

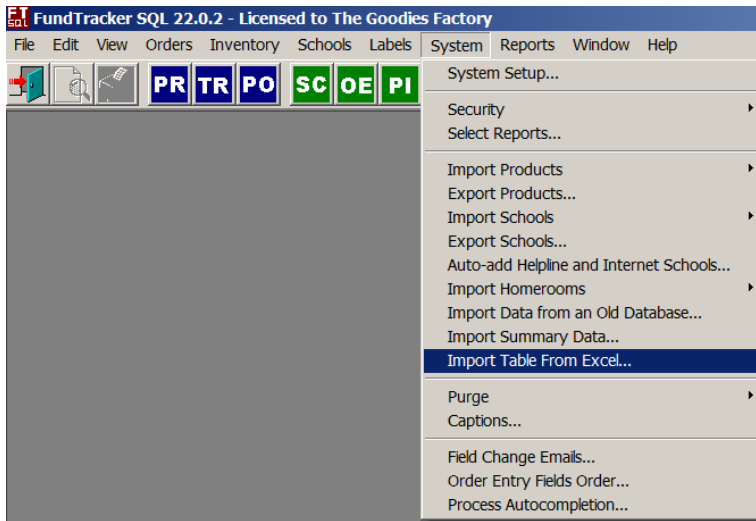
FUNDTRACKER 22 UPDATES

Database Changes

- FundTracker will be using a new User Name and Password to connect to the database. (This will need to be set up by support.)

Excel Import Changes

- There are new Excel Product and School import templates in the new version.
- When the Excel import is now reimported into FundTracker, the School Master\Orders 2 Tab\Web Reporting\Internet School ID field will not be overwritten with a blank.
- There is now a new Excel import feature that allows FundTracker tables to be populated with an Excel spreadsheet.



Note: This can only be used at the beginning of a season to import into empty tables. Once a table is populated the import cannot be used. An exception is for importing into the Purchase Order Table. Multiple Purchase Orders can be imported into the Purchase Order Table as long as the Purchase Order Number is not duplicated. You cannot use the Import Table from Excel to update a existing data in a table.

Example inputs are listed below. A FundTracker support employee will need to help you create the import file.

- a. Beginning inventory for a new season
- b. Product Type Tax
- c. Product Group Discount
- d. Product and Product Type Discounts
- e. Purchase Orders

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QB Export Sales Tax Expense Change

- The caption on Export Accounts for Sales Tax Expense is now “Sales Tax Payable”. Please make sure that a valid Sales Tax Payable account in Quick Books is used.

New Fields on the School Master

- New Field called “Referral Sales Rep” has been added to the School Master\Orders 2 tab. This field is populated by the new Online Reservation Site. This field can be used to indicate who referred the school to the Sales Rep.
- New Field called Phone 2 on the School Master\Contacts Tab has been added.
- New checkbox called “Online Ordering” on the School Master\General tab has been added. This field is used only for informational purposes. This check box is used on the Brochure School to indicate that there is also an Internet School setup.

