# Release Notes – Version 5.6.155

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

StrataMax StrataCash TRATAPAY

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# What's New

## 1. Creditor Invoice – Preview enhancements

### 1.1 Work Order Search selection.

Enhancements have been implemented to the Work Order Search functionality accessed when entering Creditor Invoices using the Preview feature, where the 'Show TaskMax Jobs/ configuration setting is enabled.

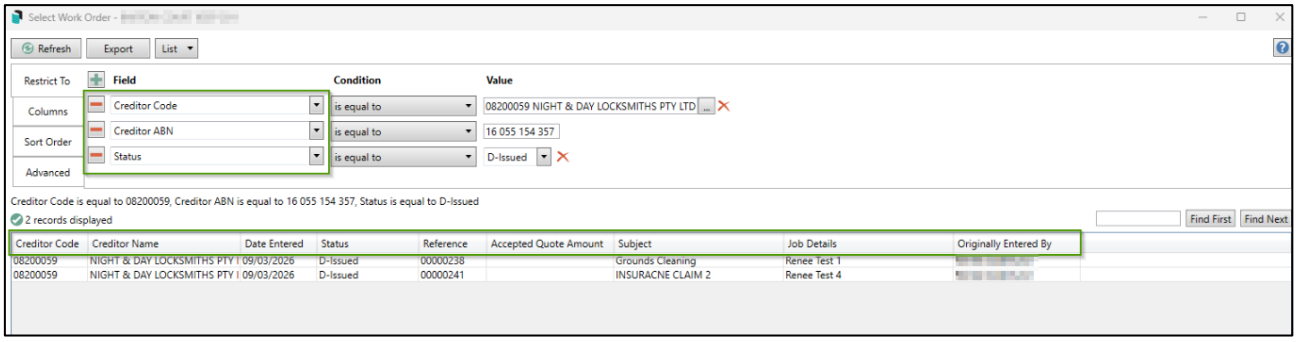
The Work Order Search screen will now present the following default fields and columns:

**Default Fields:**

- Creditor Code
- Creditor ABN
- Status

**Default Columns**

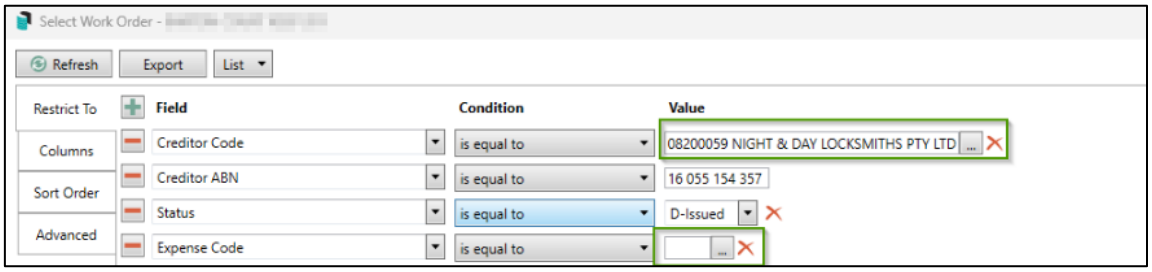
- Creditor Code
- Creditor Name
- Date Entered
- Status
- Reference
- Accepted Quote Amount
- Subject
- Job Details
- Originally Entered By



### 1.2 Field selection Changes

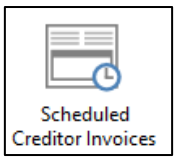
The following fields with the 'Select Work Order' screen (accessible via Creditor Invoice Preview) have been updated from a free text entry to selection lists, to enhance the usability:

- Creditor Code – now available as a selectable list for the value field
- Expense Code – now available as a selectable list for the Expense Code field




**Please Note –** The main 'Search Work Orders' function remains unchanged. The Creditor Code and Expense Code fields will continue to support text entry in this context, as the search operates across multiple buildings.

## 2. New Scheduled Creditor Invoices




A new menu option, 'Scheduled Creditor Invoices,' is now available as an enhancement to the New Creditor Invoices module currently being rolled out. This feature enables users to schedule, automate, and manage recurring or future-dated creditor invoices more efficiently, reducing manual effort and improving processing accuracy.

The module is designed to work seamlessly with existing creditor invoice workflows while providing greater control, visibility, automation, and centralised management of ongoing invoices.

**Please note –** 'Scheduled Creditor Invoices' is available only when New Creditor Invoices has been activated and is in use.

## 2.1 Overview

This module allows users to create creditor invoices for recurring or future transactions and schedule them for manual or automatic posting. Key enhancements include:

- A new menu option accessible from the desktop
- Dedicated menu options and security controls
- The ability to create, edit, view, process, and print scheduled creditor invoices
- Manual processing through the Scheduled Creditor Invoices module
- Automatic processing via the overnight scheduler, with invoice generation occurring when the scheduled date is due (on or before the current date)
- Ongoing automatic generation until the defined schedule end date is reached

## 2.2 Setting up Schedule Creditor Invoices

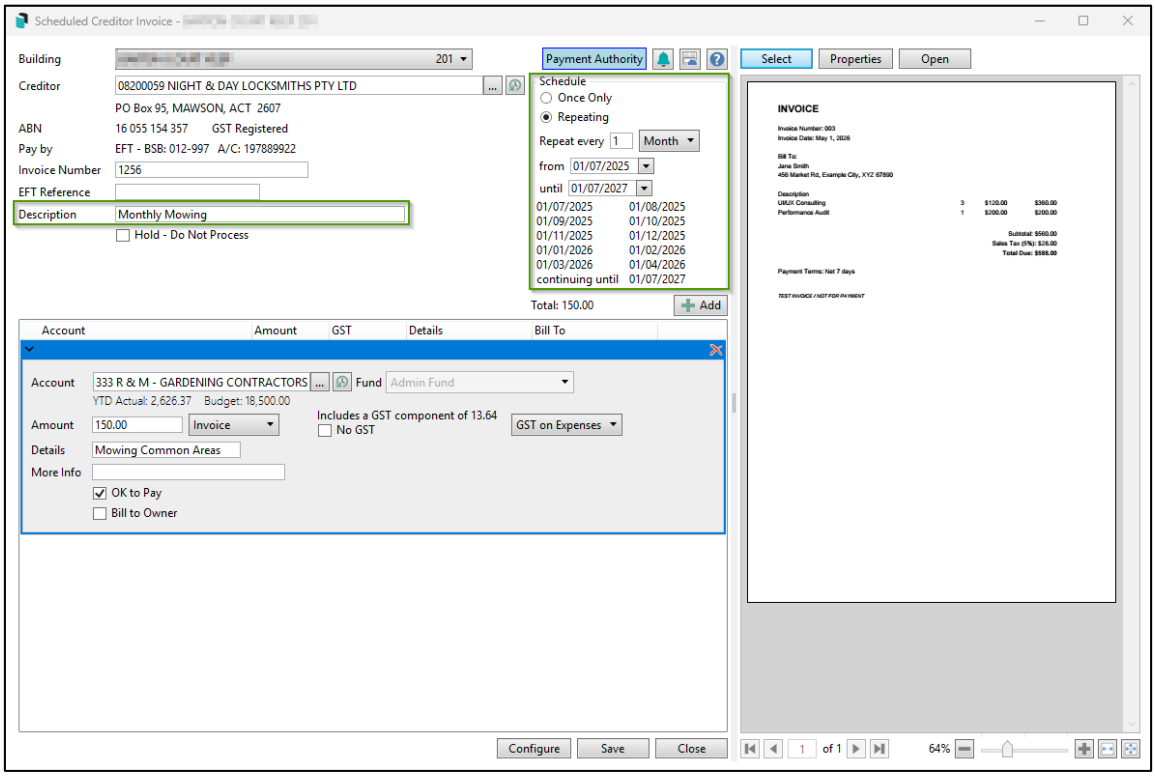
To set up a Scheduled Creditor Invoice:

1. Navigate to 'Scheduled Creditor Invoices' (subject to user permissions).
2. The Scheduled Creditor Invoices screen will open in search view.
3. Click 'Add.'
4. The New Scheduled Creditor Invoice screen will appear. This screen closely aligns with the New Creditor Invoices module and uses the same configuration settings.
5. Select the creditor for the scheduled invoice.

