Links Modular Solutions Beta Version 9.8.0.0 Release Notes

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Contents

Overview

This is a sub-version of Links 9.00 available for selected sites only. The main changes are reflected in Facility Client Invoicing and Add to DD. It is however not a major version so 9.30 remains the latest support version. Please note this is a beta version and if bugs are found ONLY critical daily operational items are fixed before the next major version. By installing this version you accept understanding that you may need to work around bugs whilst the final version is being prepared.

POS.link changes

Ability to input client, customer and account IDs on account search screens
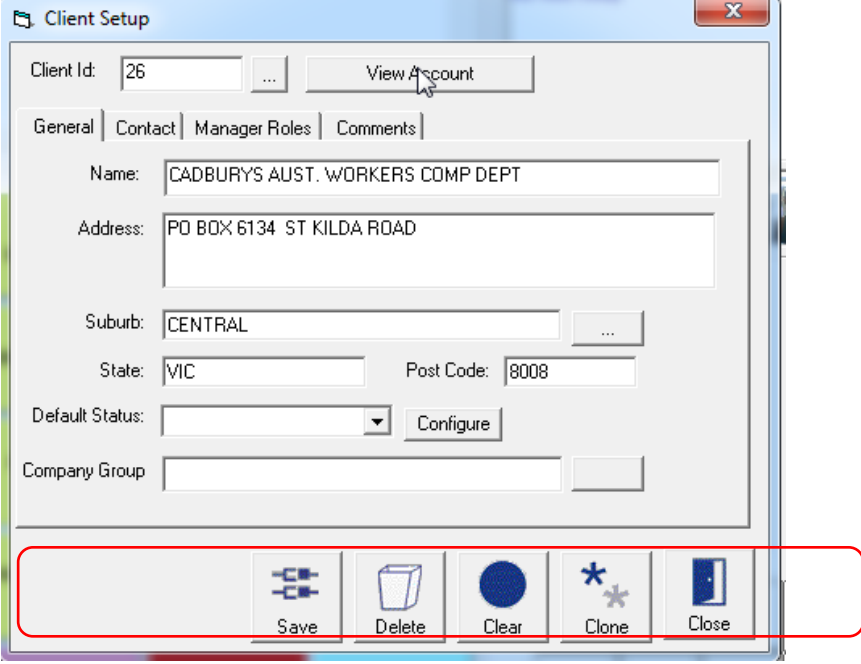
The search screens now have the ability to input the ID of the client, customer, or account:

Company code and Account manager for clients

There is now a field in the client screen called company group:

This can be used to group several clients together in order to filter when searching.

The client screen also now has the ability to add a role or roles to the client in order for better filtering when searching.
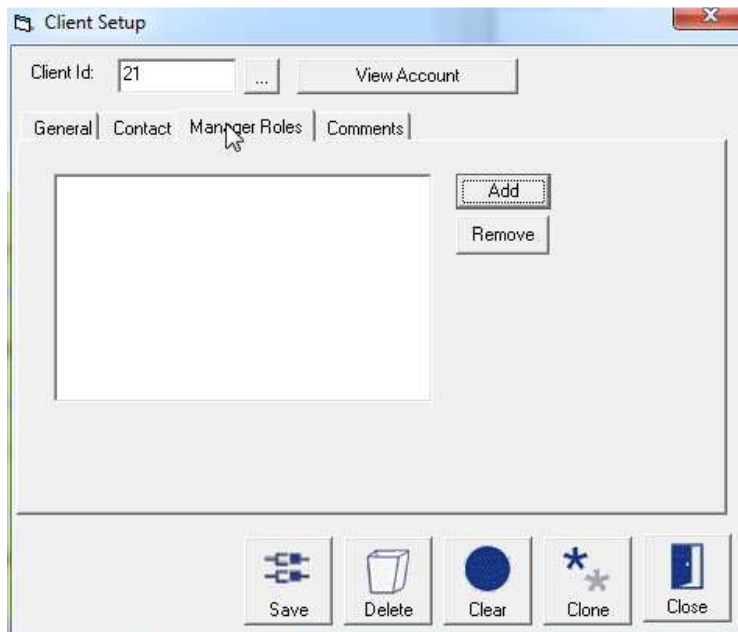
The assigned roles can be seen under the manager roles tab.
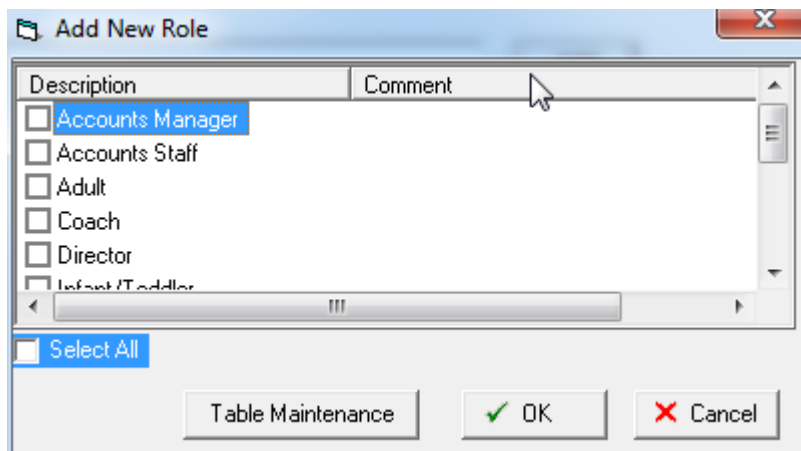
The user can choose from roles already created or create new ones through the table maintenance tab.

New debtor number field for account holders

There is now an extra field in the Account Maintenance screen allowing for users to store the debtor number assigned to an account holder in their accounting software:

Multiple templates for invoices

There is now the option to have multiple invoice templates in Links under each of the Client and Customer types:
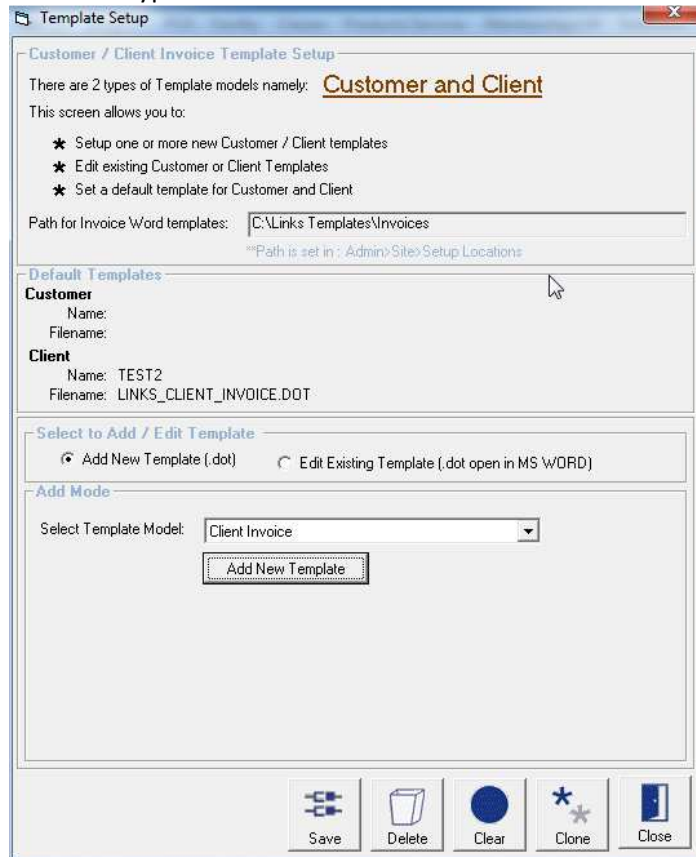
The screen for adding has subsequently changed:
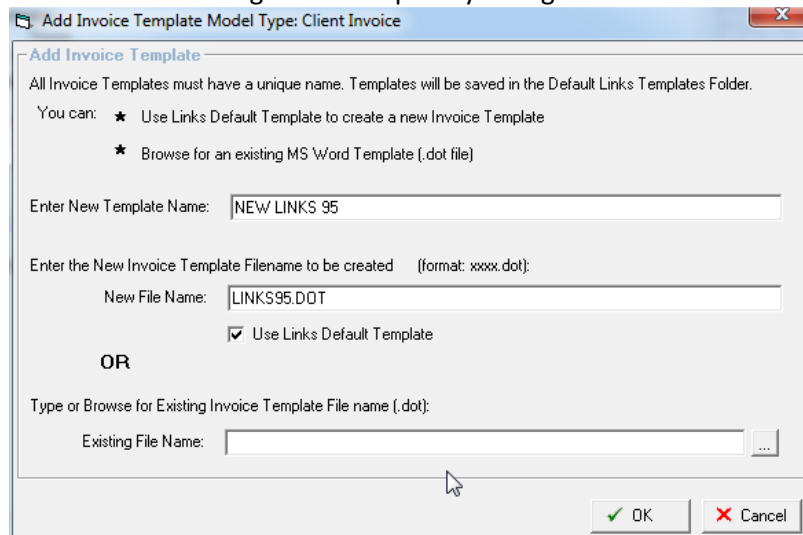
You can add a new template or use an existing base template for modification.

You can edit any of the existing templates through the edit option.

