Deltek

Deltek WorkBook 12.1

Cumulative Update 01 Release Notes

July 31, 2020

This edition published July 2020.

Contents

Overview

This document provides the following information:

- Release Notes for WorkBook 12.1 CU01
- Release Notes for WorkBook 12.1

Additional Documentation

You can perform a Deltek Support Center search for additional documents at the following link:

https://deltek.custhelp.com/app/answers/detail/a_id/79935

Installation

See the *Deltek WorkBook 12.1 Installation Guide* for requirements and instructions for installing the WorkBook software.

Supported Products

Compatibility Matrix

Information about platform requirements is maintained in the Deltek Product Support Compatibility Matrix, located on the Deltek Support Center. In the Matrix, search on “WorkBook” to navigate quickly to the information that you need.

Internal Link

https://home.deltek.com/sites/products/Documents/DeltekProductSupportCompatibilityMatrix.pdf

External Link – Deltek Support Center

Deltek Product Support Compatibility Matrix

WorkBook Release 12.1 CU01

Version DB 12.1.81 / HTML 12.1.105

For release on July 31, 2020

Features Added or Changed

Jobs

Price Quote (PQ) – Handling PQ Cancellations and Revisions

You can now cancel a PQ that has established links to a Purchase Order (PO). Cancelling a PQ that has established links to a PO voids all links to that PO. This action is irreversible, and the PO cannot be linked to another PQ. Any links between that PO and matched or allocated Vendor Invoices remain unaffected by the cancellation of the PQ.

You can now create revisions on approved PQs. This functionality is enabled by Company Variable 69; it is only available on approved PQs. A PQ revision creates another PQ, copying all of the information from the original PQ that you are revising. The original PQ is cancelled permanently, and the new PQ is set to Status 10. When you create a revision, WorkBook establishes a link between the original PQ and the new revision of that PQ. Any links between the original PQ and POs are transferred to the new revision PQ.

You can navigate through PQ revisions via the Previous button—it appears if there is a revision prior to the current PQ—and the Next button—it appears if there is a succeeding revision after the current PQ. These buttons are located on the PQ Title field.

An optional parameter has been added to the API call JobPriceAddRequest PUT. The new parameter, SkipTemplateOnCreation, ensures that templates are not applied when you create a PQ using that API call in a custom integration. You define templates on the job client's settings, with a default to Company Variable 39.

Known Issues that are New in Release 12.1 CU01

Jobs

Costs – Hours – Time Entry Record Information is not Updated without a Soft Refresh

Deltek Tracking No. 504990

Description: When you update the Price List and click Update Cost and Sales Price, you must perform a soft refresh to update the sales price in the time entry record information. Note, however, that the time entry lines are updated without requiring a soft refresh.

Invoice – Payment Method Text occasionally not Set Correctly Based on Selection

Deltek Tracking No. 503748

Description: Sometimes when you create an Invoice with a payment method, the payment method text is not set correctly.

Workaround before Fix: You can manually change the payment method to something else, and then change it back to the value that you want to use. That value is then applied correctly. However, this workaround might not be applicable for Retainer Invoices.

Price Quote (PQ) – Currency Setup – Update Currency Override Rate – Advanced Users Lack Access to Price Quote Currency Page

Deltek Tracking No. 506102

Description: As an Advanced User, you cannot add, delete, or edit PQ currencies. This is because the following requests are not accessible to Advanced Users by default:

- JobPriceCurrencyReferenceInsertRequest
- JobPriceCurrencyReferencePatchRequest
- JobPriceCurrencyReferenceDeleteRequest
- JobPriceCurrencyReferencesRequest

You can fix this by navigating to the page Jobs » Price Quote » Currency Setup and using the access override panel (located at My Settings » Language and Formatting Options » Show the Access Override Control Panel for administrators only) to add access to the listed requests (Element Requests – Requires Concept release state). As an alternative, you can contact Deltek Customer Care and ask them to run a script that adds all relevant access. Note, however, that it can take up to eight hours for the script to take effect.

Price Quote (PQ) – PQ Lines – Error when Activities without Names are in the Grid

Deltek Tracking No. 505607

Description: When you open the Price Quote Lines page, it sometimes crashes if it attempts to load Activities that do not have names.

Workaround before Fix: Navigate to **Settings » Price Lists & Activities » Activities** and ensure that all Activities have names, then reload your browser session.

Price Quote (PQ) – Lines – PQ Line Costs not always Updated Correctly

Deltek Tracking No. 491303

Description: When you change fields that affect the cost of the line (based on System Variable 184) on a PQ that is in Status 10, PQ line costs are not always updated correctly.

Price Quote (PQ) – Unable to Open Shortcut (Context) Menu when in Own Window

Deltek Tracking No. 505950

Description: When you open the Price Quote page to a Price Quote (PQ) that is in Status 40 or higher (a PQ that is read-only) the grid shortcut (context) menu does not work.

Workaround before Fix:

- To modify the grid: Find a PQ that is not in Status 40 or higher.
- To export the grid: Use Print PQ.

Purchase Orders (PO) – Approved POs Create Tags

Deltek Tracking No. 502747

Description: When you approve a PO, the notification comment creates a tag.

Workaround before Fix: Perform the following steps:

1. Navigate to **Settings** » **Advanced Tools** » **Custom Translations**.
2. Ensure that **Language** is set to **English – North America**.
3. Ensure that **Object** is set to **Messages**.
4. Enter message number **64589** in the **Search in Grid** box.
5. Change the value in the **Translation** column so that it does not contain the # (hashtag) symbol.

   > **Attention:** It is important that you only change the value in the Translation column. If there is no value in the Translation column, copy the original message (from the Source column) into the Translation column, then remove hashtag symbol from the Translation column.

6. Click **Apply Changes**.

Settings

Storage Providers – ShareFile – Cannot Load File Error

Deltek Tracking No. 505052

Description: When you try to use the ShareFile storage provider, an error occurs.

Storage

Large Files Cannot be Downloaded

Deltek Tracking No. 493692

Description: When you try to download a very large file, you might encounter an OutOfMemory exception error. While there is no known exact size threshold that causes this, it is more likely to occur when you try to download very large files (512MB and larger) while the server is experiencing a heavy load.

Resources

Employee – Sidebar and Grid

Deltek Tracking No. 491183

Description: When you move an employee to another Company, a new resource is created, and the original resource is disabled. The resource book is not automatically updated to reflect this change.

Workaround before Fix: Perform a soft refresh or reapply the filter in the resource book.