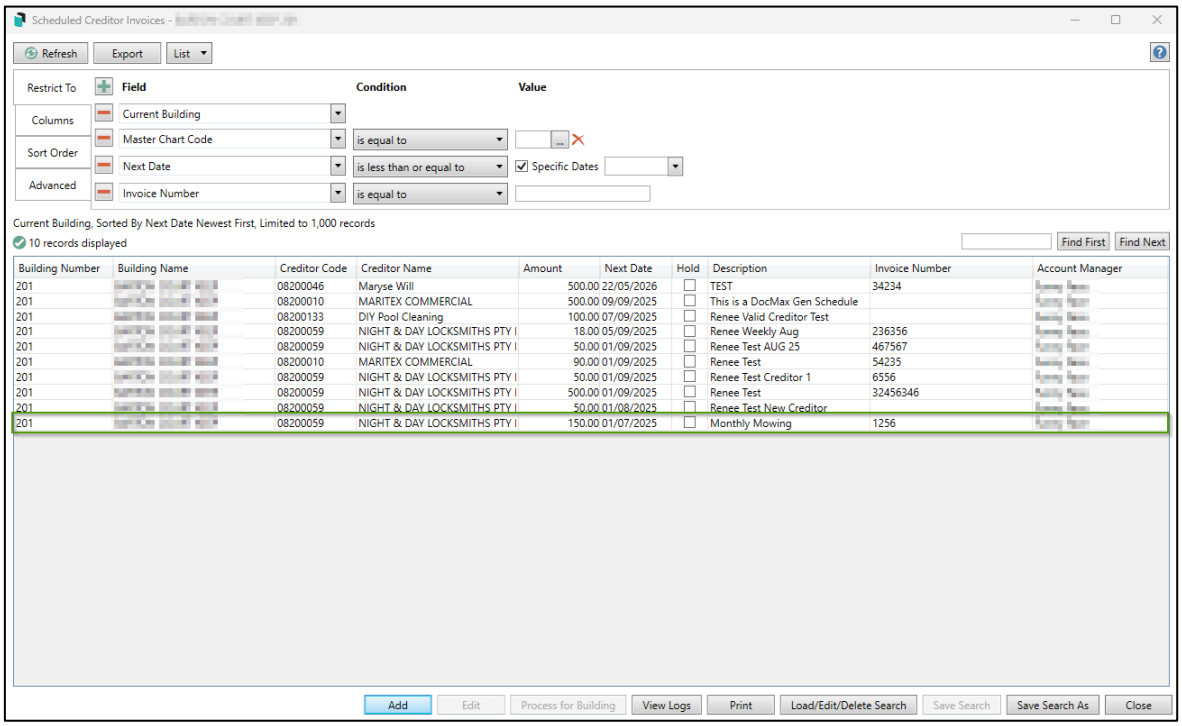
Please note – If compliance is enabled, creditors that are not valid cannot be selected, and scheduled invoices will not generate until compliance has been verified.

6. Enter the invoice number and EFT reference, if required. These fields are optional.
7. Enter a description for the scheduled creditor invoice.
   Important Note - This is a mandatory field. The description will not appear on the invoice itself, but it will be displayed in the Scheduled Creditor Invoices search results.
8. Select whether the schedule is Once Only or Repeating.
9. If Repeating is selected, both a 'From date and an Until date' must be entered.
10. All recurring dates will then be displayed in the user interface.
11. A document can be selected and attached to the scheduled invoice.
    Important note – If a document is attached to a scheduled invoice, it cannot be attached to any other creditor invoice going forward.

12. Complete the remaining creditor invoice details, including account, amount, and details.
13. Click 'Save.'




14. Once saved, the invoice will appear in Scheduled Creditor Invoices and will be available for manual processing by building or automatic processing via the overnight scheduler.




## 2.3 Processing Scheduled Creditor invoices

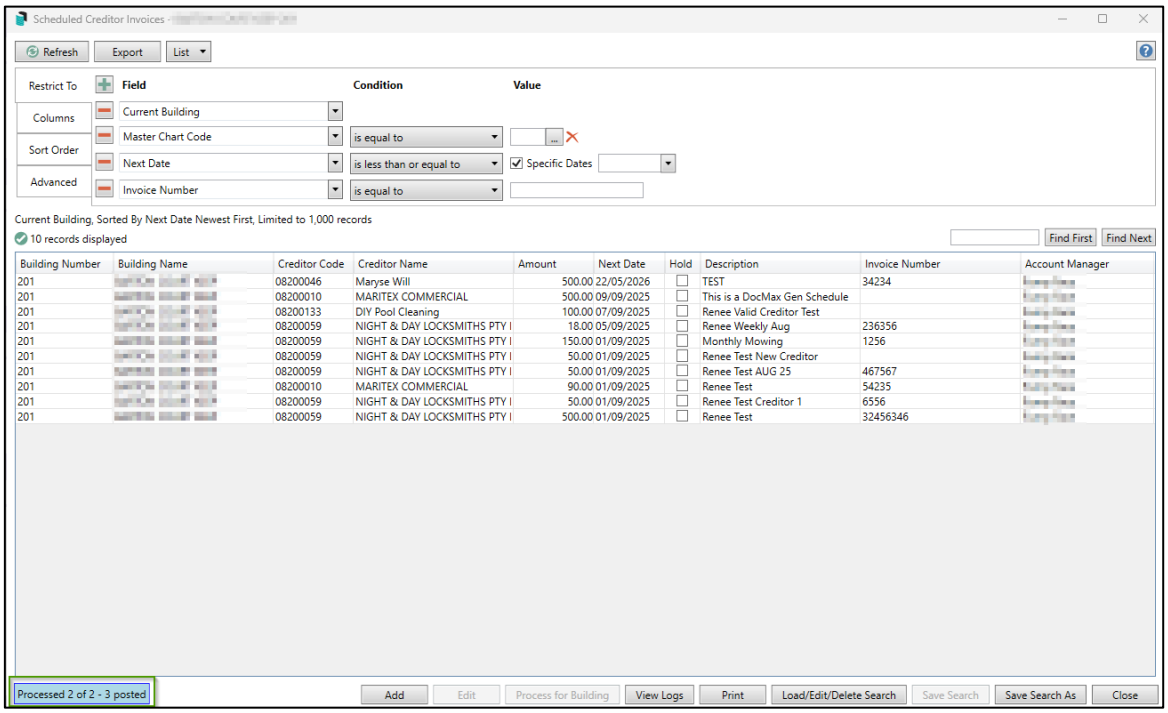
Scheduled Creditor Invoices can be processed in two ways:

- Manually – 'Process for Building'
- Automatically – via the nightly scheduler

### 2.3.1 Manual Processing

To manually process a scheduled creditor invoice:

1. Navigate to 'Scheduled Creditor Invoices.'
2. Select a building.
3. Click 'Process for Building.' This will process scheduled invoices for the currently selected building only.
4. After processing and posting the invoices, the system will display a confirmation message showing how many invoices were processed, how many were posted successfully, and whether any failed.

