

# Release Notes – Version 5.5.94

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StrataMax has been dedicated to meeting the needs of Strata Managers for over 20 years through the continual enhancement of our software suite. We are committed to providing new functionality to support you in servicing your clients and to provide opportunities for you to optimise efficiency within your office environment.

This document describes exciting new features and enhancements available in the above release.

A history of Release Notes can be reviewed on the [StrataMax Online Help](#)



THE COMPLETE STRATA MANAGEMENT SOLUTION



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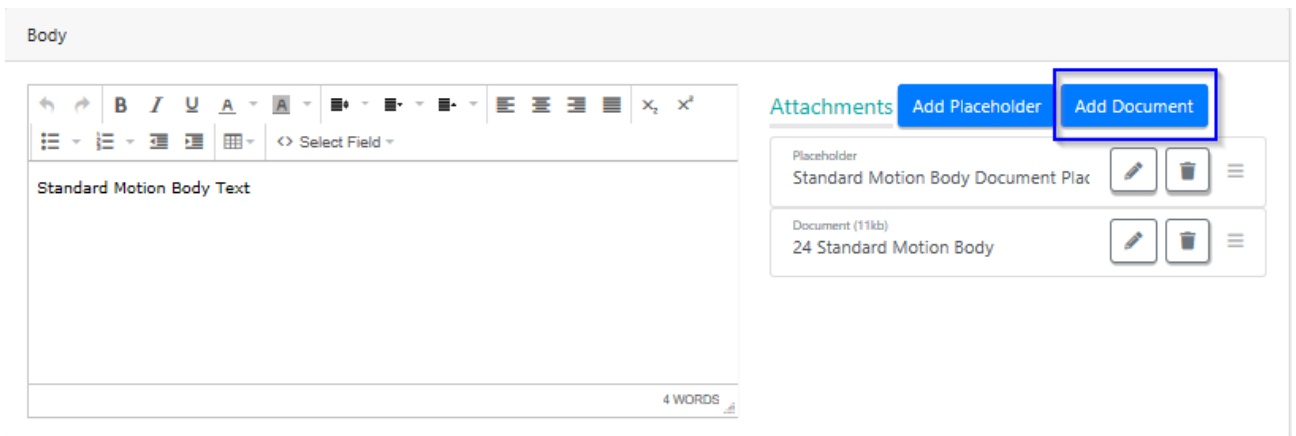
# 1. Meeting Hub Document Attachments

## 1.1 Standard Meetings and Meeting Items

Meeting Hub has been enhanced to allow DocMax documents of type 'Internal Document' to be attached to a standard meeting, a standard agenda item or a standard motion.

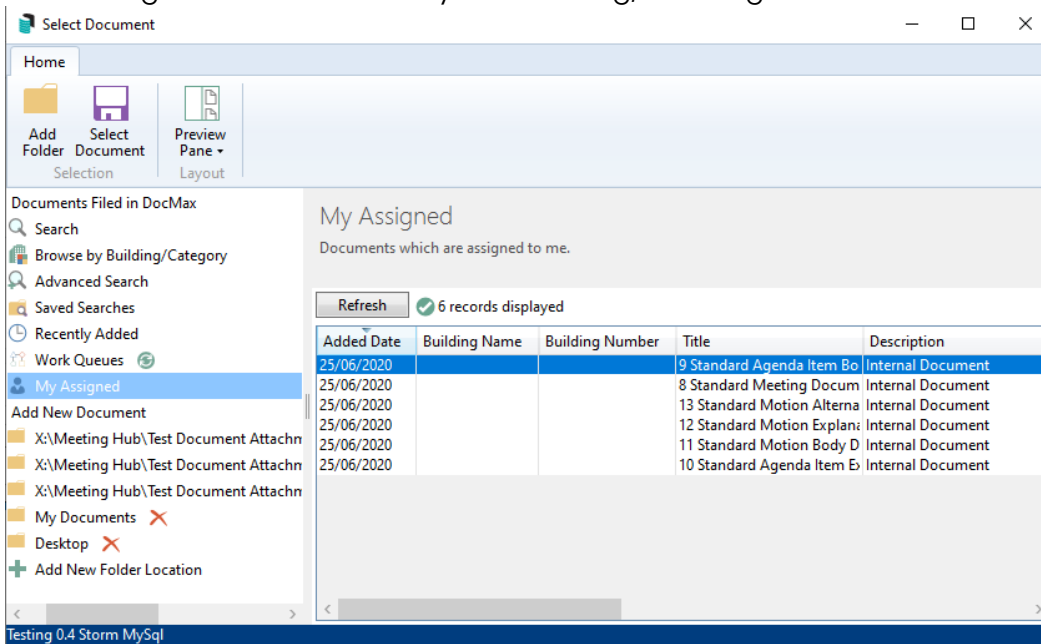
It is now possible to attach one or more internal documents, one or more placeholders or a combination of the two, to standard meetings and standard meeting items

