

Deltek Costpoint® 7.1.1

Cumulative Release Notes for June 2018

June 29, 2018

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Overview

This document is a compilation of the release notes distributed for the enhancements made in Costpoint, Budgeting and Planning, and Time & Expense in June 2018. This document includes descriptions of the enhancements in relation with system jars, application jars, libraries, and regulatory updates since the last system jar release.

Note: Release notes contain summaries of the enhancements made. Refer to the online help for additional details.

[Costpoint 7.1.1 Online Help](#)

Platform Changes

There are no platform changes for this release.

Installation Instructions

Custom Programs Affected

Sometimes an update can cause custom programs and reports to stop working as expected. Before applying this update, consider whether you have any custom programs or reports in the application area affected by the update. If so, contact Deltek Support Center at <https://deltek.custhelp.com> before you install the update.

To Download the HotFix/Feature Update:

1. From Internet Explorer, go to <https://dsm.deltek.com>.
2. Click **Run Deltek Software Manager**.
3. Log in using your Deltek Support Center credentials.
4. In the left pane of the Deltek Software Manager, expand your Deltek product.
5. Expand the Hot Fixes folder for your product, and select the update to download.
6. Click **Download** at the bottom of the screen.

To Install the HotFix/Feature Update:

Refer to the installation instructions posted on Deltek's Support Center site, <https://deltek.custhelp.com>.

- For Costpoint 7.1.1 updates, refer to Knowledge Base article 79232.
- For Costpoint 7.0.1 updates, refer to Knowledge Base article 73769.
- For Costpoint 7.0 updates, refer to Knowledge Base article 67722.

Before you install this update, please review all previous updates in the Knowledge Base article. You may need to install prerequisite programs or database patches (described in the Knowledge Base article) prior to installing this update. Note that when you download an update using Deltek Software Manager (DSM), all dependent files are automatically downloaded.

To Check to See if the HotFix is Installed:

1. Open the application that was updated.
2. Click **Help > About Costpoint** from the Costpoint toolbar. This will display a screen that shows you the latest update JAR for the application that is open, as well as the latest system JAR and all patches applied to the system.

To Check to See if the Feature is Installed:

1. Click **Help > About Costpoint** from the Costpoint toolbar.
2. Open the Features subtask and click the Feature that was just installed.
3. Open the Applications subtask. Check the list of applications and their corresponding application jars and see if they are correct and have been successfully deployed (highlighted in green).
4. Open the Patches subtask. Check the list of patches and see if they are correct and have been successfully deployed (highlighted in green).

Note: Most of the features installed have their corresponding patches, but not all.

More Information:

If you have any questions, please contact Deltek Support Center at <https://deltek.custhelp.com>

Costpoint

Accounting

There are no changes to the Accounting domain for this release.

Contracts

Contract and Subcontracts

Costpoint now provides you the ability to generate reports in the Contracts domain, which can help you determine if decisions need to be made regarding a contract or subcontract. These reports provide contract and subcontract details including but are not limited to the following:

- Total award and percent complete values
- Task orders that have been assigned to specific vehicles
- Expiration dates of non-disclosure agreements and certificate of insurance
- Contract types and end dates

You have various options for grouping and sorting the data in the reports. You can also include inactive contracts and subcontracts.

Four new applications have been created to support this enhancement, while two existing screens were recently updated. In a previous release, a new check box (**Exclude from Reports**) was added to Manage Contracts and Manage Subcontracts to allow you to exclude certain contracts and subcontracts from reports generated in the Contracts domain.

Screen Updates

Print Contract Backlog Report (CNRBKL)

Use this new screen to print the Contract Backlog Report. This report displays the percent complete funding values and revenue for the contracts in the selected range of prime contract numbers, contract vehicles, and contract types. You can use this information in determining how much money is left on each contract and whether action needs to be taken due to contract overruns.

You can sort the data in the report by contract end date and contract vehicle as well as include inactive contracts. There is an option to select either the target or actual rate, which is used to display actual or target revenue or percent complete funding.

To access the screen, go to **Contracts » Contracts » Contract Reports and Inquiries » Print Contract Backlog Report**.

