

# Release Notes – Version 5.6.117

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StrataMax has been dedicated to meeting the needs of Strata Managers for over 30 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 optimize 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



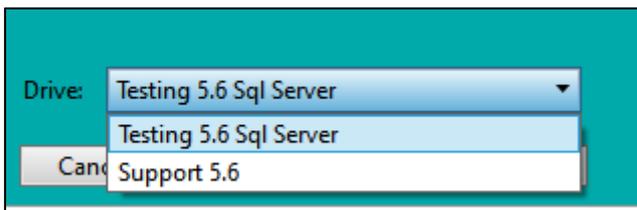
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# What's New

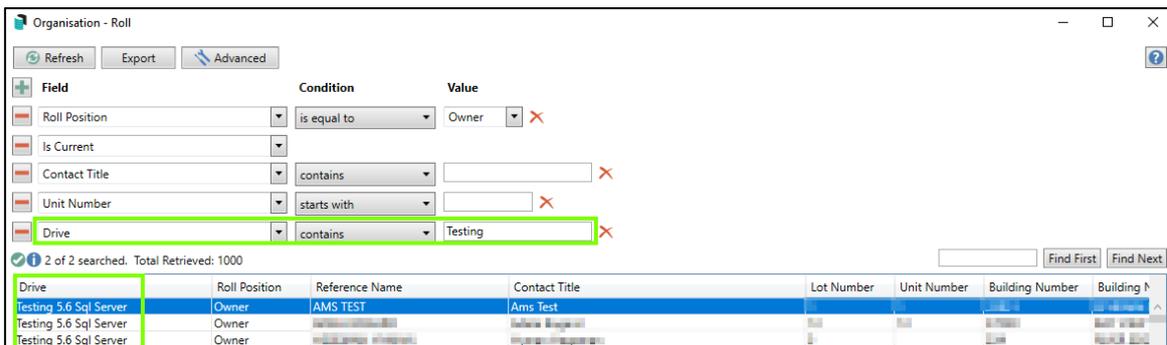
## 1. Organisational Searches

The ability to search across organisations for specific search has been added in this release to allow clients with multi drives to see and edit certain details without needing to switch drives. The new searches are called Organisation – Roll, Organisation – Contact and Organisation – Creditor.

Drives available for Organisation searches are those accessible on login. For Example – this user would be able to search across the Testing 5.6 Drive and the Support 5.6 Drive.



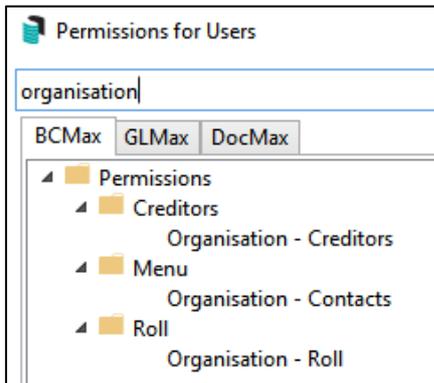
Each Organisation search includes a 'Drive' field so a specific drive can be searched or alternatively, searches can be run across all drives. The Drive column will be displayed as default.



**Note:** Logins that only have access to one drive will not see Organisation searches in the Menu.

## 1.1 Organisation Searches – Security

New Security settings have been added to manage access to organisational Searches. Navigate to Security Setup and filter for 'Organisation' to see the new permission controls.



**Note:** on upgrade, no permissions will be set for these controls and will need to be set as required.

## 1.2 Organisation – Roll

Roll searches can now be conducted across multiple drives where accessible. Search and select Organisation – Roll to open the search. As well as the 'Drive' field, this search includes the same search fields as Search Roll but will return results from all set or available drives.

Navigate to Organisation – Roll to see this search.



Set drive and / or search criteria and refresh.

Organisation - Roll

Refresh Export Advanced

Field	Condition	Value
Roll Position	is equal to	Owner
Is Current		
Contact Title	contains	
Unit Number	starts with	
Reference Name	contains	Test

2 of 2 searched. Total Retrieved: 45

Drive	Roll Position	Reference Name	Contact Title
Testing 5.6 Sql Server	Owner	Test Company Pty Ltd	Test Company Pty Ltd
Testing 5.6 Sql Server	Owner	Test Company Pty Ltd	Test Company Pty Ltd
Testing 5.6 Sql Server	Owner	Test Company Pty Ltd	Test Company Pty Ltd
Testing 5.6 Sql Server	Owner	Test Company Pty Ltd	Test Company Pty Ltd
Testing 5.6 Sql Server	Owner	Test Company Pty Ltd	Test Company Pty Ltd
Testing 5.6 Sql Server	Owner	Test Company Pty Ltd	Test Company Pty Ltd
Testing 5.6 Sql Server	Owner	Test Company Pty Ltd	Test Company Pty Ltd
Testing 5.6 Sql Server	Owner	Owner 1 Test	Owner 1 Test
Testing 5.6 Sql Server	Owner	Test	Test
Testing 5.6 Sql Server	Owner	Test	Test
Testing 5.6 Sql Server	Owner	Welcome Test	Welcome Test
Testing 5.6 Sql Server	Owner	Update xxxxx Contact Test	Update xxxxx Contact Test
Testing 5.6 Sql Server	Owner	Test 2	Test 2
Support 5.6	Owner	TEST	Test
Support 5.6	Owner	TEST	Test
Support 5.6	Owner	TEST	Test
Support 5.6	Owner	TEST	Test

Drill into the record or click 'Details' to open the Roll Record.

Details Print Load/Edit/Delete Search Save Search Save Search As Close

Searches can be also set up as Saved Searches and set as Dashboard items

### 1.3 Organisation – Contacts

Contact searches can now be conducted across multiple drives where accessible. Search and select Organisation – Contacts to open the search. As well as the 'Drive' field, this search includes the same search fields as Search Contacts but will return results from all set or available drives.

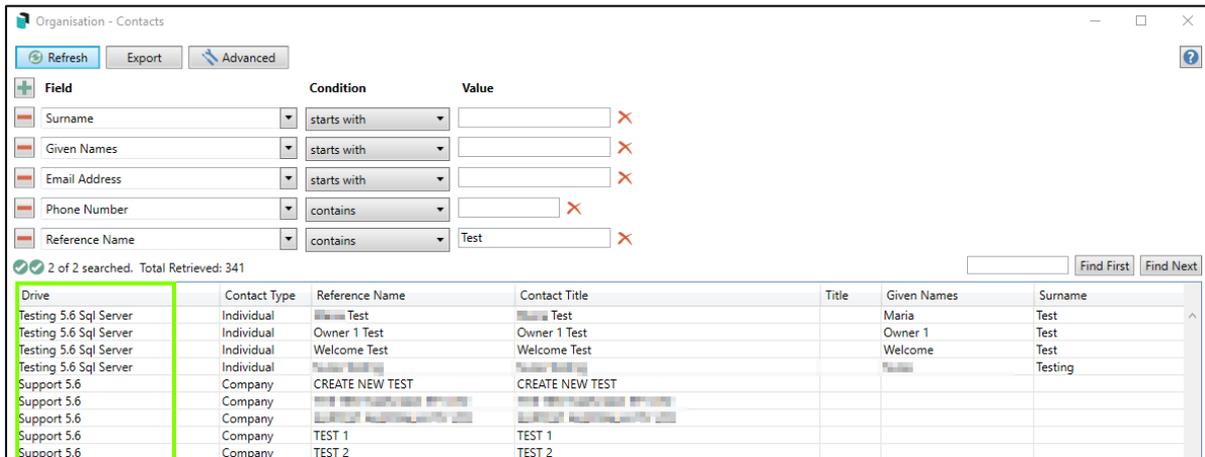
Navigate to Organisation – Contacts to see this search.

organisation - Contacts

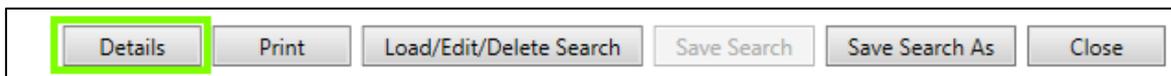
Menus

Organisation - Contacts  
Administrator > System Maintenance

Set drive and / or search criteria and refresh.



Drill into the record or click 'Details' to open the Contact Record.

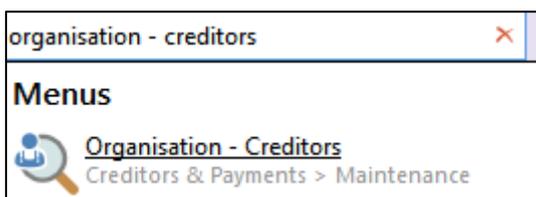


Searches can be also set up as Saved Searches.

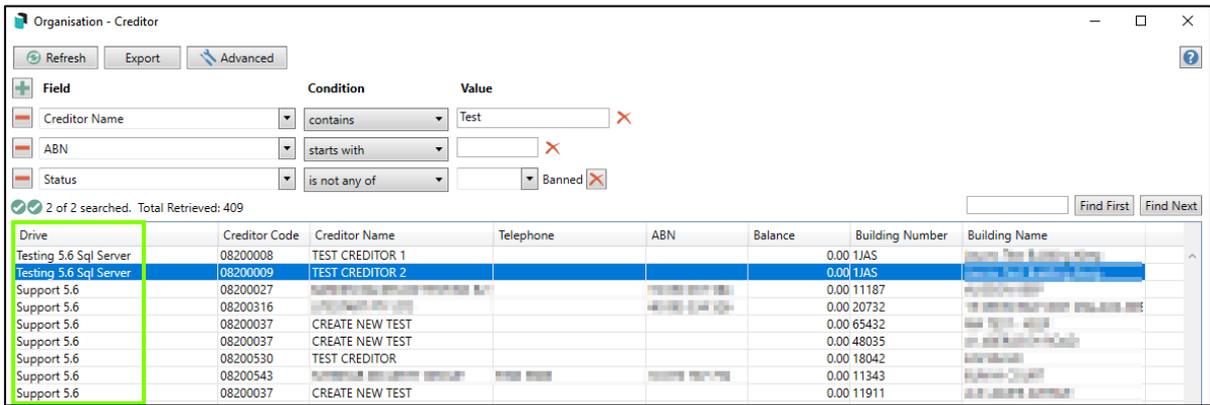
### 1.4 Organisation – Creditors

Creditor searches can now be conducted across multiple drives where accessible. Search and select Organisation – Creditors to open the search. As well as the 'Drive' field, this search includes the same search fields as Search Creditors but will return results from all set or available drives

