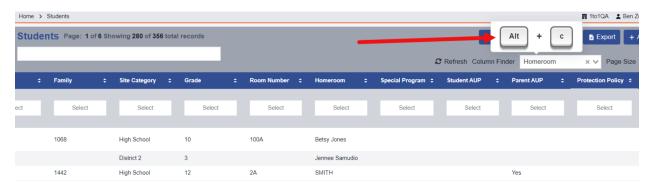
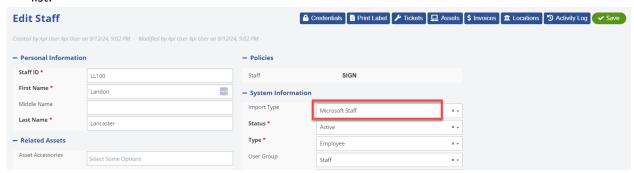
#### General

• **All Manage Pages** – The hot key reminder popup for Column Finder has been removed. The hot key combination will still drop down the list but the reminder was removed.



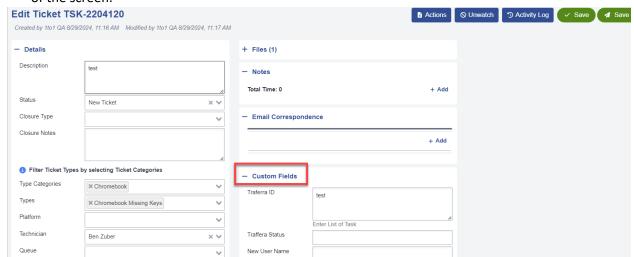
#### Staff

 Add/Edit Staff – Microsoft Staff and Google Staff has been added to the Import Type drop down list.

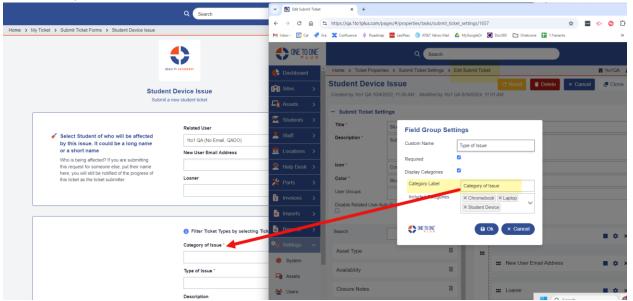


#### **Help Desk**

• Add/Edit Ticket – Custom Fields will now display under the Notes and Correspondence section of the screen.

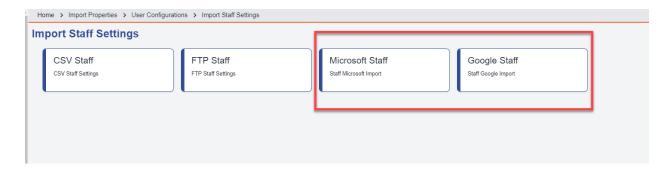


• **Submit Ticket** – The category custom label from the Submit Ticket Settings was not reflecting correctly on the submit ticket screen. This has now been fixed.

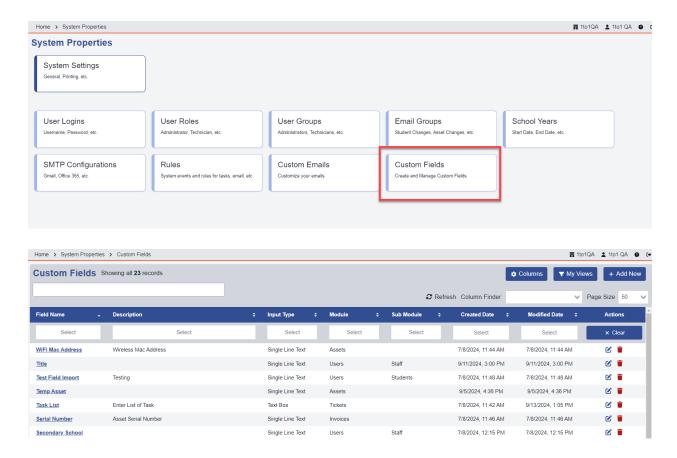


#### **Settings**

- Imports/Import Users Settings/Staff Two new staff import options have been added. Please contact Support/Implementation if you would like to enable these options and for detailed instructions for setup.
  - Google Staff
  - Microsoft Staff