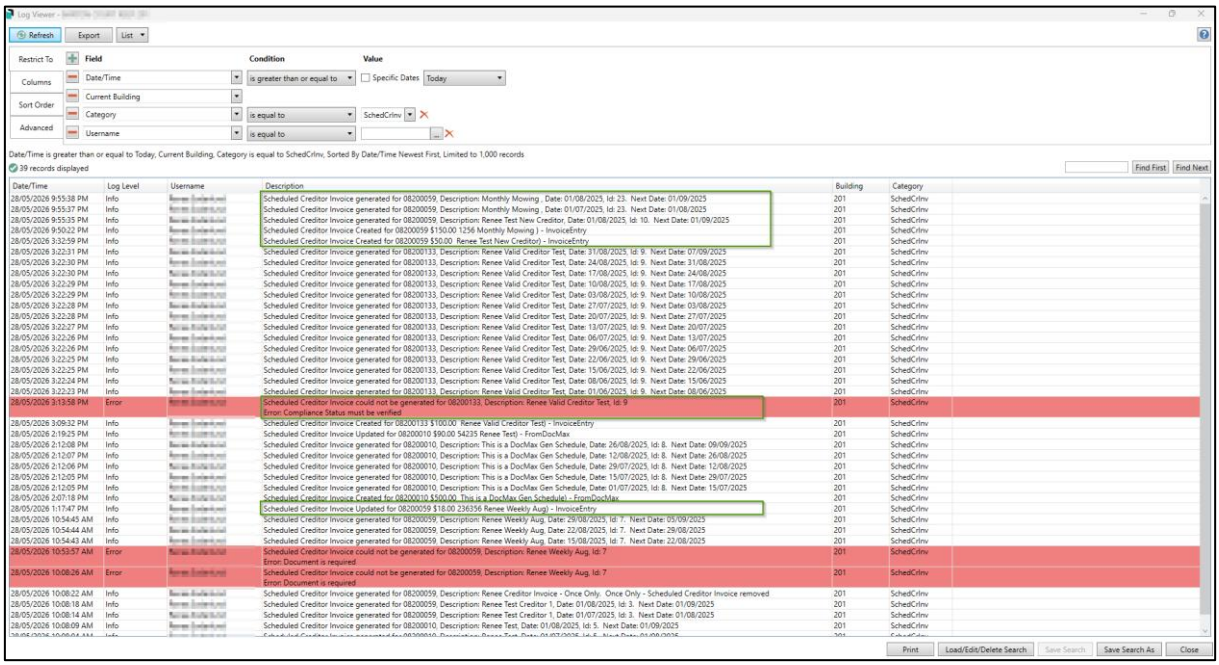



5. If any postings fail, or if you need to confirm what was processed, the 'View Log' option is available.

### 2.3.2 View Logs

Logs are available to review all actions that occur when schedules are processed. The log includes:

- Scheduled Creditor Invoice creation records
- Scheduled Creditor Invoice generation records
- Scheduled Creditor Invoice update records
- Any errors that prevent scheduled invoice generation

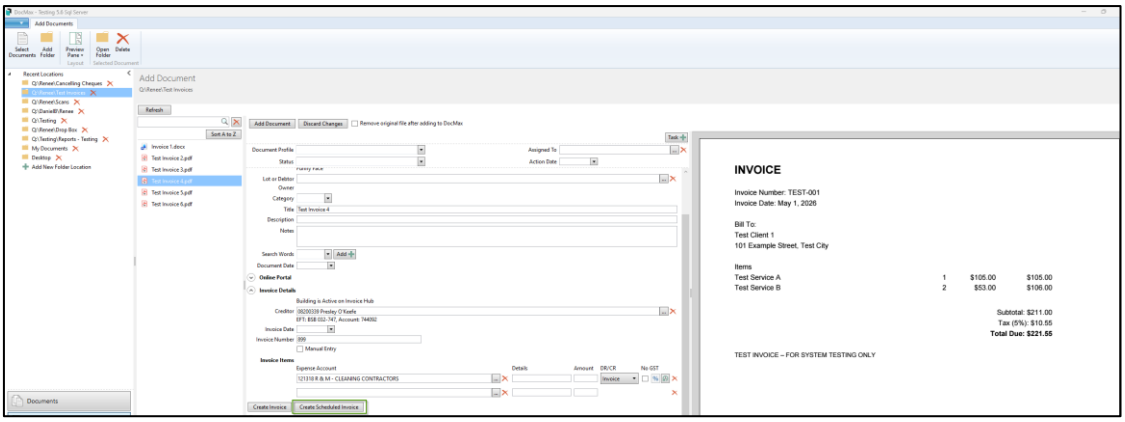


Logs can be printed or exported, and additional filters and columns can be added and saved as a search.

## 2.4 DocMax Integration – Scheduled Creditor Invoices

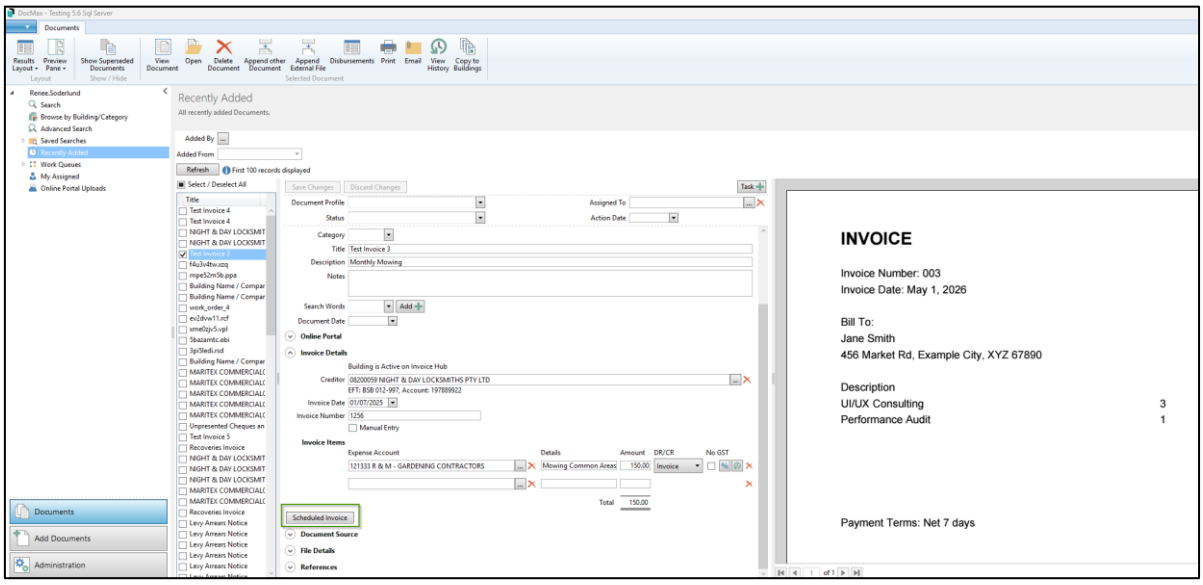
New options are available in DocMax Document Properties. The following options will be available in DocMax:

- When adding a new invoice via DocMax – a new option to create a scheduled creditor invoice is now available

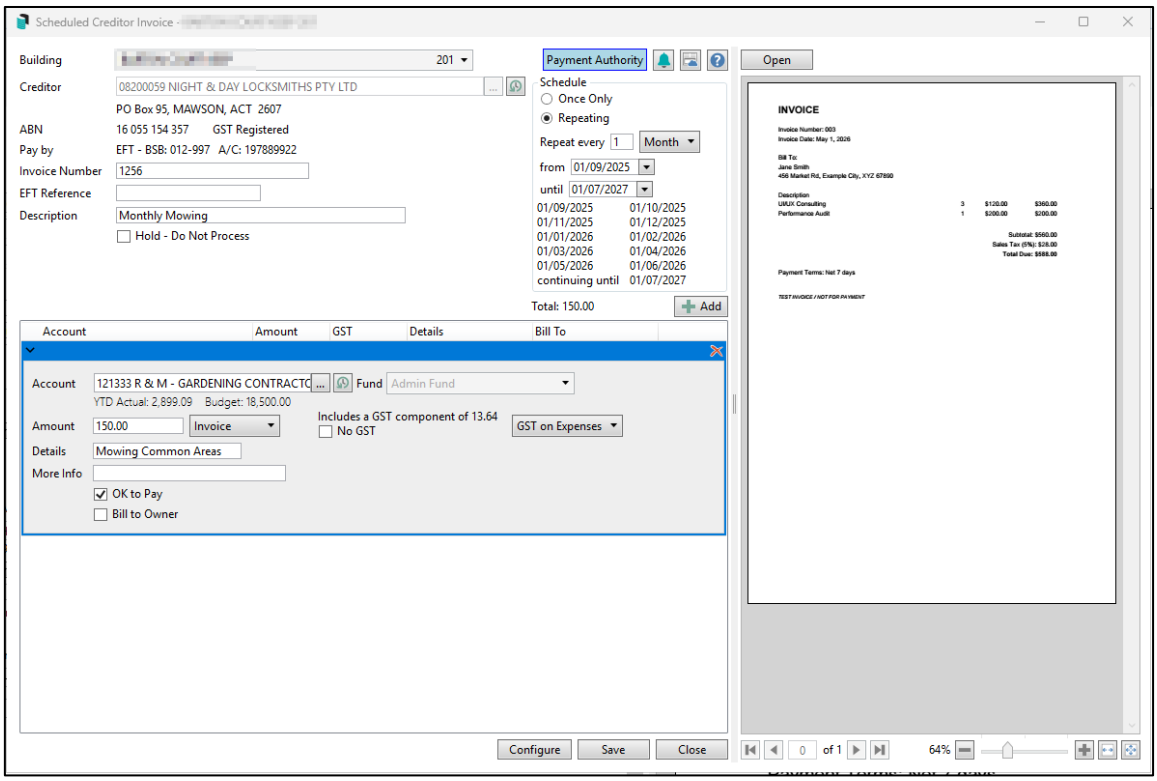


When 'Create Scheduled Invoices' is selected, the Scheduled Creditor Invoice module opens, allowing the user to enter creditor details and configure the schedule.

