22.03 Release Notes

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Sign up for the *All Access Points Release Review* on Thursday, October 13 at 9:00 AM. *The Release Review will include ERP California (Escape Online), Online 6, and Employee Online Portal.*

The following is a list of changes included in this release. These release notes use "stamps" to alert you to certain requested changes.

New - A new feature or report.
Reg - Updated to comply with recent changes in State and Federal requirements.

If you are not on the latest release, please contact your system manager.

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Installation Notes

The new **Inter Org Journal Entries feature** distinguishes between the organizations that are involved in the agreement to transfer funds. We use the following to identify each organization's part in the transaction.

- The *originating organization* is the one that creates the inter org journal entry for the transfer of funds. They can only enter the accounts the destination organization has allowed them to.
- The *destination organization* is the organization that allows an originating org to see its accounts. The destination organization specifies which organizations can see which accounts. In other words, other organizations (originating) can ONLY see the accounts (destination) that are specifically defined via the Inter Org JE Accounts activity.

Optional?	Item	Tasks
Optional	Inter Org Journal Entries	If you want to use the Inter Org Journal Entry feature, you will need to perform some setup: 1. Turn on the inter org JE feature using the Allow Inter Org Journal Entries flag on the **General tab of the Organization record** of both the originating and destination organizations. 2. Define **accounts and originating organizations** in the Inter Org JE Accounts activity in the destination organizations. 3. Define **workflow for approvals and notifications** for both the originating and destination organizations. 4. Turn on workflow for the inter org journal entry in the **JE Approvals tab of the Organization record**.

Optional?	Item	Tasks
Optional	Notifications for COE users for Inter Org Journal Entries Notifications for district users for county journal entries	We have hardcoded functionality for notifications to COE users concerning inter org journal entries and for notifications to district users concerning county journal entries. **COE Users - Inter Org JE Notifications** 1. Create the IOJENotify role code 2. Enter the **IOJENotify in the appropriate system workflow role user record.** **District Users - County Notifications** 1. Create the CTJENotify role code 2. Enter the **CTJENotify in the appropriate workflow role user record**.

Finance Module

Fiscal

Fiscal

Budget/JE Approvals	**Support for Inter Org Journal Entries in Snapshots** The **Journal Entry Snapshot** and the **Journal Entry Approval Snapshot** will now display the Originating Org ID in the top right corner if the snapshot is for an Inter Org Journal Entry. The Journal Entry Snapshot will be available from the new Inter Org Journal Entries activity.

Fiscal

Inter Org Journal Entries

New

New Inter Org Journal Entry Activity for Data Entry

For Originating Organizations to Create Inter Org JEs

Now, if you have Inter Org Journal Entries turned on, you will see the **Inter Org Journal Entries activity**, which is designed for originating organizations to create inter org journal entries. (Destination organizations review their side of the journal entries in the Journal Entries activity.)

When an originating organization saves the inter org journal entry, the JE Source will be Manual and the JE Type will be County. Origination organizations can copy, reverse, submit, and return to open.

The activity includes a new JE field called Net Change to Cash which is read-only, system-calculated as all debits minus all credits for all cash lines across all orgs. Of course, you cannot submit if this field is not balanced.

The search is "smart" - only returning inter org journal entries where your organization is the originating organization.

This is an org-based activity. Users with a Fiscal, Org Manager, Sys Manager, or Sys Support role.

Fiscal

Journal Entries	**Add Search parameter for Inter Org Journal Entries** ***Updates for Destination Organizations to Review Inter Org JEs*** The search has been updated with a new Inter Org Journal Entries Only search field, which allows you to this to YES to limit your list to inter org journal entries only or set it to NO to see all journal entries that pass other search criteria, along with inter org journal entries where my organization is a destination or originating org. The default is NO. For more information about the Journal Entry search, see the **Searching for Journal Entries** article.

