - From Pgm to Pgm			
071 Actual - From Pgm to Pgm			
SYR Actual - Short Year Fund/Yr			

Finance > Maintenance > Pending Payables

Corrected the program to prevent purchase orders with more than one line item and the same account for all line items from being fully liquidated when only partially received.

Also, corrected the program to properly calculate the Net Expense Amount based on the Actual Cost Amount when the PO has one item split between three or more accounts.

Finance > Inquiry > Travel Reimbursement Inquiry

Modified the program to display the **Documents** button in the travel details pop-up window if documents are attached to the travel request.

Travel Req Nbr : 000013 Vendor : 39483 - Brenda Caballero Travel Req Date : 04-10-2023 Travel Req Total : 104.00

Account Code	Amount
199-00-1101.02-000-800000	104.00
Travel Request Total	104.00

Date of Travel Time: 04-11-2023, 07:00 AM - 04:00 PM

Contact: Testing doc, Purpose: Testing doc

Point of Origin: ESC 20, City: , State: , Zip: 20.00

Destination: ESC 10, City: , State: , Zip: 20.00

Mileage: 0.0, 0.0 OR 150.0

Mileage Total: 150.0, Mileage Rate: 0.560, Total Mileage Amount: 84.00

Daily Total: 104.00

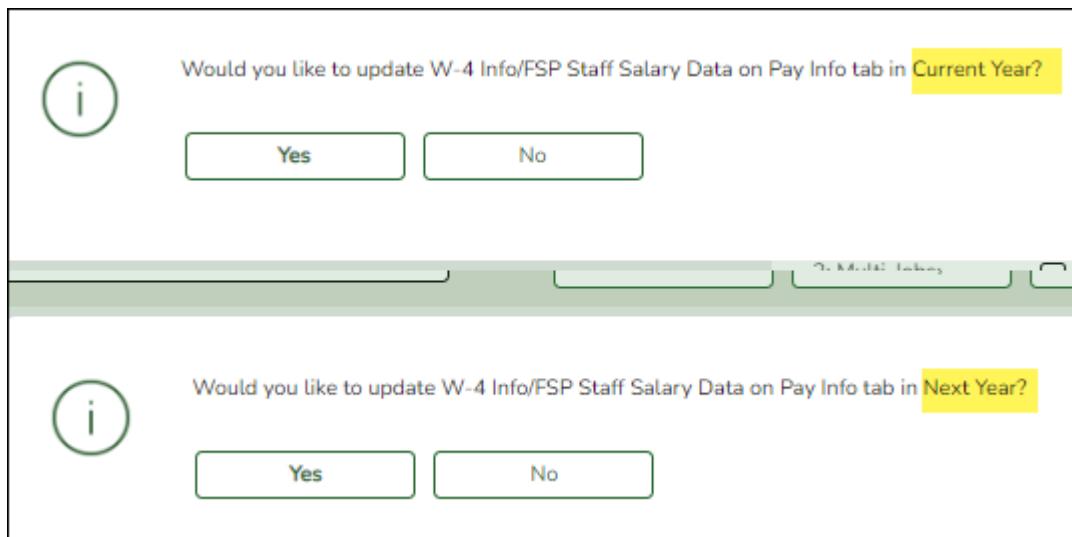
Finance > Reports > Finance Reports > Summary/Miscellaneous Reports > FIN3750 - Statement of Activities

Corrected the issue that prevented all fund balance objects (excluding 37XX) from being included in the **Net Assets, beginning of year** line.

Grants and Projects > Maintenance > Approval Dashboard

Corrected the issue that prevented the request details from being displayed in the spyglass pop-up window. Previously, only the **Approve** and **Cancel** buttons were displayed in the pop-up and if the user clicked either button, a program error occurred.

Modified the program to display a message prompting users to update W-4 Info/FSP Staff Salary Data changes in the current year or next year pay frequency based on the logged-on pay frequency where the changes are being saved. This message is displayed when changes are made to the **Tax Exempt, W-4 Withholding Certificate**, or **FSP Staff Salary Data** fields.