Print Contracts by Administrator Report (CNRADM)

You can now print contract information by contract administrator through this new screen. The Contracts by Administrator Report lists all the contracts sorted by contract administrator in the selected range of contract statuses, contract types, and contract vehicles. It includes information on awarded and funded contract values, task order numbers, and risk status. You can use this report to assess the responsibilities and workload of the contract team.

The report can include inactive contracts and can be sorted by administrator ID or name.

You can access the screen by clicking **Contracts » Contracts » Contract Reports and Inquiries » Print Contracts by Administrator Report**.

Print Contract Vehicle Report (CNRVEH)

This new screen allows you to print a list of contracts grouped by contract vehicle in the selected range of vehicle codes, contract statuses, contract types, and primary customers. The task orders assigned to contract vehicles as well as contract and funded values are also included in the report.

Data in the report is automatically sorted by vehicle code, but you have options to include additional sorting option levels by contract end date, status, and/or type. You can also include inactive contracts.

To access this application, click **Contracts » Contracts » Contract Reports and Inquiries » Print Contract Vehicle Report**.

Print Vendor COI & NDA Expiration Report (CNREXP)

Use this new application to print a report containing expiration dates of subcontractor certificate of insurance (COI) and non-disclosure agreement (NDA) documents associated with subcontractors.

By default, the report is sorted by subcontractor/vendor ID, but you can select NDA expiration date or COI expiration date as the second sorting level.

You can access this screen through **Contracts » Contracts » Subcontract Reports and Inquiries » Print Vendor COI & NDA Expiration Report**.

Application Jar Requirements

The following table lists the Costpoint 7.1.1 screens affected by this update. It includes the required JAR version for each application, if applicable.

Domain	Module	Application ID	Application Name	Application File
Contracts	Contracts	CNRBKL	Print Contract Backlog Report	cp711_cnrbkl_001.zip
Contracts	Contracts	CNRVEH	Print Contract Vehicle Report	cp711_cnrveh_001.zip
Contracts	Contracts	CNRADM	Print Contracts by Administrator Report	cp711_cnradm_001.zip
Contracts	Contracts	CNREXP	Print Vendor COI & NDA Expiration Report	cp711_cnrexp_001.zip

Patch 3478

PATCH3478 has been released in preparation for the future enhancements for the Manage Opportunities screen.

New Contracts Domain: Change to Import GovWin IQ Data

In a previous release, the Contract Management module under the Projects domain was changed to a separate Contracts domain. With this change, new modules were created and several applications within the Contract Management solution were moved to these new modules.

The Import GovWin IQ Data application was among those that were transferred to the Opportunities module. However, access to this application was retained under the Contract Management Controls module.

In this release, the access rights to this screen is now under Opportunities. Make sure that you check if your users and user groups are assigned the correct application rights through the Manage Users and Manage User Groups screens in the Admin domain.

System Requirement

This enhancement requires PATCH3424.

Application JAR Requirements

Domain	Module	Application ID	Application Name	Application File
Contracts	Opportunities	CTPIQDAT	Import GovWin IQ Data	cp711_ctpiqdat_003.zip

GovWin IQ Subtask Updates

Several new fields have been added and changed on the GovWin IQ subtask of Manage Opportunities to allow you to modify entries in some of the fields and sort data based on milestone dates, GovWin IQ login ID, and employee ID. The application logic has also been updated when matching the employee ID with the employee's GovWin IQ login ID.

More details are listed below:

- GovWin IQ Key Dates subtask
 - The Comments and Responsible Party fields are now editable.
 - You can now sort data by Milestone, Date (IQ Estimate), Comments, and Responsible Party.
- GovWin IQ Added By subtask
 - A new field, **GovWin IQ ID**, has been added. For **GovWin IQ** records, this field displays the GovWin IQ login ID of the employee who marked the opportunity in GovWin IQ for import into Costpoint. For **Manual** or new records, click lookup to select the GovWin IQ login ID of the employee who also recommended the opportunity but did not tag the opportunity record in GovWin IQ. The **GovWin IQ ID** is mapped to the employee on the Product Interface tab of Manage Employee Information.
 - The **Name** field has been split to **First Name** and **Last Name** to display the employee's first and last names in separate columns. These fields are editable only for **Manual** records.
 - You can now sort data by **GovWin IQ ID**, **First Name**, **Last Name**, **Employee ID**, and **Source**.
 - When importing **GovWin IQ** records, the system will match the user login ID in GovWin IQ to a Costpoint employee using the following logic:
 1. Costpoint matches the GovWin IQ login ID (email address used for login) to the Costpoint field EMPL.GOVWINIQ_LOGIN_ID.
 2. If not found, Costpoint matches the GovWin IQ login ID to EMPL.EMAIL_ID.
 3. If still not found, Costpoint matches the first name and last name from GovWin IQ to the EMPL.FIRST_NAME and EMPL.LAST_NAME fields in Costpoint.
 4. If still not found, the **Employee ID** field on the GovWin IQ Added By subtask is left blank and non-editable.

System Requirement

This enhancement requires PATCH3434

Application JAR Requirement

The following table lists the Costpoint 7.1.1 screens affected by this update. It includes the required JAR version for each application, if applicable.

Domain	Module	Application ID	Application Name	Application File
Contracts	Opportunities	CTMOPP	Manage Opportunities	cp711_ctmopp_077.zip

Ability to Exclude Contracts and Subcontracts from Reports

A new check box, **Exclude from Reports**, has been added to the Manage Contracts and Manage Subcontracts screens to allow you to indicate which contract/subcontract records should be excluded from reports in the Contracts domain. This is important when you need to generate reports and exclude certain types of contracts (for example, indefinite delivery/indefinite quantity and blanket purchase agreement contracts or subcontracts) to avoid overstating the reports.

Note: This change has been rolled out in preparation for the future release of the new reporting screens in the Contracts domain.

System Requirements

This enhancement requires the following:

- PATCH3453
- PATCH3456

Application JAR Requirements

The following table lists the Costpoint 7.1.1 screens affected by this update. It includes the required JAR version for each application, if applicable.

Domain	Module	Application ID	Application Name	Application File
Contracts	Contracts	CTMCNTR	Manage Contracts	cp711_ctmcntr_007.zip
Contracts	Contracts	CTMSBCNTR	Manage Subcontracts	cp711_ctmsbcntr_007.zip

Projects

There are no changes to the Projects domain for this release.

People

There are no changes to the People domain for this release.

Regulatory and Compliance

2018 Kentucky Withholding Tax

Kentucky's withholding tax formula was updated to reflect the recently enacted 5% flat tax rate. In relation to the change, this release updates Costpoint so that the 2018 withholding tables reflecting the 5% flat tax rate will be used in payroll. The following are updates to the existing records for Kentucky, effective January 1, 2018, on the Manage State Taxes screen and Manage State Tax Tables screen.

- The withholding formula was updated to use a 5% flat tax rate.
- The exemption credit of \$10 was removed.

Attention: For more information, please refer to the following link on the Kentucky Department of Revenue website:
[https://revenue.ky.gov/Forms/42A003%20\(TCF\)%202018%20Withholding%20Tax%20Formula%20\(Released%20May%202018\).pdf](https://revenue.ky.gov/Forms/42A003%20(TCF)%202018%20Withholding%20Tax%20Formula%20(Released%20May%202018).pdf)

System Requirements

This enhancement requires Costpoint 7.1.1 PATCH3476.

Warning: You must install the following before installing PATCH3476:

System JAR 028

PATCH3374 — New York, Ohio and Wyoming SUTA Wage Base

PATCH3385 — Virgin Island SUTA Wage Base / Oregon and Virgin Island State Tax

PATCH3396 — Add State Filing Status of Exempt

PATCH3401 — Louisiana Withholding Tax

PATCH3459 — Utah and Idaho State Tax

PATCH3471 — Utah State Tax

PATCH3465 — Colorado State Tax

If you attempt to install patches 3374, 3385, 3396, 3401, 3459, and 3471 after installing the May 2018 Colorado tax table update (PATCH3465), the state updates will not be properly implemented.