Fiscal

County Journal Entries	**Read-only Access for Inter Org Journal Entries** ***Updates for COEs to Review Inter Org JEs*** The search has been updated with a new Originating Org ID search field, which allows COE users to use the lookup to select one or more originating organizations for reviewing inter org journal entries. The list has been updated with a new Originating Org column so that COE users can see the organization from which the money was transferred for inter org journal entries. The form has been updated to recognize inter org JEs and only allow read-only access. All tasks (e.g., Submit, Return to Open) will be inactive and all fields will be locked. On the Journal Entry tab, a new Originating Org field has been added, and on the History tab a new Org ID column has been added as inter org journal entry line items (by org) can be processed separately. For more information, see the **County Journal Entries** section of the Learning Center for all of the articles related to county journal entries.

Processes

Processes

Vendor 1099	The 2022 tax year tables have been installed, allowing you to load your 1099 Vendors now and begin working your list. The changes needed for processing those vendors will be included in the next release.

Setup - Chart of Accounts

Inter Org JE Accounts **New**	**Introducing the Inter Org JE Accounts Activity** ***For Destination Organizations to Grant Access for Inter Org JEs*** The **Inter Org JE Accounts activity** is designed for the destination org to provide access to one or more originating organizations. Using this activity, the destination organization can specify the time range (fiscal year from/to), specific account, and originating organization for the creation of inter org journal entries. *This is an org-based activity. Users with a Fiscal, Org Manager, Sys Manager, or Sys Support role.*

Setup - Chart of Accounts	
Inter Org JE Accounts View New	**Introducing the Inter Org JE Accounts View Activity** The **Inter Org JE Accounts View activity** is a read-only activity designed for COE users to review the inter org journal entry setup for all organizations. *This is an all-org activity. Users with a Fiscal, Org Manager, Sys Manager, or Sys Support role.*

HR/Payroll

Employment	
Additional Pay	When importing from Frontline Time & Attendance, the Additional Pay activity will no longer encounter errors.
Leave Transactions	The Sub Fiscal Year field will now display only open fiscal years.

Mass Change	
Addons	Now the Details tab will allow you to enter up to four decimals for Rate 1 or Rate 2. Previously, the software would only display two decimals.

Processes

Addon Account Retro	The Addon Account Retro rollback transaction date logic now mirrors the Position Account Retro. The transaction date for a rollback will now be the same as the original retro. Previously, the rollback posted to the current date. You can also create an addon account retro for a previous fiscal year. The software will now qualify pay dates using the pay date's paid thru date. If the pay date's paid thru date is within the Retro From/Thru Date range, addons on the qualified pay date will be included in the retro, regardless of the effective date specified.
Employee W2	The 2022 tax year tables have been installed, allowing you to load your Employee W2s now and begin working your list. The changes needed for processing those employees will be included in the next release.

Reports

Reports

Employee52	For customers using Frontline Professional Growth, the new extract report allows users to export employee information. The file is written to the InputOutput/OrgId/FrontlinePG directory on the application server where users can then import it into Frontline Professional Growth. The new report, which should be set up as a report favorite, is in the HR/Payroll-Reports-Sys Manager group activity. For more information, see **Employee52 - Frontline Professional Growth (https://caerp-help.frontlineeducation.com/hc/en-us/articles/7916487571219)**.
Retire13	Retire13 will now report AR Transactions with the correct information. Previously, the assignment code and member contribution code were displaying and should not have been. For more information, see **Retire13 – STRS Period New (https://caerp-help.frontlineeducation.com/hc/en-us/articles/360050220474)**.

Reports

Retire25	The Retire25 will no longer erroneously display an error for Time Base. In addition, it will now display Time Base correctly. For more information, see **Retire25 – STRS Errors New (https://caerp-help.frontlineeducation.com/hc/en-us/articles/360050631294)**.

Retirement

STRS Address Import	STRS has added several new columns to their address import layout for STRS NFF. The software has been updated to accept the new file format.
STRS Processing **Reg**	STRS Processing will now exclude assignment codes 62 and 64 per recently released CalSTRS regulations.