When issuing an invoice a dropdown box is provided to select which template to use for a particular occasion.

New fields in account invoice template

Two new fields have been to the account invoice template:

1. Account ID – one time merge field for Invoice header
2. Booking ID – repeatbale field aligned with Line description etc

![LinksModularSolutions]

Ability to filter lines on invoices

You can now manually select lines for invoices using the check boxes as below:

Or by selecting a date range as below and clicking ![Apply] :

Ability to apply credit to invoices

If a client or customer has paid money (credit) against a master booking ID this money can then be used to pay off against booking lines for that booking ID.

This amount will be used primarily for that booking ID but if the amount in credit exceeds the amount owed it can be re-allocated to other bookings.

The credit info screen will display the total credit added by the transaction, the booking it was applied to and the amount of credit remaining:

Double clicking on a credit line will display which invoices the credit was applied to:

Account Maintenance

Account Id: 299   ☒ Include Paid Invoices

Client: A.V. WORKS - DOUGAL FANNING

DOUGAL FANNING
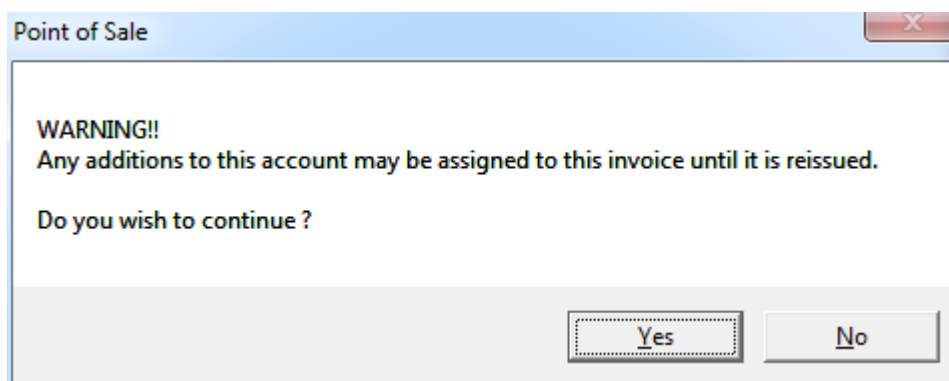
Invoice No	Start Date	End Date	Due Date	Total, $	Due, $
473	30 MAY 2012	30 MAY 2012	21 JUN 2012	4,560.00	0.00
472	30 MAY 2012	30 MAY 2012	6 JUN 2012	9.95	9.75
16	27 JAN 2012	30 MAY 2012	30 MAY 2012	3,546.75	0.00

Payment Details

Date	Credit Remainin...	Booking Id	Trans Id	Total,$
30 MAY 2012	440.00		254587	5,000.00
30 MAY 2012	0.00		254585	3,546.95

Account Payments

Date	Invoice Id	Trans Id	Booking Id	Amount$
30 MAY 2012	Unassigned	254587		440.00
30 MAY 2012	473	254587		1,200.00
30 MAY 2012	473	254587		1,300.00
30 MAY 2012	473	254587		1,560.00
30 MAY 2012	473	254587		500.00

Close

Bulk Issue screen changes
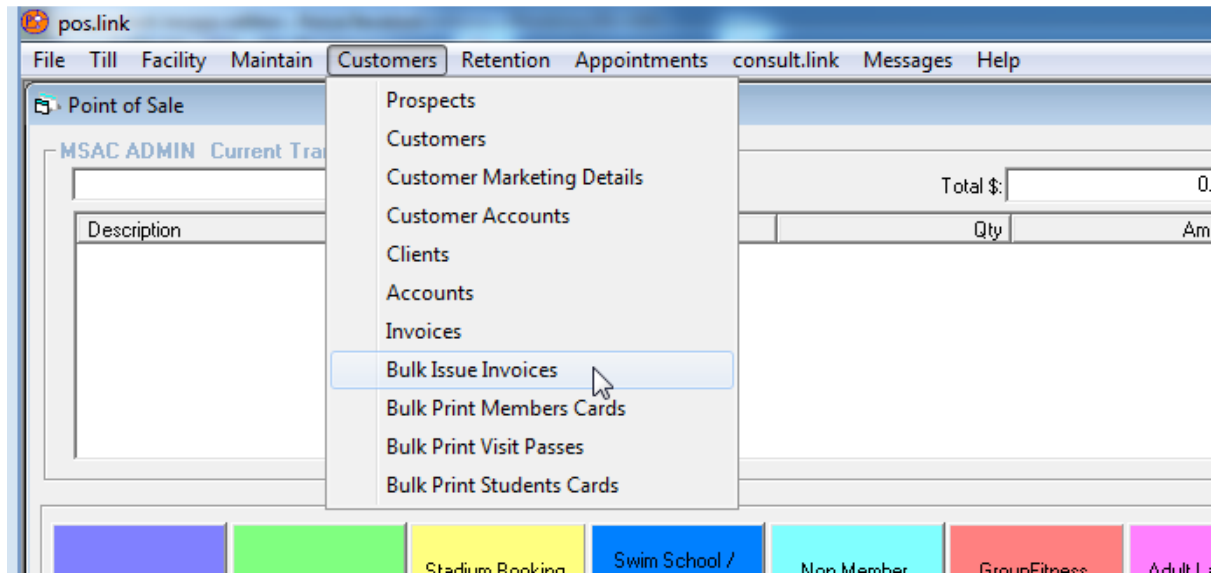
This is now located in the POS module rather than the Admin module in the menu as above.
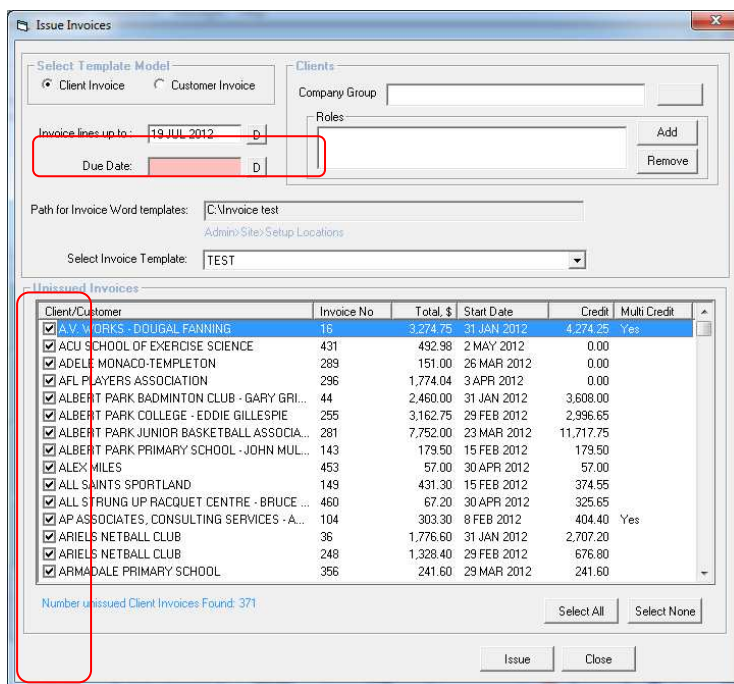
The invoices to issue can now be selected using the checkboxes.

A limit can also be applied to the date for which the invoices are issued using the date filter circled above.

Links will now automatically apply any credit assigned to booking IDs contained within these invoices at the time of issuing.

The Multi credit column indicates where invoices contain multiple bookings/credits available.

Ability to unissue invoice:

Users can now unissue an invoice in order to apply credit or include extra invoice lines. This is performed with the 'Unissue' button in the invoice screen (circled below):

The following message will display to warn users of the dangers of unissuing an invoice:

And the invoice will become unissued.

Invoice payments can be returned to credit on unissued invoices

There is a new area in the invoice issue screen detailing payments made against the invoice:

If you highlight one of these payments and click on the red 'x' then that invoice payment will be returned to credit.

