Enhancements & Mandatory changes

System wide

- **Employee Search:** The focus of the window is now Last Name when selecting any of the buttons to the right: Active or All Employees and Clear All.
- **Employee/Non Employee Search:** Added search to allow for first name and last name separately.
- **Sort:** Added a Default button that will return to the original report sort programmed without having to close and reopen the report. Rolled out the grouping changes for now until we can remove some of the report groupings and make it more intuitive.

Finance

Accounts Payable

- **Voucher**: fixed the account code edit to only trigger when the row loses focus. Added back in the copy previous row account code on Insert. Transfer button to move PO detail lines no longer will highlight the first row. *Click on the row to highlight it to be used. CTRL+Click to unhighlight a row selected.*
- **AP Journal Entry Posting:** Window will now refresh between postings to allow period to be posted changes without having to close and reopen this window for a different period.
- **Manual Payment:** Window will refresh when the vendor information is changed to display the correct vendor details. Refresh icon is now enabled. No longer able to generate payroll payment with a date prior to the payroll day.
- **Payment Generation:** No longer able to generate payroll payment with a date prior to the payroll day.
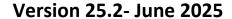
Accounts Receivable

- **Account Analysis:** Refresh icon will now refresh the entire window including selections at the top back to the default.
- **Deposit Control/Receipt Entry:** GL Account code search for the Misc box on the receipt entry will find active codes based on the period entered on the deposit control.

General Ledger-Fin

- **Account Analysis:** Refresh icon will now refresh the entire window including selections at the top back to the default.
- **UFARS Account Analysis:** Refresh icon will now refresh the entire window including selections at the top back to the default.
- **Encumbrance Analysis:** Refresh icon will now refresh the entire window including selections at the top back to the default.

Budgets

- **Budget Changes:** Refresh icon will now refresh the entire window including selections at the top back to the default.
- **Budget Transfer:** Refresh icon will now refresh the entire window including selections at the top back to the default.

Purchase Orders

- **Purchase Order**: fixed the account code edit to only trigger when the row loses focus. Added back in the copy previous row account code on Insert.
- **Purchase Order Detail Summary:** Enc Amt column was added to display the encumbrance amount.
- **PO Receiving:** When "returning" items without entering in units, it will now display the correct message: Return Units received cannot be 0.

Payroll

Employee Setup

- **Paycheck Data:** In the Distribution tab, are able to double-click on the Account Code field to open the Account Code search window which will default to display active account codes.

General Ledger-Pay

- **Correct Timecard Distribution:** Able to double-click on the Account Code field to open the Account Code search window which will default to display active account codes.

Payroll Processing

- **Georgia** reduced its withholding percent to 5.19 for 2025 as of 4/21/25.
- **Timecard Master:** Able to double-click on the Account Code field to open the Account Code search window which will default to display active account codes.

Payroll Setup

- **Change Pay Codes:** ACA Pay Code tab was added to setup the ACA Pay Code row when new pay code is created.
- **Setup Pay Calendar:** Serious error will be received if the check date is more than 11 months before or after the other dates on the calendar.

TimeOff Processing

- **TimeOff Activity-One Employee**: Removed the TRANSBAL reason from the accrual logic so it will not create lost units.
- **TimeOff Activity-Multiple Employees**: Removed the TRANSBAL reason from the accrual logic so it will not create lost units.

HR

Retiree and COBRA Insurance

- **Setup COBRA Plan**: allow factors 4 and 5 to be used.
- **Generate Invoices:** allow factors 4 and 5 to be used.
- **Invoice Authorization**: display factors 4 and 5.
- **Maintain Tracking Records**: Added search to allow for first name and last name separately.

Education, Training and License

- **MN Import License Data:** An error message no longer appears when opening this window in some districts.

Permissions

- **Setup Approvers:** Ordering was converted to now match the simplified Reimbursement logic.

SMART eR

My Requests

- **Online Shopping:** Added Gopher Sport as an online vendor.
- **Order Requestion Entry:**
  - **Past Requisition tab:** The PO # has been added to the grid for employee reference.
  - POAdmin role no longer has to enter an account code to route an order requisition, previously, it was requiring them to even if they typically were not an approver.
  - **Overbudget:** If a requisition is overbudget and an account code is entered by the employee, it is highlighted and displays text indicating that it is overbudget.
  - **Main Order Date:** Changing this field will now cause the requisition date to autosave and automatically update all detail lines.

Approvals

- **Approval - Order tab:** This has been rewritten to match the reimbursement approval process, a blank row can be used with one approver required. Any POADMIN can override any requisition. **Since any POADMIN can override any requisition, SMART added a new role- POTRANSFER. Please double check users that have POADMIN and contract the Region (UFARS01@CMERDC.ORG) if any users need to be changed to POTRANSFER instead.**
  - **Order Reqs – Approved tab:** A Close Req button has been added to the end of the grid if a PO has not been created. It allows the approver to close the requisition once it is approved, but no longer needed.
- **Approval-Reimburse tab:** An approver is now required to enter an account code prior to approval/final routing if the employee doesn't enter one. Any REIMBADMIN can override any reimbursement.
  - **View\Edit:** The Change Reason field has been extended from 50 characters to 75 characters. It no longer errors when saving after selecting 'Do Not Pay.'
- **View Hours – Supervisor – Individual/All Hours:** Added 'Print Hours' button to the Individual and All tabs.

Responsibilities

- **Supervisor Report of Accident:** The Emp ID dropdown list now only shows employees to choose from.

My Payroll

- **W2:** Now have the ability to Print/Preview old W-2s. This was not working previously.
- **W-4:** Will now clear Federal allowances if a new one is entered.

Browsers Supported (same as 25.1)
- **Firefox –**Support versions 128+ (128 extended release, 137)
- **Google Chrome -** v132x warn to upgrade browser
  Support versions 133+
- **Edge -** warn 131-132
  Support Edge v133+
- **Safari-** Support versions 17 and up (18)

Recommended resolution for SMART: 1366 x 768