Known Issues from Release 12.1 that are still Known Issues in Release 12.1 CU01

Finance & Administration

Administrative Follow-Up – Resource Under Preparation – Suppliers Require Approval even with no Approval Enabled

Deltek Tracking No. 502930

Description: When you enable required resource fields, System Variable 672 does not synchronize the Supplier based on the Creditor before the change is approved in the approval flow.

Workaround before Fix: Approve the resource change before the synchronization is shown on the Supplier.

Debtors Invoices – Finalized Tab – Error when Printing Consolidated Invoices

Deltek Tracking No. 496185

Description: On some US/Canadian tax lines, there may be rounding issues with consolidated invoices and their subinvoices if there is tax rounding.

General

Macintosh Users – Shortcuts – Some Grid Shortcuts do not Work as Intended

Deltek Tracking No. 504462

Description: For Macintosh users, the following shortcuts do not work as intended

- **CMD Shift** – Creates a line, instead of duplicating the cell that is above the selected cell.
- **CMD Insert** – Cannot work because there is no **Insert** key on a Macintosh keyboard.
- **CMD Alt** – Does not do anything.
- **Alt '** – Does not do anything.

Additional Notes: Use the grid normally, without shortcuts, instead.

Inbox

Job Created, but Folders not Created

Deltek Tracking No. 503296

Description: Sometimes when you create a job, you receive a conversation message that the job folder was not created.

Workaround before fix: Navigate to docs on the job. This process generates the folders that were not created when the job was created.

Jobs

Delivery Job Closure – Activity not Allowed Error

Deltek Tracking No. 486012

Description: When you close a project retainer delivery job on a retainer project, and the job has fewer expenses than budgeted on the price quote, the action might become prevented if the setting All Corrective Price Quotes and Invoices to be Done on One Activity is not enabled on the project.

This is because WorkBook uses the default activity of the user for the Price Quote correction, but that activity might be configured as not allowed on the job price list, or not allowed for use on invoices.

Workaround before Fix: Temporarily change the default activity of the user to one that is allowed. That might require temporary changes to the activity setup, as well, because the default activities for employees are limited to the activities that are allowed for use on time entry.

Invoices – Lines – Incorrect Invoice Amounts when Copying from Price Quotes (PQs)

Deltek Tracking No. 502784

Description: PQ lines that are blank or have no quantity are considered as having quantity = 1 when you copy data over to an Invoice. Note that grid settings can display the value 0 as a blank; that case is not affected and is copied as expected.

Reports

Reports – When you Include Frontpage, Some Reports Give an Error about Casting of Types

Deltek Tracking No. 496301

Description: When you print some reports and select the **Include Frontpage** report parameter, an error dialog is displayed, and you cannot print the report.

The following reports are affected: 93, 99, 128, 156, 157, 167, 171, 187, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 231, 240, 241, 242, 250, 251, 255, 264, 269, 278, 279, 280, 281, 284, 290, 291, 292, 303, 304, 306, 307, 310, 313, 316, 319, 333, 334, 335, 341, 378, 381, 392, 412, 417, 431, 461, 468, 483, 499, 500, 522, 523, 527, 529, 532, and 542.

Report 227 – Wrong VAT Percentage on very small Amounts

Deltek Tracking No. 477918

Description: When you group on VAT, the displayed percentage might not accurately reflect the actual VAT percentage. This is caused by an inherent limitation when calculating with decimal numbers while using finite precision.

print Reports 218, 227, and 240 if an invoice net amount is very small, and you group by VAT percentage, it results in a wrong VAT percentage.

Settings

Databoards – Some Databoards cannot Convert nvarchar to int

Deltek Tracking No. 501206

Description: Databoards that have a multi-selector in the filter might fail with a message that a conversion from nvarchar to int failed.

Workaround before Fix: Select multiple values in the multi-selector and then perform a hard refresh.

Dimension Setup – Soft Refresh Required to Deselect Check Boxes

Deltek Tracking No. 500238

Description: When you open Settings » Dimensions » Dimension Setup and select a check box, you can no longer deselect any checkboxes in the same column without the workaround. The same case is true if you deselect a check box first and then want to select one from the same column.

Workaround before Fix: Perform a soft refresh before you do the opposite action (deselect/select the check box) to temporarily fix this issue.

Time & Expense

Absence Overview – Holiday Period – Sidebar is Empty

Deltek Tracking No. 504953

Description: When you view the holiday information sidebar in the Absence Overview, on the Holiday Period tab, the sidebar does not show any data.

Workaround before Fix: View the same tab from a Resource Card's Absence Overview, instead. It displays the data correctly.

Time & Expense Page – Material – Sidebar – Task Field is Locked

Deltek Tracking No. 505020

Description: The **Task** field in the sidebar—which appears after you select a job—is locked.

Workaround before Fix: Perform a soft refresh.

Materials – Material Entry and Submission Error

Deltek Tracking No. 502932

Description: When you try to create and submit a material entry without changing the date when the current date is the end date of the fiscal year of the accounting period (for fiscal years that end at the end of the month), it causes a message that prevents you from submitting the material entry.

Workaround before Fix: When you try to create and submit a material entry, click the date and select the current date from the date picker. This submits it for approval.

Software Issues Resolved

CRM

My/All Activities – System Error

Deltek Tracking No. 505949

Description: When as an Advanced User you navigated to the Activities menu in CRM, you encountered an error that was caused by access restriction to a child page.

Finance & Administration

Creditor Invoices – Advanced Users trying to Approve Creditor Invoices with Purchase Orders (POs) Encounter an Error

Deltek Tracking No. 506038

Description: If you have the Advanced User role, you could not approve a Creditor Invoice where there was a Purchase Order (PO) on the line items, and the amount of the Creditor Invoice exceeded the PO amount. A system error occurred.

Creditor Invoices – Inter-Company Expense Vouchers Incorrectly Convert Currencies depending on the Expense Currency Setup

Deltek Tracking No. 505522

Description: Inter-company expense vouchers incorrectly converted currencies according to the expense's currency rate as it was set up.

Customers Impacted: Customers who use inter-company expenses while System Variable 909 is enabled might be affected, since at least version 11.0.102.

Creditor Invoices – New Invoice is not Selected after it is Created

Deltek Tracking No. 505862

Description: When you created an Invoice, it was not automatically selected in the grid.

Customers Impacted: Customers using version 12.0.68 and newer.