Ability to separate sessions by categories at POS
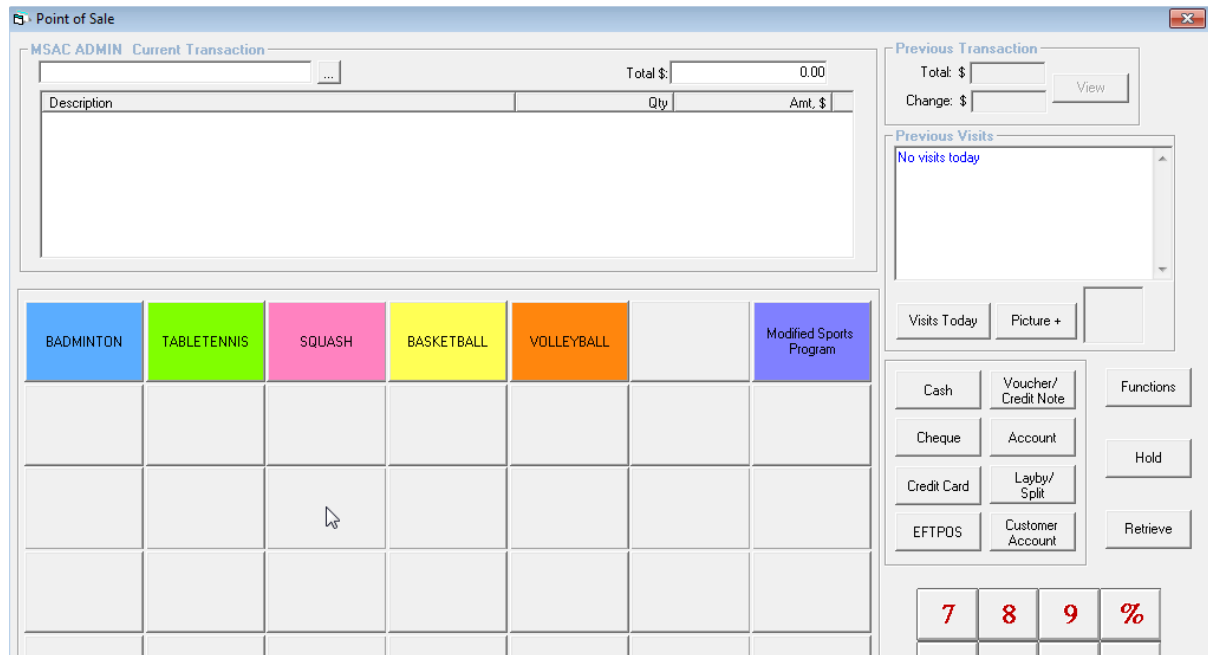
There is now the ability to have multiple touch buttons for different types of sessions at POS.

To achieve this you will need to dedicate different types of sessions to the button in the touchscreen layout screen:
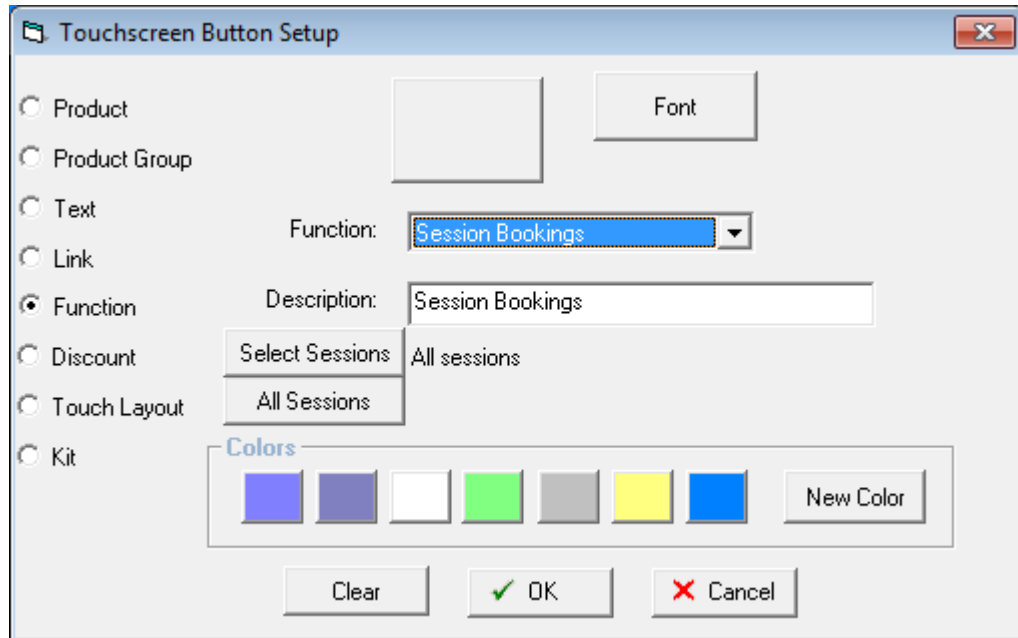
Click on the [Select Sessions] button to assign session categories.

Ability to move forward and back on the session touch screens
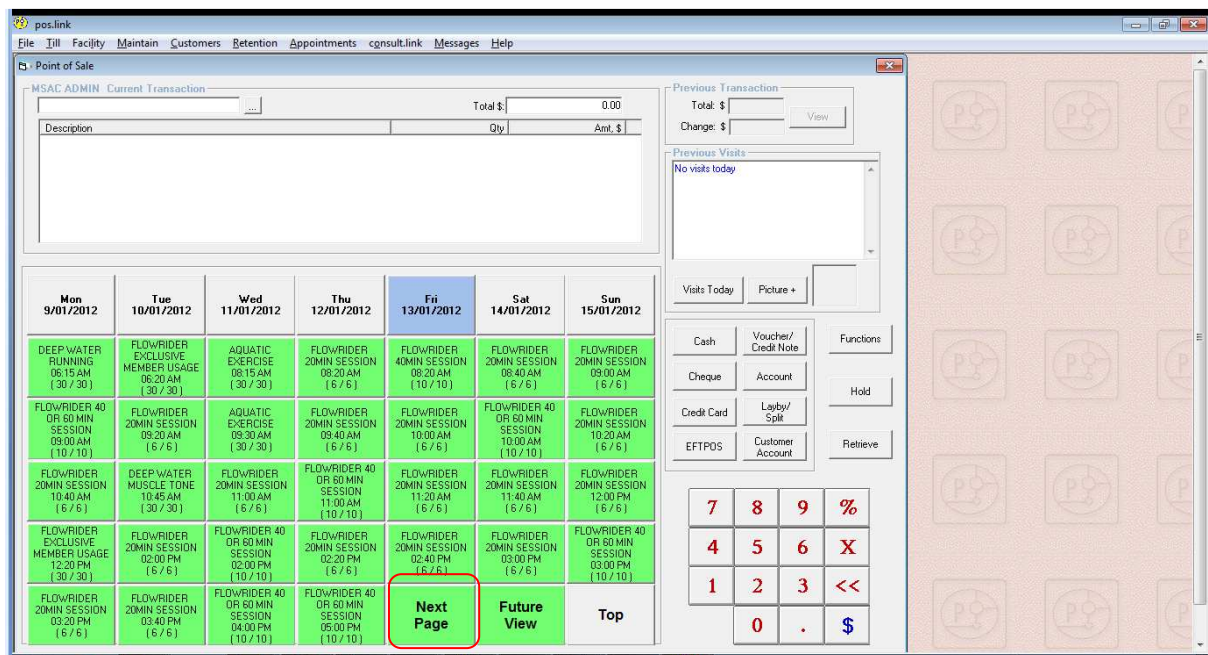
There is now a 'Next' button (circled above). On pages where you can move in both directions a previous button will also be present.

Customer Accounts on Cards

There has been a change to the setup and operation of customer accounts to incorporate the ability to pay off an account via Linkspay. The accounts are by location so customers in multi-location environments will need to have a separate account for each location they operate in.

Set Customer Accounts on under **Admin> Site> Setup Customer Accounts**

Open the customer accounts screen under **POS> Customers> Customer Accounts**

A card will need to be assigned to the account and each account will need its own card.

The card is used to identify that the customer is in fact the owner of the account.

The card number will be swiped at POS in order to assign the transaction to the correct account.

The amount will then appear in the customer account screen.

Note: **Unless the site is using Linkspay the accounts cannot have a balance of below $0.00. All other sites will have to add money to the account before purchases can be made.**

Ability for Customer Accounts to be paid for via DD (Linkspay Only)

Once Activated for Direct Debit there is the option to have the balance debited in the next run or have the account topped up automatically by DD (if overrides are allowed through Pay.Link)

This process is only available for those clients using Linkspay as their debiting service.

Ability to record note on receipt at POS

If a product/service has the above check-box selected then users will have the ability to have a not printed on the resulting receipt that will indicate the customer who purchased the item.

This box will prompt on sale to add a customer name or type a casual name.

![LinksModularSolutions]

```
Links Modular Solutions
Right PRODUCT...
Right PEOPLE...
Right TIME...
Merchant: Location 1
EIN: 123456789
TAX INVOICE

HOODED TOWELS              $19.39

              TOTAL  19.39


Payment Details.
EFT                  19.39

TAX included in total        $1.39

6545    17 Nov 2011 11:20:00 AM
Name: andrew


www.linksmodularsolutions.com
```

Name appears on receipt as above.