Payroll > Maintenance > Leave Account Transaction > Staff Leave Maint

- Added validation to the **Absence/Earned** date field to prevent invalid dates or dates prior to 01/01/2000 from being entered.

Payroll > Payroll Processing > TRS Processing > Extract

- Corrected the issue that caused the following erroneous error to be displayed on the Error Report: "Error inserting errs 3."

Payroll > Self-Service > Payroll Approval & Payroll Approval by Alternate

- Modified the program to display the following warning message if trying to approve pending W-4 changes and a Lock-in Letter has been issued for the employee (i.e., **IRS Lock-In Letter** field is selected on the Payroll > Maintenance > Staff Job/Pay Data > Pay Info tab): "W-4 changes cannot be processed because an IRS Lock-in Letter has been issued. You can disapprove the changes to remove them from the approval queue or contact an administrator for further information."

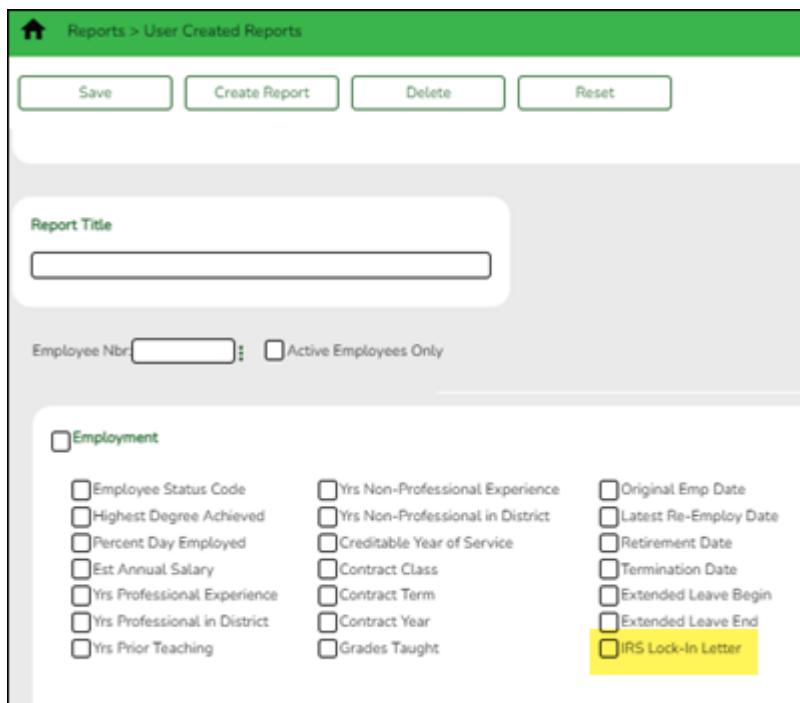
Payroll > Reports > Personnel Reports > HRS1250 - Employee Data Listing

- Added the **IRS Lock-in Letter** field to the report.

Employee Data Listing	
TEXAS ISD	
Emp Nbr: 000003 Emp Name: *HAINES, AARON BROOKE	
Payroll Name & Primary Address	
Last: *HAINES	Former Name & Alternate Address
First: AARON	Last:
Middle: BROOKE	First:
Title: MS. Gen:	Middle:
Street: 175077 SUMMIT RIDGE	Title: Gen:
City/St: Alamo City, TX	Street:
Zip Cd: 47806-0	City/St:
Country:	Zip Cd:
Phone: (555) 348-2258 Cell: ()	Bus Ph: () Bus Ext:
Wk E-mail:	Hm E-mail: H
Supplemental Address:	
Country:	A
Delivery Name:	W
Emergency Contact:	Relation: B
Phone: () Ext:	
Emergency Notes:	
Pay Status: 2 - Inactive	FSP Staff Salary Data
Pay Campus: 044 - 044 School	Health Ins Code: Y - Eligible par
Pay Dept: 0	FSP Staff Data Code:
Dock Rate: .000	
Tax Exempt: <input type="checkbox"/>	W4 Multi-Jobs: <input type="checkbox"/>
Unemployment Elig: <input type="checkbox"/>	W4 Children under 17:
FICA Eligibility: N - Not subject to FICA	W4 Other Dependents:
W4 Marital Status: S - Single	W4 Other Exemptions: 100
Nbr of Exemptions: 99	W4 Other Income:
IRS Lock-In Letter: <input checked="" type="checkbox"/>	W4 Other Deductions:
W4 Filing Status: H - Head of household	