General

Persistent Connection to Server was Temporarily Lost

Deltek Tracking No. 505927

Description: WorkBook lost connection to the server, and the message Persistent Connection to the Server was Temporarily Lost was displayed in the top-right corner. A pop-up also displayed the message Connection to the Server was Lost until WorkBook reconnected to the server.

Inbox

Incomplete Time Entry Notification – Add Absence Entry – Change Absence Type Causes Error

Deltek Tracking No. 506076

Description: When you selected an absence type in the absence entry dialog box while the From and To Date fields were hidden, an error occurred.

Workaround before Fix: Click on the button for another absence group—such as for a period, a day, half a day, part of a day—to make the date fields be displayed.

Jobs

New Job – Default Project Manager and Account Manager Changed after Upgrade to Release 12.1

Deltek Tracking No. 506083

Description: When you created a job, and no defaults were set for the Project Manager or Account Manager, they defaulted to no value, rather than to you (the current user).

Invoices – Lines – Dialog Box to Add commission was Inaccessible Outside of Beta

Deltek Tracking No. 505614

Description: You could not add commission lines to an Invoice because of an incorrect release state on the dialog.

Price – Print and Layout Settings – Price Quote (Report 348) – Does not Print Correctly

Deltek Tracking No. 505995

Description: When you tried to print the Price Quote Report (Report 348) with the selected print layout (1) Hide All Activities, (2) Show Decimal on Price, and (3) Show Total Amount, this print layout did not hide the activities and did not show decimals.

Price Quote (PQ) – Some Pages did not have Correct Access Set

Deltek Tracking No. 505799

Description: Some pages related to creating PQs did not have the right access set up for all non-administrative users after you upgraded your WorkBook system to version 12.1.

Price Quote (PQ) – Changing Selected PQ does not always Lock/Unlock the Interface Correctly

Deltek Tracking No. 505947

Description: When you changed the selected PQ on the Price Quote drop-down list, the lock/unlock interface was not always updated correctly.

Workaround before Fix: Perform a soft refresh to correctly update the interface.

Price Quote (PQ) – PQ Lines – Cannot Enter and Preview Multiple Lines

Deltek Tracking No. 505891

Description: When you tried to enter multiple lines or paragraphs in a cell, the cell could not handle the new lines properly. In addition, the tooltip did not show multiple lines from a cell.

Workaround before Fix: You can click on the Open Text at the bottom-right of the cell to get a preview of the full text.

Purchase Order (PO) – PO Number is Shown in Conversation when it should not Be

Deltek Tracking No. 505880

Description: When you sent a PO for approval, the PO number was shown in the Conversation window, even when System Variable 636 was enabled.

Reports – WIP Reports (Reports 168, 229, and 231) Include Future Adjustments

Deltek Tracking No. 505523

Description: When you printed Report 168 (Work in Process (WIP) Project Data) with a cut-off date selected, the adjustment amount made after the cut-off date was displayed on the report. This also happened on Report 229 (WIP Value Statement) and Report 231 (Job Value Statement).

Settings

Creditor/Debtor Approval – You Cannot Reassign Updated Entries for Approval

Deltek Tracking No. 505631

Description: When you changed or reassigned approvers in Debtor/Creditor approval setup, the updated approvers did not see the Creditor or Debtor that they need to approve on the Finance Account Approval lists.

Databoards – Error when using EnumTable Function

Deltek Tracking No. 505793

Description: When you ran a databoard, you received the following error:

> The data presentation system hit an unknown error while query the database. Built-in function 'SUSER_SNAME' in impersonation context is not supported in this version of SQL Server.

Databoard Export Scheduling Failed

Deltek Tracking No. 505713

Description: When you tried to run a Databoard Export, it did not work. It produced the following error: Error 403 No Access.

Tasks

Calendar Synchronization – When You Remove External Tasks that have Time Entries, Task Resources are also Removed

Deltek Tracking No. 505792

Description: When you removed an external task that had existing time entries, the task resource that had the time entries was also removed.

Time & Expense

Time Entry – Add Job to Time Entry – WorkBook Filter Crashes when You Open the Filter

Deltek Tracking No. 503964

Description: When you clicked the filter on the Add Job to Time Entry dialog, WorkBook crashed.

Time Entry – Duplicated Line and Total

Deltek Tracking No. 506065

Description: Multiple copies of the same time entry appeared in the weekly time sheet grid.

Time Entry – Invalid Time Entry Activity after Upgrading to Version 12.1

Deltek Tracking No. 506049

Description: When you approved a time entry, WorkBook ignored the setting of Company Variable 68 and always blocked approval for invalid activities.

Timesheet – Error when Trying to Change Activity

Deltek Tracking No. 506086

Description: When as an Advanced User or Basic User you tried to change the Activity on a time entry, you encountered an access rights error.

WorkBook Release 12.1

Version DB 12.1.53 / HTML 12.1.72

Released on June 26, 2020

Features Added or Changed

API

TaskResourcesAwaitingApprovalRequest (GET) – Run Time Performance Improved

The API call TaskResourcesAwaitingApprovalRequest (GET) has been optimized. This call is now faster when calculating the number of tasks that are awaiting approval for a given resource.

Calendar

Support for OAuth for Calendar Synchronization

Microsoft Exchange Online is deprecating Basic Authentication for multiple protocols prior to its removal on October 13, 2020. Basic Authentication will be superseded by Modern Authentication (based on OAuth 2.0). As a result, you may need to change the configuration of your IMAP agents and Calendar synchronization if you connect Exchange Online. See *Deltek WorkBook Reconfiguring WorkBook to Use Microsoft OAuth* for detailed information about how to do this.

> **Tip:** If you use these functions to link with products other than Microsoft Exchange, you do not need to perform any reconfiguration.

CRM

Pipeline Activities Module Improvements

Technical improvements have been made to the Pipeline Activities module design, including slight changes to the top grid, bottom grid, Activity Card sidebar, Add New/Next Activity dialog, and the activity filter.

Pipeline Log Value Mapping

Previously when you made changes to a pipeline, the pipeline log only displayed a reference to the value, instead of the actual value. This has been changed to display the actual old and new values.

Finance & Administration

Absence Entries for Approval – Access Rights Settings – Extended Access on Force Approval

Extended access settings have been added for the **Force Approval** button under Finance & Administration » Absence Entries Approval.

Access Rights Settings – Open Time Sheet Entries – Extended Access on Force Approval

Extended access settings have been added for the **Approval** button under Finance & Administration » Open Time Sheet Entries.

Billable Jobs with Open Price Quotes (PQs) – Double-Click Status Column

Double-clicking a Status column cell on a billable job now opens the PQ as a card.