Retirement

STRS Match	The STRS Match will now have an option to include individuals who have contributions reported in the past year and don't have an active retirement record. The software will gather the data from the Person record for these individuals if the new Existing Contributions flag is set to YES. If the Existing Contributions flag is set to NO, only employees with an active retirement record as of date will be selected which matches the old logic. Previously, the STRS Match process was gathering data from the Employee record only, and did not have an option to include the recently terminated employees or employees from offline organizations. Finally, the software has been updated to match the STRS new file format.

System Module

Setup

Setup

Organization - General tab **New**	**New Allow Inter Org Journal Entries Flag** We have added a new flag to the Finance section of the Main tab. The Allow Inter Org Journal Entries flag turns the inter org journal entries feature on/off. It defaults to NO. Set this to YES to turn on the feature. Once this is turned on: • Org users with a Fiscal role or above will see the Inter Org Journal Entries and the Inter Org JE Accounts activities in their activity tree. • All-org users will see the Inter Org JE Accounts activity if any organization has the flag turned on. For more information about the Allow Inter Org Journal Entries flag, see the **Creating an Organization** article.
Organization - JE Approvals Tab	We have added the ability to select the new workflow document type (Inter Org JE) in the Non-System Generated Workflow Definition lookup for the County JE type so that you can set up workflow approvals and notifications. For more information about setting up approvals and notifications, see the **Defining JE Approvals in the Org Record** article.

Setup	
Workflow Activities	**New doc type Document Type for Inter Org Journal Entry** We have introduced a new Document Type called Inter Org Journal Entry so that you can set up users, approvals, and definitions for inter org journal entry records. If you choose to set up a workflow for inter org journal entries, turn on the workflow in the **JE Approvals tab of the Organization record**. Enter the name of the Workflow Definition in the Non System Workflow Definition fields for the County JE Type.
Workflow - Workflow Role Codes and Role Users	**New Role Code for District Notifications for the Posting of County Journal Entries** We have hardcoded functionality into the new CTJENotify role code. If this role code is added to a **Workflow Role User**, the system is hard coded to send a notification when a county journal entry affecting their organization is posted. This method is for notifications only. It does not need to be included in a workflow definition.

Setup	
Workflow - System Workflow Role Codes and Role Users	**New Role Code for COE Notifications for the Posting of Inter Org Journal Entries** We have hardcoded functionality into the new IOJENotify role code. If this role code is added to a **Workflow Role User (System)**, the system is hard coded to send a notification when an inter org journal entry is posted. This method is for notifications only. It does not need to be included in a workflow definition.
Users	Two new tasks have been added to the User record for supporting the clearing of locks for the new Online 6 multifactor authentication login security. The Reset 2FA and Clear Lock 2FA will allow system managers to assist Online 6 users when they have locked their Online 6 session. For more information about multifactor authentication, see the articles **Logging Into Online 6 (https://caerp-help.frontlineeducation.com/hc/en-us/articles/360053561633)** and **Managing User Records (https://caerp-help.frontlineeducation.com/hc/en-us/articles/360050639054#Clearing_Lock_Tasl**

Online 6

General Module

New Security Requirements	Now when you log in to Online 6, you will be required to set up some security measures for your account. The new security requirements (also known as multifactor authentication or 2FA) provide additional layers of security for your district and COE.

Finance Module

Budget

Budget Transfers

The following updates have been made to budget transfers.

- If a user overrides approvals, history records will be written documenting the override.
- When a user selects the Reverse button, the software will follow the setup in the Department record. Previously, the software was not following the setup for the previous fiscal year. The current fiscal year setup was working correctly.
- The Transaction Date will now default to TODAY and be a required field. If you are entering a date for a previous fiscal year, the date will default to 6/30 of the previous fiscal year. If you are copying or reversing a transfer, the transaction date will default to TODAY if in the same fiscal year, 6/30 if in a previous fiscal year, and 7/1 if in the next fiscal year.

For more information, see the article **Budget Transfers article for Online 6**.