To add an 'Internal Document' to a standard meeting or meeting item, click the 'Add Document' button in the area to which you wish to add the document.

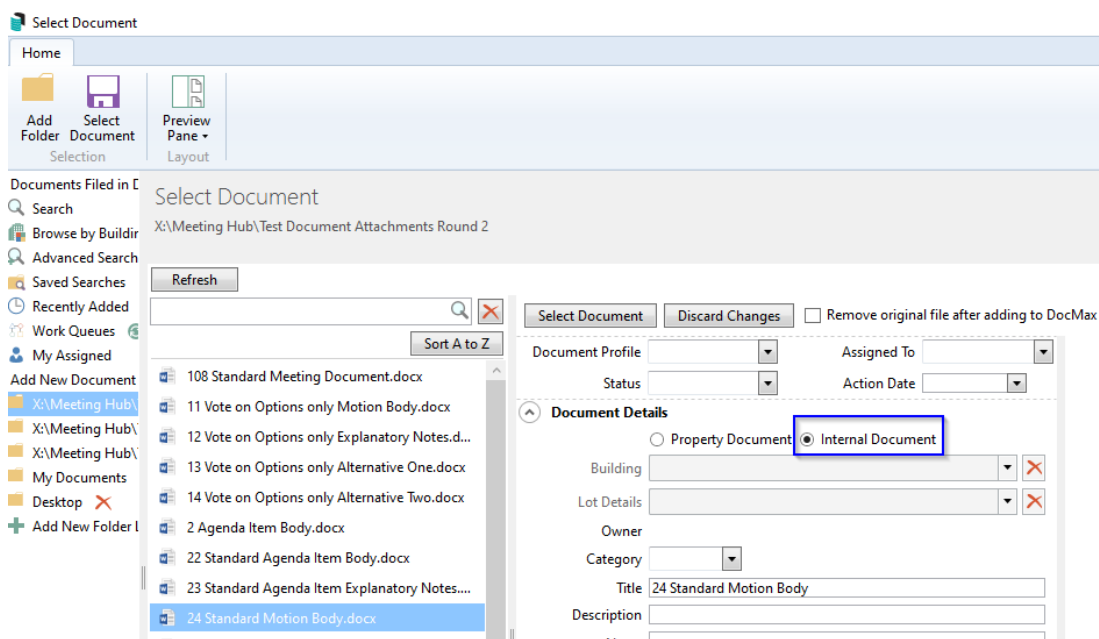


The DocMax document selection window will appear.

Select an internal document and click 'Select Document' to upload the document to Meeting Hub to attach it to your meeting/meeting item.



If selecting a document which has not yet been added to DocMax, add it as an internal document by selecting the 'Internal Document' radio button before clicking the 'Select Document' button.



## 1.2 Meetings and Meeting Items

Internal DocMax documents can now be added to a meeting or an agenda item or motion within a meeting. 'Property Documents' (documents saved to a specific building) can also still be added to a meeting or meeting item.

## 1.3 Output Order of Document Attachments

Meeting document attachments will now be attached to the meeting notice in the order in which they are attached to the meeting items (agenda items and motions). Documents attached to the meeting itself will be output at the end, after all of the meeting item attachments.