- A 'Scheduled Invoice' option is available for documents that have already been added

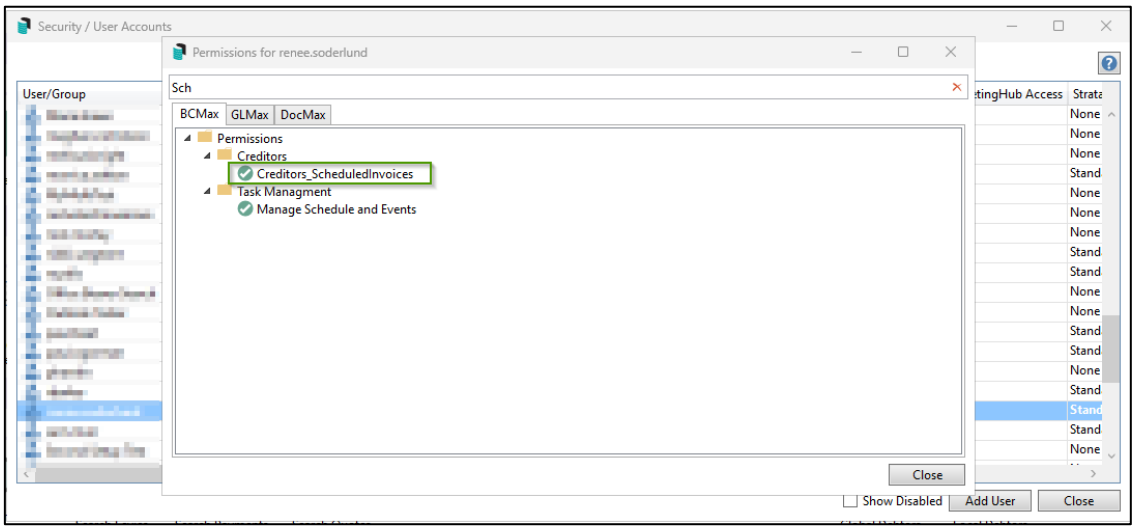



When the Schedule Invoice option is selected, the Scheduled Creditor Invoice screen opens, allowing the user to view the invoice details and make any required changes.



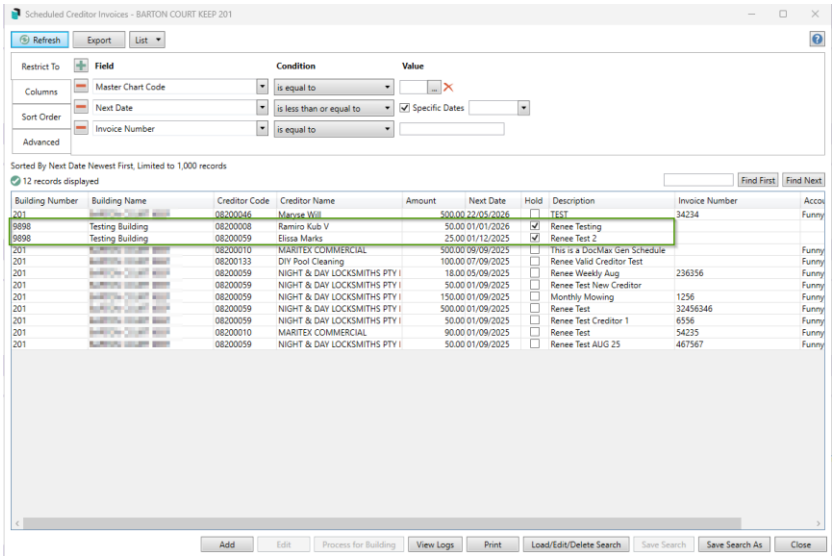
## 2.5 Security – Schedule Creditor Invoices

New security permission has been added for the Schedule Creditor Invoices to Allow, Deny and inherit permissions to the new module. If a user is not granted permission, then access with be denied. The default is that the user will have access if the new creditor invoices are being used.




## 2.6 Transfer of Buildings with Active Schedules

If a building is transferred from another company and has active Scheduled Creditor Invoices at the time of transfer, those schedules will automatically be placed on hold. They will remain clearly visible in the Scheduled Creditor Invoices screen, allowing the onboarding company to review and accept them as required.



# 3. Local Transactions - Year Selector Enhancements

## 3.1 Overview

The Local Transactions Year Selector has been enhanced to provide greater access to historical financial data. Users can now select and report on individual historical years, up to seven years in the past. Each year is presented as a single-selection option, ensuring that only records from the selected financial year are displayed. This enhancement improves accuracy, clarity, and efficiency when reviewing historical local transaction data.

## 3.2 Extended Year Selection for Local Transactions

### Summary

Allows users to select individual historical years when viewing Local Transactions, extending access up to seven years prior.

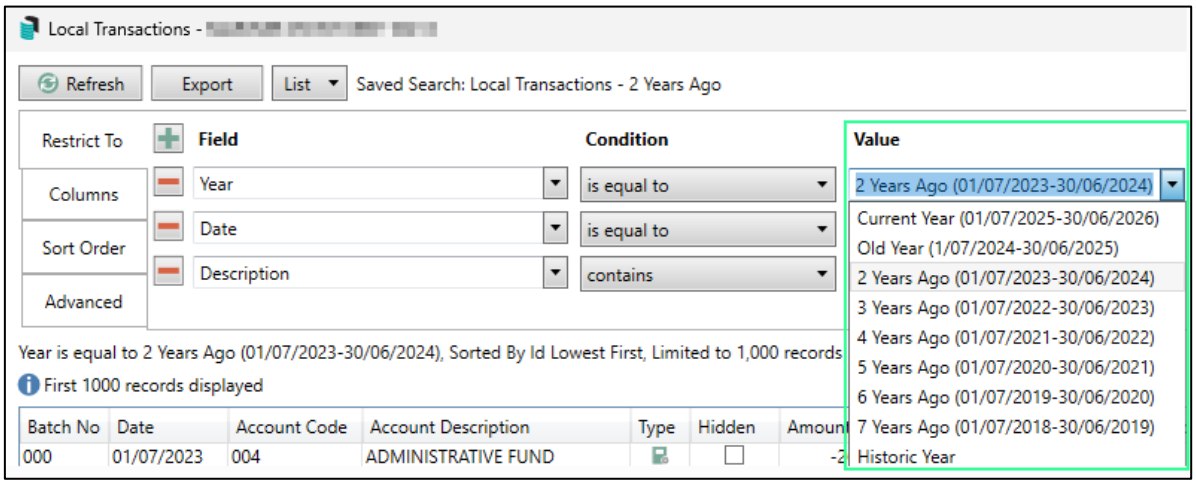
### Key capabilities:

- Displays up to seven historical years as individual selection options.
- Restricts results to the selected financial year only.
- Improves clarity when reviewing past transaction data.

### Accessing the new Year field Values

1. Navigate to Local Transactions
2. Click the Year Value Selector
3. Select the required historical year.

.