Option to display prices on touchscreen buttons
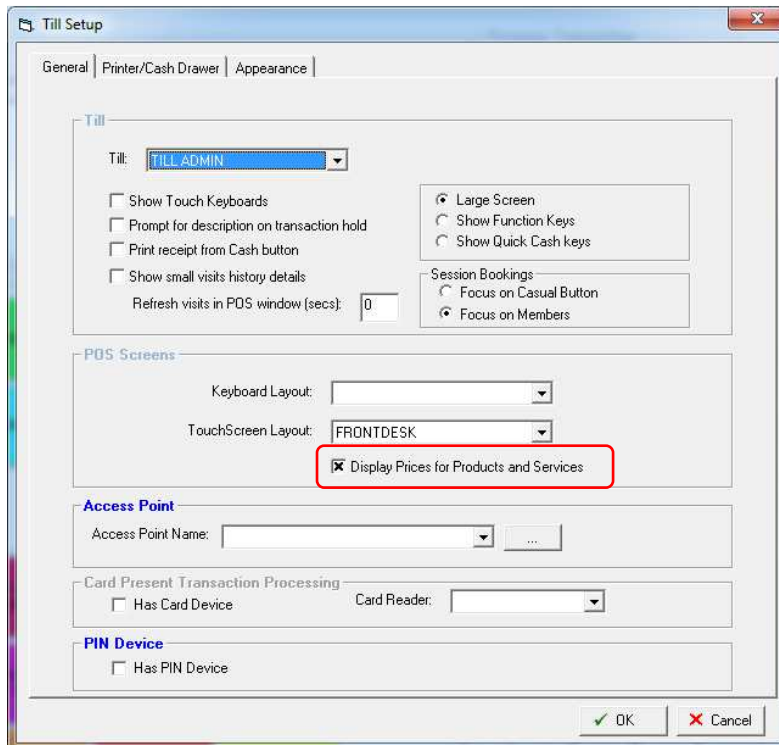
If the 'Display prices for products and Services' button is turned on then touchscreen buttons will include the price of the item on them.
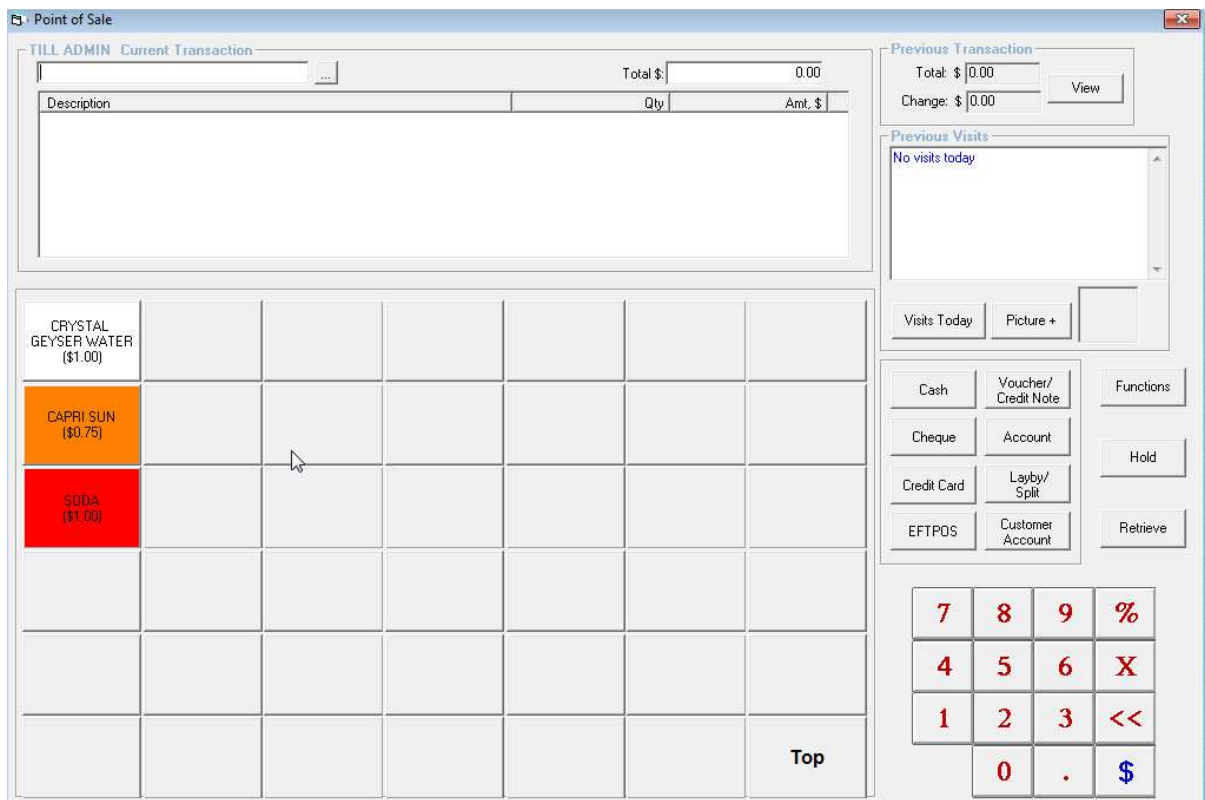
Access.link changes

Reciprocal rights in Access2

The new Access.link now uses global activities to allow members in a multi-location environment to be able to access locations other than their home. It will still validate whether they are a current member and if they are a debtor or not.

Reporting.link changes

Changes to the invoice reconciliation report

Changes have been made to the invoice reconciliation report to allow a more detailed view (showing invoice and booking numbers) as well as the ability to filter by company group and manager roles.

1. **Client filters**

If the report is run for clients only the user will have the ability to filter by client ID, company group and manager roles. This filter will also allow the user to only display the accounts with credits for the selected client, company group or manager role.

2. **Detail or Summary options**
   The user can select whether to display the report in a summary format (the original report) which will display the total balance each client by debt age:

Payables Reconciliation [Summary] for Clients
13 AUG 2012

Account	Client	Total Due, $	0 - 30,$	31 - 60,$	61 - 90,$	90 +,$
993	ACU SCHOOL OF EXERCISE SCIENCE	492.98	492.98	0.00	0.00	0.00
435	ADELE MONACO-TEMPLETON	181.20	181.20	0.00	0.00	0.00
362	AFL PLAYERS ASSOCIATION	1,774.04	1,774.04	0.00	0.00	0.00
451	ALL SAINTS SPORTLAND	56.75	56.75	0.00	0.00	0.00
401	AP ASSOCIATES, CONSULTING SERVICES - ANNIE CURTIAN	99.40	99.40	0.00	0.00	0.00

OR display the detail broken by invoice number and include booking IDs:

Payables Reconciliation [Summary] for Clients
13 AUG 2012

Invoice	Account	Client	Master Bookings	Total Due, $	0 - 30,$	31 - 60,$	61 - 90,$	90 +,$
431	993	ACU SCHOOL OF EXERCISE	2324	492.98	492.98	0.00	0.00	0.00
289	435	ADELE MONACO-TEMPLETON	835	181.20	181.20	0.00	0.00	0.00
296	362	AFL PLAYERS ASSOCIATION	3688,3687,3396,3320,310 2,2995,2387	1,774.04	1,774.04	0.00	0.00	0.00
149	451	ALL SAINTS SPORTLAND	1833	56.75	56.75	0.00	0.00	0.00
104	401	AP ASSOCIATES, CONSULTING SERVICES - ANNIE CURTIAN	45	99.40	99.40	0.00	0.00	0.00
320	8	APOLLO PARKWAYS PS	2158	56.75	0.00	0.00	0.00	56.75
248	131	ARIELS NETBALL CLUB	2202,1080	651.60	651.60	0.00	0.00	0.00
162	483	ASSOCIATED CATHOLIC COLLEGES - PADDY MCKENNA	558,3267,2884,1113	615.80	615.80	0.00	0.00	0.00
350	575	ASSOCIATED PUBLIC	432,329	1,162.70	1,162.70	0.00	0.00	0.00

Changes to Sales category reports to include customer accounts

Breakdown of 'Amount Paid from Customer Accounts '

Service Description	Amount,$
CAMISOLE ORANGE ADMD	2,096.00
CRYSTAL GEYSER WATER	2.00
FRUIT BASKET GOGGLES	20.00
H2 JUNIOR GOOGLES - PINK	75.46
PRETZELS	2.25
SUNCHIPS	0.75
SWIM	40.00
upfront	1,000.00
TOTAL	**3,236.46**

Breakdown of 'Amount added to Customer Accounts'

Customer	Amount,$
	100.00
	100.00
ANDERSON, BILLY BOB	1.00
ANDERSON, BILLY BOB	1.00
ANDERSON, BILLY BOB	0.75
ANDERSON, BILLY BOB	0.75
ANDERSON, MAX	21.56
ANISTON, JENNIFER	0.75
BEER, HOMER	400.00
DD, ADD TO	1,000.00
DD, ADD TO	1,000.00
DD, ADD TO	1,000.00
FOMPOS, MOSO	974.78
FOMPOS, MOSO	974.78
FOMPOS, MOSO	974.78
FOMPOS, MOSO	100.00
FOSGOGON, ONGY	200.00
PRESTON, ANDREW	40.00
PRESTON, ANDREW	100.00
TCFPOGW, KON	1,000.00
TCFPOGW, KON	1,000.00
TCFPOGW, KON	1,000.00
TCFPOGW, KON	300.00
TOTAL	**10,290.15**

End of report.

There will now be a section at the end of the Sales Category reports detailing Customer Account activity for the period.