Payroll > Reports > User Created Report

Added the **IRS Lock-in Letter** field.



Reports > User Created Reports

Save Create Report Delete Reset

Report Title:

Employee Nbr: Active Employees Only

Employment

<input type="checkbox"/> Employee Status Code	<input type="checkbox"/> Yrs Non-Professional Experience	<input type="checkbox"/> Original Emp Date
<input type="checkbox"/> Highest Degree Achieved	<input type="checkbox"/> Yrs Non-Professional in District	<input type="checkbox"/> Latest Re-Employ Date
<input type="checkbox"/> Percent Day Employed	<input type="checkbox"/> Creditable Year of Service	<input type="checkbox"/> Retirement Date
<input type="checkbox"/> Est Annual Salary	<input type="checkbox"/> Contract Class	<input type="checkbox"/> Termination Date
<input type="checkbox"/> Yrs Professional Experience	<input type="checkbox"/> Contract Term	<input type="checkbox"/> Extended Leave Begin
<input type="checkbox"/> Yrs Professional in District	<input type="checkbox"/> Contract Year	<input type="checkbox"/> Extended Leave End
<input type="checkbox"/> Yrs Prior Teaching	<input type="checkbox"/> Grades Taught	<input checked="" type="checkbox"/> IRS Lock-In Letter

Personnel > Maintenance > Staff Demo > Demographic Information

Added validation to the **Phone** section (**Hm, Bus, Cell** fields) to prevent phone numbers less than ten digits from being saved.

Personnel > Utilities > Mass Update > Responsibility

Added the following Responsibility fields to the mass update process:

- **Staff Service**
- **ESC/SSA**

Personnel > Reports > Personnel Reports > HRS1250 - Employee Data Listing

Added the **IRS Lock-in Letter** field to the report.

Date Run: 01-20-2023 8:04 AM		Employee Data Listing			
Inty Dist: 001-905		TEXAS ISD			
Emp Nbr: 000003	Emp Name: *HAINES, AARON BROOKE	Former Name & Alternate Address	P		
Payroll Name & Primary Address		Former Name & Alternate Address			
Last: *HAINES	First: AARON	Middle: BROOKE	P		
Title: MS.	Gen: Gen:	Title: Street:	I		
Street: 175077 SUMMIT RIDGE		City/St: Alamo City, TX	L		
City/St: Alamo City, TX		Zip Cd: 78006-0	D		
Country: United States		Phone: (555) 348-2258	Bus Ph: ()	Bus Ext:	
Ext: 000003		Ext: ()	Hm E-mail:	H	
Supplemental Address:		Hm E-mail: A			
Country: United States	Delivery Name: AARON BROOKE	A			
Emergency Contact: ()	Relation: B	B			
Phone: ()	Ext: 000003				
Emergency Notes:					
Pay Status: 2 - Inactive	FSP Staff Salary Data				
Pay Campus: 044 - 044 School	Health Ins Code: Y - Eligible par				
Pay Dept: 0	FSP Staff Data Code:				
Dock Rate: .000					
Tax Exempt: <input type="checkbox"/>	W4 Multi-Jobs: <input type="checkbox"/>				
Unemployment Elig: <input type="checkbox"/>	W4 Children under 17:				
FICA Eligibility: N - Not subject to FICA	W4 Other Dependents:				
W4 Marital Status: S - Single	W4 Other Exemptions: 100				
Nbr of Exemptions: 99	W4 Other Income:				
IRS Lock-In Letter: <input checked="" type="checkbox"/>	W4 Other Deductions:				
W4 Filing Status: H - Head of household					

Personnel > Reports > User Created Reports

Added the **IRS Lock-in Letter** field.