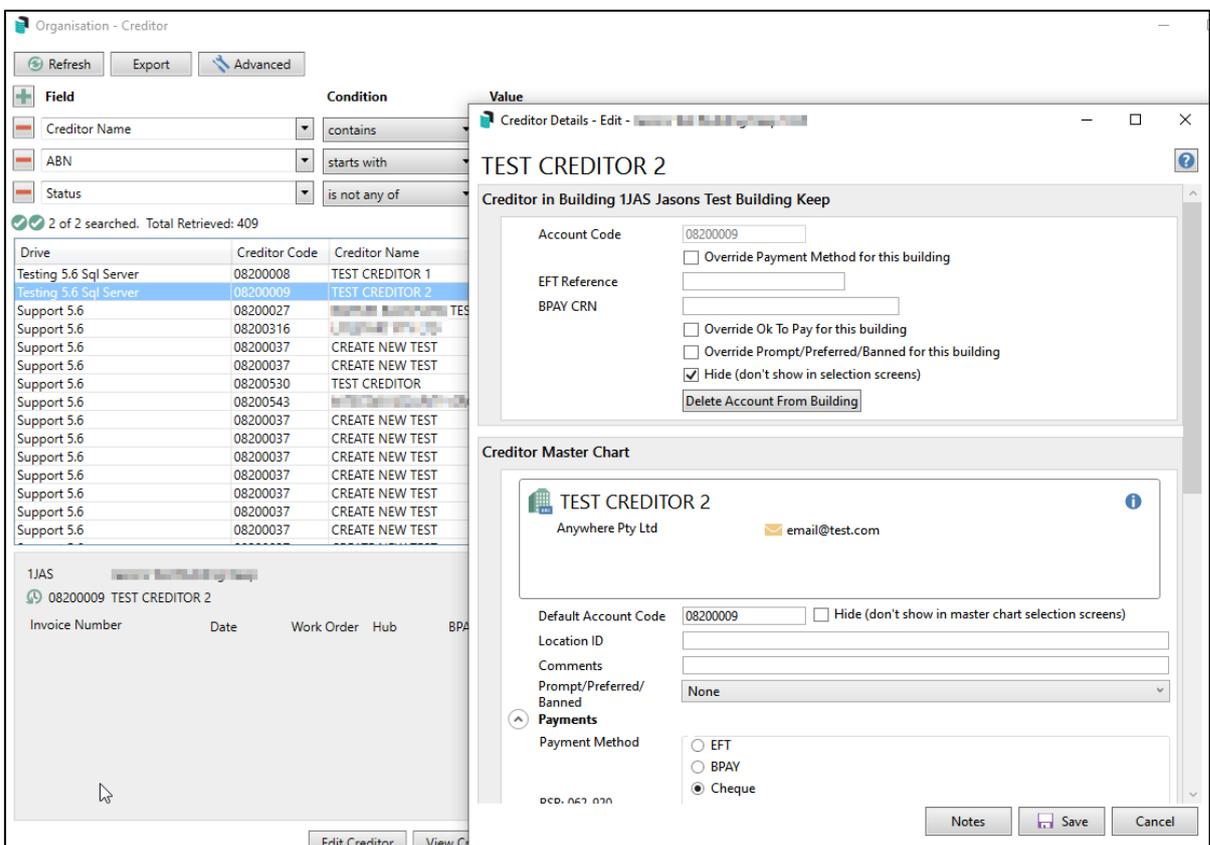
Navigate to Organisation – Creditors to see this search.



Set drive and / or search criteria and refresh.

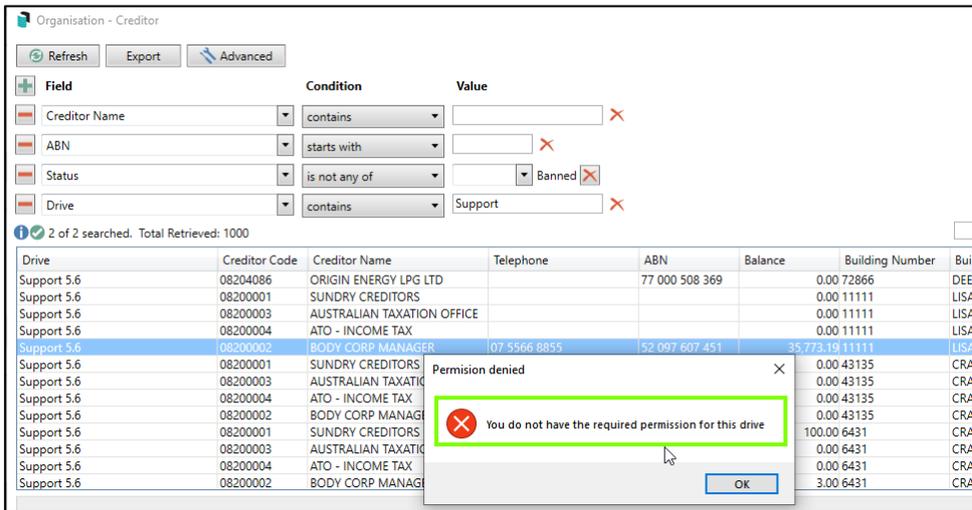


Double click a record to open the Creditor Details including Creditor in Building, Creditor in Master, and Creditor Contact Card.



Select a Creditor record and click Search Invoice Items to drill into the items for the selected Creditor. Access will be based on the access permissions set in the relevant drive. If you do not have access to the specified action on the drive the record if located, the relevant permissions will be enforced.

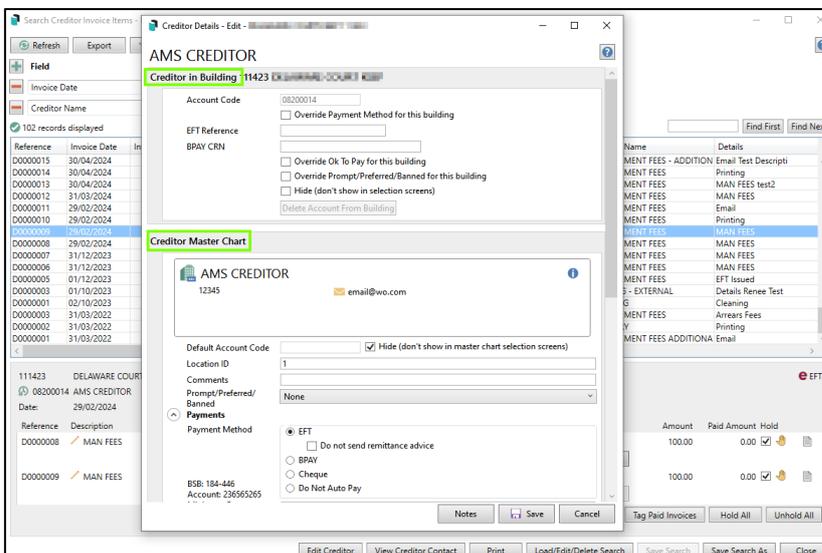
For example, if access to 'Search Invoice Items' is denied in the drive the record is in, access will be denied in the Organisation search.



## 2. Search Creditor Invoice Items Enhancement

Creditor Details – The Creditor Details and Creditor Contact card can now be accessed when drilling into Creditor Details. Double clicking the record will open the Creditor in Building, Creditor in Master Chart and allow access to open the Creditor Contact card directly in the following Search areas.

- Search Creditors
- Creditor Management
- Search Creditor Invoice Items
- Drill to Creditors from Interactive Reports



### 3. Transaction Search Enhancements

The following enhancements have been made to Transaction search screens.

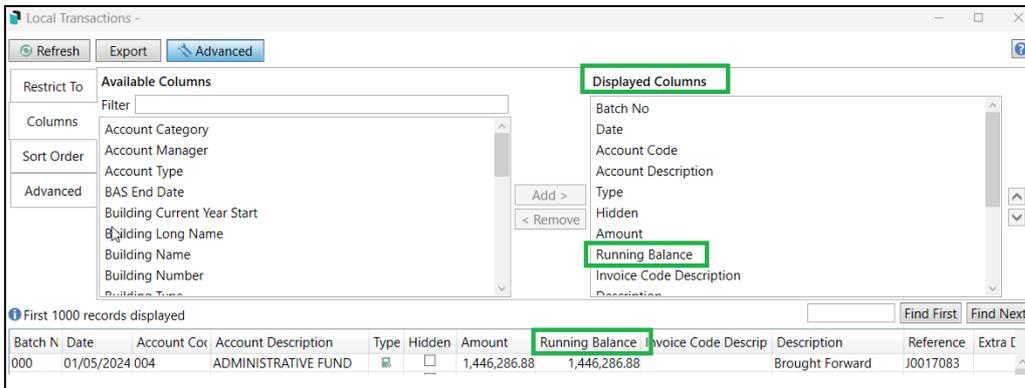
**Invoice code** has been removed as a default column, from Local Transactions, Global Transactions, Interactive Reports and Non-Mutual Income screens.

**Running Balance** has been added as a default column for Local Transactions, Global Transactions, Non- Mutual Income, Prepare BAS drill for GST, PAYGI, PAYGW accounts, Interactive Reports.

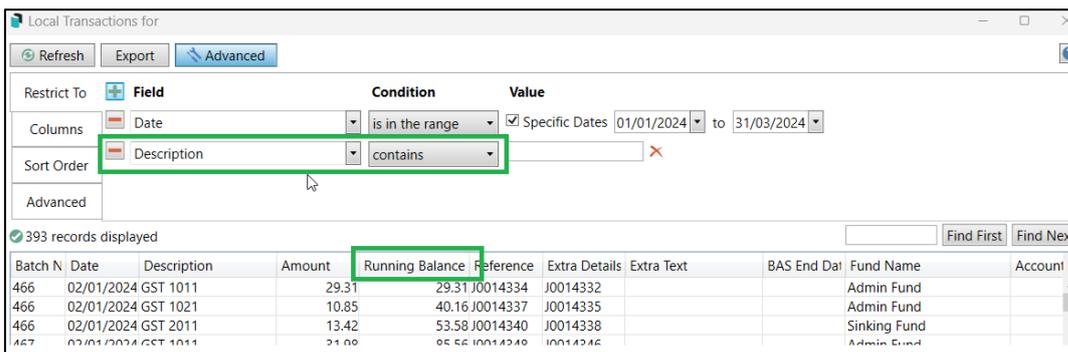
**Description Contains** search has been added as a default restriction to for Local Transactions, Global Transactions, Non - Mutual Income, Prepare BAS drill for GST, PAYGI, PAYGW accounts, Interactive Reports.

#### Running Balance and Description Contains

1. Navigate to Local Transactions
2. Select Advanced and view Displayed Columns



3. Running Balance is displayed as column heading
4. Description Contains defaults on search screen

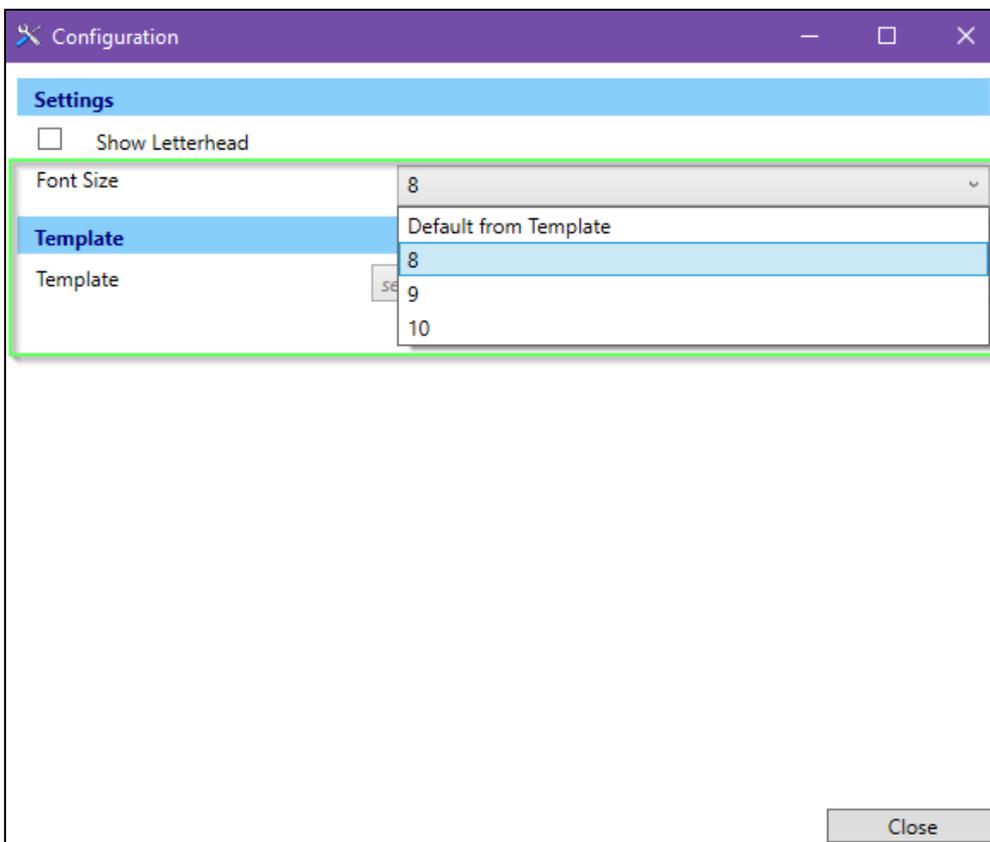


## 4. Print from Searches – New Font Configuration

When printing from searches the configuration settings will now allow the user to select a font size without requiring a new template.