Bookings by Prime usage report

There is now a report which lists facility bookings based on their prime usage type:

Melbourne Sports and Aquatic Centre

Bookings by Prime Usage: Major Event

8/01/2012

Time	Master ID	Booking Details	Client
09:00 AM - 01:59 PM	1121	Melbourne Tigers 2011/12 Season - 10566	MELBOURNE TIGERS - ADAM FOUNTAIN

15/01/2012

Time	Master ID	Booking Details	Client
09:00 AM - 11:59 AM	1121	Melbourne Tigers 2011/12 Season - 10566	MELBOURNE TIGERS - ADAM FOUNTAIN
01:00 PM - 11:59 PM	1121	Melbourne Tigers 2011/12 Season - 10566	MELBOURNE TIGERS - ADAM FOUNTAIN

3/02/2012

Time	Master ID	Booking Details	Client
09:00 AM - 01:59 PM	1121	Melbourne Tigers 2011/12 Season - 10566	MELBOURNE TIGERS - ADAM FOUNTAIN
05:30 PM - 01:59 PM	1121	Melbourne Tigers 2011/12 Season - 10566	MELBOURNE TIGERS - ADAM FOUNTAIN
06:00 PM - 01:59 PM	1121	Melbourne Tigers 2011/12 Season - 10566	MELBOURNE TIGERS - ADAM FOUNTAIN

25/02/2012

Time	Master ID	Booking Details	Client
03:00 PM - 11:59 PM	1121	Melbourne Tigers 2011/12 Season - 10566	MELBOURNE TIGERS - ADAM FOUNTAIN

18/03/2012

Time	Master ID	Booking Details	Client
09:00 AM - 11:59 AM	1121	Melbourne Tigers 2011/12 Season - 10566	MELBOURNE TIGERS - ADAM FOUNTAIN

Page 1

10 Apr 2012 09:32:15 AM

Bookings by date Report (Changes)

There is now the option to add the booking name and ID to the report output that interchange with the contact details using the selections circled below:

Booking usage by child report

A new report has been created that calculates the number of hours booked based on the child facilities directly underneath the booked facility. E.g. If a pool has 8 lanes and the entire pool is booked for 2 hours the booking will have a total usage of 16 hours.

The report can be filtered by facility and client/customer if desired. And outputted as below:

Melbourne Sports and Aquatic Centre

Facility bookings total time used - From : 10 Apr 2012   To : 17 Apr 2012

Facility : Diving Pool Boards

Reference No#	Booking Name	Usage Date	Start Time	Finish Time	Total Hours
195	DV 2012 DIVE TRAINING AM	14/04/2012	7:00 AM	12:30 PM	27.5
195	DV 2012 DIVE TRAINING AM	15/04/2012	7:00 AM	11:00 AM	20
Total Hours in Use					47.5

Facility : Lap Pool Lane 5

Reference No#	Booking Name	Usage Date	Start Time	Finish Time	Total Hours
310	PORT PHILLIP SPECIALIST SCHOOL 2012	16/04/2012	10:30 AM	11:30 AM	2
Total Hours in Use					2

Facility : Diving Pool 25M

Reference No#	Booking Name	Usage Date	Start Time	Finish Time	Total Hours
461	VWPI 2012 TRAINING - 331302	10/04/2012	5:30 AM	7:00 AM	4.5
461	VWPI 2012 TRAINING - 331302	11/04/2012	5:30 AM	7:00 AM	4.5
461	VWPI 2012 TRAINING - 331302	12/04/2012	5:30 AM	7:00 AM	4.5
461	VWPI 2012 TRAINING - 331302	13/04/2012	5:30 AM	7:00 AM	4.5
Total Hours in Use					18

Facility : Diving Pool Boards

Reference No#	Booking Name	Usage Date	Start Time	Finish Time	Total Hours
461	VWPI 2012 TRAINING - 331302	16/04/2012	5:30 AM	7:00 AM	7.5
Total Hours in Use					7.5

Facility : Diving Pool Lane 1

Reference No#	Booking Name	Usage Date	Start Time	Finish Time	Total Hours
613	MVC TRAINING 2012 - MONDAYS	16/04/2012	5:30 AM	7:00 AM	1.5
613	MVC TRAINING 2012 - MONDAYS	16/04/2012	4:00 PM	6:30 PM	2.5
Total Hours in Use					4

Facility : Diving Pool Lane 2

Page 1   10 Apr 2012 10:56:04 AM

Facility Booking vs Paid report

This report has been created to track which bookings have been paid and/or any pre-paid charges have been placed against the booking to be used for future payment. Users will then be able to see which bookings still require payments from the customers/clients.

The parameter screen is below:

Users can filter on whether there is $0.00 (or less) owing on the booking or specific customers/clients.

The report can also be used just to display bookings and the associated charges to see what a clients spend for the given timeframe is.

Admin.link changes

Ability for staff to use their swipe card for login

Previously in Links a staff member would have to type in their staff code and then their password. It is now possible to swipe their card instead of typing their staff code (if an appropriate scanner setup is available).

Ability to push service code charges to other fee types in Facility setup

When adding charges and service codes to facilities users will be prompted whether they want to push this charge to other fees of the same type once they tab out of that field:

E.g. above it is asking whether to push the charge to other off-peak charges.

New security setting to prevent certain groups from applying payment to unissued invoices

If the below accented setting is checked then they can apply payments to unissued invoices:

If it is checked they get the below message:

Disable ability to apply to unissued invoices for certain security groups

There is now a security option to disable the ability to click apply on invoices:
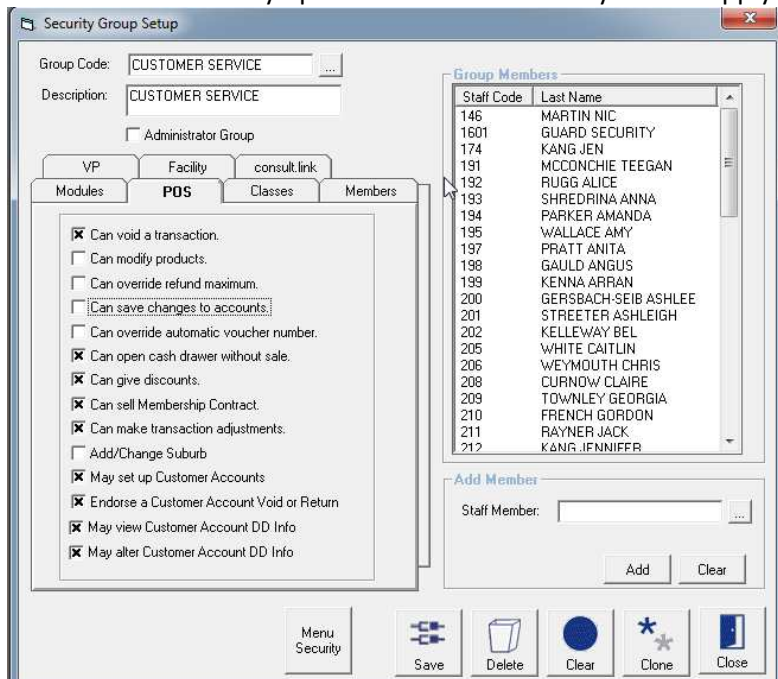
'Can save changes to accounts'

It will show a message for disable users as below if they try and apply directly to an invoice rather than credit:
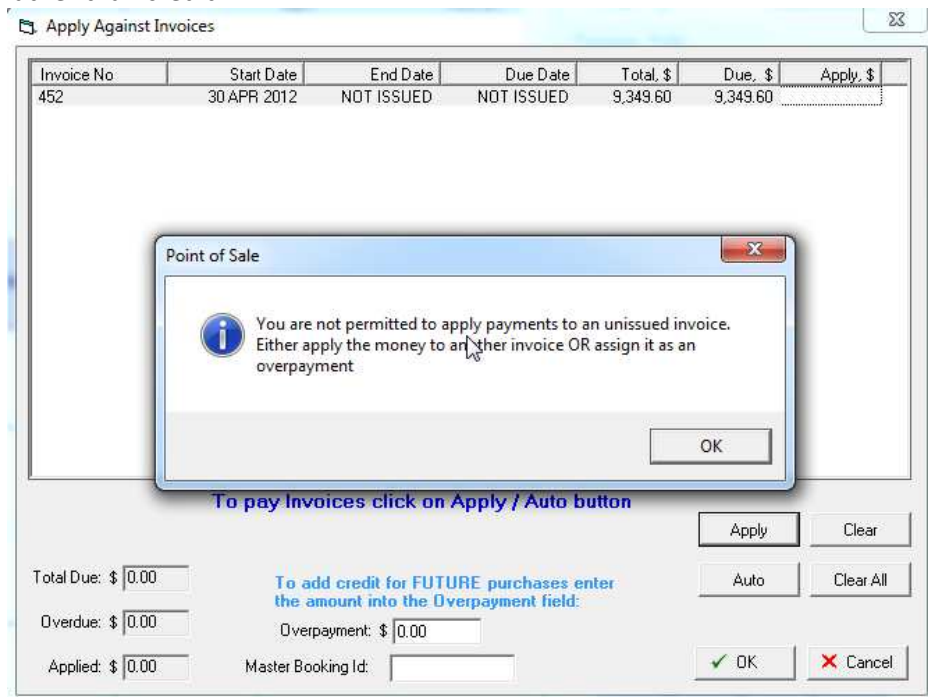
Ability to push service codes/charges to other fee types in facility setup

There is now the ability to push the code/charge to the other fields in the Facility Setup screen. The below message will display when you tab out of the field:
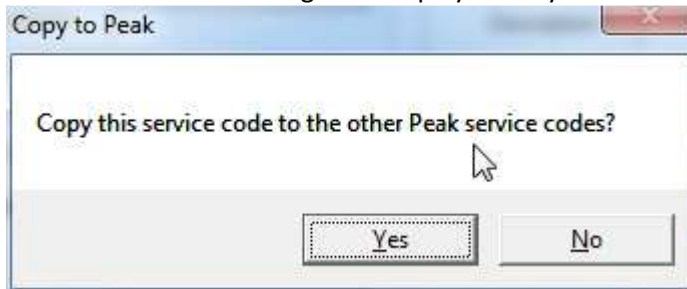
You can choose yes to push or no to enter the other charges manually.

