

# Deltak Time & Expense HotFix Readme

**Release Date: August 11, 2018**

## Enhancement

### Attachment Subtask Conversion

To improve usability, the Attachment subtask in Manage Expense Authorization and Manage/Approve Expense Authorizations was converted to a tab.

The screenshot displays the 'Manage Expense Authorization' interface. At the top, there's a navigation bar with icons and a breadcrumb trail: 'Browse Applications > Time & Expense > Expense > Expense Authorizations > Manage Expense Authorization'. Below this, the 'Manage Expense Authorization' section shows fields for 'Auth ID' (EA00000106), 'Description' (Add Charges to ER When Created), 'Revision' (0), 'Estimated Costs' (45.00), 'Date' (06/19/2018), 'Currency' (USD), and 'Status' (Processed). A tabbed interface below these fields includes 'Purpose', 'Locations', 'Default Charges', 'Attachments' (selected), 'Details', and 'Workflow'. The 'Attachments' tab shows a table with columns: 'Description', 'Attachment Type', 'Missing Receipt', 'Reason for missing Receipt', and 'File Name'. Below the table are 'Upload Attachment' and 'View Attachment' buttons. The 'Planned Expenses' section below shows fields for 'Auth ID', 'Description', 'Auth Start', 'Auth End', 'Expense ID', 'Expense Type', 'Expense Date', and 'Estimate'. It also has a similar tabbed interface with 'Details', 'Charge Allocations', and 'Attachments' (selected).

Prior to this change, the Attachments displayed as subtask link, as shown below:

The screenshot shows a previous version of the 'Manage Expense Authorization' interface. It features fields for 'ID' (EA00000046), 'Employee' (10010), 'Date' (03/28/2016), and 'Status' (Submitted). Below these are fields for 'Type' (Long Distance - Government), 'From' (03/28/2016), 'To' (03/28/2016), and 'Purpose' (Abbeville QTF national sales conference). A 'Submit' button is at the bottom left. At the bottom right, there are links for 'Revision History', 'Charge Distribution', 'Advance' (circled), and 'Workflow'.

This enhancement was applied to Manage Expense Authorization and Manage/Approve Expense Authorizations.

### Application JAR Requirements

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

Domain	Module	Application ID	Application Name	Application File
TE	Expense	EPMEXPAUTH	Manage Expense Authorization	cp711_te_epmexpauth_015.zip cp711_te_epmexpauthapprove_007.zip

More information about this release is on the following page.

## 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 Customer Care at <http://support.deltek.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 Customer Care Connect 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 Customer Care Connect 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).

## More Information:

If you have any questions, please contact Deltek Customer Care at <https://support.deltek.com>.