IMPORTANT NOTES

Warning: Unless specifically noted in the release notes, any future federal and state tax table changes (not just Colorado) will require the following:

System JAR 054 for Costpoint version 7.0.1

System JAR 028 for Costpoint version 7.1.1

Versions 7.0.1 and 7.1.1 - Calendar Year End 2018

In an effort to allow adequate time to prepare for future year-end system jar requirements, please be aware that you must have the following System JARs loaded before the Calendar Year End 2018 release which is scheduled for December 2018. Appropriate action should be taken throughout the next months to plan for this System JAR requirement.

Anticipated Calendar Year End 2018 System JAR Requirements

- Costpoint 7.0.1: System JAR 054 (to be released June 2018)
- Costpoint 7.1.1: System JAR 028 (released April 2017)

Notes:

System JAR 054 for Costpoint 7.0.1 introduced an update to the Colorado state tax withholding tables. In response to the federal tax code overhaul (Pub. L. 115-97), the Colorado Department of Revenue announced an update to their Allowance table on April 2, 2018 (effective April 1, 2018). This required an update to Costpoint Compute Payroll, which can only be released through a System JAR in Costpoint version 7.0.1.

System JAR 049 for Costpoint 7.0.1 and System JAR 028 for Costpoint 7.1.1 introduced a much needed change to the State Filing Statuses in Costpoint. Rather than using filing statuses that only applied to Costpoint (Both, Miscellaneous

1, Miscellaneous 2, etc.) and had to be manually mapped to each state's actual filing statuses, Costpoint 7.0.1 and 7.1.1 have been updated to use each state's actual filing status(es). Though the new filing statuses were introduced in April 2017, Deltek will continue to support tax table updates based on the original state filing statuses for the remaining 2018 tax updates. Any tax updates for 2019 will only support the new state filing statuses that were introduced in System JAR 049 for 7.0.1 and System JAR 028 for 7.1.1 (both released in April 2017).

Version 7.1.1 – Further Reductions in the Need to Release Regulatory Updates within System JARs

We are happy to announce that we have made several programming changes within the past year to limit the need for regulatory changes to be released via System JAR. System JAR 028 for Costpoint 7.1.1 was part of that effort. The coding changes introduced in System JAR 028 for Costpoint 7.1.1 allowed us to disassociate payroll computation coding changes from future 7.1.1 System JAR releases. So, after System JAR 028, changes to Costpoint version 7.1.1's Compute Payroll application will not require deployment via System JAR as they did in the past. This means that we can deploy Costpoint 7.1.1 regulatory updates and fixes more quickly, and help us keep the System JAR requirements for Calendar Year End releases as minimal as possible.

The changes we made with the noted System JARs will greatly help with that effort to minimize the System JAR requirements for future regulatory releases.

Materials Management

DVGMSSUBLIB Library

The DVGMSSUBLIB library contains common business logic, which is shared by the following applications:

- Manage MRP Action Messages (MRMACTM)
- Manage Mater Production Schedule Action Messages (MSMACTM)
- Manage Detailed Part Schedule (MRMDTPT)

System Requirements

This enhancements requires cp711_cmnlb_DVGMSSUBLIB_001.zip.

Application JAR Requirements

The following table lists the Costpoint 7.1.1. screens affected by this update. It includes the required JAR version for each application, if applicable.

Domain	Module	Application ID	Application Name	Application File
MM	MR	MRMACTM	Manage MRP Action Messages	cp711_mrmactm_014.zip

Organizational Security

The Organizational Security feature enhances the secure functionality of Costpoint by warranting proper user access throughout the Materials domain. This feature ensures that correct user access is applied to the logged-in user ID in accessing records by validating and filtering records/transactions as authorized for the user ID.

Manage Vendor Returns (RCMRTRN)

Costpoint now finds and filters existing records based on your logged-in user ID's organization rights for the original PO buyer's organization ID. This change allows you to see POs with the original PO buyer's organization ID that you are authorized for. Costpoint will not display POs without the buyer's organization ID.