Report Title

Employee Nbr: Employed Only

Employment

<input type="checkbox"/> Employee Status Code	<input type="checkbox"/> Yrs Non-Professional Experience	<input type="checkbox"/> Original Emp Date
<input type="checkbox"/> Highest Degree Achieved	<input type="checkbox"/> Yrs Non-Professional in District	<input type="checkbox"/> Latest Re-Employ Date
<input type="checkbox"/> Percent Day Employed	<input type="checkbox"/> Creditable Year of Service	<input type="checkbox"/> Retirement Date
<input type="checkbox"/> Est Annual Salary	<input type="checkbox"/> Contract Class	<input type="checkbox"/> Termination Date
<input type="checkbox"/> Yrs Professional Experience	<input type="checkbox"/> Contract Term	<input type="checkbox"/> Extended Leave Begin
<input type="checkbox"/> Yrs Professional in District	<input type="checkbox"/> Contract Year	<input type="checkbox"/> Extended Leave End
<input type="checkbox"/> Yrs Prior Teaching	<input type="checkbox"/> Grades Taught	<input type="checkbox"/> IRS Lock-In Letter

Purchasing > Maintenance > Create/Modify Contract Requisition

Added the auto-suggest feature to the **Commodity Code** field.

- If a number is entered, the drop-down list is displayed in numerical order.
- If a letter is entered, the drop-down list is displayed in alphabetical order.

Commodity Code

120

120 - - BOATS, MOTORS, AND MARINE EQUI
120 - 05 - Agitators, Fish Tank
120 - 08 - Airboats and Inflatable Boats
120 - 09 - Anodes, Including Parts and Ac

Commodity Code

Dairy

245 - - DAIRY EQUIPMENT AND SUPPLIES
931 - 36 - Dairy Equipment Maintenance an
998 - 33 - Dairy Equipment, Sale of Surpl
245 - 15 - Dairy Pails, Utility Pails

Warehouse > Maintenance > Inventory Maintenance

- Corrected the scroll bar display on the right side of the page to only display one scroll bar instead of two.

Warehouse > Reports > Bid Processing Reports > BWH2050 - Bid Tabulation Report

- Removed the CSV option. As a result, the CSV button was disabled on the report parameters page and the CSV icon was removed from the report.



CareerPortal



EmployeePortal

EmployeePortal

- Modified the program to generate an email message to supervisors to notify them that an employee has deleted an approved leave request.
- Modified the calendar view on the landing page to improve the user experience for Supervisors.

- Added the **All Requests** and **My Requests** buttons to the top of the page. The default view for supervisors is **All Requests**, which displays all of their employees' Leave, Travel, and WorkJournal requests. The supervisor can then click **My Requests** to toggle to their personal requests view.
- Removed the Calendar sub-menu from the Supervisor menu.
- Updated the background color for each request type as follows:
 - Approved Leave Requests - Green
 - (P) Pending Leave Requests - Yellow
 - (D) Disapproved Leave Requests - Red
 - Approved Travel Requests - Gray
 - (P) Pending Travel Requests - Orange
 - (R) Returned Travel Requests - Red
 - (S) Saved Travel Requests - Red
 - Approved WorkJournal Requests - Blue
 - (P) Pending WorkJournal Requests - Orange
 - (S) Saved WorkJournal Requests - Red