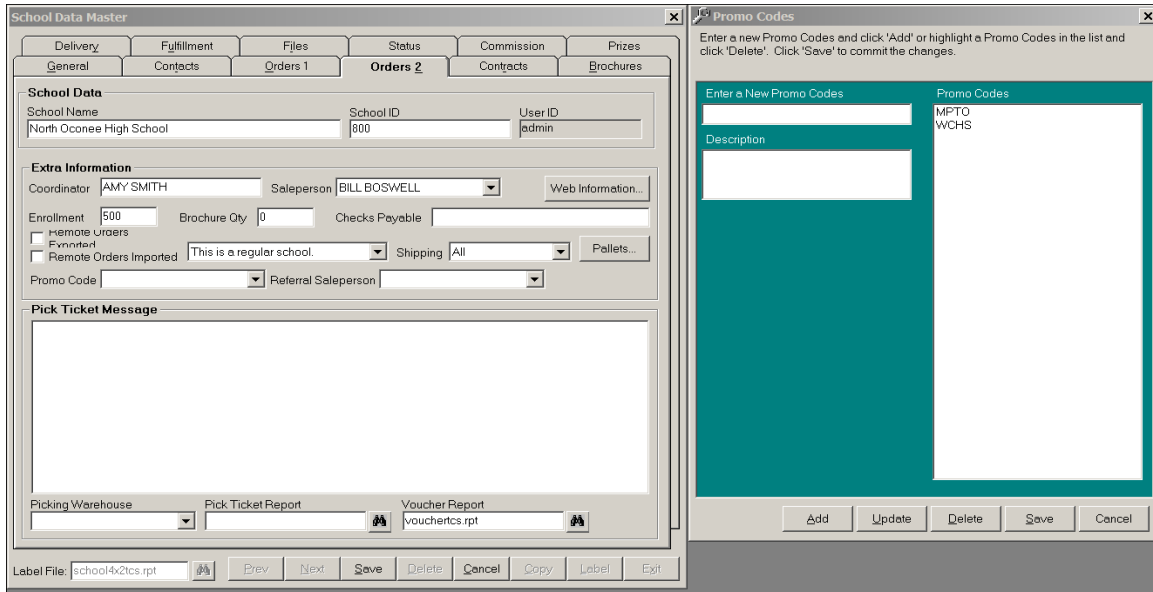
The screenshot displays the 'School Data Master' application window. The 'General' tab is active, showing the following fields and options:

- School Data:** School Name (North Oconee High School), School ID (800), User ID (admin).
- Address:** Address 1 (205 Cleveland Rd), Address 2, City (Bogart), State (GA), Zip (30622), Country (Oconee).
- Other:** Customer Since (04/26/2017), Last Transaction, School Type, School Group (5TH GRADE), Product Pricing (PIECE), Control Number (800), Accounting Customer, Parent Letter, Import School, and Online Ordering (checkbox).
- Goal Notes:** A large empty text area for notes.
- Buttons:** Print Parent Letters..., Homerooms...
- Footer:** Label File: school4x2tcs.rpt, and navigation buttons (Prev, Next, Add, Delete, Edit, Copy, Label, Exit).

An arrow points from the text in the second bullet point of the 'New Fields on the School Master' section to the 'Online Ordering' checkbox in the 'Other' section of the software interface.

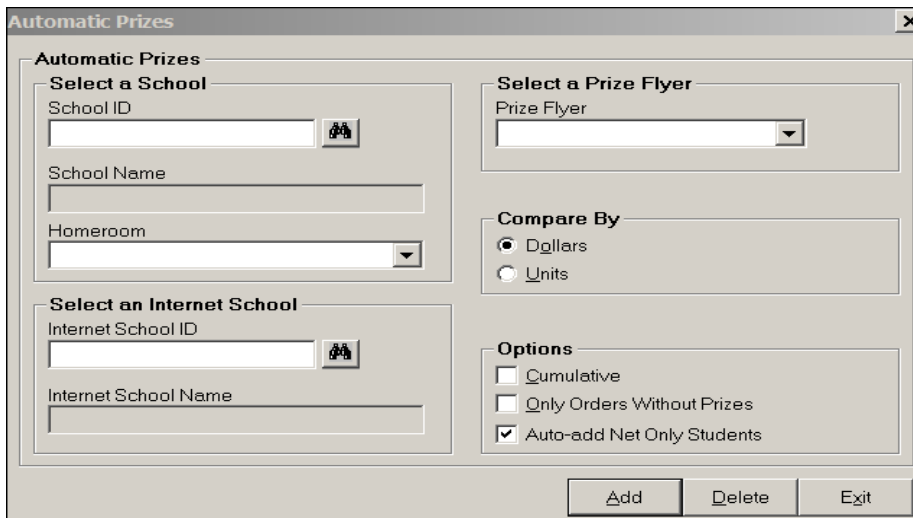
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- Promotional-Tracking Field:** There is a new field in FundTracker called “Promo Codes” This is populated by a new setup screen on the School\Menu dropdown. This new field can be used to track how a sale was generated. Trade Shows and Events can be added to the Promo Code Master and then selected on the School\Menu dropdown.