Patch and System JAR Requirements

Costpoint

This enhancement requires the following:

Costpoint 7.1.1 System JAR 042 (cp711_sys_042.zip)

- PATCH3390
- PATCH3397
- PATCH3405
- PATCH5109

Application JAR Requirements

The following table lists the Costpoint 7.1.1 screens affected by this update. It includes the required JAR version for each application, if applicable.

Domain	Module	Application Name	Application ID	Application Files
Materials	RC	Manage Vendor Returns	RCMRTRN	cp711_rcmrtrn_017.zip cp711_cmnlbr_MMORGSECLIB_002.zip

Other Screen Updates for Organizational Security

Changes were made on these screens in preparation for the future implementation of the Organization Security feature:

- Enter Issues to Project/Account/Org or PO (INMPAISS)
- Enter Quantity Adjustments (INMQTADJ)
- Enter Scrap Adjustments (INMSCADJ)
- Enter Location Transfers (INMLOXFR)
- Create Mass Inventory Transfers (INPMSXFR)
- Manage Inventory Requests (INMRQST)
- Manage Inventory Reservations (INMPARSV)
- Print Inventory Reorder Report (INPREORD)
- Print Inventory Transaction History (INRHSTPA)
- View Inventory Transaction History (INQHSTPR)
- Configure Inventory Accounts (INMACCT)
- Configure Default Project Inventory Accounts (INMWACCT)
- Manage Inventory Projects (INMPROJ)
- Enter Cost Adjustments (INMCsADJ)
- Enter Inventory Transfers (INMPAXFR)
- Manage PO/Req inventory Reservations (INMPORSV)
- Create Inventory Allocations (INPALLOC)

System Requirements

This enhancement requires cp711_sys_042.zip.

MRQSPALIB Library

Costpoint

The MRQSPALIB library contains common business logic, which is shared by the following applications:

- View Summary Part Availability (MRQSPA)
- Manage Detailed Part Schedule (MRMDTPT)

System Requirements

This enhancement requires the following:

- cp711_cmplib_MRQSPALIB_001.zip
- cp711_sys_042.zip

Application JAR Requirements

The following table lists the Costpoint 7.1.1 screens affected by this update. It includes the required JAR version for each application, if applicable.

Domain	Module	Application ID	Application Name	Application File
MM	MR	MRQSPA	View Summary Part Availability	cp711_mrqspsa_007.zip

POMPOLIB Library

The POMPOLIB library contains common business logic, which is shared by the following applications:

- Expedite Purchase Orders (POMEXPD)
- Manage Purchase Orders (POMMAIN)
- Create Blanket Purchase Order Releases (POMRELS)
- Update Subcontract Retainage PO Status (POMSCST)
- Approve Pending Purchase Orders (POMSTAT)
- View Purchase Order Change Orders (POQCHNG)
- View Item Purchasing Information (POQITEM)
- View Purchase Order Status (POQSTAT)
- View Purchase Requisition Status (PPQRQSTS)
- Manage Purchase Order Vouchers (POMPOVCH)
- Create Debit Memos (POPDM)
- Approve Subcontractor Invoices (SMMAINVC)
- Manage Subcontractor Invoices (SMMMINV)

System Requirements

This enhancement requires the following:

- cp711_cmplib_POMPOLIB_001.zip
- cp711_sys_042.zip

BMMMDOCLIB Library

The BMMMDOCLIB library contains common business logic, which is shared by the following applications:

- Manage Documents (BMMMDOC)

Costpoint

- Release Documents (BMMRDOC)

System Requirements

This enhancement requires the following:

- cp711_cmnlb_BMMMDOCLIB_001.zip
- cp711_sys_042.zip

MMQALLOCLIB Library

The MMQALLOCLIB library contains common business logic, which is shared by the following applications:

- View Part Inventory (INQPINV)
- View Manufacturing Order Status (PCQMOST)

System Requirements

This enhancement requires the following:

- cp711_cmnlb_MMQALLOCLIB_001.zip
- cp711_sys_042.zip

Administration

Improved User Configuration Screen

The User Configuration screen has been renamed as User Preferences and the fields were reordered to streamline navigation to support the upcoming release of Costpoint's new UI.