To configure a font size, follow the below steps:

1. Navigate to any search
2. Complete the fields to search for
3. Click on 'Print'
4. Click on the Configuration cog
5. Select the Font size from the drop down



6. Click on Close
7. Click Proceed

Report will be produced using the selected configuration font selected.

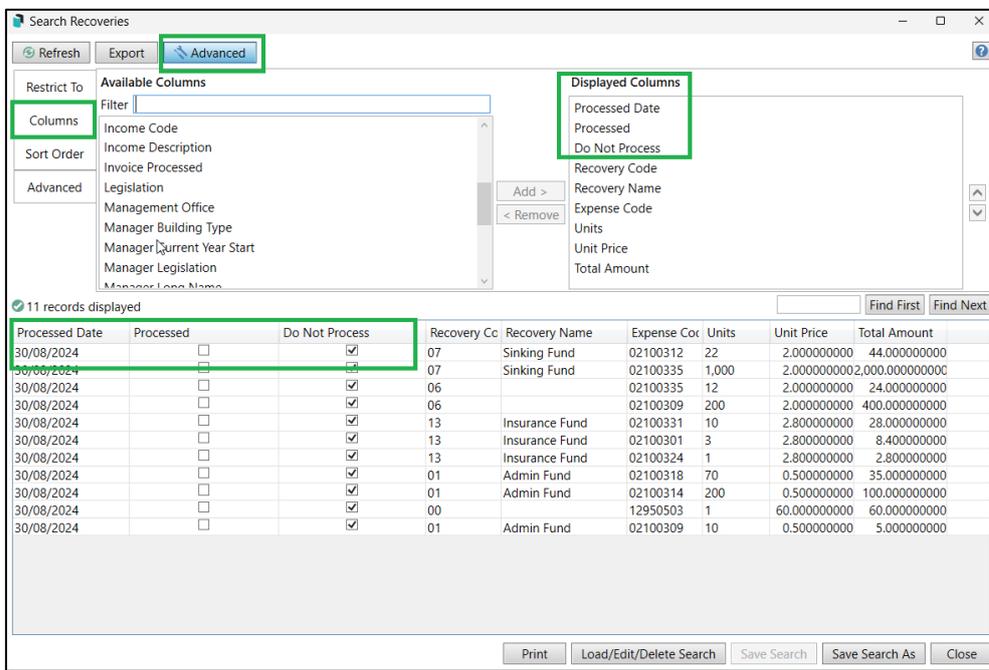
## 5. Search TRMax Recoveries – New Search

Search Recoveries screen now has the functionality to be able to search TRMax Recoveries by:

- Processed
- Do not Process
- Processed Date

To view this change, follow the below steps:

1. Navigate to Search Recoveries
2. Add new search columns via Advanced, Columns



## 6. Search using Text

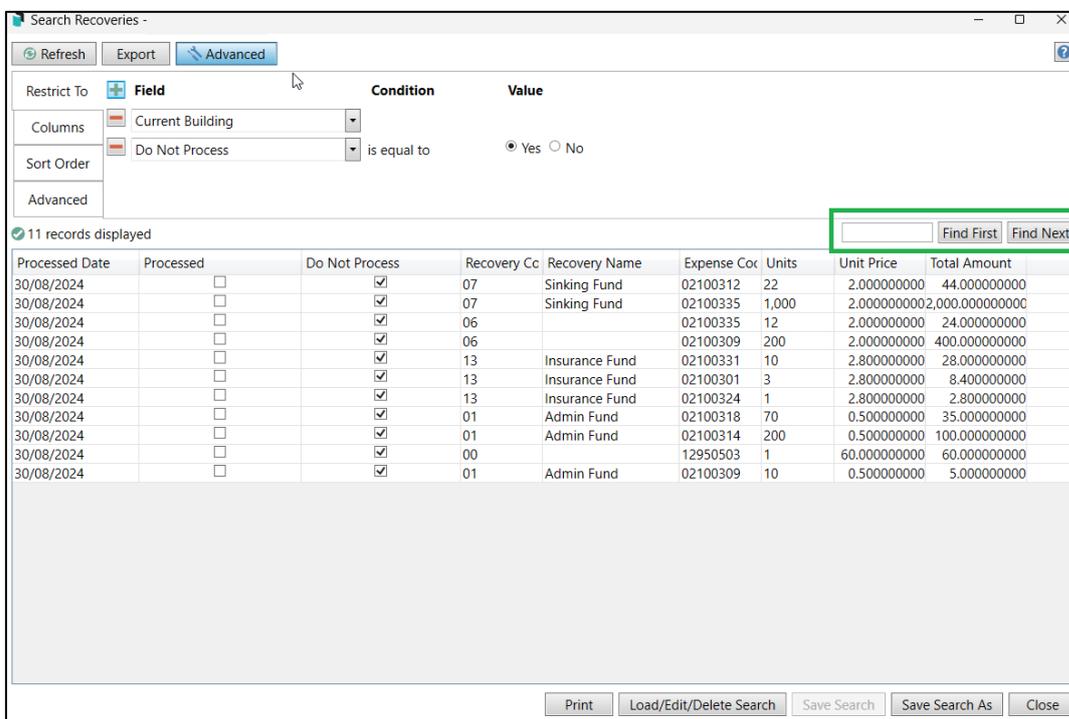
All search screens now have the ability to search for text across any column. A new text box, Find First and Find Next buttons have been added that will allow clients to locate text quickly on all search screens.

**Please Note** – Users cannot search for text when looking for dates or amounts. However, numeric values can be searched when they are included within the text, and the search is not case-sensitive.

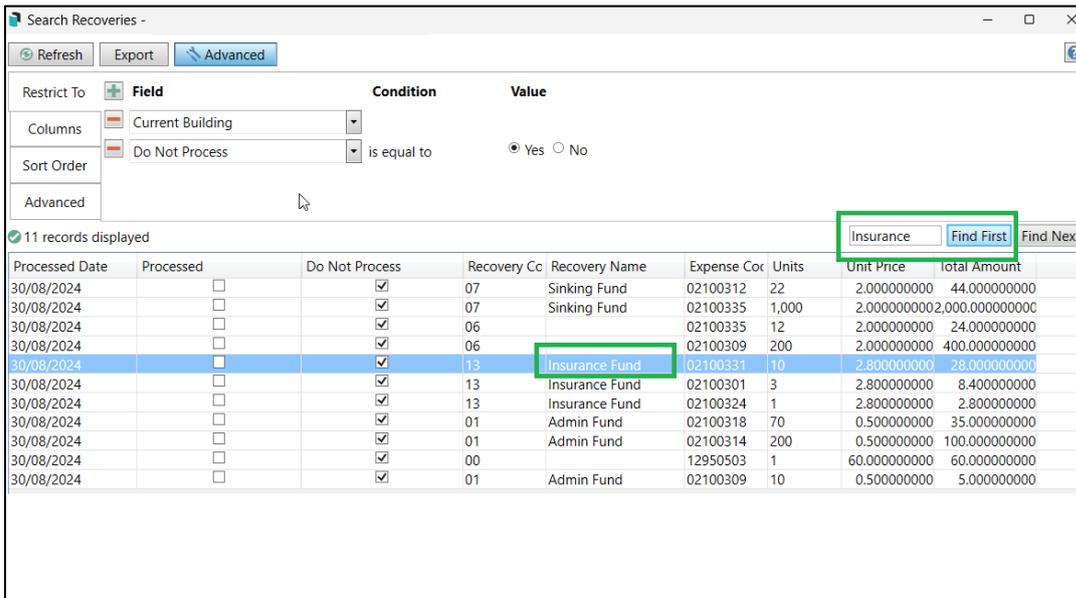
- **Text box** – can search on text across any column
- **Find First** – when clicked will locate the first relevant text searched on. You can click Find First at anytime and be directed back to the first search located.
- **Find Next** – will find the next relevant text search on

To view this enhancement, follow the below steps:

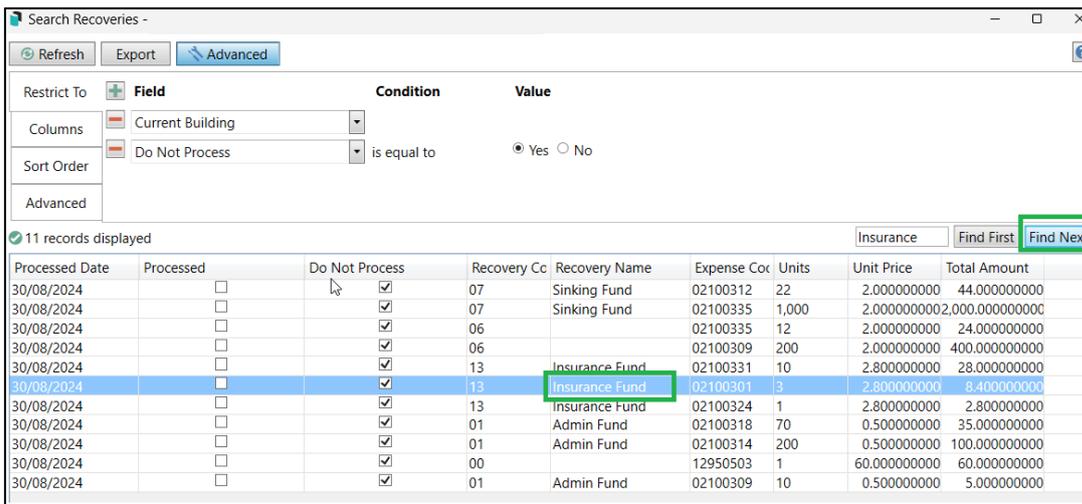
1. Navigate to any search screen
2. Text field, Find First and Find Next buttons will be available