Welcome to the new ASCENDER EmployeePortal. MESSAGE test

English

Current Month **My Requests** 

June 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
4	5	6	7	8	9	10
(P) ANDREA BALL (STATE PERSON) 4.000 (P) ANA AYALA (JURY DUTY) 1.000	(P) ANA AYALA Semimonthly WORK HRS: 8.00 (P) ANDREA BALL Semimonthly WORK HRS: 9.50 (P) ANDREA BALL (STATE PERSON) 18.000 (P) ANA AYALA (LOCAL SICK) 16.500	(P) ANA AYALA Semimonthly WORK HRS: 8.00 (P) ANDREA BALL Semimonthly WORK HRS: 9.50 (P) ANA AYALA (LOCAL SICK) 4.000 (P) ANDREA BALL (JURY DUTY) 8.000	(P) ANA AYALA Semimonthly WORK HRS: 8.00 (P) ANDREA BALL Semimonthly WORK HRS: 9.50 (P) ANA AYALA (LOCAL SICK) 4.000 (P) ANDREA BALL (JURY DUTY) 8.000	(P) ANA AYALA (LOCAL SICK) 8.000 (P) ANDREA BALL (VACATION) 8.000		
11	12	13	14	15	16	17
ANA AYALA : Approved Travel ANDREA BALL : Approved Travel	(P) ANA AYALA : Pending Travel (P) ANDREA BALL : Pending Travel (P) ANA AYALA : testing			(S) ANA AYALA : Saved Travel (S) ANDREA BALL : Saved Travel (S) ANA AYALA Semimonthly WORK HRS: 8.00 (S) ANDREA BALL Semimonthly WORK HRS: 11.00	(R) ANA AYALA : Returned Travel (R) ANDREA BALL : Returned Travel	

Welcome to the new ASCENDER EmployeePortal. MESSAGE test

English

Current Month **All Requests** 

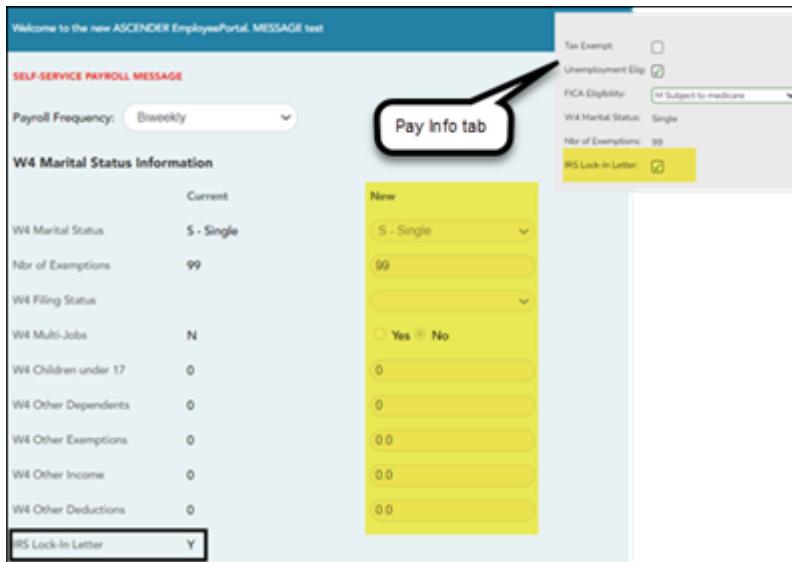
June 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
4	5	6	7	8	9	10
(P) ANA AYALA (JURY DUTY) 1.000 (P) ANA AYALA (LOCAL SICK) 16.500	(P) ANA AYALA Semimonthly WORK HRS: 8.00 (P) ANA AYALA (LOCAL SICK) 4.000	(P) ANA AYALA Semimonthly WORK HRS: 8.00 (P) ANA AYALA (LOCAL SICK) 4.000	(P) ANA AYALA (LOCAL SICK) 8.000			
11	12	13	14	15	16	17
ANA AYALA : Approved Travel	(P) ANA AYALA : Pending Travel (P) ANA AYALA : testing			(S) ANA AYALA : Saved Travel (S) ANA AYALA Semimonthly WORK HRS: 8.00	(R) ANA AYALA : Returned Travel	

EmployeePortal > Self-Service

□ Added the **IRS Lock-In Letter** field under **W4 Marital Status Information**.