# 4. Utility Subgroup Record Reading List Search

## 4.1 Overview

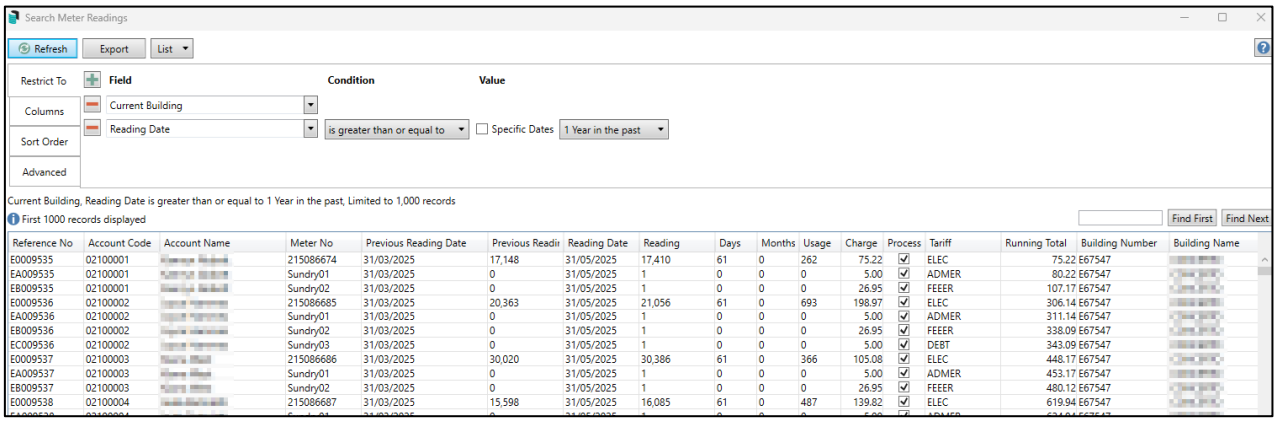
Utility Subgroups have been enhanced with a new search function which can produce search results for Utility Meter readings by account code, meters, reading dates and more.

## 4.2 Accessing the Report

The new search can be accessed by searching and selecting 'Record Reading List' in Utility Subgroups

## 4.3 Function

The search will load with the fields and columns below preset and can be further refined by modifying the search fields, conditions, or values. Searches can also be saved.




| Reference No | Account Code | Account Name | Meter No | Previous Reading Date | Previous Readi | Reading Date | Reading | Days | Months | Usage | Charge | Process | Tariff | Running Total | Building Number | Building Name |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| E0009535 | 02100001 | | 215086674 | 31/03/2025 | 17,148 | 31/05/2025 | 17,410 | 61 | 0 | 262 | 75.22 | ☑ | ELEC | 75.22 | E67547 | |
| EA009535 | 02100001 | | Sundry01 | 31/03/2025 | 0 | 31/05/2025 | 1 | 0 | 0 | 0 | 5.00 | ☑ | ADMER | 80.22 | E67547 | |
| EB009535 | 02100001 | | Sundry02 | 31/03/2025 | 0 | 31/05/2025 | 1 | 0 | 0 | 0 | 26.95 | ☑ | FEEER | 107.17 | E67547 | |
| E0009536 | 02100002 | | 215086685 | 31/03/2025 | 20,363 | 31/05/2025 | 21,056 | 61 | 0 | 693 | 198.97 | ☑ | ELEC | 306.14 | E67547 | |
| EA009536 | 02100002 | | Sundry01 | 31/03/2025 | 0 | 31/05/2025 | 1 | 0 | 0 | 0 | 5.00 | ☑ | ADMER | 311.14 | E67547 | |
| EB009536 | 02100002 | | Sundry02 | 31/03/2025 | 0 | 31/05/2025 | 1 | 0 | 0 | 0 | 26.95 | ☑ | FEEER | 338.09 | E67547 | |
| EC009536 | 02100002 | | Sundry03 | 31/03/2025 | 0 | 31/05/2025 | 1 | 0 | 0 | 0 | 5.00 | ☑ | DEBT | 343.09 | E67547 | |
| E0009537 | 02100003 | | 215086686 | 31/03/2025 | 30,020 | 31/05/2025 | 30,386 | 61 | 0 | 366 | 105.08 | ☑ | ELEC | 448.17 | E67547 | |
| EA009537 | 02100003 | | Sundry01 | 31/03/2025 | 0 | 31/05/2025 | 1 | 0 | 0 | 0 | 5.00 | ☑ | ADMER | 453.17 | E67547 | |
| EB009537 | 02100003 | | Sundry02 | 31/03/2025 | 0 | 31/05/2025 | 1 | 0 | 0 | 0 | 26.95 | ☑ | FEEER | 480.12 | E67547 | |
| E0009538 | 02100004 | | 215086687 | 31/03/2025 | 15,598 | 31/05/2025 | 16,085 | 61 | 0 | 487 | 139.82 | ☑ | ELEC | 619.94 | E67547 | |

The search supports the following fields:

| | |
|---|---|
| Account Code | Legislation |
| Account Manager | Management Office |
| Account Name | Meter Number |
| Bill Item Name | My Buildings |
| Billing Current Year End | Previous Reading |
| Billing Current Year Start | Previous Reading Date |
| Building Locked | Processed |
| Building Long Name | Reading |
| Building Name | Reading Date |
| Building Number | Reference No |
| Building Type | Regulatory Module |
| Charge Current Building | State |
| Days | Taken on Date |
| Id | Tariff |
| Is Estimated | Usage |

Searches can be limited to specific fields including account codes, reading dates, meter no, specific buildings or run globally and can be exported to Excel or printed.

**Note:** The legacy Reading Record List will continue to be available under Utility Billing, GoTo Menu.

# 5. Search Enhancements – Account Type Field

## 5.1 New 'Account Type' Field

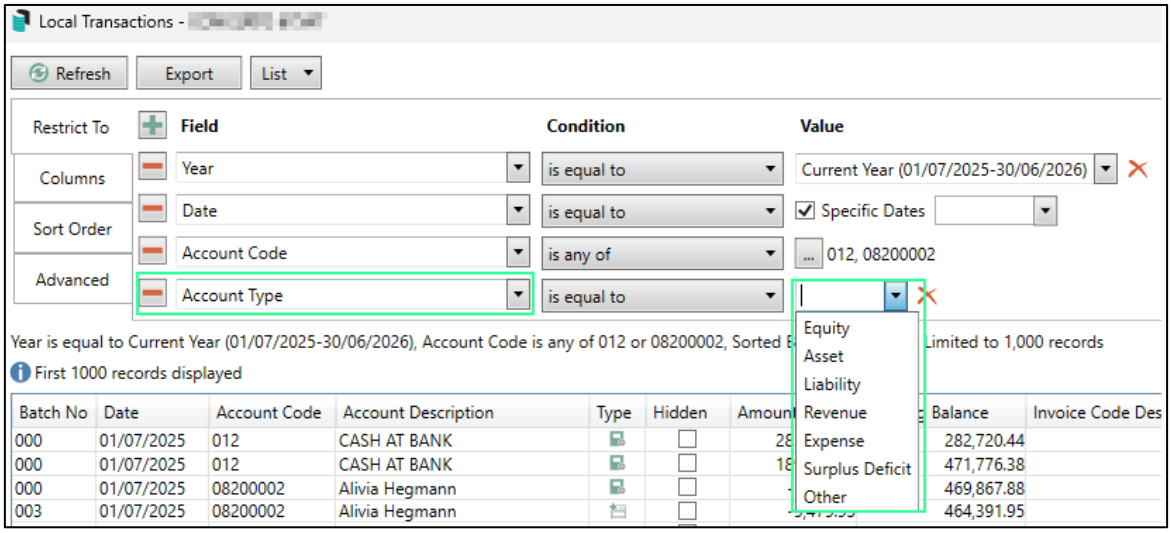
A new field 'Account Type' has been added to the following searches:

- Search Local Accounts
- Search Global Accounts
- Local Transactions
- Global Transactions