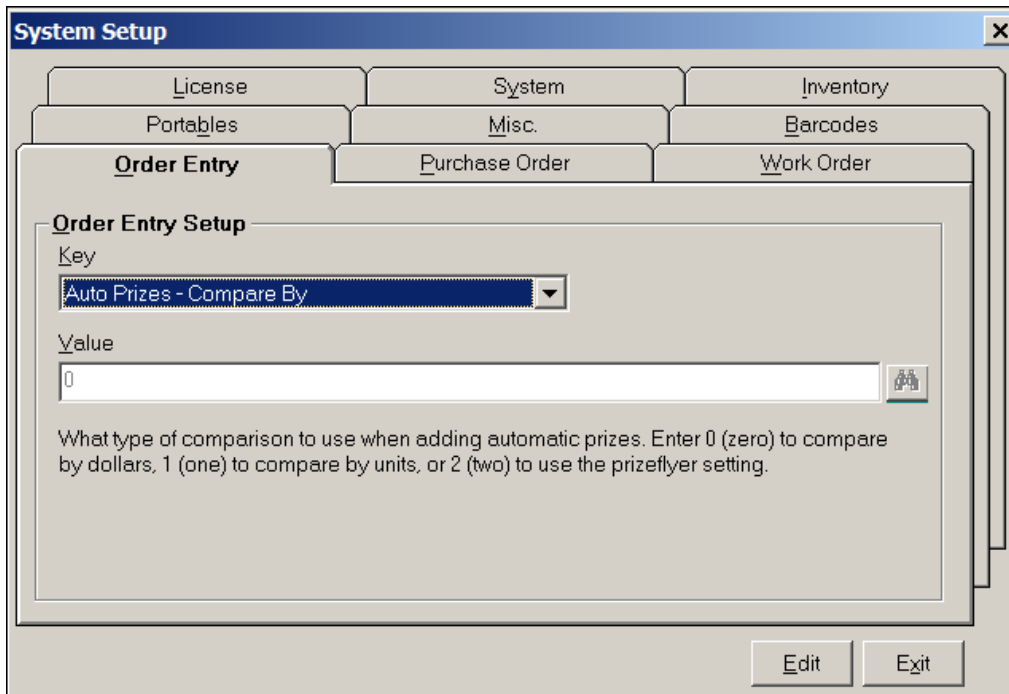
Prize Flyer Updates

- When Automatic Prizes is selected, the *Compared By* and *Options* sections on the Automatic Prize screen can now automatically be defaulted based on what was entered on the prize flyer header. These default fields can be overridden when Automatic Prizes is selected.



- To accomplish this you will need to first setup the Auto Prizes – Compare By flag in the System Setup to '2' Use the Prize Flyer Header Settings.

FUNDTRACKER 22 UPDATES



System Setup

License System Inventory
Portables Misc. Barcodes
Order Entry Purchase Order Work Order