1. Enter text in new search box
2. Click Find First



3. Click 'Find Next'
4. Next record is then highlighted to match



5. Click Find First
6. First record located is highlighted

Search Recoveries -

Refresh Export Advanced

Restrict To: Field Condition Value

Columns: Current Building

Sort Order: Do Not Process is equal to Yes No

Advanced

11 records displayed

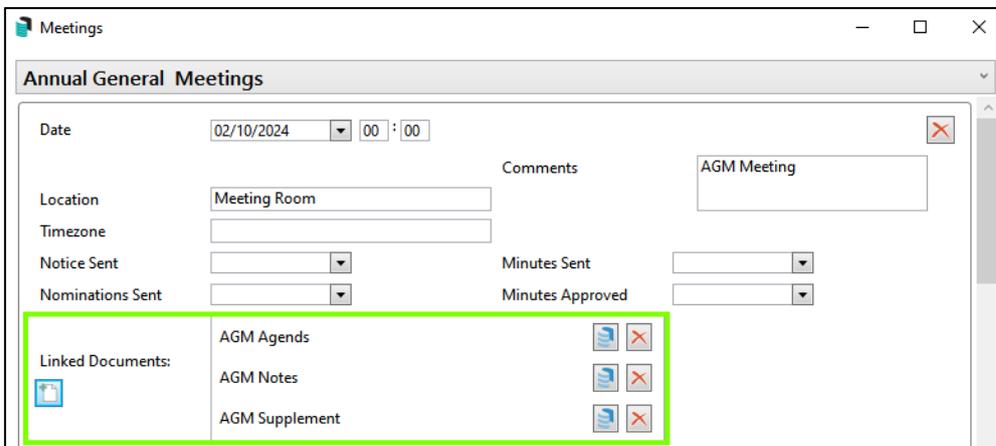
Processed Date	Processed	Do Not Process	Recovery Co	Recovery Name	Expense Cc	Units	Unit Price	Total Amount
30/08/2024	<input type="checkbox"/>	<input checked="" type="checkbox"/>	07	Sinking Fund	02100312	22	2.000000000	44.000000000
30/08/2024	<input type="checkbox"/>	<input checked="" type="checkbox"/>	07	Sinking Fund	02100335	1,000	2.000000000	2,000.000000000
30/08/2024	<input type="checkbox"/>	<input checked="" type="checkbox"/>	06		02100335	12	2.000000000	24.000000000
30/08/2024	<input type="checkbox"/>	<input checked="" type="checkbox"/>	06		02100309	200	2.000000000	400.000000000
30/08/2024	<input type="checkbox"/>	<input checked="" type="checkbox"/>	13	Insurance Fund	02100331	10	2.800000000	28.000000000
30/08/2024	<input type="checkbox"/>	<input checked="" type="checkbox"/>	13	Insurance Fund	02100301	3	2.800000000	8.400000000
30/08/2024	<input type="checkbox"/>	<input checked="" type="checkbox"/>	13	Insurance Fund	02100324	1	2.800000000	2.800000000
30/08/2024	<input type="checkbox"/>	<input checked="" type="checkbox"/>	01	Admin Fund	02100318	70	0.500000000	35.000000000
30/08/2024	<input type="checkbox"/>	<input checked="" type="checkbox"/>	01	Admin Fund	02100314	200	0.500000000	100.000000000
30/08/2024	<input type="checkbox"/>	<input checked="" type="checkbox"/>	00		12950503	1	60.000000000	60.000000000
30/08/2024	<input type="checkbox"/>	<input checked="" type="checkbox"/>	01	Admin Fund	02100309	10	0.500000000	5.000000000

## 7. Building Information – Meeting Documents Link

Meeting documents and supporting documents can now be linked to a meeting in Building Information / Meetings.

To link a document to a Meeting see the steps below.

1. Navigate to 'Building Information'
2. Enter 'Meetings & Voting' into the search field
3. Select or Add a Meeting
4. Click the Linked Documents Icon
5. Select the required documents from DocMax or an external folder
6. The Documents will be displayed in the Linked Documents window

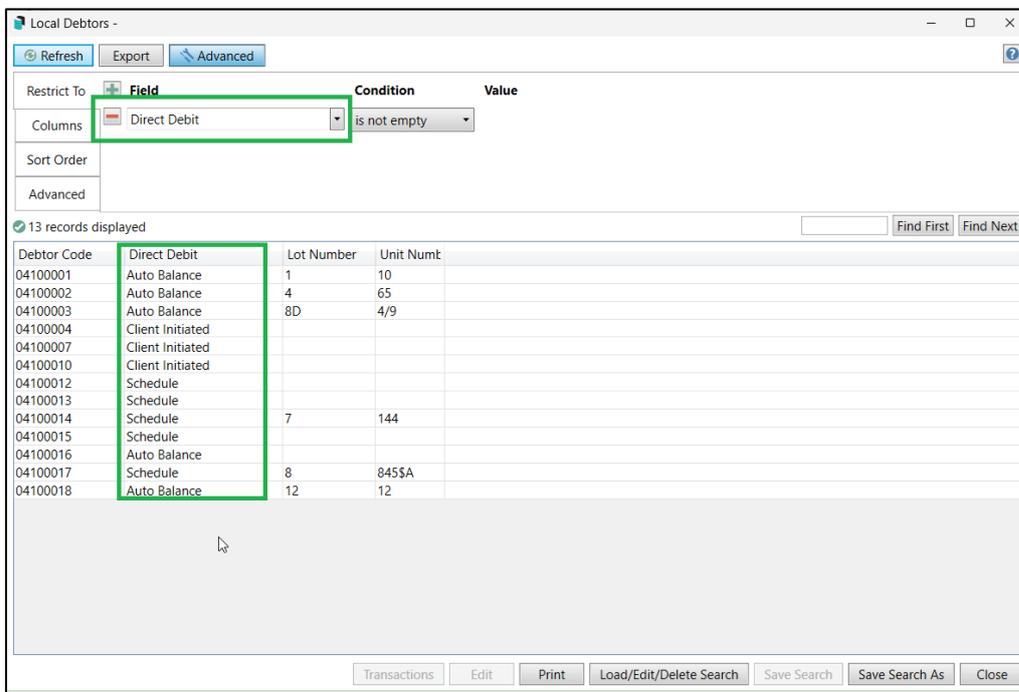


7. Click the DocMax  icon to view the document in DocMax.
8. Click the  icon to remove the document.

## 8. Global and Local Debtors Search – Direct Debit

A new Direct Debit column has been added to Global and Local Debtors. This new feature will enable clients to search for Direct Debits that are setup.

1. Navigate to Local Debtors
2. Filter by Direct Debit



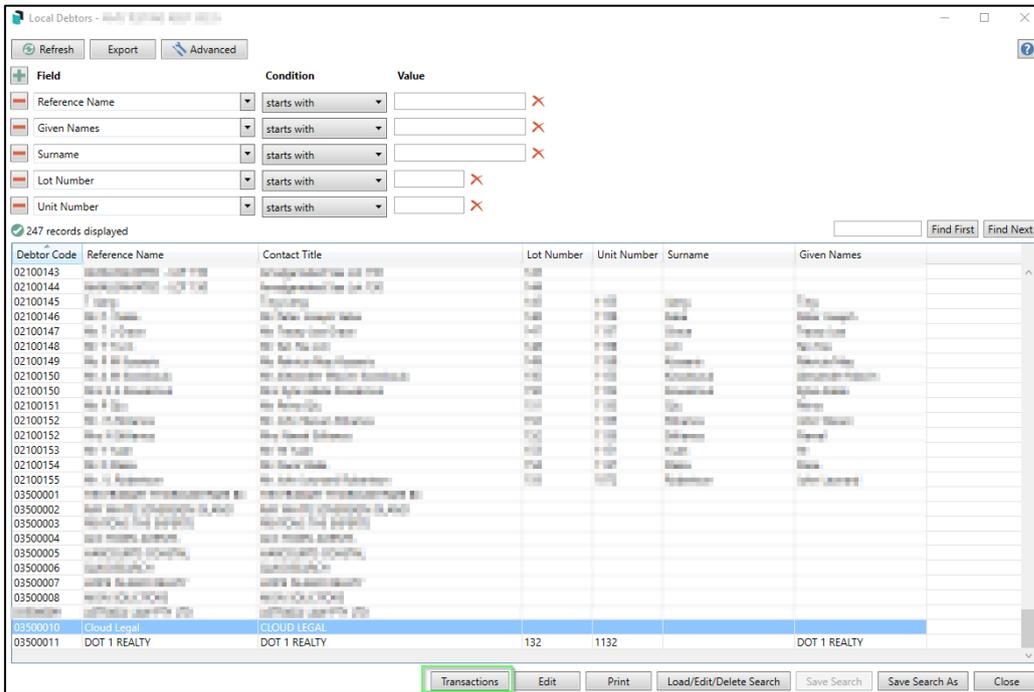
## 9. Search Enhancements – Transactions option

A new option 'Transactions' has been added to the following searches to allow users to view the selected transactions.

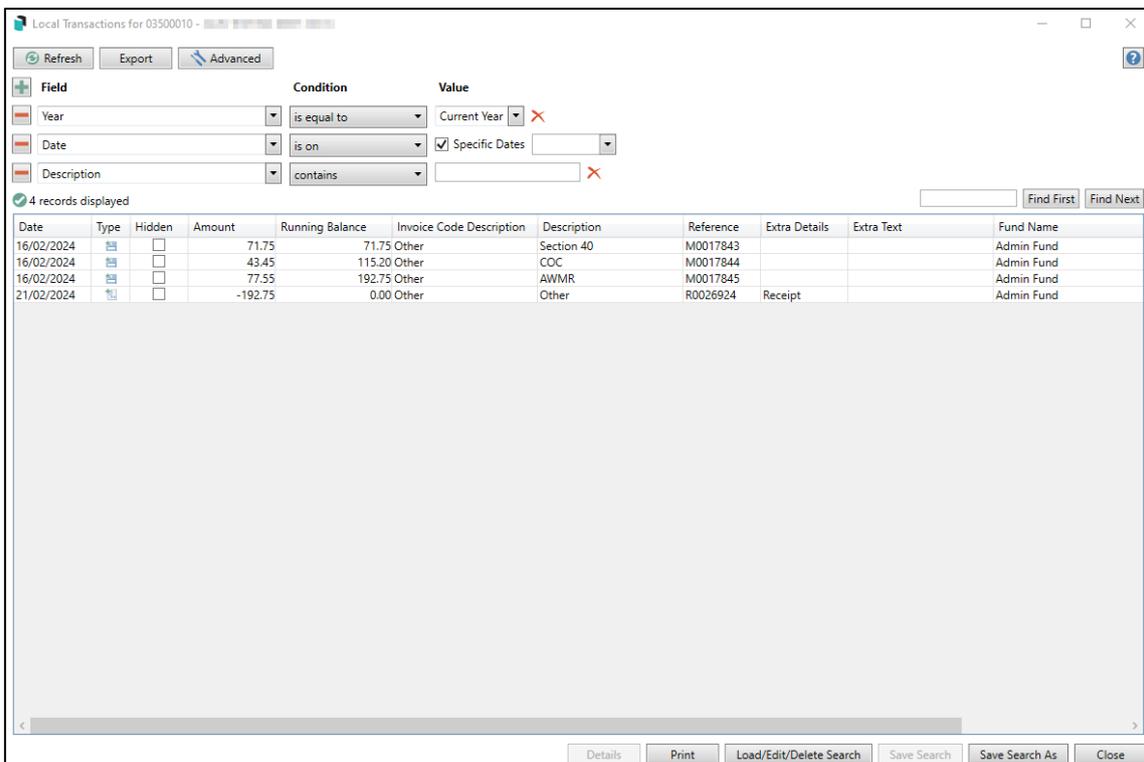
- Roll Search
- Local Debtors
- Global Debtors

This change can be seen by following the below Steps:

1. Navigate to Local Debtors
2. Select a Debtor
3. Select the new 'Transactions' option



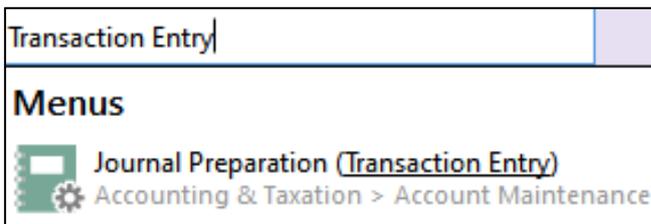
4. Transactions linked to the highlighted debtor will appear



## 10. Transaction Entry – Removed

Transaction Entry has been removed and Transaction Entry and Journals have been added as synonyms for Journal Prep.