Pay.link changes

Extra Add to DD run-type
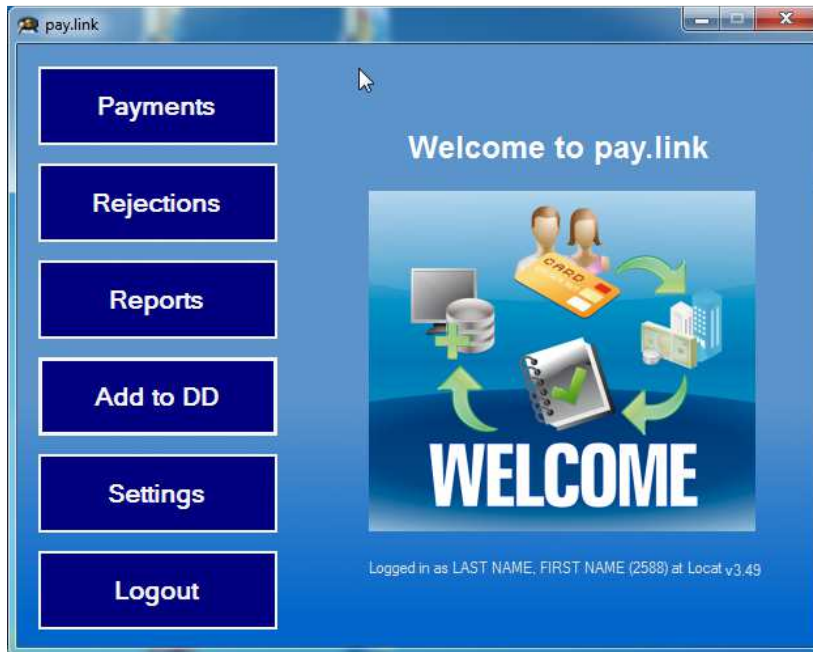
An extra DD type has been added to pay called Add to DD. This a process that will debit customer's credit cards or bank A/C based on their Customer Account activity in Links.

The frequency of the run can be set in the Add to Direct debit screen above.

The options include a manual run or automatically run via the Links Service based on the parameters entered.

Top-up Accounts

Under this button is the Customer Account parameters screen where the settings for Top-Up-DD are entered.

Linkspay will debit the customer based on what is inputted here.

The upper limit represents the level at which the debits will top-up the customer's account to.

The top-up point is the amount at which the customer's account will be automatically topped up.

The lower limit is the point to which the customer is allowed to spend on account before it needs to be topped up to keep spending.

The 'Top up if below recharge' checkbox will set the customer accounts be topped up (to the pper limit) on the next Add to DD once they reach this level of credit in their account.

The 'Top-up every Links debit' checkbox will set the customer accounts to be topped up (to the upper limit) every members/classes DD run regardless of whether they have reached the top-up point or not.

The 'Top-up every Add to DD' checkbox will set the customer accounts to be topped up (to the upper limit) every Add to DD run regardless of whether they have reached the top-up point or not.

The email statement when debited checkbox' will email the customer a report of their account activity for the period (debits & credits).

The 'Send SMS when debited' checkbox will send the customer an SMS once they have been debited.

The 'Allow customer overrides' checkbox will make it possible for customers to have seperate top-up frequencies set than the defaults set here.

Note: A site/ location may be able to choose select more than one of the top-up frequencies listed. In this case the customer accounts will be topped up whenever one of the selected scenarios exists.

Facility.link changes

Templated facility booking confirmation letter

The facility booking confirmation letter is now a mail merge document setup through:
 Admin> Letters> Templates:
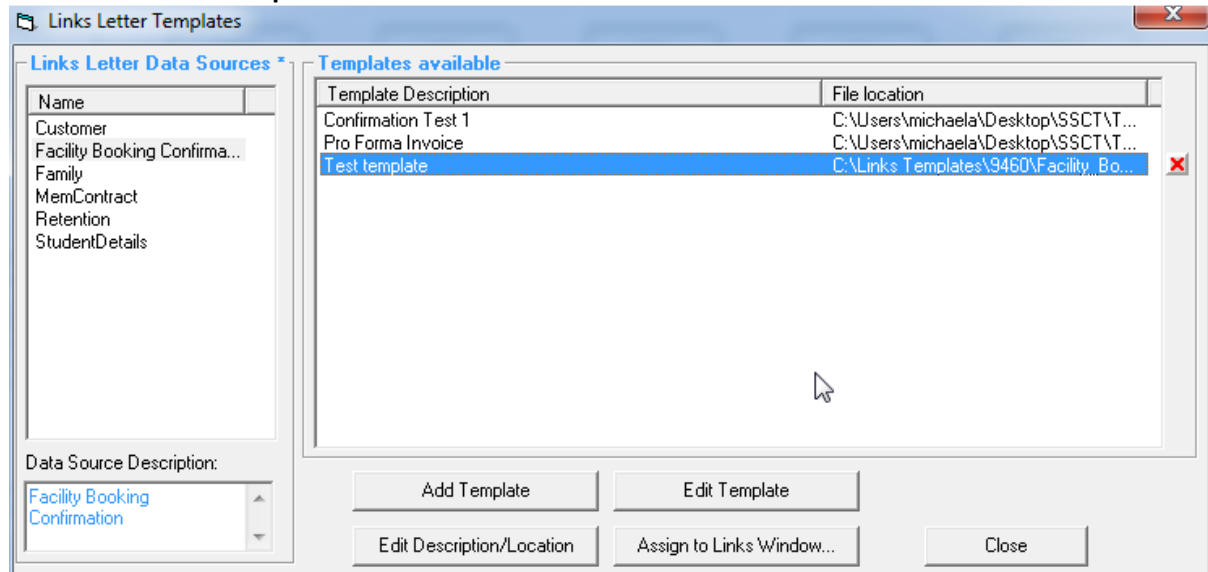
The template looks as below:

This letter can be edited with extra fields from the mailings tab in Word and can be setup as a flexible letter that works for casual, customer, and client all from the same letter.

Once the template is setup you can use the 'Setup Letter' and 'Letter' buttons in the booking details screen to assign and use your template:

There is also the option to send the letter as an attachment via Email.

When running the letter you can choose a date range of which bookings to include:

The default dates will be the dates of the first and last bookings.

Logo to be inserted here

07 Dec 2011

Client ID:

BookingID: 37
Casual

Dear Casual ,

Client Credit On Account:

Please find below a confirmation of your booking made with Location 1.

Booking particulars

Booking Reference Number	654 to 689 inclusive
Event Description	TEST123
Booking Status	Confirmed
Payment Arrangement	
Specified instructions	instructions
Phone number on file	

Booking Details

Facility Booked	Date	From	To	GST	Charges Ex GST	Charges	HourlyRate
Conference One	28 Nov 2011	05:00 PM	07:00 PM	$0.00	$700.00	$700.00	$350.00
Meeting Room One	28 Nov 2011	07:00 PM	09:00 PM	$0.00	$400.00	$400.00	$200.00
Meeting Room Two	28 Nov 2011	08:00 PM	10:00 PM	$0.00	$400.00	$400.00	$200.00
Conference One	29 Nov 2011	05:00 PM	07:00 PM	$0.00	$700.00	$700.00	$350.00
Meeting Room One	29 Nov 2011	07:00 PM	09:00 PM	$0.00	$400.00	$400.00	$200.00
Meeting Room Two	29 Nov 2011	08:00 PM	10:00 PM	$0.00	$400.00	$400.00	$200.00
Conference One	30 Nov 2011	05:00 PM	07:00 PM	$0.00	$700.00	$700.00	$350.00
Meeting Room One	30 Nov 2011	07:00 PM	09:00 PM	$0.00	$400.00	$400.00	$200.00
Meeting Room Two	30 Nov 2011	08:00 PM	10:00 PM	$0.00	$400.00	$400.00	$200.00
Conference One	01 Dec 2011	05:00 PM	07:00 PM	$0.00	$700.00	$700.00	$350.00
Meeting Room One	01 Dec 2011	07:00 PM	09:00 PM	$0.00	$400.00	$400.00	$200.00
Meeting Room Two	01 Dec 2011	08:00 PM	10:00 PM	$0.00	$400.00	$400.00	$200.00
Conference One	02 Dec 2011	05:00 PM	07:00 PM	$0.00	$700.00	$700.00	$350.00
Meeting Room One	02 Dec 2011	07:00 PM	09:00 PM	$0.00	$400.00	$400.00	$200.00