- If the **IRS Lock-In Letter** field is selected for the employee on the Payroll > Maintenance > Staff Job/Pay Data > Pay Info tab, the field is set to **Y** on this page and the **W4 Marital Status Information** fields are disabled preventing employees from requesting/making changes.



Welcome to the new ASCENDER EmployeePortal. MESSAGE test

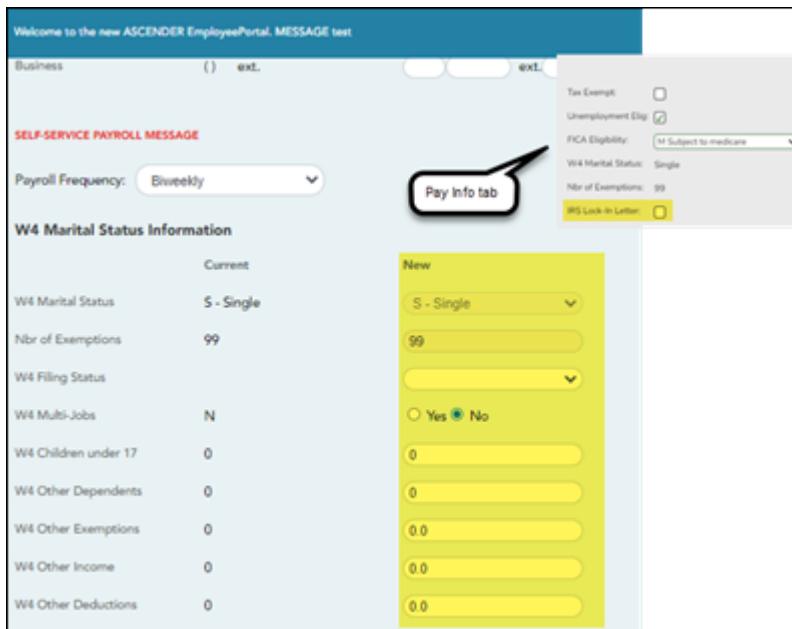
SELF-SERVICE PAYROLL MESSAGE

Payroll Frequency: Biweekly

W4 Marital Status Information

Current		New	
W4 Marital Status	S - Single	S - Single	<input type="button" value="▼"/>
Nbr of Exemptions	99	99	<input type="button" value="▼"/>
W4 Filing Status			<input type="button" value="▼"/>
W4 Multi-Jobs	N	<input type="radio"/> Yes <input checked="" type="radio"/> No	
W4 Children under 17	0	0	
W4 Other Dependents	0	0	
W4 Other Exemptions	0	0.0	
W4 Other Income	0	0.0	
W4 Other Deductions	0	0.0	
IRS Lock-In Letter	<input checked="" type="checkbox"/> Y		

- If the **IRS Lock-In Letter** field is not selected for the employee on the Payroll > Maintenance > Staff Job/Pay Data > Pay Info tab, the field is not displayed on this page and the **W4 Marital Status Information** fields are enabled as usual allowing employees to request/make changes.



Welcome to the new ASCENDER EmployeePortal. MESSAGE test

Business () ext. ext.

SELF-SERVICE PAYROLL MESSAGE

Payroll Frequency: Biweekly

W4 Marital Status Information

Current		New	
W4 Marital Status	S - Single	S - Single	<input type="button" value="▼"/>
Nbr of Exemptions	99	99	<input type="button" value="▼"/>
W4 Filing Status			<input type="button" value="▼"/>
W4 Multi-Jobs	N	<input type="radio"/> Yes <input checked="" type="radio"/> No	
W4 Children under 17	0	0	
W4 Other Dependents	0	0	
W4 Other Exemptions	0	0.0	
W4 Other Income	0	0.0	
W4 Other Deductions	0	0.0	



MemberPortal



Back Cover