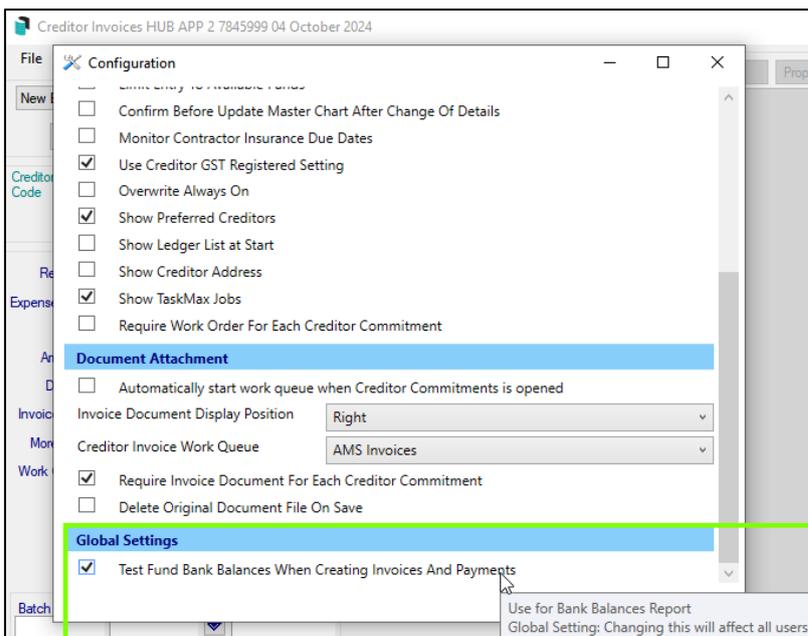
Searching Transaction Entry and Journals will now link to Journal Preparation where transactions can be entered.



Transaction History and Transaction History Current Month is still available in Creditor Invoices / Options.

'Split Bank Balances for Payments' configuration has been relocated to Creditor Invoices configuration as 'Test Fund Bank Balances when creating invoices and payments' and will show tool tip 'Use for Bank Balances Report'.

Navigate to Creditor Invoices / File / Configure to see this setting.



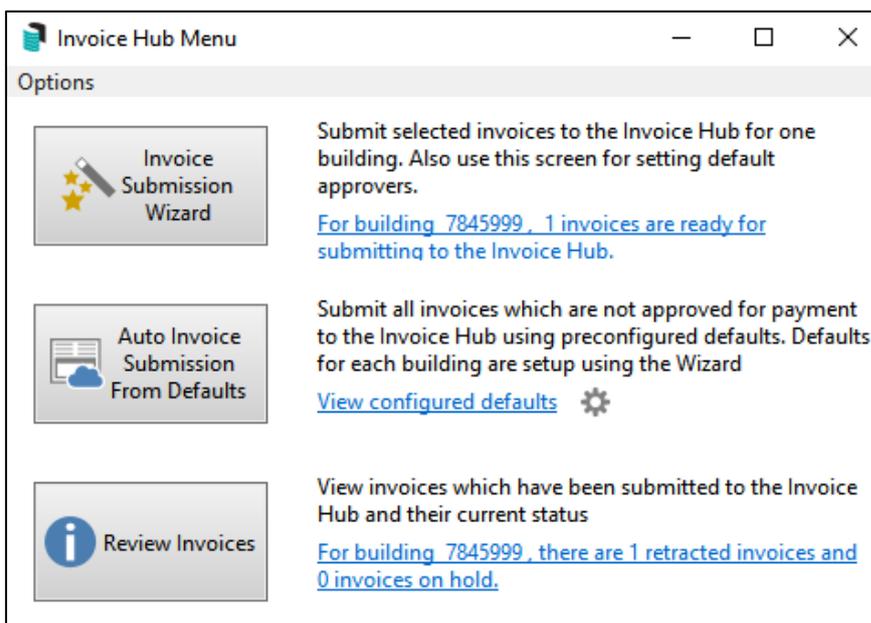
**Please Note:** This is a Global setting that will affect all users.

## 11. Invoice Hub Refresh

The Invoice Hub UI has been refreshed to be more consistent with newer BCMax screens and provide a more streamlined option for configuration. Navigate to the Invoice Hub to see the changes.

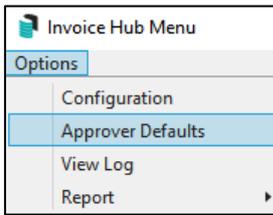
### 11.1 Opening Screen

A fresh look opening screen will be presented when Invoice Hub is accessed after updating to this release but will present the same information. For example, the screen will still show if there are submissions pending and if there are retracted invoices or invoices on Hold.



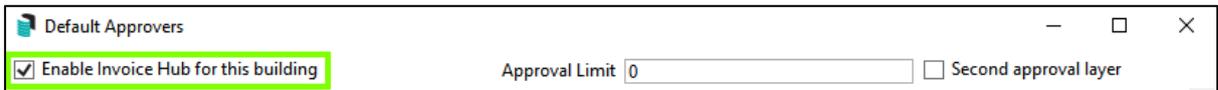
### 11.2 Configuration Screen

The Approver Defaults configuration screen has been enhanced to provide a single screen for approver configuration. Open Invoice Hub / File / Approver Defaults to see the new screen.



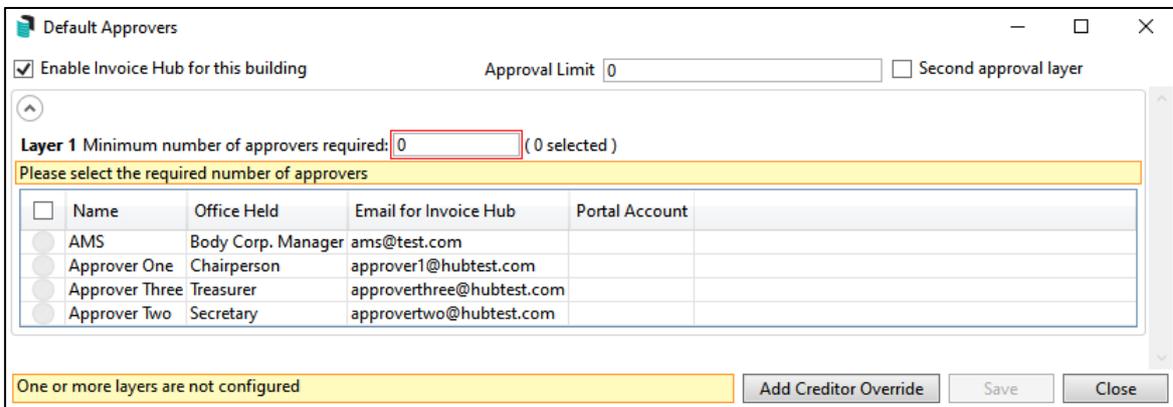
### 11.2.1 Enable Invoice Hub for this building

The ability to set the Invoice Hub as Active for the building. Ticking 'Enable Invoice Hub for this building' will activate configuration options for Layer 1 approvers.



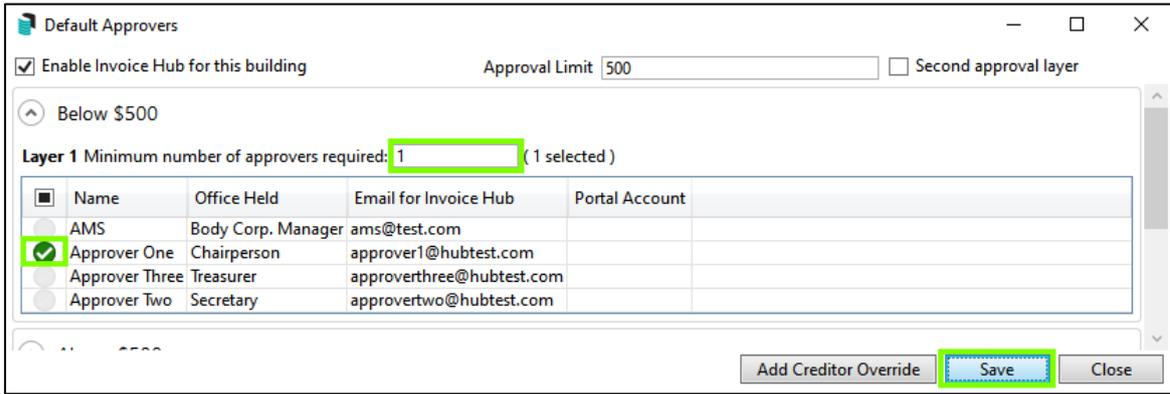
### 11.2.2 Approver requirements

The minimum number of approvers can now be set in this screen and will be required and validated.



- Click into the Layer 1 Minimum number of approvers required field to enter the relevant number of approvers.
- Tag the required approvers

Once the minimum number has been set, and the relevant approvers are tagged, Save will be enabled.

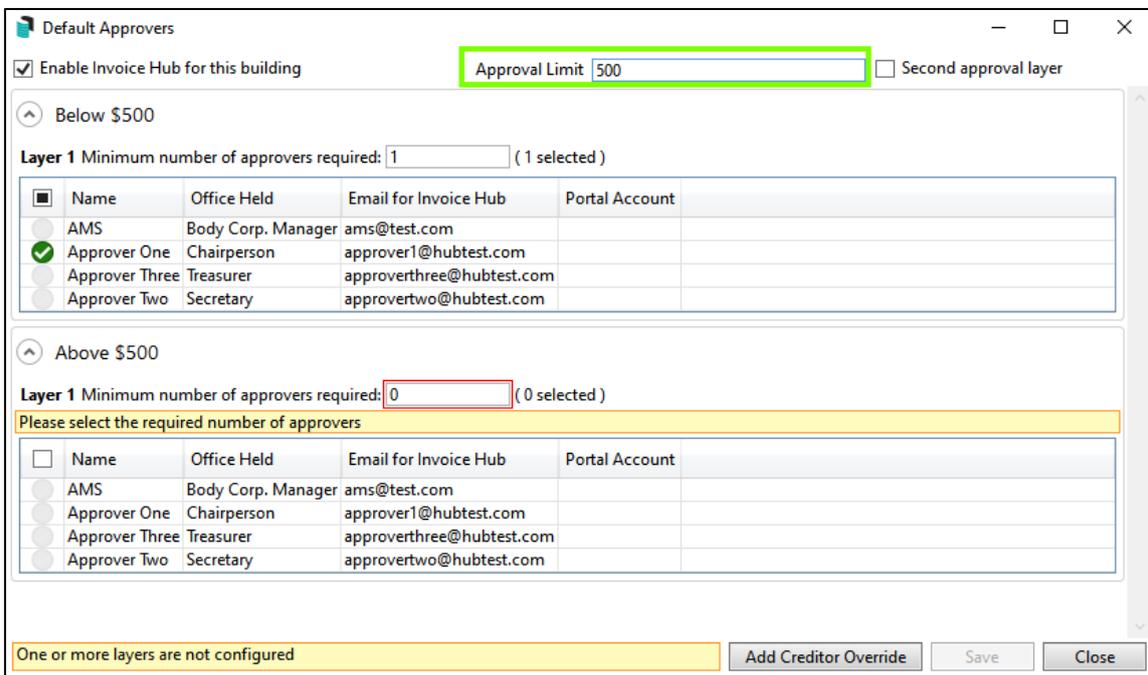


- Click 'Save' to save the configuration

### 11.2.3 Set an Approval Limit

Click into the Approval Limit field to add an approval threshold. This will activate the Above Limit approver screen for Layer 1.

Validation will be presented to ensure configurations are set.



- Click into the Layer 1 Above Limit Minimum number of approvers required field and set the required number.
- Tag the required approvers

Once the minimum number has been set, and the relevant approvers are tagged, Save will be enabled.