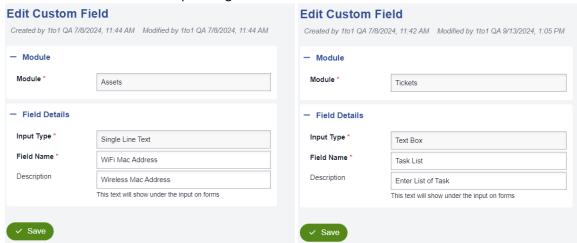


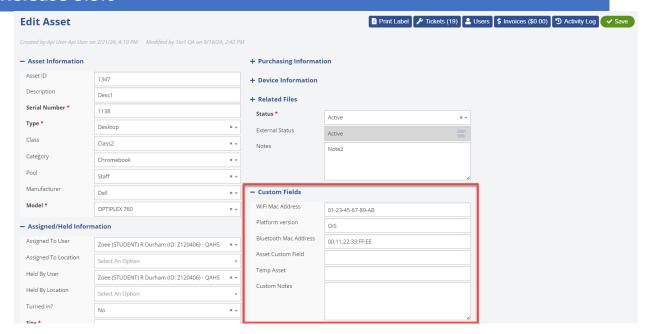
• **System/Custom Fields** – The ability to setup custom fields for Assets, Invoices, Tickets and Users have been added.



### **Custom Fields Setup/Usage**

Custom Fields –Custom fields are available in Assets, Invoices, Tickets, Users (Staff and Student).
Custom fields can be setup as single line field or text box.

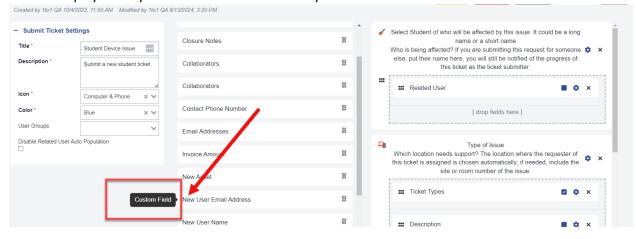




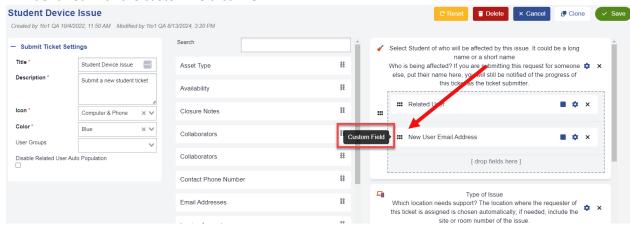
# **Submit Ticket Settings (Custom Fields)**

• Tickets/Submit Ticket Settings – The screen has been modified to include custom fields.

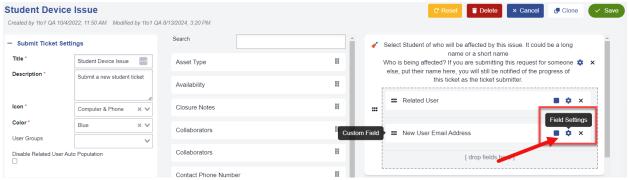
1. Under the field selections, custom fields are identified with a banner beside of the field that will display when you hover over the field with your mouse.



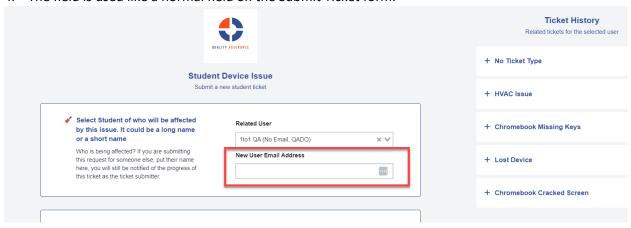
2. A custom field can be dragged/dropped in the form builder side like a normal field. It is also identified with the custom field banner.



3. Field Settings can also be set on custom fields like normal fields.



4. The field is used like a normal field on the Submit Ticket form.



### **Import Settings (Custom Fields)**

• Imports – All Import Setting pages have been modified to include custom fields.