Order Entry Setup

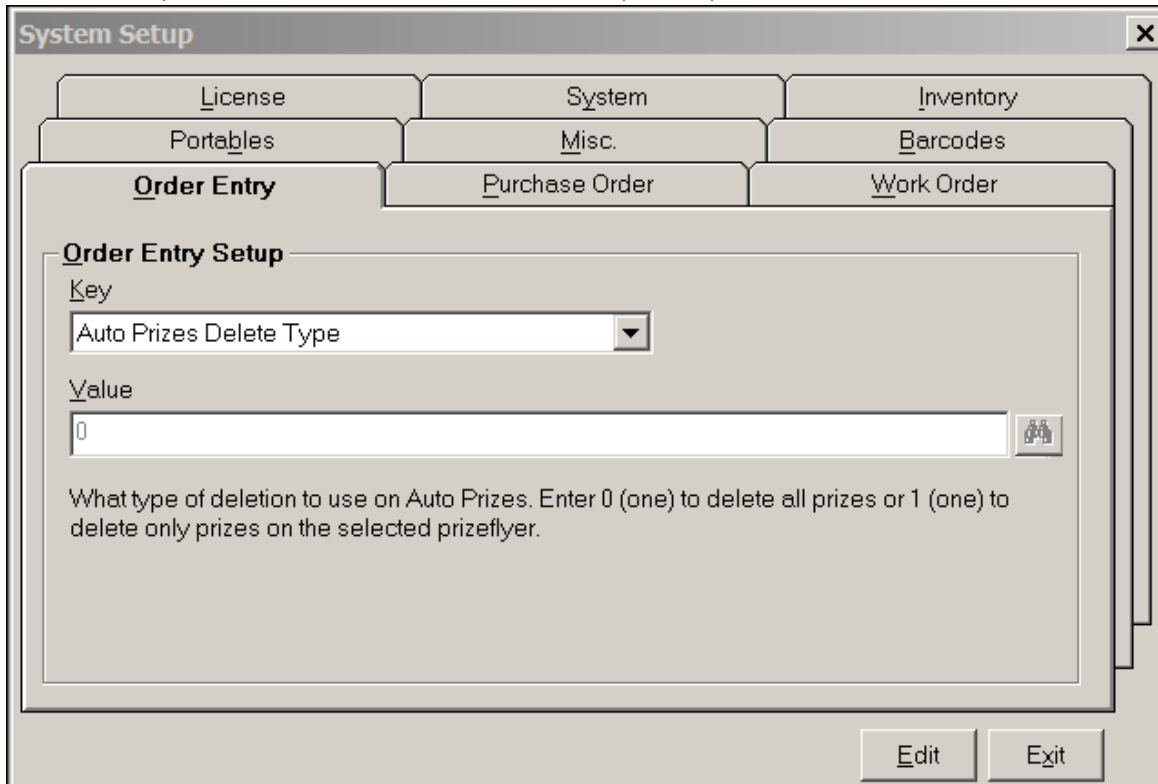
Key
Auto Prizes - Compare By

Value
0

What type of comparison to use when adding automatic prizes. Enter 0 (zero) to compare by dollars, 1 (one) to compare by units, or 2 (two) to use the prizeflyer setting.

Edit Exit

- **Deleting Auto Prizes:** There is now a new system setting that will tell FundTracker to delete all prizes or only the prizes that are currently selected on the Automatic prize screen. Enter 0 to delete all prizes or 1 to delete only the prizes on the selected Prize Flyer. In previous versions there was not a choice to only Delete Prizes from a Selected Prize Flyer. All prizes were deleted.



System Setup

License System Inventory
Portables Misc. Barcodes
Order Entry Purchase Order Work Order

Order Entry Setup

Key
Auto Prizes Delete Type

Value
0

What type of deletion to use on Auto Prizes. Enter 0 (one) to delete all prizes or 1 (one) to delete only prizes on the selected prizeflyer.

Edit Exit

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Auto-Add Miscellaneous School

- There is now a new auto add school “This is a Miscellaneous School”. This is setup the same way the Auto-Add Internet schools and Helpline schools are created from the system settings. A Miscellaneous School could be used to setup a distributor school or a school ID that will not be used in any of the Standard Reports.

Invoice Screen

Payment Terms – There is now a new payment terms field on the invoice screen.

- The Invoice Report that is entered in the Invoice Report field will not be blanked out after an Invoice has been printed.