Default Approvers

Enable Invoice Hub for this building      Approval Limit: 500       Second approval layer

Below \$500

Layer 1 Minimum number of approvers required: 1 (1 selected)

<input type="checkbox"/>	Name	Office Held	Email for Invoice Hub	Portal Account
<input type="radio"/>	AMS	Body Corp. Manager	ams@test.com	
<input checked="" type="radio"/>	Approver One	Chairperson	approver1@hubtest.com	
<input type="radio"/>	Approver Three	Treasurer	approverthree@hubtest.com	
<input type="radio"/>	Approver Two	Secretary	approvertwo@hubtest.com	

Above \$500

Layer 1 Minimum number of approvers required: 1 (1 selected)

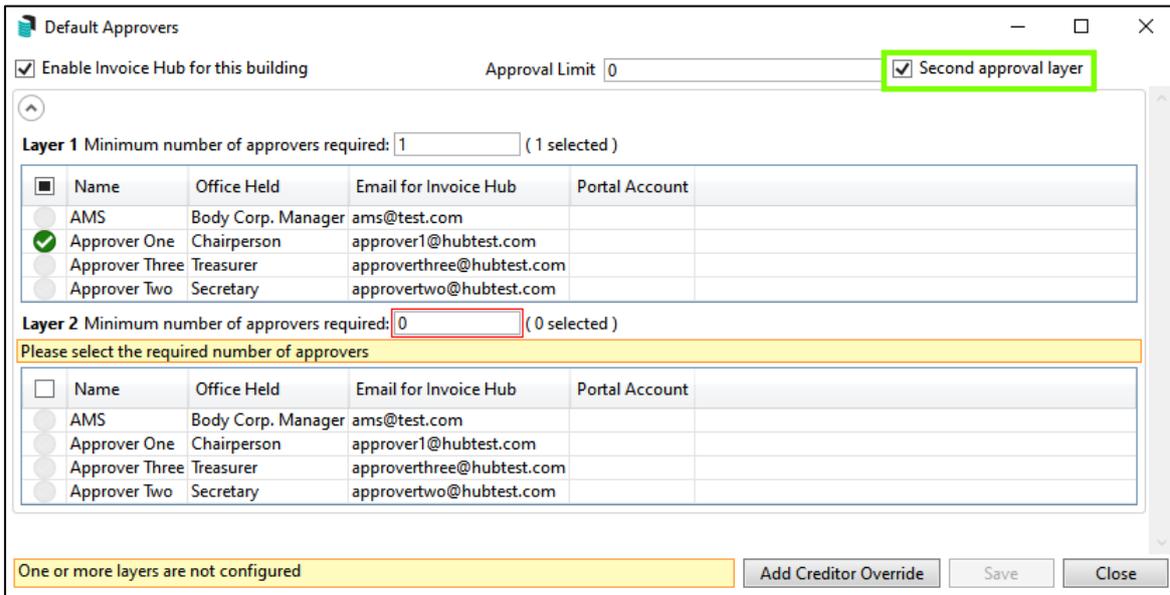
<input type="checkbox"/>	Name	Office Held	Email for Invoice Hub	Portal Account
<input type="radio"/>	AMS	Body Corp. Manager	ams@test.com	
<input type="radio"/>	Approver One	Chairperson	approver1@hubtest.com	
<input checked="" type="radio"/>	Approver Three	Treasurer	approverthree@hubtest.com	
<input type="radio"/>	Approver Two	Secretary	approvertwo@hubtest.com	

Add Creditor Override    Save    Close

- Click Save to save the configuration
- Click close to close the screen

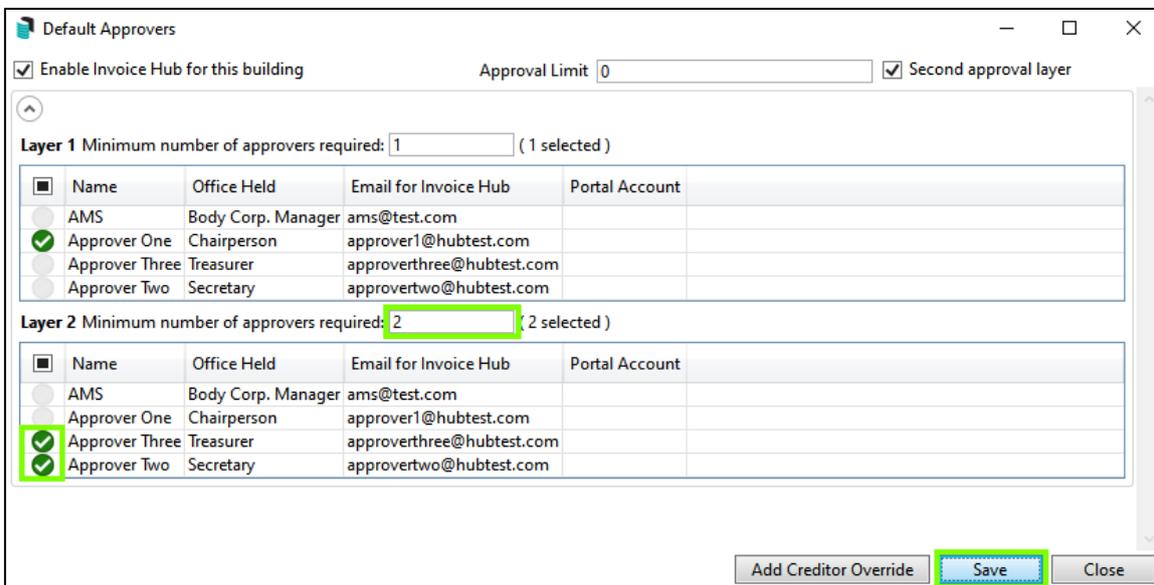
#### 11.2.4 Adding a Second Layer

A second approval layer can be added by ticking the Second Approval Layer box. This will activate the approver screen for Layer 2. Validation will be presented to ensure configurations are set.



- Click into the Layer 1 Minimum number of approvers required field to enter the relevant number of approvers.
- Tag the required approvers

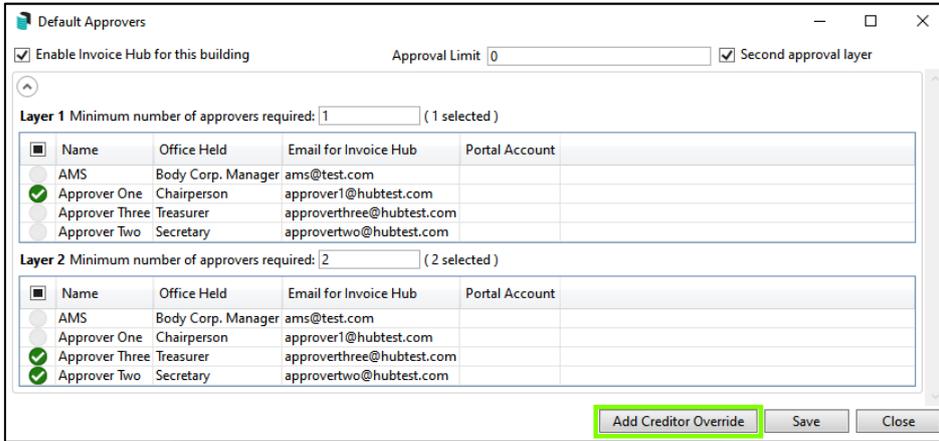
Once the minimum number has been set, and the relevant approvers are tagged, Save will be enabled.



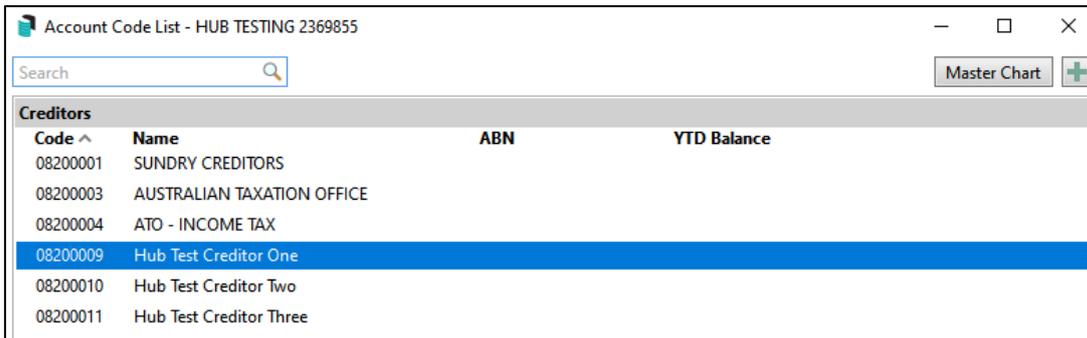
- Click Save to save the configuration
- Click close to close the screen

## 11.2.5 Add a Creditor Override

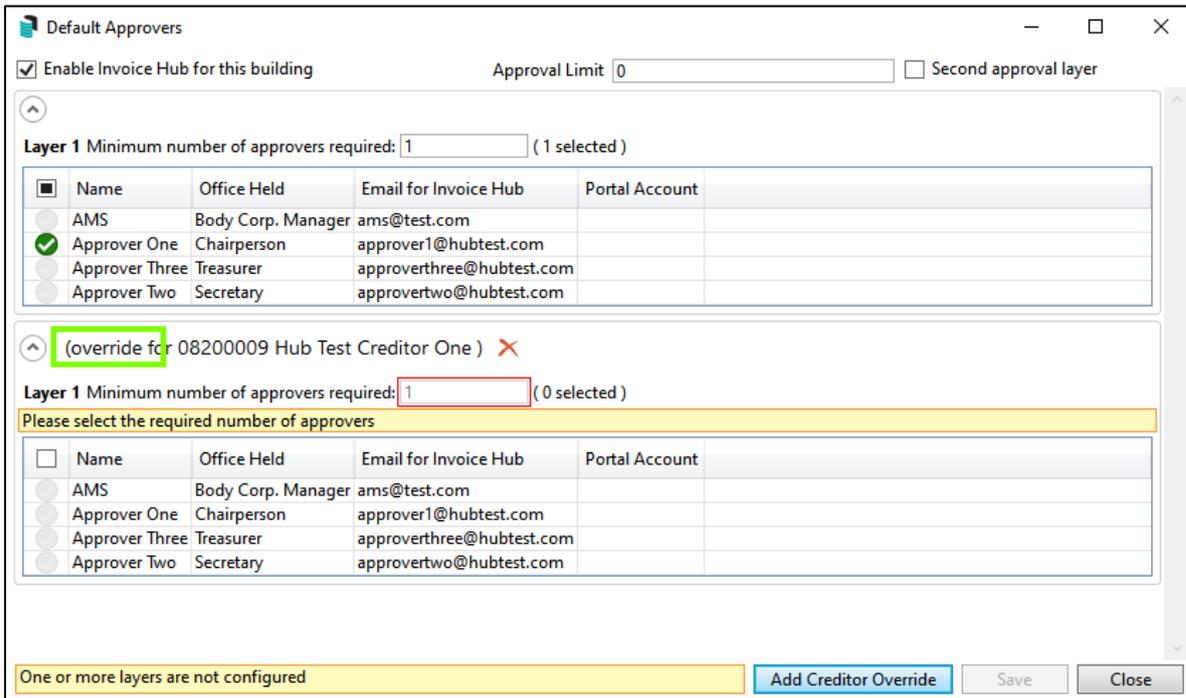
Click Add Creditor Override to set up separate approval conditions for specific creditor/s.