Reordered Fields

The following image displays the User Preferences screen with reordered fields. In this example, the Manage Journal Entries screen was open when the User Preferences screen was launched.



Note: The Manage User Profiles section only appears for System Administrators.

System Requirements

This enhancement requires cp711_sys_042.zip.

Updated Copyright on Welcome Screen

The copyright information is updated to reflect the year of the most recent Costpoint release.

Improved Costpoint Mobile Menu

The menu items in the mobile menu are renamed to support the upcoming release of Costpoint's new UI and reordered to streamline navigation.

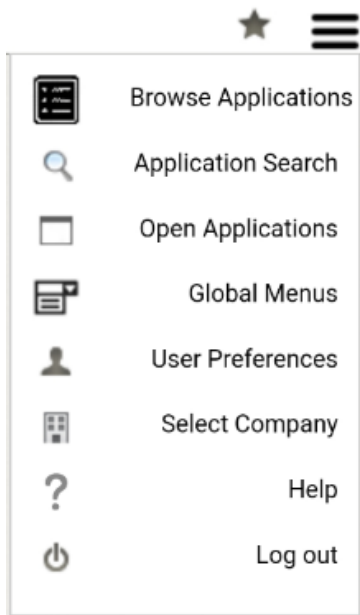
Changes to the Mobile Menu

Reordered and Renamed Menu Items

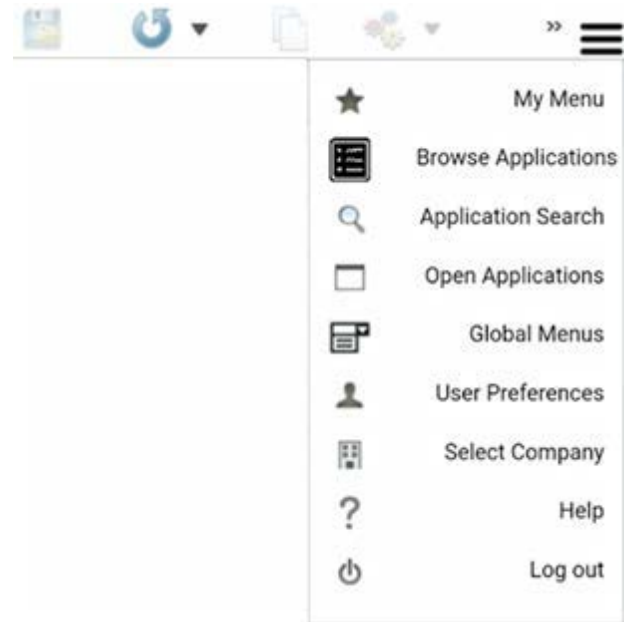
The update to menu items are explained in the following table:

The menu name...	Is renamed to...
<i>Favorites</i>	My Menu (star icon)
<i>Apps</i>	Browse Applications
<i>Search apps</i>	Application Search
<i>Running apps</i>	Open Application
<i>File Menu</i>	Global Menus
<i>User (Screen) Config</i>	User Preferences
<i>Company</i>	Select Company
<i>Help</i>	Help
<i>Logout</i>	Log Out

Also, if multiple icons fill the toolbar, then the My Menu icon will display in the mobile menu instead of the toolbar.



My Menu icon on the toolbar



My Menu in the Mobile menu

System Requirements

This enhancement requires cp711_sys_042.zip.

Reports & Analytics

There are no changes to the Reports & Analytics domain for this release.

Budgeting and Planning

Budgeting Administration

EACCT Table Updated with Account Name Details During Refresh

During the refresh process, the EACCT table is now updated with Account Name details, enabling use of this information in Costpoint Enterprise Reporting.

Requirements

The enhancement requires cp711_bp_bnp_baprefresh_007.zip

Dependent File

cp711_bnp_common_005.zip;cp711_bp_patch1280_001.zip

Application JAR Requirements

The following table shows the required application JAR version for the screens affected by this update:

Domain	Module » Application Group	Application ID	Application Name	Application File
Admin	Budgeting Administration » Administration Utilities	BNP_BAPREFRESH	Refresh Process	cp711_bp_bnp_baprefresh_007.zip

Time and Expense

Time

There are no updates in this area.

