

**SMART Finance Bulletin FY 2017-04  
January 24, 2017**

**SMART Version 16.3.1 Update**

**RDS DISTRICTS**

If you are a district using the RDS system, the upgrade will be completed for your database between 8:00 PM to 11:59 PM on Wednesday, January 25. **You must be off SMART by 8:00 PM.**

**IN-HOUSE DISTRICTS**

Please contact your Technology person for details. Your district tech person will be receiving notice of this release directly.

**Overall SMART Enhancements**

**Resolution Issues**

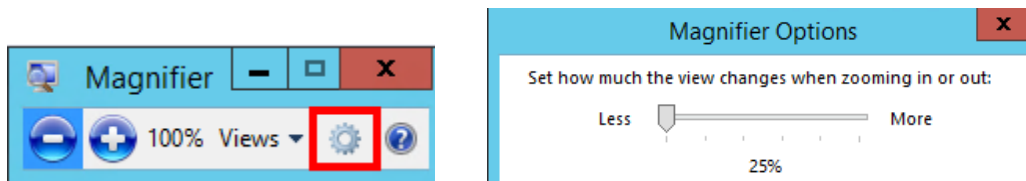
With the last release, some users experienced issues with viewing windows. In most cases, it was due to the resolution capability. The recommended resolution for SMART is 1280 x 800. With this update, if your resolution is set below the 1280 x 800, you will see a warning message on the log-in window. Below is what will appear.

**Warning: The resolution detected is below the recommend level of 1280 x 800 for this application. The display of the windows/reports will be affected by this lower resolution.**

You will be able to work when you enter SMART. With this release, you will see additional scroll bars on the windows if your resolution is below the recommended, so you are able to view the entire window. If you are still having issues, please let us know what window you are on. If you could send us a screen shot that would be great.

**Quick Access Menu – Magnifier Option**

The Windows Operating system has a function called the 'Magnifier'. This has been added to the Quick Access menu. It is replacing the 'Zoom' icon, which not fully functional throughout SMART. It allows information to get larger. It can be done for the full screen or for the section you want enhanced, like a magnifying glass. This is selected by clicking on the 'Views'. You can set how much the view changes by clicking on the Options icon and selecting the percentage.



**Quick Access Menu – My Favorites**

The My Favorites group name can now be the same name as the window/report.

## **Toolbar Changes**

- The 'Delete All' icon has been moved to the right of the 'Sort' icon, so it is no longer next to the 'Delete Row' icon.
- The 'Print' icon has been enlarged for ease of access.
- The 'Zoom' icon has been removed and replaced with the 'Magnifier' option found on the Quick Access menu.

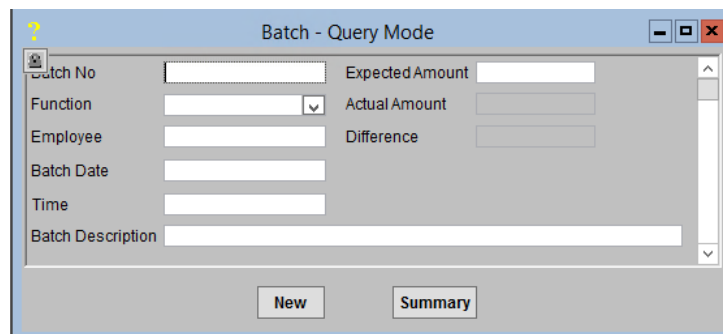
## **Version 16.3.1 SMART Finance Enhancements**

### **Accounts Payable**

- ◆ The issue with the Voucher Void when going through Payment Void has been corrected.

### **Batch**

- ◆ The functionality has been changed when 'Batch' is selected from the Quick Access menu. You have the option to select "New" or "Summary".



### **Reports**

- ◆ The Vendor 1099 Summary report has been updated with a vendor count total.
- ◆ The ability to sort on reports have been corrected.
- ◆ The Budget Workpapers and Admin Reports can be added to 'My Favorites'.

## **OTHER REMINDERS**

### **Importance of Timely Bank Reconciliations – Fraud**

It is very important to complete your bank reconciliations timely. We recently received information from one of our districts where there was a fraud attempt on their bank account. The fraudster had created checks that cleared the bank. The district found it when they were doing their bank reconciliation and checks cleared that they didn't show as being issued.

Check 21 went into effect nationwide on October 28, 2004. Check 21 was to allow banks to process more checks electronically and process checks faster. If you do need to make a claim under Check 21, you should contact your bank immediately "but no later than 40 days from when your bank mailed or delivered your account statement."

Additional information about Check 21 can be found on the Office of the State Auditor website by clicking [here](#). Also, the Federal Reserve System has information relating to "Frequently Asked Questions about Check 21". It can be accessed by clicking [here](#). We strongly recommend you review these documents and make sure bank reconciliations are completed timely.

### **Finance Winter Session Dates – February**

Region V has set the dates for the Winter Sessions. The deadline to register is Friday, January 27. Click on this [link](#) for more information and/or to register.

The Winter Session – Detailed dates are:

- Wednesday, February 8 – Southeast Service Cooperative, Rochester
- Thursday, February 9 – South Central Service Cooperative, North Mankato

The Winter Session – Overview dates are:

- Tuesday, February 21 – South Central Service Cooperative, North Mankato
- Thursday, February 23 – Southeast Service Cooperative, Rochester

To locate the dates for the other sessions, please go to the Region V website and look under “Calendar”. You can also use this [link](#).

### **Region V Holidays:**

Friday, April 14, 2017