Creditors – Creditor Payment Proposal – Rejection of Approval now Triggers an Inbox Notification

When someone rejects a payment proposal for approval, the people who had already approved the payment proposal, plus the person who rejected it, are added onto a conversation that is located either in each person's conversation Inbox or on the payment proposal's Creditor Payment Proposal Conversation tab.

This functionality works when a payment proposal is rejected from:

- Tasks » Approval » Payment Proposal for Approval
- Finance & Administration » Administrative Follow-Up » Payment Proposal Approval
- Finance & Administration » Creditors » Creditor Payment Proposals

Creditors – Creditor Payment Proposals – Remove Button Functionality

The **Remove** button is now read-only while a creditor payment is open. If the creditor payment proposal goes for approval or is approved, the button becomes active and usable.

Creditor Invoices – Access Rights Settings – Extended Access on Force Approval

Extended access settings have been added for the **Voucher Force Approval** button under Finance & Administration » Creditor Invoices.

Debtors – Debtor List – New Option to Show Footer Total Row

A check box named **Show Footer Total Row** has been added to show a footer total row in the Aged Debtor List – List grid. If you select this check box, it shows totals for the following columns: **Total**, **Not Due**, and the range-of-days columns, such as **0-30 Days**.

External References – Creditor and Debtor Filtering

A filter field for External Reference has been added to Quick Search on the Finance Element tab. You can use this new filter when you select the **Debtor Number, Name, or Address** radio button and when you select the **Creditor Number, Name, or Address** radio button. This enables you to search on an exact External Reference value on a Debtor or Creditor.

Net Revenue Forecast (NRF) – Client Total is Double-Counting Inter-Company Value

View options have changed the functionality of including jobs, pipelines, and inter-company. Now you can only select inter-company by itself. Selecting inter-company removes jobs and pipelines, while selecting jobs or pipelines removes inter-company.

This enhancement also fixes a bug that caused the top grid to display inter-company values as twice as much as the actual value was. See also General Ledger – Net Revenue Forecast (NRF) – Client Total Double-Counts Inter-Company Value.

Net Revenue Forecast (NRF) – Include Subscriptions Check Box has been Removed

The **Include Subscriptions** check box in the information sidebar has been removed. It had not been implemented, so it had no functionality, but it was visible in net revenue forecasts. It has been removed.

The **Include Subscription** column on the Net Revenue Forecast Method Setup page has also been removed.

Open Personal Expense Entries – Access Rights Settings – Extended Access on Force Approval

Extended access settings have been added for the **Force Approval** button under Finance & Administration » Open Personal Expense Entries.

Purchase Order (PO) Links – Handling Credit Notes Allocated to Fully Spent POs

Previously in WorkBook you could not allocate a Credit Note back against the lines of a fully spent PO. Although you could create a document, you received a warning message that there was no budget, and the lines did not populate on the Invoice subgrid.

With this enhancement, you can now indicate that you are entering a Credit Note, and in that scenario, WorkBook bypasses the PO remaining budget validation.

When you create a Credit Invoice document, and you enter a valid PO number in the PO number field, a new Credit Note check box appears below the PO number field. You can select this check box to indicate that you are entering a Credit Note. When you continue to create the document, WorkBook populates the subgrid with the lines from the PO, and you can enter the details of the Credit Note as required.

> **Attention:** You must enter values that relate to a Credit Note as negative numbers.

This enhancement also adds a validation to the approval. When you approve the document (using the Approve Selected Vouchers icon in the upper grid), WorkBook checks that the total amount of the document is a negative value. If that is not the case, you cannot approve the document.

When a Credit Note is applied against a PO that is fully spent and settled, the status of that PO is changed back to Approved, and the amounts that are applied on the Credit Note lines are added back to the value of that PO.

Vouchers on Hold – Access Rights Settings – Extended Access on Force Approval

Extended access settings have been added for the **Force Approval** button under Finance & Administration » Vouchers on Hold.

General

Dashboard – New iFrame Widget

A new Widget type called Iframe has been added. This Widget type can show external pages or web sites within the WorkBook dashboard.

Framework – Added Redis Cache for Servers

Servers that are hosted with Azure now include Redis cache, which improves memory handling when working with distributed systems of multiple individual servers. This should improve performance for customers who have multiple applications that are hosted at the same time.

Framework – 64-Bit WorkBook

WorkBook now supports running as a 64-bit application to allow more memory usage on busy systems.

Framework – Report Server Separation

You can now have the Report Server as a separate web site. Using this approach improves memory usage when users generate large reports or databoards.

My Settings – Grid Settings – Added Options to Highlight Cells or Text in Cell that Matches Search Query in Grid

The following options have been added to My Settings » Grid Settings:

- Highlight cells that match the search query with a background color
- Highlight text in a cell that matches the search query

Reports – Memory Usage Optimization in Watermark Upload

Memory usage when uploading watermarks has been optimized.

Jobs

Invoice – Ability to Add Commissions on Sales Invoices

You can now add commissions to sales invoices by using the new commission line feature. This is useful especially for media commissions; the calculation is gross.

> **Tip:** If you change a line on your sales invoice, you must delete the commission line and create another one, because the commission line is not automatically calculated.

Jobs List – New Simplified Jobs List View

A simplified view of the jobs list has been added. This view is optimized for users who have a large number of jobs, prioritizing a faster loading speed over a large number of data columns. The view has limited the calculations that are required to generate the information, and it has a simplified design. This results in a faster, smoother jobs list than views that were provided in earlier releases.

Purchase Order (PO) – Ability to Define and Change Profit Margin on Individual PO Lines

You can now define individual profit margins on PO lines, rather than a single Profit Margin against the PO as a whole, as long as the PO has line amount specification enabled.

Purchase Order (PO) – Recipient Contacts Person List Extended to Employees Created on a Different Company

The **Recipient Contact Person** drop-down list has been extended so that you can now select employees on different Companies, other than the Company that the job was created on.

Price Quote (PQ) – Gantt Chart – Lines – Right-Click Context (Shortcut) Menu

Right-clicking on a Gantt chart now opens the standard context menu, which provides access to the ability to collapse/expand all and modify the Gantt.

Price Quote (PQ) – Module Rewritten

The PQ module has been rewritten to provide a newer, more standardized interface. This applies to all tabs and some larger dialogs.

Price Quote (PQ) – API Request JobPriceNoteRequest Returns an Element Instead of an Array

JobPriceNoteRequest now returns JobPriceNote, rather than JobPriceNote[].