Logo to be inserted here

Meeting Room Two	02 Dec 2011	08:00 PM	10:00 PM	$0.00	$400.00	$400.00	$200.00
Conference One	03 Dec 2011	05:00 PM	07:00 PM	$0.00	$700.00	$700.00	$350.00
Meeting Room One	03 Dec 2011	07:00 PM	09:00 PM	$0.00	$400.00	$400.00	$200.00
Meeting Room Two	03 Dec 2011	08:00 PM	10:00 PM	$0.00	$400.00	$400.00	$200.00
Conference One	05 Dec 2011	05:00 PM	07:00 PM	$0.00	$700.00	$700.00	$350.00
Meeting Room One	05 Dec 2011	07:00 PM	09:00 PM	$0.00	$400.00	$400.00	$200.00
Meeting Room Two	05 Dec 2011	08:00 PM	10:00 PM	$0.00	$400.00	$400.00	$200.00
Conference One	06 Dec 2011	05:00 PM	07:00 PM	$0.00	$700.00	$700.00	$350.00
Meeting Room One	06 Dec 2011	07:00 PM	09:00 PM	$0.00	$400.00	$400.00	$200.00
Meeting Room Two	06 Dec 2011	08:00 PM	10:00 PM	$0.00	$400.00	$400.00	$200.00
Conference One	07 Dec 2011	05:00 PM	07:00 PM	$0.00	$700.00	$700.00	$350.00
Meeting Room One	07 Dec 2011	07:00 PM	09:00 PM	$0.00	$400.00	$400.00	$200.00
Meeting Room Two	07 Dec 2011	08:00 PM	10:00 PM	$0.00	$400.00	$400.00	$200.00
Conference One	08 Dec 2011	05:00 PM	07:00 PM	$0.00	$700.00	$700.00	$350.00
Meeting Room One	08 Dec 2011	07:00 PM	09:00 PM	$0.00	$400.00	$400.00	$200.00
Meeting Room Two	08 Dec 2011	08:00 PM	10:00 PM	$0.00	$400.00	$400.00	$200.00
Conference One	09 Dec 2011	05:00 PM	07:00 PM	$0.00	$700.00	$700.00	$350.00
Meeting Room One	09 Dec 2011	07:00 PM	09:00 PM	$0.00	$400.00	$400.00	$200.00
Meeting Room Two	09 Dec 2011	08:00 PM	10:00 PM	$0.00	$400.00	$400.00	$200.00
Conference One	10 Dec 2011	05:00 PM	07:00 PM	$0.00	$700.00	$700.00	$350.00
Meeting Room One	10 Dec 2011	07:00 PM	09:00 PM	$0.00	$400.00	$400.00	$200.00
Meeting Room Two	10 Dec 2011	08:00 PM	10:00 PM	$0.00	$400.00	$400.00	$200.00

Total Bookings: $18 000.00

Other Booking Charges

Additional Charges			Qty	Hours	$ per hour	Charges

Total Additional Charges: $0.00

Payment Details

Payment Date		Payment Amount		Receipt #

Total Payments: $0.00

GRAND TOTAL : $18 000.00

The letter will auto-extend to include all the bookings within the selected date range.

Bulk facility confirmation letters
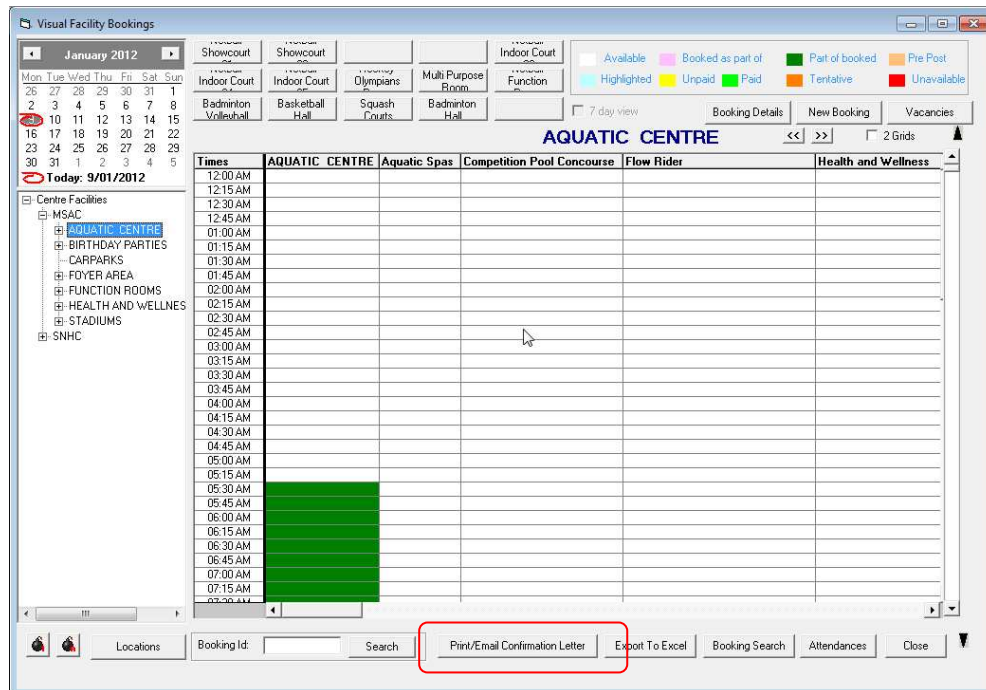
The confirmation letters & emails can be sent in bulk from the VBS screen by clicking the 'Print/Email confirmation letter circled above.
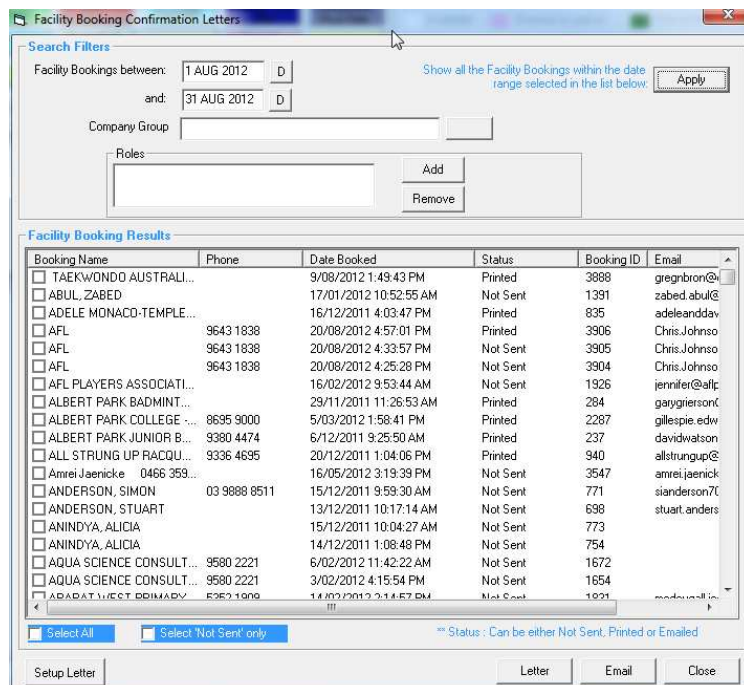
Select the bookings you wish to send letters for and then click 'print' or 'email'.

There is the ability to filter the confirmation letters by company group and manager role independently or in tandem as below:

Master Booking ID

Each group of bookings will now have its own Master Booking ID which is listed in the booking screen (circled above). This ID is also used to filter in search and reporting screens.

You can now search for a booking using the master booking ID directly from the VBS as above.

The master booking ID now shows when using the booking search:

Ability to record credit payments against a master booking ID

You can now pay money against a booking that hasn't been invoiced which can be used to offset charges at a later date.

Credits will also display in the booking as below (with the amount remaining) so the user can see what has been paid against that particular booking under the credit tab (circled below):

Ability to re-assign pre-paid booking credit

From the account payment breakdown screen a user can now double-click on a payment and re-assign the credit as below:

NB: You can also now refund a credit transaction if a booking is cancelled etc.

Display Booking ID/Name in results of the multiple booking clash screen

The master booking ID & client/customer name now displays in the multiple booking clash results as below if the booking clash occurs on the same level of facility as the one the user is trying to book :