Fiscal

Journal Entries	**Reintroducing Journal Entries activity** In the last release, users were provided with read-only access to the Journal Entries activity. Now, users have access to the following edit capabilities: • Editing • Copying • Submitting • Reversing • Returning to open • Overriding approvals For more information, see the article **Journal Entries article for Online 6**.

Purchasing

Receive PO Items	Now when you are editing the Asset Group and Asset Category, the software will correctly require fields and display options in lookups as appropriate. Previously, under certain circumstances, the fields and lookups were not behaving as expected.

Requisitions

Requisitions

Stores Requisition	**Introducing the Stores Requisition activity**
New	With this activity, you can create and manage stores requisitions. The Stores Requisition activity works similarly to the same activity in Frontline ERP (Escape Online). • View, create, edit, and submit stores requisitions. • Search for stores requisitions by fiscal year, department, requisition date, order location, and more. • Run the snapshots from the list for selected or all records. • View attachments from the list. • View accounts, approvals, attachments, notes, and history from the form. For more information about Stores Requisition, see the article **Searching for Stores Requisition (https://caerp-help.frontlineeducation.com/hc/en-us/articles/8809248344979)**.

Requisitions	
Vendor Requisitions	Now when you try to upload an attachment and it fails, the record will save correctly and you will receive an error message. Previously, under these circumstances, the record was locking. When you are editing the Asset Group and Asset Category, the software will correctly require fields and display options in lookups as appropriate. Previously, under certain circumstances, the fields and lookups were not behaving as expected.

Employee Online Portal

My Paychecks	If your organization has custom payroll checks, those will display correctly. Previously, custom payroll checks were not displaying pay stubs.

Resolved Issues

Frontline ERP for CA - Desktop Version	
OL5-176	Employee99 - not filtering on assignment parameters correctly
OL5-278	Reports: Export to .csv defaults to save as .txt (CR20344)

Frontline ERP for CA - Desktop Version	
OL5-552	Pos02 - incorrect calendar days for vacancies
OL5-559	Addon Account Retro: addons should be included based on period end date
OL5-569	Addon Account Retro: Cannot capture addons with Effective Date in previous fiscal year (CR19897)
OL5-1745	Pos04: FTE available is incorrect for vacant positions with account change in the future period
OL5-2109	Leave Transactions: Sub Fiscal Year lookup should only display open fiscal years
OL5-2198	Pos20 - Vacancy amounts are doubling when there is a second detail line in position not affecting earnings (CR19879)
OL5-2570	Mass change addons: receiving an error when Addon Rate1 or Rate2 are setup with four decimals (CR19303)
OL5-2598	County Journal Entries: posting logic should use cascading logic when checking closed dates and look at both the System and organization fiscal year status records (CR16076)
OL5-2633	Leave01 - report fails when using date mnemonic in a range

Frontline ERP for CA - Desktop Version	
OL5-3140	Pay10c - displays last 4 of SSN when ran with a parameter do not show SSN4
OL5-3280	Travel & Conference Req Payments: Employee address is defaulting to street Address instead of mailing address
OL5-3312	Retire25 - incorrect Time Base error
OL5-3482	Pos04 - Calendar Days on report do not match actual calendar days in calendar (CR 20100)

Online 6	
OL6-272	Vendor Requisitions: lock is not released on requisition in certain circumstances
OL6-10318	Online Shopping: line items are defaulting to Taxable = No instead of Yes
OL6-10530	Online Shopping: error when checking out from vendor site and unable to load items into cart
OL6-10532	Online Shopping: Checkout message is not rendering as html in browser for OL5
OL6-10555	Unable to initiate shopping with Office Depot when line items exist

Employee Online Portal

Employee Online Portal	
OL6-7938	Employee Online Portal: registration failing if employee only has work email address
OL6-8904	Employee Portal - "Password Change Needed?" not forcing employees to change password
OL6-9448	Portal is no longer printing custom Payroll Advices
OL6-9846	Employee Portal - W2 still available from pod in My Payroll when employee W2 comment set to NOPORTAL in OL5