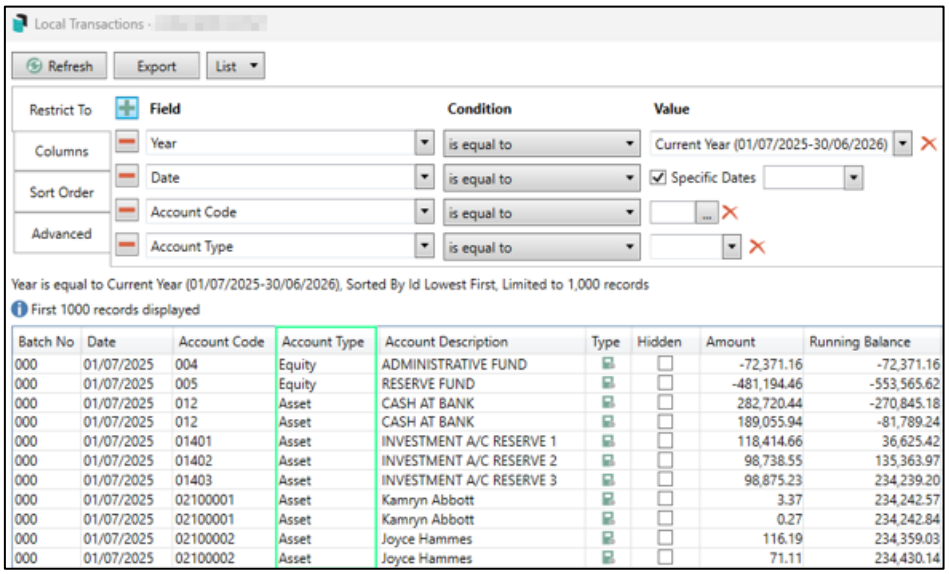
This field can be set to filter for a specific account type (e.g. Expense or Equity) and can be added as a column.

To add the Account Type field to a search, navigate to one of the above searches, click + to add a field and filter by 'Account Type.'

To add the Account Type field as a column, navigate to one of the above searches, select the Columns tab and filter 'Account Type to see the new field.




When set, the column will display the type of account for the selected Account Code.




| Batch No | Date | Account Code | Account Type | Account Description | Type | Hidden | Amount | Running Balance |
|---|---|---|---|---|---|---|---|---|
| 000 | 01/07/2025 | 004 | Equity | ADMINISTRATIVE FUND | | | -72,371.16 | -72,371.16 |
| 000 | 01/07/2025 | 005 | Equity | RESERVE FUND | | | -481,194.46 | -553,565.62 |
| 000 | 01/07/2025 | 012 | Asset | CASH AT BANK | | | 282,720.44 | -270,845.18 |
| 000 | 01/07/2025 | 012 | Asset | CASH AT BANK | | | 189,055.94 | -81,789.24 |
| 000 | 01/07/2025 | 01401 | Asset | INVESTMENT A/C RESERVE 1 | | | 118,414.66 | 36,625.42 |
| 000 | 01/07/2025 | 01402 | Asset | INVESTMENT A/C RESERVE 2 | | | 98,738.55 | 135,363.97 |
| 000 | 01/07/2025 | 01403 | Asset | INVESTMENT A/C RESERVE 3 | | | 98,875.23 | 234,239.20 |
| 000 | 01/07/2025 | 02100001 | Asset | Kamryn Abbott | | | 3.37 | 234,242.57 |
| 000 | 01/07/2025 | 02100001 | Asset | Kamryn Abbott | | | 0.27 | 234,242.84 |
| 000 | 01/07/2025 | 02100002 | Asset | Joyce Hammes | | | 116.19 | 234,359.03 |
| 000 | 01/07/2025 | 02100002 | Asset | Joyce Hammes | | | 71.11 | 234,430.14 |

# 6. Search Enhancements – Grouped Summary option.

## 6.1 Overview

All searches have been enhanced to allow the ability to summarise searches by grouping by fields.

Users can now switch between two search views using a new dropdown at the top of search screens:

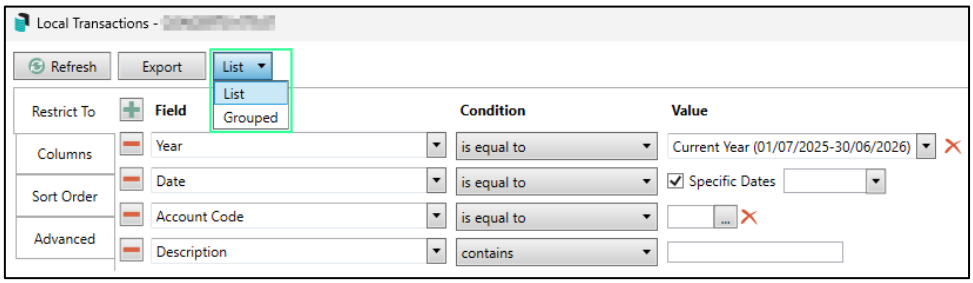
- List View – your familiar, detailed view (default)
- Grouped View – a new way to see summarised, high-level data.

Grouped view is designed to make it easier to analyse and report on your data without needing to export it first.

## 6.2 Grouped Search Option

A combo box is now available at the top of searches with:

- List (default) – existing behaviour.
- Grouped – new grouped view



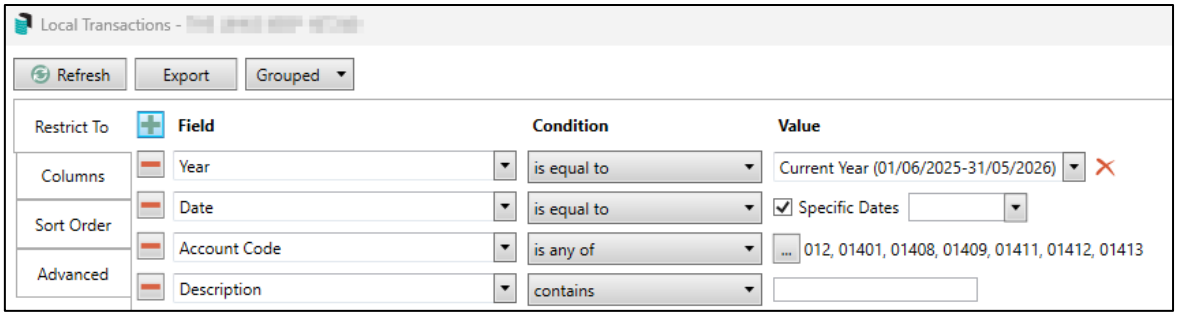

By selecting Grouped searches user can:

- Quickly analyse summarised data across records
- Save and reload grouped searches.
- Export or print results for reporting.

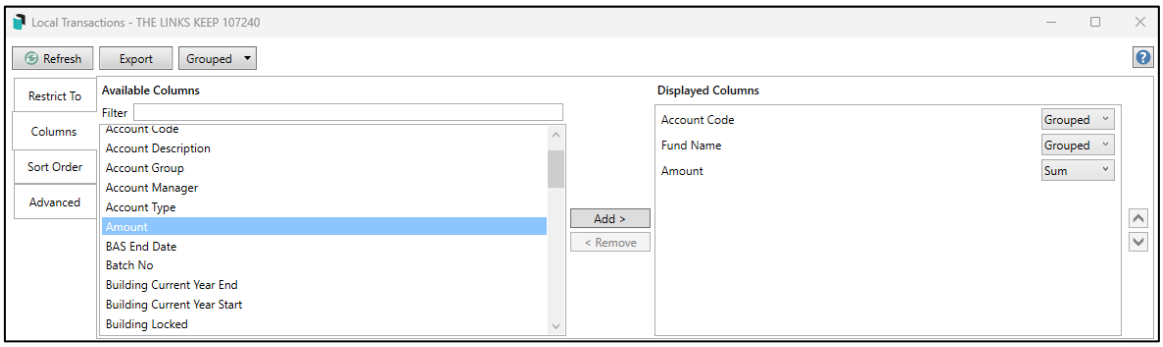
## 6.3 Using the Grouped View Search

To Setup a Grouped search:

1. Navigate to a search (E.g. Search Local Transactions) and set relevant restrictions.




2. Select 'Grouped' in the combo box.
3. Click the columns tab to set up the columns that should be grouped. (E.g. Account Code, Fund Name and Amount)




4. Click refresh to display the grouped results.

| Account Code | Fund Name | Amount (Sum) |
|---|---|---|
| 012 | Admin Fund | -474,722.25 |
| 012 | Sinking Fund | 544,432.66 |
| 01401 | Sinking Fund | 20,453.85 |
| 01408 | Sinking Fund | 56,309.15 |
| 01409 | Sinking Fund | 137,889.46 |
| 01411 | Sinking Fund | 109,456.02 |
| 01412 | Sinking Fund | 31,436.84 |
| 01413 | Sinking Fund | 60,000.00 |

## 6.4 Grouped column sort options.

Text based fields (E.g. Account Code field) can be sorted using the following options:

- Grouped - will show grouped data for the selected column.
- Minimum – will show the minimum value in the data for the selected column.
- Maximum – will show the maximum value in the data for the selected column.
- Count – will show the number of records in the data for the selected column.