Select the Creditor and click OK

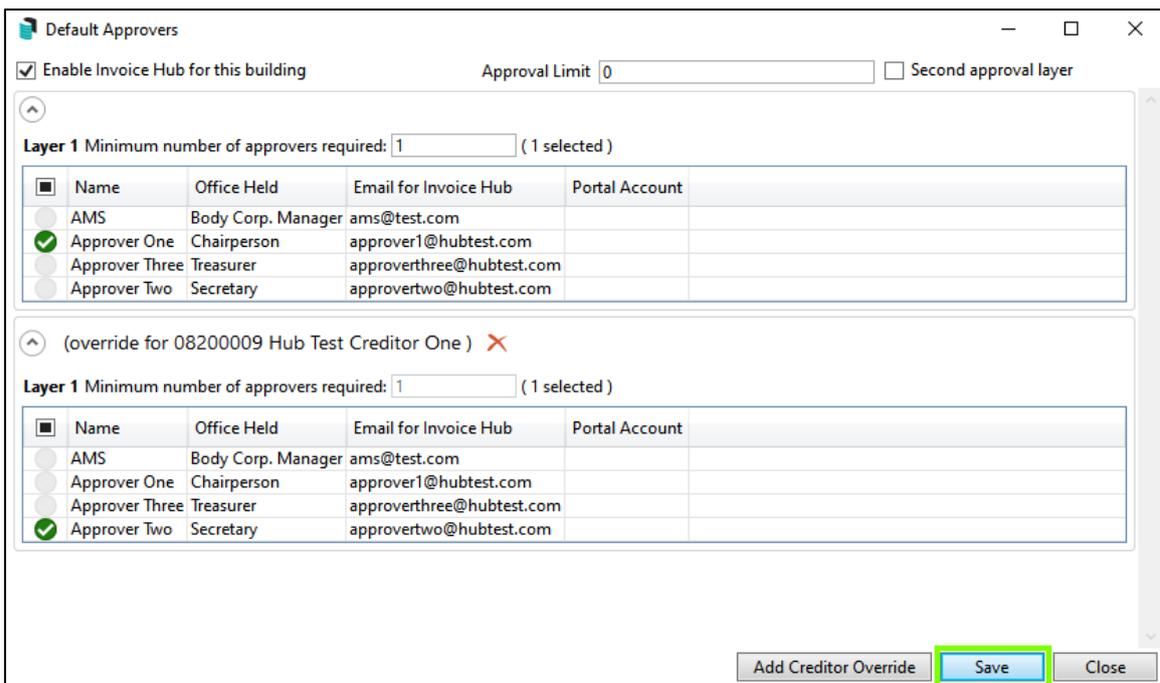


This will activate the approver screen for the Creditor Override and. Validation will be presented to ensure configurations are set.



- Click into the Override Minimum number of approvers required field to enter the relevant number of approvers.
- Tag the required approvers

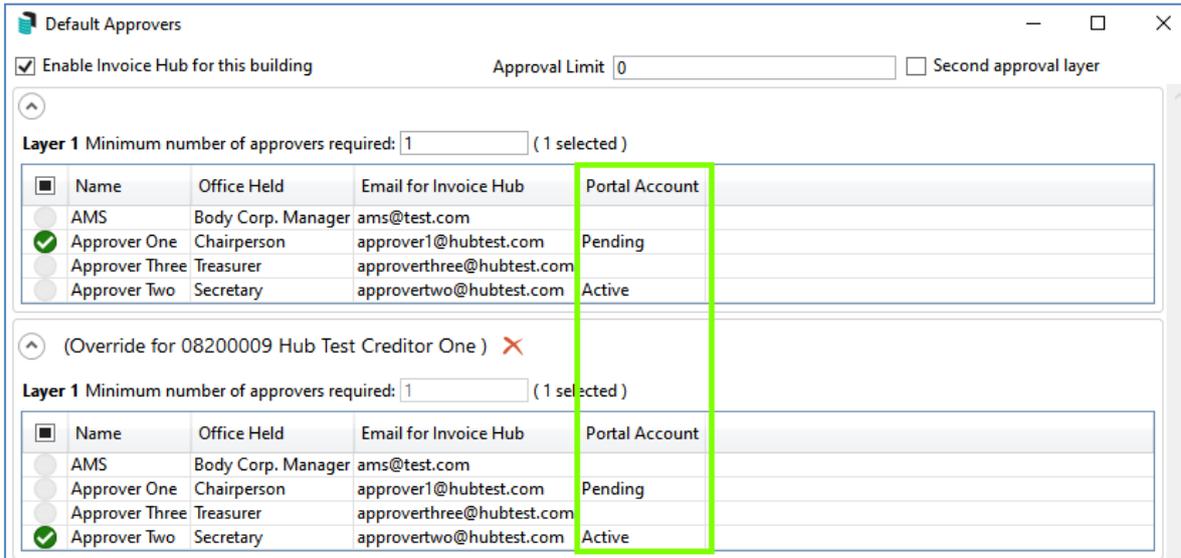
Once the minimum number has been set, and the relevant approvers are tagged, Save will be enabled.



- Click Save to save the configuration
- Click close to close the screen

### 11.3 Approver Portal Account Status

Once Active or Pending, the Portal Account column will display the status of the portal account.



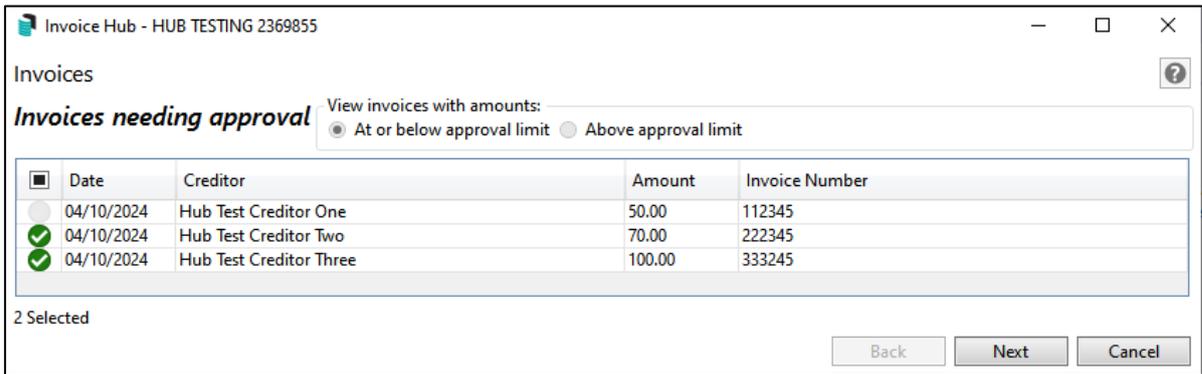
### 11.4 Invoice Submission

The Invoice Submission Wizard screen has also been refreshed.

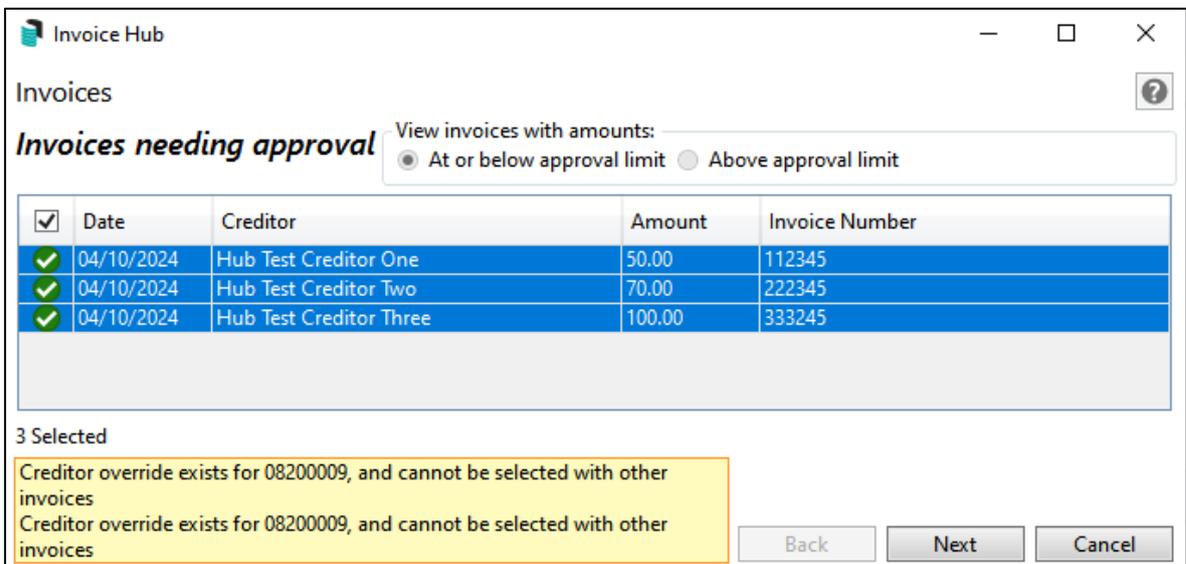
Click the Invoice Submission Wizard button. After the initial Welcome screen (if not skipped), the new invoice selection screen will be presented.

#### 11.4.1 Tag Invoices Screen

- The screen will default to invoices ‘At or below approval limit.’ If there is a limit and there are invoices over the limit, click ‘Above approval limit.’
- Click the tick box to tag all or tag invoices individually or tick the tag all box to tag all invoices.
- Click Next to progress to the Approver review screen



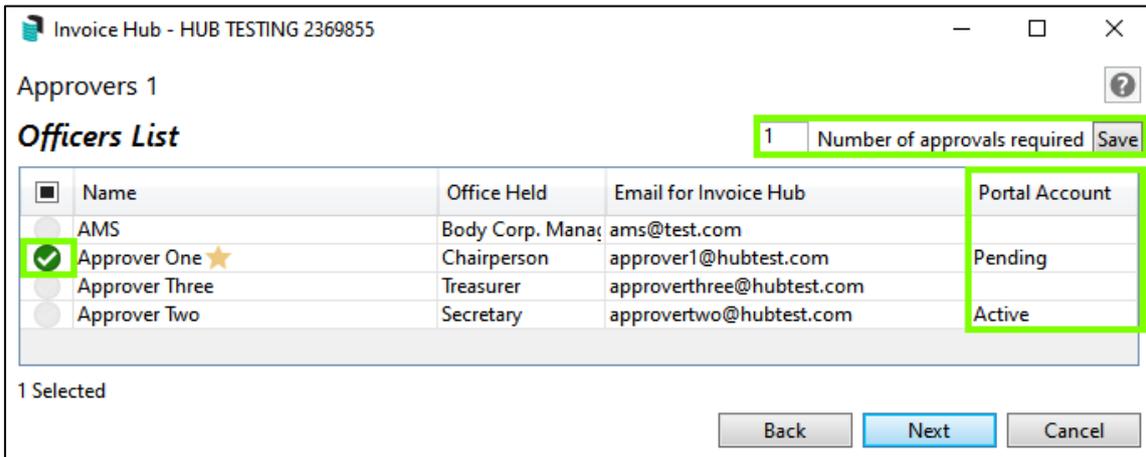
**Note:** If there are invoices where there is a Creditor Override, they cannot be submitted with invoices that do not have a Creditor Override (this behaviour has not changed).