Price Quote (PQ) – Header – Added Extended Access

Extended access to toolbar buttons has been added.

Price Quote (PQ) – Media – Commissions – New Commission Adjustment Method

You can now add commissions to PQs using the new commission line adjustment method. This functionality is the complement to that of the new ability to add commissions on sales invoices.

Price Quote (PQ) – Multi-Currency Costs on PQ Line Level

Functionality has been added to PQs to handle Vendor currency rates on purchases, to better manage currency variations between third parties or between Vendors and Suppliers.

Price Quote (PQ) – Rewrite – Extended Access on Footer

You can now control Gross Margin, Gross Profit, Internal Cost, Net Profit, and Net Margin individually and hide them individually via Extended Access.

Price Quote (PQ) – Approval – Approval and Rejection Buttons Moved to the Columns Grid

The **Approve** and **Reject** buttons from the toolbar have been moved to the columns grid.

Reviews – ConceptShare Login – Added Logout Feature

A logout feature has been added to ConceptShare reviews, under Jobs, providing two options:

- Log out of ConceptShare from the current Company
- Log out of ConceptShare from all Companies

Task Card – Task Resources – Added Cost Calculation Column to the List and Matrix Views

The **Booking, Cost Value** column has been added to both the List and Matrix views. The **Price** column on the Matrix view has been renamed to **Booking, Sales Value**, to avoid confusion. The visibility of these columns is affected by System Variable 118.

Tasks – Grid – Numbers in Grid now Show on Group Rows

When you use grouping in a grid, numbers such as price and bookings are aggregated for the group.

Tasks – Grid View – Added Cost Calculation Columns in the Grid

Two columns have been added to the grid that are related to the cost of tasks:

- **Used Hours, Cost Value**
- **Booking, Cost Value**

These columns are based on entered time entry and scheduled hours. The visibility of these columns is affected by System Variable 118.

Tasks – Task Bookings – Performance Optimization

The performance of certain task bookings operations has been optimized.

Reports

Finance & Administration – Trial Balance with Period Comparison Report (Report 573)

This new report is similar to the Trial Balance Report (Report 571), but it includes comparison period information, which Report 571 does not. See Trial Balance with Period Comparison (Report 573) for detailed information about this report.

Finance & Administration – Profit & Loss Statement with Period Comparison Report (Report 574)

This new report is similar to the Profit & Loss for a Period Report (Report 570), but it includes comparison period information. See Profit & Loss Statement with Period Comparison Report (Report 574) for detailed information about this report.

Finance & Administration – General Ledger – Chart of Accounts – Balance Sheet with Period Comparison (Report 575)

This new report is similar to the Balance Sheet with Prior Year Comparison Report (Report 572), but it enables you to select the comparison periods, rather than comparing against the prior year.

See Balance Sheet with Period Comparison Report (Report 575) for detailed information about this report.

Finance & Administration – Profit & Loss vs. Budget Report (Report 576)

This new report is similar to the Profit & Loss for a Period Report (Report 570), but it includes budget comparison information. See Profit & Loss vs. Budget Report (Report 576) for detailed information about this report.

Finance & Administration – Balance Sheet vs. Budget Report (Report 578)

This new report is similar to the Balance Sheet with Prior Year Comparison Report (Report 572), but it includes budget comparison information. See Balance Sheet vs. Budget Report (Report 578) for detailed information about this report.

Resources

Employee Card – Settings – Client Access Settings - Copy Client/Job Access from Another Employee

A **Copy Client/Job Access from Another Employee** dialog has been added. This dialog enables you to copy client access from another employee. You access this dialog via a new **Copy Client/Job Access from Another Employee** button on the toolbar on the Client Settings page. You can also use a new **Copy Client/Job Access from Another Employee** option on the shortcut (context) menu on the Client Settings page.

Employee Card – Settings – Team Settings – Copy Team Settings from Another Employee

A **Copy Team Settings from Another Employee** dialog has been added. This dialog enables you to copy client access from another employee. You access this dialog via a new **Copy Team Settings from Another Employee** button on the toolbar on the Employee Card » Settings » Team Settings page.

Employee Login Settings – Additional Validation Check when Updating an Employee User Name

A validation check has been added so that when you update an employee user name, you cannot add a comma. If you enter a comma in a user name, it reverts to the previous value (without the comma). This change was required to avoid an issue with commas in user names causing errors when users tried to print reports.

New Employee – Ability to Create Employees with a Zero Cost Rate

You can now create an employee with zero cost, or by leaving the cost blank. Previously, you were required to enter a cost rate when creating an employee.

Scheduling

Improved Performance of the Calendar when Duplicating Plans

When you duplicated a plan with a significant amount of tasks, users who were viewing the calendar experienced a degradation in performance. To resolve this, the calendar pages have been improved to handle updates more fluently, and tasks from copied plans are now only displayed on the calendar after you perform a refresh. This update also provides a general performance improvement for users who regularly copy plans, even if they do not use the calendar regularly. In addition, fewer notifications are sent.

Task Card – Task Resources – Improved Performance when Booking Tasks

In previous versions of WorkBook, booking hours on tasks tended to be slower than expected, especially on tasks that had multiple employees. This also occasionally resulted in a deadlock in the database, which further slowed down the process of making bookings. This effect was further amplified for customers who had multiple employees who performed scheduling changes at the same time. This has been improved, and deadlocks resulting from bookings have been significantly diminished.

Task Matrix/Weekly Schedule Filter – System Variable Added to Enable Previous Filter Functionality

The functionality for the task matrix and weekly schedule filters related to the use of the AND and OR options has changed. As a result, the expected behavior has changed. If you prefer the previous behavior, you can enable System Variable 1185 to revert the functionality to that previous behavior.

This is particularly noteworthy if you want to filter for employees who must have multiple skill sets or tasks that must have multiple tags.

> **Tip:** Using System Variable 1185 is not recommended because it opens WorkBook up for other unintended behavior. In particular, multiple employees in the filter is not possible.

Weekly Schedule – Access Rights Settings – Extended Access for Toolbar Buttons

Extended access settings have been added for the **Add Existing Task**, **Add More Resources to Selected Task**, and **Move Task to Another Resource** buttons on the Show Booking Details toolbar under Scheduling » Weekly Schedule » Show Booking Details toolbar.

Settings

Activities – Delete/Replace Activity

When you delete an activity and replace it with another, the activity is now replaced on Invoice and Price Quote lines if the Invoice and Price Quote are in Status 20 (For Approval).