Numeric based fields (E.g. Amount field) can be sorted using the following options:

- Grouped - will show grouped data for the selected column.
- Minimum – will show the minimum value in the data for the selected column.
- Maximum – will show the maximum value in the data for the selected column.
- Count – will show the number of records in the data for the selected column.

- Sum – will calculate the total value of the data for the selected column.
- Average - will calculate the average value of the data for the selected column.

Set these options when selecting columns for the grouped data.

## 6.5 Grouped search capabilities.

Grouped searches can:

- Be saved and loaded as a saved search.
- Be Exported and Printed

Grouped searches cannot:

- Be added to Dashboards.
- Show the details panel.
- Use actions requiring item selection (no low-level interaction)
- Be used for DocMax searches.

## 6.6 Grouped search limitations.

The following columns have been excluded from Grouped searches:

### Building Search

- Number of Lots (Standard, Active, All)
- Number of Residential Units
- Number of Commercial Units
- Contribution Entitlements
- Interest Entitlements

- Override Letterhead

### Building Health

- Last Levy Date
- Last Levy Value
- Next TD Amount

### Creditor Search

- Telephone
- Facsimile
- Mobile
- Home Phone
- Bank Account is Unverified
- Un-invoiced Work Orders

### Creditor Invoice Item Search

- Tax Code
- Payment References

### Other Searches

- Distribution Log – Buildings
- EFT Search – BPAY CRN
- Levies Search – Outstanding
- Management Fees – Year End
- Office Bearer Search – Is Invoice Hub Approver
- Payments Search – Email To
- Contacts Search – Is A Current Owner
- Inspections Search – Last Inspected
- Tasks Search – Next Item in Checklist
- Insurance Search – Sum Insured

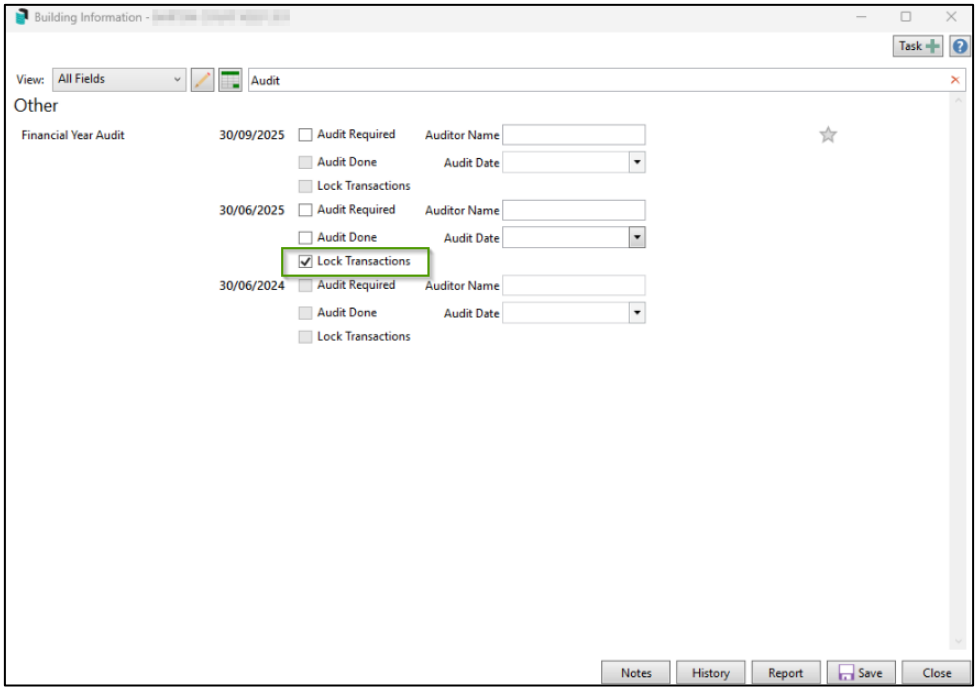
# 7. Building Information – Transaction Lock

## 7.1 New Option Transaction Lock

A new setting has been added to Building Information to allow transactions for the previous financial year to be locked. As the system now supports processing Creditor Invoices in the old year, this setting provides an internal control to prevent further processing of those transactions when required. This is particularly useful once accounts have been prepared for the AGM and formally approved.

This setting functions similarly to the existing Audit Check. To access the new option:

1. Navigate to 'Building Information'
2. Type in the Search field 'Audit.'
3. Under Financial Year Audit, the new 'Lock Transactions' option will be available.

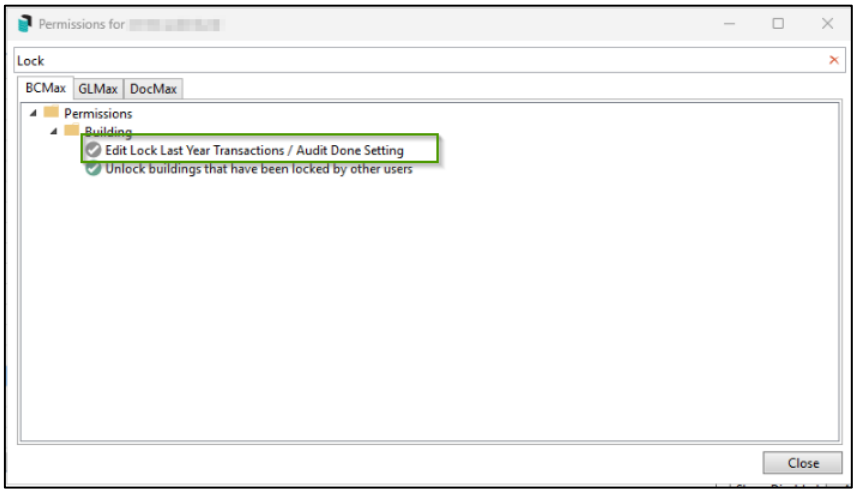



## 7.2 Security Option – Transaction Lock

A new security permission has also been added for the Building Information – Lock Transactions setting. Follow the steps below to access and assign this permission:

1. Navigate to 'Security'
2. Select the Username
3. Right click on the Username
4. Select 'Edit Permissions'
5. In the Search type 'Lock'

6. The new permission will be available 'Edit Lock Last Year Transactions / Audit Done Settings.'
7. Set to Allow, Deny, or Inherit

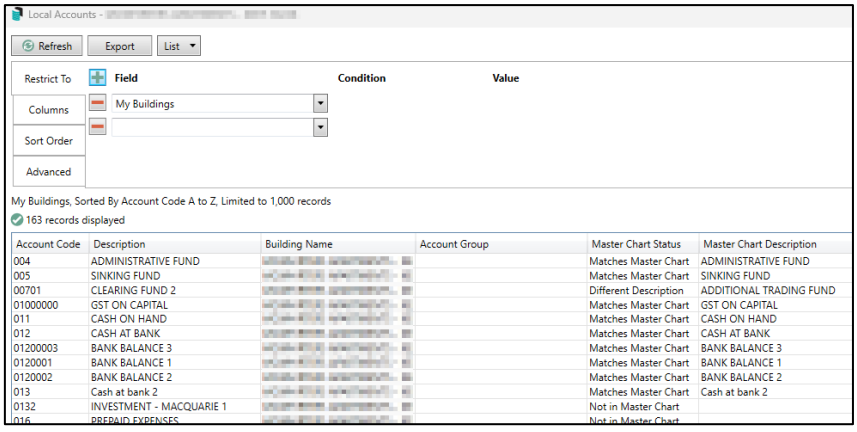



## 8. New Search Restriction

New search restriction titled 'My Buildings' has been introduced across multiple search functions. This feature enables clients to limit search results to only those buildings for which they are assigned as the Account Manager.

