

# Deltak Time & Expense HotFix Readme

**Release Date: April 30, 2019**

## Enhancement

### First and Last Day Trip Meals Enhancement

On the Details tab for meal expenses in Manage Expense Report, users now have the option of designating the Start Date as the first day of the trip and/or designating the End Date as the last day.



This functionality is enabled on the expense report only for per diem expenses and if **Allow Override of Trip Start/End Dates** is selected in **Expense » Expense Controls » Manage Expense Types**.

When **Allow Override of Trip Start/End Dates** is selected, and the Expense Type is one designated as per diem, the **First Day of Trip** and **Last Day of Trip** check boxes are enabled on the form.

Details	Meal Detail	Amount	Attachments
Category *	Meals	Expense Type *	713 Meals Reimb PD Ceiling
Location *	DECATUR, ALABAMA	Meals Currency *	Canadian Dollar (CAD)
Expense Date	04/20/2017	Start Date *	04/16/2017 <input checked="" type="checkbox"/> First Day of Trip
Provider		End Date *	04/20/2017 <input checked="" type="checkbox"/> Last Day of Trip
Short Description	713MEA03/2017-04-20	Number of Days	5
Itinerary			
Comments			
Ticket Number			

If the reimbursement period for meals (for example, Monday – Friday) is not the same as the start/end dates of the overall expense report (for example, an entire month), the employee can apply the correct dates for meals on the Details tab, and then designate the dates as either the first or last day, respectively.

This scenario may be desirable when, for example, an employee is on an extended business trip, but weekends are not included, and you want to ensure that meals are reimbursed correctly, such as when the last meal is reimbursed at 75% on the last day.

### Requirements

This update requires the following file: cp711\_te\_epmexprpt\_027.zip.

## 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>.

Module	Application ID	Application Name	Application File
Expense			