Click Next to progress to the Approver Screen

### 11.4.2 Approver Review Screen

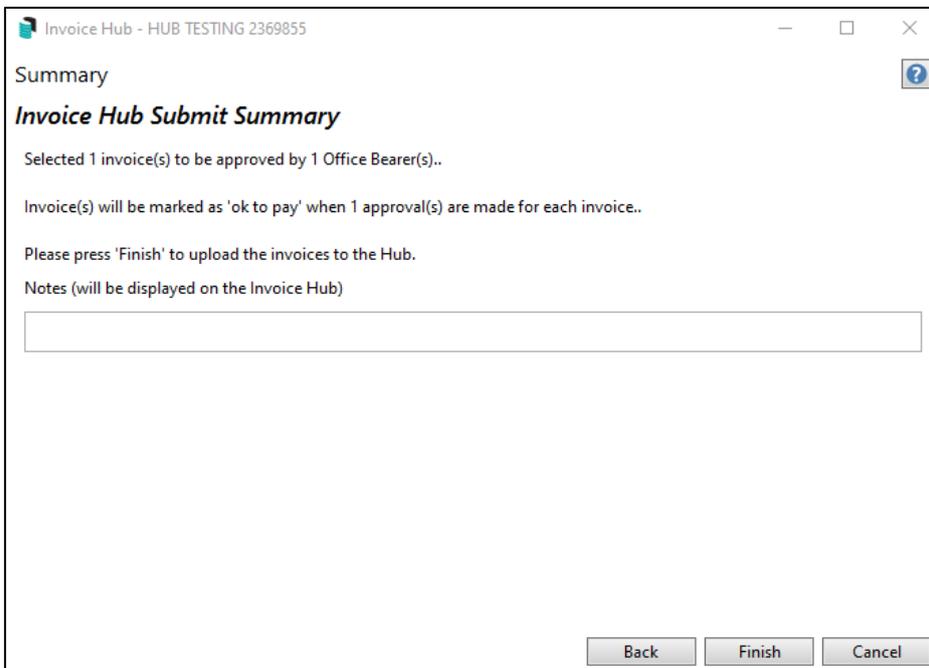
- The Approver review screen will allow the approver defaults to be modified and saved
- The screen will show the User Account status of approvers
- Tag the approver/s and click Next to progress to the Summary Screen



### 11.4.3 Invoice Submission Summary Screen – pre submission

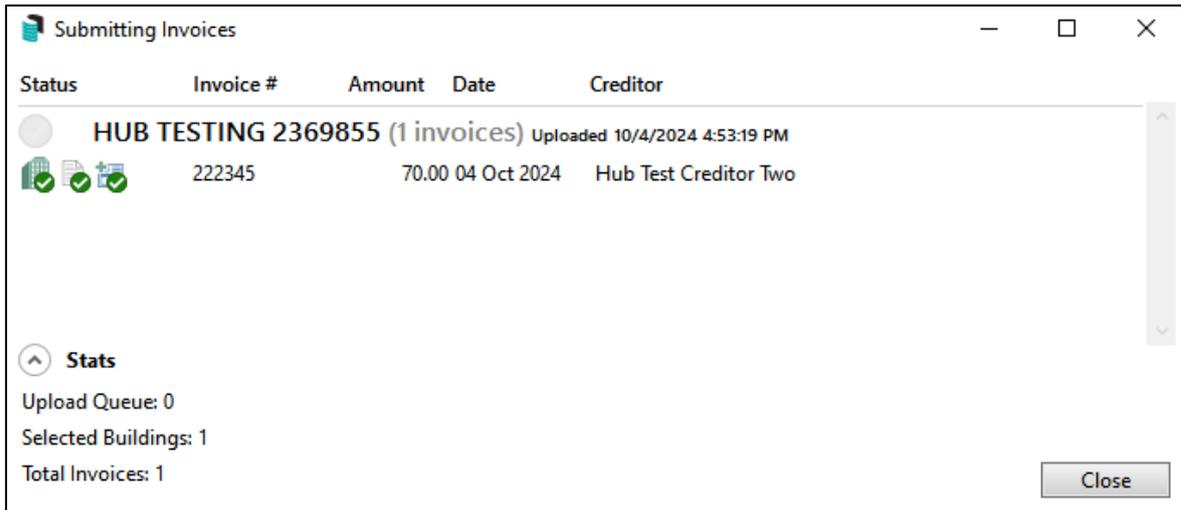
The Invoice Summary screen will show

- The number of invoices to be uploaded
- The number of approvals required
- Allow a note to be added for review on the Invoice Hub by approver/s – click into the Notes field and add the required text.
- Click Finish to complete the submission



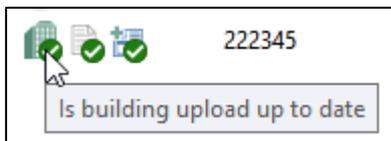
### 11.4.4 Invoice Submission Summary Screen – post submission

On submission, the summary screen will show the status of the submission.

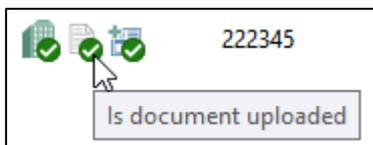


Hover over the status icons which show the status of each stage of the submission.

- The Building icon shows if the building upload is up to date



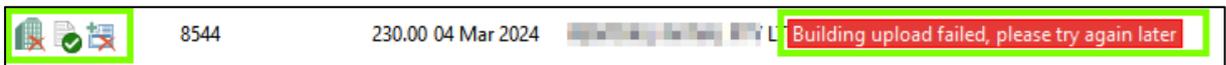
- The document icon shows if the invoice document has been successfully uploaded



- The hub icon shows if the approval has successfully uploaded to the hub



- A green tick will indicate successful upload. ✓
- Errors will be indicated by a red 'x.' ✗
- If the submission is not successful; a message will display showing that the upload failed.



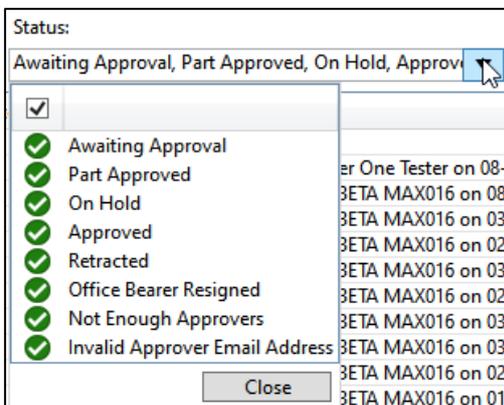
- Click the 'Start' button to retry the submission.

**Tip:** Closing and re-opening the Invoice Hub can sometimes resolve the upload issue if the submission fails multiple times.

### 11.5 Invoice Review Screen

The Review Invoices screen UI has also been refreshed but will provide the same functions as previously available.

- Click Multiple Buildings selector to tag multiple buildings
- Click Status drop selector to select one or more statuses (Defaults to all statuses)



- Click Date Range selectors to select date ranges
- Click Refresh to refresh the search
- Click Export to export the search results to Excel.

Building #	Building Name	Entry Date	Invoice Date	Status	Notes	Creditor A/c	Creditor Name	Amount	Submitted	Approved	Invoice #	On Hub
2369855	HUB TESTING	04/10/2024	04/10/2024	Awaiting Appr		08200009	Hub Test Creditor One	50.00	08/10/2024		112345	Uploaded
2369855	HUB TESTING	04/10/2024	04/10/2024	On Hold	1 (last by Mr Approver One Tester on 08-Oct: Invoice query)	08200011	Hub Test Creditor Three	250.00	04/10/2024		4574111	Uploaded
555893	HUB APP 1	01/10/2024	01/10/2024	Approved	1 (last by MAXSOFT BETA MAX016 on 01-Oct: Approved)	08200284	SUNSHINE CLEANERS	200.00	01/10/2024	01/10/2024	45744	Approved
2369855	HUB TESTING	04/10/2024	04/10/2024	Retracted	1 (last by MAXSOFT BETA MAX016 on 08-Oct: Testing)	08200011	Hub Test Creditor Three	100.00	08/10/2024		333245	Retracted
555893	HUB APP 1	02/10/2024	02/10/2024	Approved	2 (last by MAXSOFT BETA MAX016 on 02-Oct: Approved)	08200414	COVERFORCE INSURANCE BROKING	300.00	02/10/2024	02/10/2024	2358774	Approved

On Hub status indicators have been enhanced to provide more clarity.

- Y has been changed to Uploaded and means the invoice is on the hub awaiting Approval or on Hold
- A has been changed to Approved
- R has been changed to Retracted

Building #	Building Name	Entry Date	Invoice Date	Status	Notes	Creditor A/c	Creditor Name	Amount	Submitted	Approved	Invoice #	On Hub
2369855	HUB TESTING	04/10/2024	04/10/2024	Awaiting Appr		08200009	Hub Test Creditor One	50.00	08/10/2024		112345	Uploaded
2369855	HUB TESTING	04/10/2024	04/10/2024	On Hold	1 (last by Mr Approver One Tester on 08-Oct: Invoice query)	08200011	Hub Test Creditor Three	250.00	04/10/2024		4574111	Uploaded
2369855	HUB TESTING	04/10/2024	04/10/2024	Retracted	1 (last by MAXSOFT BETA MAX016 on 08-Oct: Testing)	08200011	Hub Test Creditor Three	100.00	08/10/2024		333245	Retracted
7845999	HUB APP 2	03/10/2024	03/10/2024	Approved	1 (last by MAXSOFT BETA MAX016 on 03-Oct: Approved)	08200392	Hub Test Creditor Three	300.00	03/10/2024	03/10/2024	54714441	Approved

- Right click an invoice to open existing menu options.

Building #	Building Name	Entry Date	Invoice Date	Status	Notes	Creditor A/c	Creditor Name
2369855	HUB TESTING	04/10/2024	04/10/2024	Awaiting Appr		08200009	Hub Test Creditor One
2369855	HUB TESTING	04/10/2024	04/10/2024	On Hold	1 (last by Mr Approver One Tester on 08-Oct: Invoice query)	08200011	Hub Test Creditor Three
2369855	HUB TESTING	04/10/2024	04/10/2024	Retracted	1 (last by MAXSOFT BETA MAX016 on 08-Oct: Testing)	08200011	Hub Test Creditor Three

- Add or View Notes
- View Invoice Detail
- Re-Submit Invoice
- Retract from Invoice Hub
- Delete from Invoice Hub

## 12. Change Code – Enhancements

The Change Transaction Code feature has been enhanced to ensure accurate GST reporting on the BAS when changes are made to transactions from previous BAS periods.

Change Code will be available for the following transaction types:

- Journals
- Directs
- Utility Invoices
- Creditor Invoices
- Debtor Invoices

**Please note** – other transaction types found below cannot utilise Change Code. Any changes must be corrected through journals, which will reflect accurate GST reporting in the BAS.

- Levies
- Reversals

# What's Better

- Invoice Printing – GST will no longer show on invoices where a GST free code is selected.
- Communication – Error performing a spelling check when composing an email message has been resolved
- Building Information / Tax – Registered for BAS/IAS (GST) – Will now validate that at least one tax type should be selected.
- Compliance Export – report was crashing when Mobile Phone and Fax numbers were invalid length. This has been resolved.
- Aged Balance List Old Year – total was not balancing with the Balance Sheet, Lot Balance Report and Account Dissection Report. This has been resolved.
- PAYG – Transactions for the Old year were not being included in BAS PAYG calculations – this is now resolved and will include last year when looking for PAYG instalment amounts – both in loading into the Prepare BAS screen and also when posting
- Delete BAS function – The system will now only attempt to reverse the ones that still have an 8 digit transaction reference – e.g., have not been reversed.
- Status Report – Office Bearers with secondary emails set for specific things (like Levies) were receiving Status Reports on the secondary emails erroneously. This has now been resolved. The Office Bearer report will no longer show the secondary email address.
- Bas Reconciliation Report – The Current Report will now report the correct period for the Current Ending Last Quarter.
- Income Tax Report – GST was being duplicated in some areas. This has now been resolved.
- PAYG Fixed Instalment – When the setup is a fixed instalment, and the BAS was saved the transactions created by the system were not including the Expense Code transactions This has now been resolved and the Expense transactions will now be automatically posted on finalisation of a BAS for Fixed PAYG Instalment amounts for payments to the ATO.