Note the new search restriction 'My Buildings' is not a column heading and cannot be added via Available Columns.

1. Navigate to Search Local Accounts
2. Restrict to field, select My Buildings

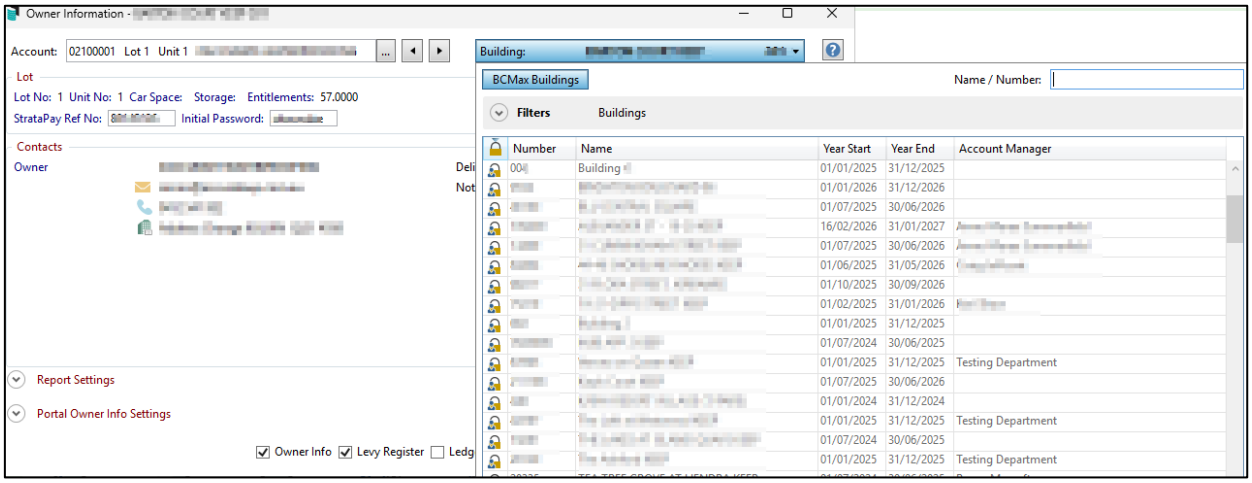


# 9. Locked Buildings

Buildings that are locked by other users can no longer be selected from the common building selection screens used throughout StrataMax. Locked Buildings will appear disabled and cannot be selected.

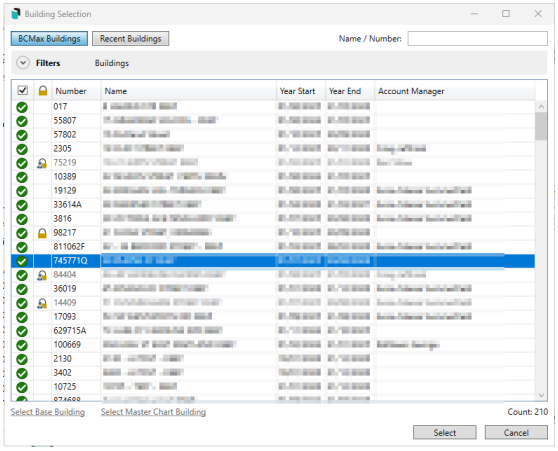
The example below demonstrates this behaviour using the Owners Info screen building selector:

1. Navigate to 'Owner Info'
2. Drop down the building selector list.

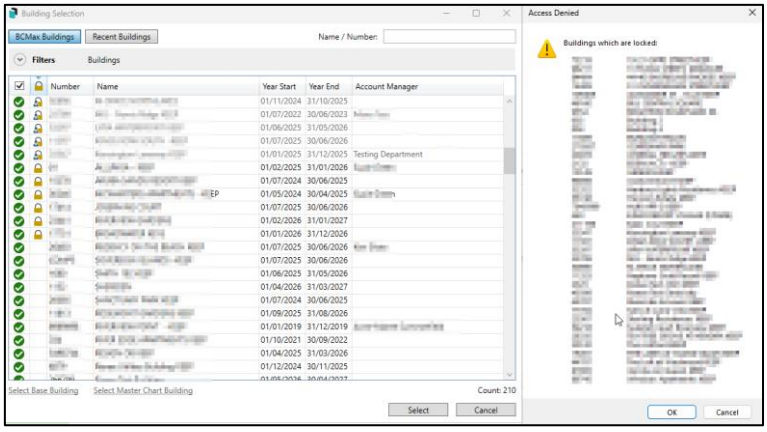



An additional enhancement has also been applied to Report Distribution when 'Select All' is used in the Select Building list. When the user clicks Ok, all buildings will be added to the report set except those currently locked by other users.
If any locked buildings are included in the selection, the user will receive an 'Access Denied' warning listing the locked buildings. Clicking 'Ok' to the message box will allow the user to proceed, and the locked buildings will be excluded from the report set.
The following steps provide an example of this process:

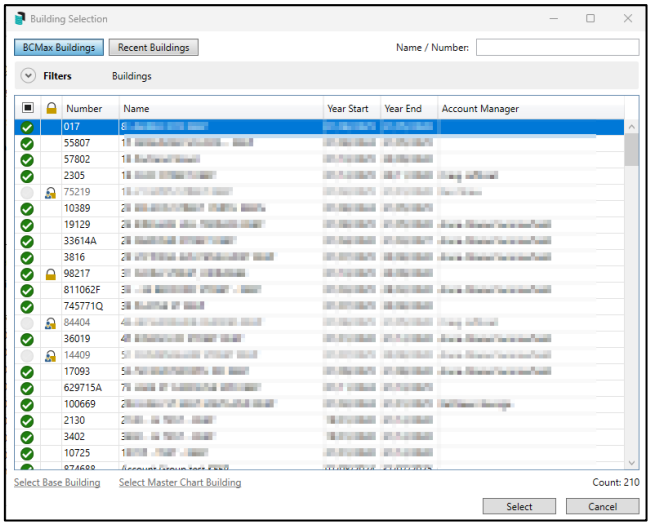
1. Navigate to 'Merge Letters' as an example
2. Untick Merge letters and select a report
3. Select the Building dropdown
4. Building selector list will appear, select the 'Select All' option or 'CTRL A' to select all
5. All buildings including locked buildings will be selected
6. Click Select




7. Buildings which are locked screen will appear to alert the user




8. Click on 'Ok'
9. Locked buildings have been excluded from the building selection and will not be reported.



# What's Better

- Aged Balance report – when Aged Balance report was run via the Portal, Amalgamation, Removal of Lot, Resubdivisions were appearing on the report. This has been resolved.
- Creditor Invoice (Preview) – If the user has no permissions for Creditor Invoice (Preview) GLMax, the system will no longer allow the user to select a GLMax Company.
- DocMax Properties - When Entering an Invoice and Selecting a Creditor set for EFT the system will no longer truncate the EFT Details.
- DocMax – Validation has been introduced to date range searches to ensure the system does not error when extremely old dates are entered.
- DocMax - Documents in a work queue were removed from the queue until refreshed when another document was appended. This has been resolved.
- Creditor Invoices (preview) - when selecting a new building, the available Funds list is now displaying correctly selected building.
- Change of Ownership – During a Change of Ownership for a Lot with Legal action, an error was occurring due to the truncation of Notes. This has been resolved.
- Report Distribution – when printing Levies notices the Description and Building fields were not being populated in the print log, in Log Viewer. This has been resolved.
- Bank Reconciliation Error - Bank Reconciliation will no longer allow posting to appropriation accounts.
- Building Information - A duplicate record error will no longer be produced when changing the ATO creditor to a Master Chart code in Building Information.