Advanced Tools – Databoards - New Databoard Statistics Log

Each time that you run a databoard or an export, statistics about the run are saved in the database. You can now consult this information, either for a specific databoard or for all of them, and for exports. You can filter the results by date, among other attributes. Navigate to **Settings » Advanced Tools » Databoard Statistics** or **Settings » Advanced Tools » Databoards » Statistics**.

Advanced Tools – New Agent Log Page

Every time that you run an agent from Settings » Advanced Tools » Agent Setup (scheduled or run once), the run is logged in the database. You can now view run information by navigating to **Settings » Advanced Tools » Agent Log**. You can filter the results by date, agent ID, execution time, the success of the run, and whether the schedule is running or not.

Advanced Tools – New Settings Export/Import Page

A new Settings Export/Import page under Settings **»** Advanced Tools enables you to check the configuration in one WorkBook system and then export it to another WorkBook system. This page provides:

- An Export tab, where you can extract the System Variables and/or Company Variables from one WorkBook system into the cloud and generate a unique reference key.

- An Import tab, where you use that unique reference key to import that set of System Variables and/or Company Variables into the other WorkBook system.

Client Card – New Job Settings – Company Defaults

To improve performance and reduce data load, resource selection has been moved to a dialog, instead of direct change to the grid cell. You open the dialog by clicking the cell button.

Company Settings – Holiday and Absence Settings – New Dialogs for Creating and Editing Holiday Periods

Previously, you created and updated holiday and absence periods directly in the grid. Now you perform updates and add new rows through dialogs. This enables the newly entered and updated data to be used immediately when you update the earned days for the employees who use those periods. Access rights for these dialogs are the same as the access rights to the page, so no changes to access are required.

While these new dialogs are a change to the user interface, the only additional functionality is that you can now update employees' earned days, and so on, directly when updating periods. You were not able to do that before this release, which caused issues when newly added rows always defaulted to the last period. Now the defaults are only what is initially entered in the dialogs, when you use Company Variable 20 with the value 1, 2, 3, or 4; and you can modify that.

Company Variables – Added Company Variable to Restrict Use of Mobile App

Company Variable 67 has been added under Settings » Company Variables to set control over the WorkBook Mobile app access for employees under a specific Company group. The options are as follows:

- 0 – No restriction
- 1 – No access for Company user via Mobile app

Cross-Company Access is Removed from Browser Session

Cross-company access has been removed from the browser session. This should improve performance for database cache and prevent the bloating of Cache Entry.

IMAP Voucher Agent Using Modern Authentication

A new agent type **170 – Voucher Hot Azure Agent** has been added in Agent Setup under Settings. It uses modern authentication and is configured based on Azure. Setup requires Azure AD Administrator access. See the *Deltek WorkBook Reconfiguring IMAP Agents Guide* for more information.

Conversation and Notification Setup Type and System Variable Description Updates

The descriptions of two items in Settings have been updated.

- The description that is displayed for the trigger method for Conversation and Notification Setup Type 164 has been updated.
- The description that is displayed for System Variable 1160 has been updated.

Sales Tax Follow-Up – Tax Percentage Slider Changed to Input Field

The tax percentage slider has been changed to an input field to align with the sales tax setup page, enabling you to enter decimal percentages.

System Variables – System Variable 512 – Title and Description Updated

The title and description for System Variable 512 have been updated:

- Title – New Client Creation.
- Description – Enabling this variable will automatically enable the “display” option on all existing employees for any future new client. “Access” is always enabled; this variable controls on/off of the ‘display’ column in this setup.

System Variables – System Variable 757 Setting Now Approves Task Completion

When you change System Variable 757 to **2 – Any User can Approve Task Completion**, WorkBook needs to approve all entries for task resource completion approvals. This now happens when you change the System Variable itself. This affects entries for all Companies.

System Variables – System Variable 1181 – Enforcing LDAP Usage

System Variable 1181 has been added to enforce LDAP usage. It provides options that Administrators can use to enable or disable LDAP usage across all Advanced and Basic Users as follows:

- 0 – Administrators can enable or disable LDAP individually to users. This is the current setup; 0 is the default value.
- 1 – Enables LDAP across all Advanced and Basic Users.
- 2 – Disables LDAP login for all Advanced and Basic Users.

Administrators are unaffected by the changes being made when selecting option 1 or 2.

Time Entry Approval – Reapply Approvers only for the Current Company

The functionality of the **Update all Entries with Approvers** button has been changed to affect only entries within the Company that is selected in the Company Selector on the Settings page. The previous functionality is still present, but it is now located within the shortcut (context) menu.

Updated Countries and States

The states for Israel and India have been updated as requested.

Time & Expense

Absence – New Danish Holiday Act

You can set an earned holiday calculation method on a Company using Company Variable 20. This variable provides five calculation methods. The method **Use Danish Holiday Rules** supports the Danish holiday rules that take effect on September 1, 2020; if you use this setting, you will automatically start using those new Danish holiday rules when they go into effect. This changes the way in which employees who are subject to Danish holiday rules earn and spend their holiday hours.

After September 1, 2020, at the beginning of each new vacation year, these employees will start at 0 earned days, rather than receiving a fixed 25 days. They will also be earning and spending their vacation hours for that year concurrently. This means that employees who are hired in the middle of a vacation year do not have to wait until the next vacation year before they can use earned vacation hours; they can use the vacation hours that they earn within that same vacation year.

In addition, the Danish Holiday Act requires that employees can use their earned vacation hours for 4 months after a vacation year has ended. This means that within the first 4 months of a vacation year, employees' total remaining earned holiday hours are actually the remaining hours of the current year plus the remaining hours from the previous year.

Changes to Absence Requests and Dialogs

In the absence request dialog you can now display how many available days you[1] have at a selected end date of an absence for a period. When you create an absence that has an absence type that deducts hours from the Earned vacation pool, a new label is displayed: No. of Remaining Vacation Days at End Date. This value is your remaining number of holiday days for the period that is active at the selected end date. If you are employed in a Company that uses the Danish holiday system, this value also includes any remaining earned days from the previous holiday period, if the end date of the absence is within 4 months after the previous holiday period ended.

If you try to create an absence within the 4-month period of a new vacation year when you have enough earned hours in the previous holiday period to cover the absence, the absence is mapped to the previous year, even though it is located in the new year. You can see this on the Absence Entries page under the Employee Absence Overview. A column has been added to that overview that shows to which year the record was mapped, in addition to the existing column that shows which vacation year the absence is located in.