Expense

Expense Report Workflow Moved to Tab

The Workflow subtask on **Expense » Expense Report » Manage Expense Reports** screen has been reconfigured as a tab for easier access. On new expense reports, the Workflow tab does not display until the expense report is saved.

Purpose Default Charges Details Void Workflow											Form Query ▼
Sequence	Primary Role	Task	Task Item	Expense/Charge	Amount	Currency	Rule	Status	Rejection/Missing Reason	(Can be) Completed By	
0	Employee	Create	Overall				Required	Completed		Pine Jr., Nuts (EXPSUP1) Monday, Jun 18	
1	Employee	Submit	Overall				Required	Pending			

Upload Attachment File View Attachment Attachment Missing

Expense Authorization Workflow Moved to Tab

The Workflow subtask on **Expense » Expense Authorization » Manage Expense Authorization** screen has been reconfigured as a tab for easier access. On new expense reports, the Workflow tab does not display until the expense authorization is saved.

Purpose Locations Default Charges Details Void Workflow											Form Query ▼
Sequence	Area	Primary Role	Task	Task Item	Expense/Charge	Amount	Currency	Rule	Status	Rejection/Missing Reason	(Can be) Completed By
0	Authorization	Employee	Create	Overall				Required	Completed		Pine Jr., Nuts (EXPSUP1) Tu
1	Authorization	Employee	Submit	Overall				Required	Pending		

Expense Report Per Diem Rates Now Display as Pop-ups

Per Diem rates now display in a pop-up window on the Expense Report Locations tab. The pop-up displays the rates before and after you save while in the normal Costpoint layout and also in Wizard mode after you select the location.

Purpose Locations Default Charges Details Void Workflow										New Delete Form Query ▼
Seq	Location *	Start Date *	End Date *	State *	City *	Per Diem Rates	Active	Frequent Location	Comment	
1	OVERLAND PARK, KANSAS	06/19/2018	06/24/2018	KANSAS	OVERLAND PARK	View	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		

Expense Authorization Per Diem Rates Now Display as Pop-ups

Per Diem rates now display in a separate pop-up window when you click the **View** link in the Per Diem Rates column on the Expense Authorization Locations tab.

Purpose Locations Default Charges Details Void Workflow										New Delete Form Query ▼
Seq	Location *	Start Date *	End Date *	State *	City *	Per Diem Rates	Active	Frequent Location	Comment	
1	OVERLAND PARK, KANSAS	06/19/2018	06/24/2018	KANSAS	OVERLAND PARK	View	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		

Expense Report Purpose Field Enlarged

The vertical size of **Purpose** field of the **Expense » Expense Reports » Manage Expense Report** screen was increased to allow at least four lines of text.

The screenshot shows the 'Manage Expense Report' window. At the top, there are fields for ID (ER00000055), Description (CP Pizza), Date (03/28/2018), and Status (Processed). Below these are tabs for Purpose, Default Charges, and Details. The 'Purpose' tab is active, showing fields for Employee (101049, Fisher, Arthur R.), Type (Non-Travel), Authorization (Launch), From (03/27/2018), To (03/27/2018), and Purpose. The Purpose field is highlighted with a red rectangle and contains the text 'Pizza for Costpoint configuration interns and team' across four lines. At the bottom are 'Submit' and 'Correct' buttons.

Expense Authorization Purpose Field Enlarged

The vertical size of **Purpose** field of the **Expense » Expense Authorizations » Manage Expense Authorization** screen was increased to allow at least four line of text.

The screenshot shows the 'Manage Expense Authorization' window. At the top, there are fields for ID, Description, Date (05/31/2018), and Status (Draft). Below these are tabs for Purpose, Locations, Default Charges, and Details. The 'Purpose' tab is active, showing fields for Employee (101049, Fisher, Arthur R.), Type (Travel), From (05/31/2018), To, and checkboxes for 'First Day of Trip' and 'Last Day of Trip'. The Purpose field is highlighted with a red rectangle and is currently empty, spanning four lines. At the bottom is a 'Submit' button.

Configuration

There are no updates in this area.

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