Invoice

Invoice By:
 Student
 Homeroom
 School ID
[Dropdown]

Generate Invoice
Invoice Number [Text] Invoice Date [Text] Ship Date [Text]
Bill To [Text]
PO Number [Text] Product Pricing [Dropdown] Discount [Text] **Payment Terms** [Dropdown]
Freight Amount [Text] Pack Charge [Text] Tax Amount [Text] Internet Profit [Text] Payment Amount [Text]
Other Charges 1 [Text] Other Charges 1 Description [Text] Other Charges 2 [Text] Other Charges 2 Description [Text]
Other Charges 1 Notes [Text] Other Charges 2 Notes [Text]
Other Charges 3 [Text] Other Charges 3 Description [Text] Other Charges 4 [Text] Other Charges 4 Description [Text]
Other Charges 3 Notes [Text] Other Charges 4 Notes [Text]
Other Charges 5 [Text] Other Charges 5 Description [Text] Other Charges 6 [Text] Other Charges 6 Description [Text]
Other Charges 5 Notes [Text] Other Charges 6 Notes [Text]
Notes [Text]
Paid Date [Text] This is a commission invoice. Invoice Prices [Dropdown]

Select Student
Beginning Student [Text] [Icon]
Start Date [Text] End Date [Text]

Changes
Creation User [Text]
Creation Date [Text]
Last Modified User [Text]
Last Modified Date [Text]

Accounting Export
 Export this Invoice Export Date [Text]

Printing Options
 Print 0 Quantity Items

Invoice Report: [Text] [Dropdown] [Icon]

Prev Next Add Delete Edit Print Exit

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Customer Service Ticket Changes

- The View Resolve Order and Create Resolve Order buttons are now at the top of the Window.
- The Tracking Number is also on the top of the Window.
- There is also an Original Packer field. This will show who the packer that packed the order originally was.
- There is now a new Ship to School Address check box. If this is checked then the resolve order will populate with the School Masters shipping address.
- A new button has been added "Add All Products" this will add every product from the order under the same issue Code.

Customer Service Tickets
✕

Ticket

Ticket Number	User ID	Creation Date	Status	Tracking Number	
<input type="text" value="NEW"/>	<input type="text" value="admin"/>	<input type="text" value="7/1/2019"/>	<input type="text" value="Open"/>	<input type="text"/>	<input type="button" value="View"/>

Resolve Order	<input type="button" value="View Resolve Order"/>	<input type="button" value="Create Resolve Order"/>	Pack Date	Resolve Pack Date
<input type="text"/>			<input type="text"/>	<input type="text"/>

Order

School ID	Student	Homeroom
<input type="text" value="800"/> <input type="button" value="AA"/>	<input type="text" value="SMITH, JANE"/> <input type="button" value="AA"/>	<input type="text" value="800"/> <input type="button" value="AA"/>
<small>North Oconee High School</small>		

Resolve Order Recipient	<input type="button" value="New Address"/>	<input type="button" value="View Packing"/>	<input type="button" value="View Order Image"/>
<input type="text"/>			

Ship To Address 1	Ship To Address 2
<input type="text" value="205 Cleveland Rd"/>	<input type="text"/>
Ship To City	Ship To State Ship To Zip
<input type="text" value="Bogart"/>	<input type="text" value="GA"/> <input type="text" value="30622"/>
Caller Name	Caller Phone Caller Email
<input type="text"/>	<input type="text"/> <input type="text"/>

Web Invoice No	Reference No	Help Desk Ticket No	Original Packer
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Comments

Issues

Product No	Issue Code	Qty to Ship	
<input type="text"/> <input type="button" value="AA"/>	<input type="text"/>	<input type="text" value="0"/>	<input type="button" value="Add All Products"/>

Issue Notes

Item No	Description	Issue Code	Qty To Ship	Notes	Line No
114	BLACK FLOR	Missing Orde	2		
103	FAMILY FRAI	Missing Orde	3		
100	Prize A, Prize	Missing Orde	1		