Employee Holiday Period View

The Employee Holiday Period view—which you can see under the absence overview—shows each employee holiday period record, matching each vacation year that was created via Settings » Holiday and Absence » Vacation Year Setup. Each record shows the number of earned and spent holidays for an employee.

For users who are employed in a Company that uses the Danish holiday method, the Earned field is recalculated each time that they visit this page after September 1, 2020. In addition, a date input field has been added in the top tool bar to enable you to see what the result of this calculation would be on a different date in the future. You cannot select a date in the past because creating an absence in the past is not dependent on how much holiday time you had earned as of that date.

There is no visual representation on this page of the 4-month extra period of using earned holiday hours. To see if you have any available earned holiday hours remaining from last year on this page, you must look at the remaining earned hours from the previous employee holiday period record. If you create an absence within the first 4 months of a vacation year, where the previous year would cover all or part of the absence, the created absence is registered to that previous vacation year, not to the vacation year to which the absence entries belong.

Employee Holiday Status View

The Employee Holiday Status view displays data for one holiday period at a time. A grouping (Last Vacation Period Data) has been added to this view that is visible only for users who are employed in a Company that uses the Danish holiday system. When you view your holiday data for one holiday period, you can also see any remaining holiday days from the previous holiday period that you can still use because of the 4-month grace period. This new grouping is named Last Vacation Period Data.

Absence Approval Follow-Up View

The Absence Approval Follow-Up view shows the absence requests that you have waiting for you to approve them. The Holiday Remaining for Employee shows the number of remaining holiday days for the employee that are available today. For Danish holiday users, this means that their requests might often

[1] If you have the required access rights, you can see other users' available holiday hours/days—for example, if you are an approver.

seem to use more holiday days than they have available. If you as the approver want to consider how much earned vacation the employee who is requesting an absence would have at the end date of the absence, you can open the Employee Holiday Status for the employee and enter the end date of the absence. The limitation that is based on available absence is also applied automatically when an employee first creates a request, and again when the approver approves the record, so this is not a required step for the approver if the system is set up to prevent employees from taking more holiday days than they have available.

Absence Entries View

The Absence Entries view (under the Employee Absence overview) shows registered approved absences. A column has been added to this view to show to which holiday period an absence was registered, in addition to the existing column that shows the vacation year in which the absence registration is located.

Change to Company Variable Description

The description of Company Variable 20 has been updated to better describe what the setting does.

Old Description

When creating a new employee, reduce the number of earned holidays in the current holiday period, based on how long is left of the holiday period.

New Description

Earned holiday calculation method

- When creating a new employee or vacation year, the chosen method will be used for calculating earned holidays.
- Reductions of no. of vacation days are based on the amount of time left in the current holiday period.
- Danish holiday rules will always base calculations on 25 holidays for a whole year, regardless of the period-specific amount of vacation days.

Update Scripts

When the new Danish holiday rules take effect, employees will have zero earned days at the start of a vacation year. If you have created any vacation years with a start date after September 1, before you update your WorkBook system to version 12.1, the relevant employees will have received a fixed amount of Earned Days (25) for those vacation years. To reset these future holiday periods to 0 earned days for customers who use the Danish holiday rules, a script is provided with this release that updates any customer systems when their backend is updated from a version lower than version 12.1, to 12.1 or higher. This update only affects periods that have not yet started on the date of the update, and also only affects periods that occur after September 1.

Vacation Year Update Dialog

The vacation year setup has been updated with dialogs for editing and creating vacation years. The grid is now read-only.

The new dialogs contain a new option (Apply to Employees on Company) for applying any needed changes to existing employee holiday periods, based on the changes in the dialog. If you select this option, employees who were newly hired into the Company this year will have their earned days updated for the holiday period of the selected year.

These new dialogs are available to all customers, regardless of the holiday calculation method that you use.

Time Sheet – Company Variable 68 Added to Manage Activity Drop-Down Filter

A new Company Variable 68 has been added to manage the Activity drop-down filter based on the job's Price List.

Known Issues that are New in Release 12.1

Finance & Administration

Administrative Follow-Up – Resource Under Preparation – Suppliers Require Approval even with no Approval Enabled

Deltek Tracking No. 502930

Description: When you enable required resource fields, System Variable 672 does not synchronize the Supplier based on the Creditor before the change is approved in the approval flow.

Workaround before Fix: Approve the resource change before the synchronization is shown on the Supplier.

General

Macintosh Users – Shortcuts – Some Grid Shortcuts do not Work as Intended

Deltek Tracking No. 504462

Description: For Macintosh users, the following shortcuts do not work as intended

- **CMD Shift** – Creates a line, instead of duplicating the cell that is above the selected cell.
- **CMD Insert** – Cannot work because there is no **Insert** key on a Macintosh keyboard.
- **CMD Alt** – Does not do anything.
- **Alt '** – Does not do anything.

Additional Notes: Use the grid normally, without shortcuts, instead.

Inbox

Job Created, but Folders not Created

Deltek Tracking No. 503296

Description: Sometimes when you create a job, you receive a conversation message that the job folder was not created.

Workaround before fix: Navigate to docs on the job. This process generates the folders that were not created when the job was created.

Jobs

Invoices – Lines – Incorrect Invoice Amounts when Copying from Price Quotes (PQs)

Deltek Tracking No. 502784

Description: PQ lines that are blank or have no quantity are considered as having quantity = 1 when you copy data over to an Invoice. Note that grid settings can display the value 0 as a blank; that case is not affected and is copied as expected.

Price Quotes (PQs) – Changing PQ Shown does not always Lock/Unlock the Interface Correctly

Deltek Tracking No. 505383

Description: When you change the PQ shown by using any means other than through the drop-down, it does not correctly update interface locks according to the status. Likewise, the status selector in the upper-right corner is not correctly updated. Other actions such as creating a PQ also trigger this issue.

Workaround before Fix: Perform a soft refresh to correctly update the interface.

Tasks

Calendar Synchronization – Users can be Removed from Tasks that have Time Entries on Them

Deltek Tracking No. 502016

Description: If you import calendar appointments into WorkBook as tasks, and resources have entered time on those tasks, if you then remove imported tasks, the resources are removed, but the time entries are retained in the database. This means that the hours remain on the job, although you cannot see them in the WorkBook interface.

Workaround before Fix: Do not delete or remove calendar appointments from third-party components such as Outlook, to prevent losing the connection between tasks and related time entries.