Facility booking adjustments

There is now the option to make adjustments to a booking that will create a reduction or increase to the amount charged. This is done from the booking screen in the adjustments window (circled below):
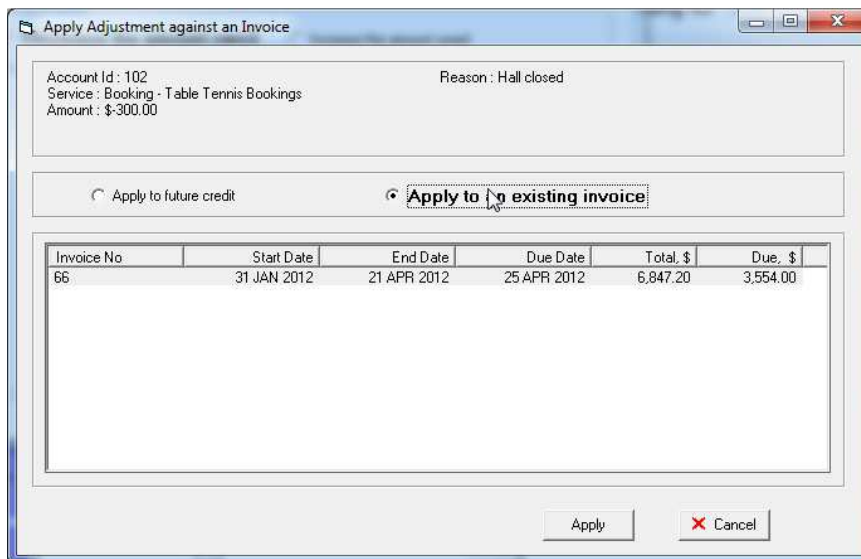
The service code for the adjustment will be in the dropdown if it exists in one of the booking lines. Otherwise the user can search for any available service code using the search button. This will add the service code to be selected in the dropdown to be applied against a current issued invoice:
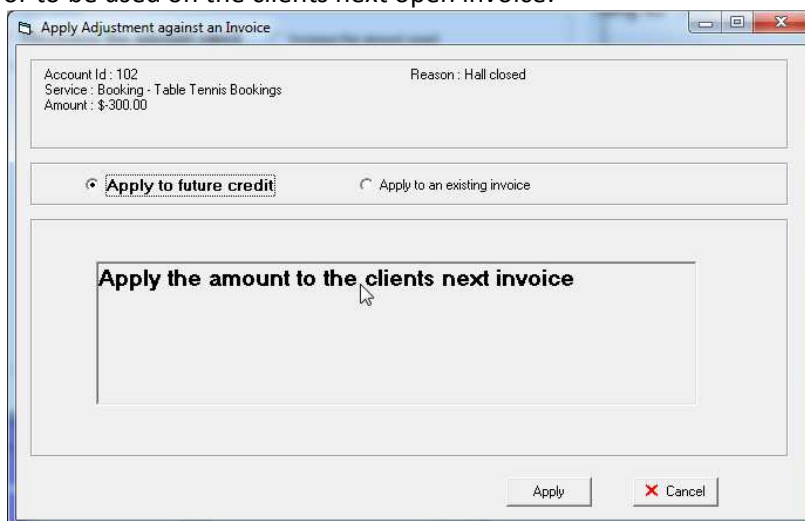
or to be used on the clients next open invoice:

The adjustment will appear on the invoice as a line item as highlighted below:

Alternately an increase adjustment can be applied:

This will appear on a current or future invoice similar to the reduction adjustment.

Ability to set a price per hour for facilities

You can now set the price per hour for facilities as well as the price per period.

Customer is now the default type for facility bookings

A new booking defaults to customer now instead of casual.

Client bookings now default to invoice payment

Client bookings now default to invoice instead of cash.

Ability to book facilities to midnight

You can select up until the last period on the VBS.

And the booking will display as being booked until midnight.

Pop-up to indicate if account in debt when making booking

There is now an alert to indicate when a client owes money on their account when a new booking is being created for them:

NOTE: This does not check customer accounts.

Ability to view vacancies by day

It is now possible to filter vacancy searches by day.

Larger Facility booking screen

The number of rows that can be viewed without scrolling has been increased in the booking screen.

Facility Override Screen (changes)

The override screen now has the ability to apply the override charge as per hour, per period or total charge. The manual override has the same options.

Facility booking Multi-Edit screen

There is a new multi-edit screen for facility bookings. You can access this by clicking on the ![Edit Booking] button located on the facility booking screen.


The screen will display as above.

This screen gives you the ability to make bulk changes to your facility bookings by selecting the appropriate booking lines using the checkboxes and doing the following before clicking the Fill Down button to execute the changes:

1. Change the facility a booking line is assigned to. This can be done by clicking the Change Facility button and selecting the facility you wish to change to from the tree that will display
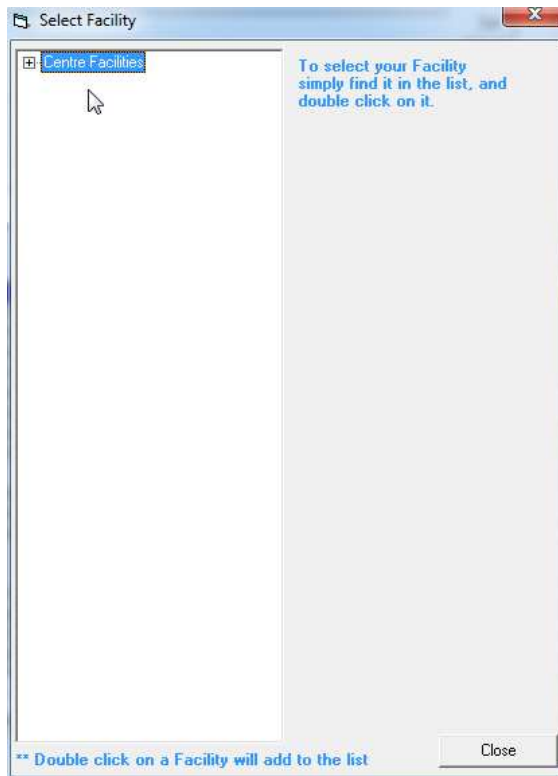
2. Change the date by using the [D] to select the new date or typing the date you wish to change to. It will default to the format 9 FEB 2012 [D]. You can also make changes to individual lines by clicking on the field you wish to alter and using the drop down
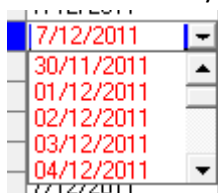
or by typing in the field manually.

3. Change the time by typing in the new from and to times in the fields above these columns. The time will default to the format 10:00 AM 12:00 PM. The times can also be modified individually by clicking on the field you wish to alter and using the dropdown
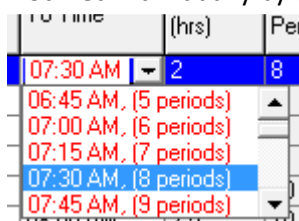
Or by typing manually into the field. The times will default to valid booking times for that facility.

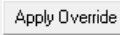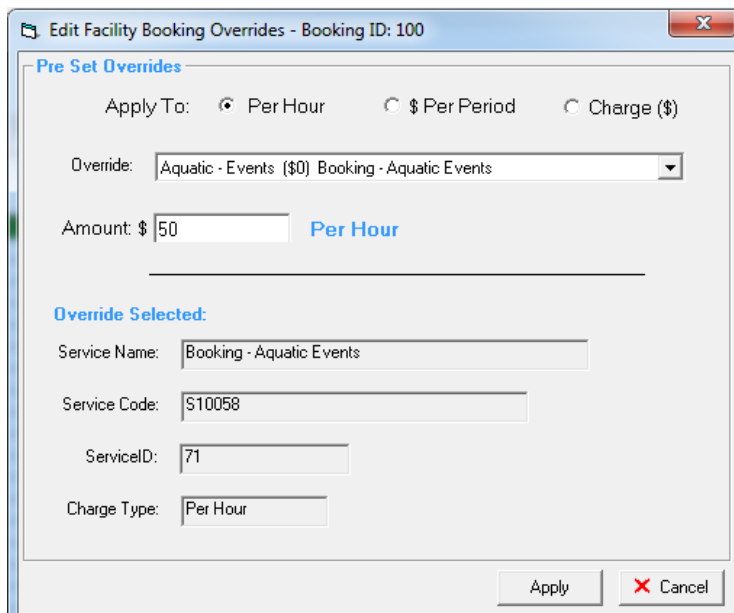4. Change the charges by typing into one of the charge type fields at the top of the charge columns

(NB: You can only change one charge type at a time).

The other charge columns will update to reflect any changes made to the modified charge column. You can also overtype the charges for individual booking lines.

5. Change the service code override by clicking the [Apply Override] button and selecting the new override from the list:


The charge type (per hour, per period, or total charge) and amount can also be designated from this screen.

NOTE: Times and Facilities cannot be bulk changed if they have differing period durations or timetabling.

To help aid the selection of appropriate booking lines to be altered filters can be used to reduce the number of booking lines displayed:

By clicking the [Set] button, facilities can be chosen to filter the list with:
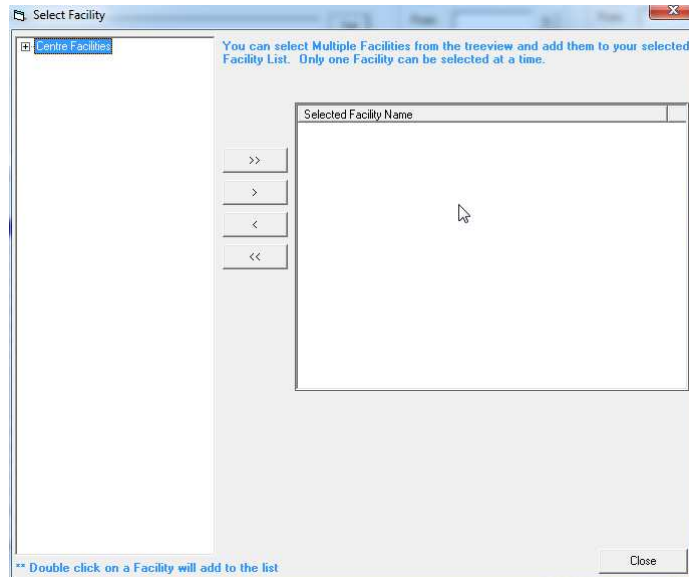
Facilities can be moved by clicking the arrow buttons or double clicking on a facility.

Times, Dates, and Days can also be entered as above to filter. Also ability to include/exclude Pre-Post booking lines.

To clear the filters click the [Clear Filters] button.