Time & Expense

Absence Overview – Holiday Period – Sidebar is Empty

Deltek Tracking No. 504953

Description: When you view the holiday information sidebar in the Absence Overview, on the Holiday Period tab, the sidebar does not show any data.

Workaround before Fix: View the same tab from a Resource Card's Absence Overview, instead. It displays the data correctly.

Material Page – Sidebar – Task Field is Locked

Deltek Tracking No. 505020

Description: The **Task** field in the sidebar—which appears after you select a job—is locked.

Workaround before Fix: Perform a soft refresh.

Reports

Report 227 – Wrong VAT Percentage on very small Amounts

Deltek Tracking No. 477918

Description: When you group on VAT, the displayed percentage might not accurately reflect the actual VAT percentage. This is caused by an inherent limitation when calculating with decimal numbers while using finite precision.

print Reports 218, 227, and 240 if an invoice net amount is very small, and you group by VAT percentage, it results in a wrong VAT percentage.

Reports – When you Include Frontpage, Some Reports Give an Error about Casting of Types

Deltek Tracking No. 496301

Description: When you print some reports and select the **Include Frontpage** report parameter, an error dialog is displayed, and you cannot print the report.

The following reports are affected: 93, 99, 128, 156, 157, 167, 171, 187, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 231, 240, 241, 242, 250, 251, 255, 264, 269, 278, 279, 280, 281, 284, 290, 291, 292, 303, 304, 306, 307, 310, 313, 316, 319, 333, 334, 335, 341, 378, 381, 392, 412, 417, 431, 461, 468, 483, 499, 500, 522, 523, 527, 529, 532, and 542.

Software Issues Resolved

CRM

My Activities – Inactive Pipelines are Displayed

Deltek Tracking No. 503705

Description: When you created an activity, the pipeline drop-down contained inactive pipelines.

Workaround before Fix: Ensure that you select only active pipelines.

Opportunities – Last Record is not Displayed in Chrome because Vertical Scroll Bar is Missing

Deltek Tracking No. 501576

Description: When you opened the Pipeline page, the last record was not displayed because the vertical scroll bar was missing.

Pipelines – Pipeline Project Stage not Reported on the Subgrid

Deltek Tracking No. 492301

Description: When you created or updated a pipeline, the **Stage** column was not updated accordingly in the subgrid.

Pipelines – Convert Pipeline to Job

Deltek Tracking No. 500524

Description: When you converted a pipeline to a job, if the default project was marked as no longer selectable, WorkBook still created the job using the project.

Customers Impacted: Customers who use version 11.0.107 and newer.

Workaround before Fix: Manually change the project after the job is created from the pipeline.

Resource Search – Search for All Contacts – Search Times Out

Deltek Tracking No. 492015

Description: When you searched for all contacts, WorkBook timed out.

Finance & Administration

Administrative Follow-Up – Finance Accounts for Approval – Mismatched Selected Fields

Deltek Tracking No. 500129

Description: When you updated a selected Creditor account, Debtor account, or Finance account's account number and account name on the sidebar, the selected grid line was not updated correctly.

Administrative Follow-Up – Absence Entries for Approval – Administrative Approvers Cannot Overrule Approvals

Deltek Tracking No. 487943

Description: When as an Administrative Approver you approved an absence entry via Administrative Follow-Up, WorkBook produced message <63713> and the absence request was not approved.

Agent – Error when the Voucher Hot IMAP Agent is Run

Deltek Tracking No. 498444

Description: When you ran the Voucher Hot IMAP Agent in the WorkBook web app, you received the Error Description: Object Reference not Set to an Instance of an Object in your inbox.

Change Log Now Includes Invoices

Deltek Tracking No. 428732

Description: When you changed any of the information in Payment Methods for sales, those changes just went through, without being recorded anywhere.

Consolidation – Approving Consolidated Journal Causes an Error

Deltek Tracking No. 502537

Description: When you approved consolidation journals with currency conversion between two Companies, certain conversions resulted in an imbalance in the journals, and the consolidation journals could not be approved.

Cost Entry – Time Sheet – Cannot Copy Rows from Previous Week for Other Employees

Deltek Tracking No. 499697

Description: When you copied another employee's time sheet from a previous week to the current time sheet via Finance & Administration » Cost Entry, the rows were not copied over.

Workaround before Fix: Have the author of the time entry copy the time sheet.

Creditors – Creditor Supplier Synchronization

Deltek Tracking No. 502310

Description: When you created Creditors based on Suppliers through the Creditor Supplier synchronization, the posting group was not copied from the Copy Settings From Creditor that was defined on the Company.

Customers Impacted: Customers who use the Creditor Supplier synchronization system (System Variable 672) based on Suppliers

Workaround before Fix: Change the posting group on the Creditors manually.

Additional Notes: If no Copy Settings From Creditor is defined on the Company, and no posting group is specified on creation, WorkBook picks the first posting group that can be used on Creditors. This applies to both Creditors that are created through Creditor Supplier synchronization and Creditors that you create manually.

Creditors – Cannot Set Payment on Hold for Manual Journal Invoices

Deltek Tracking No. 504009

Description: When you placed a Creditor transaction on hold for payment, where transactions were entered in manual journal entries, the transaction was not placed on hold.

Creditors – Creditor List – Creditor List Tab – Sidebar – Payment and Payment Proposal Settings – Payment Group not Displayed

Deltek Tracking No. 487585

Description: When you opened the window for payment proposal settings of the creditor that has the payment group already selected, the payment group was not displayed.

Creditors – Creditor List – Create New Creditor does not Carry Address over to Supplier Information

Deltek Tracking No. 496606

Description: When you created a Creditor, the address fields were not populated for the corresponding supplier.

Creditors – Creditor List Information Card – Cannot See Bottom Label and Field

Deltek Tracking No. 497568

Description: When you defined a banner by enabling System Variable 977, fields and labels at the bottom of the tabs were not fully displayed.

Creditors – Creditor Invoices – Cannot Remove Some System-Inserted Approvers

Deltek Tracking No. 497506

Description: When you tried to remove system-inserted approvers from a Creditor Invoice, even if System Variable 755 was set to let you do it, you could not.

Customers Impacted: Customers who use version 11.0.102 and newer.

Workaround before Fix: Have a System Administrator remove the system-inserted approver(s).

Creditors – Creditor Invoices – Creditors in Filter are not Cleared when You Change Company

Deltek Tracking No. 491425

Description: When you loaded Creditor Invoices, the page content could take multiple loads to be correctly loaded.

Customers Impacted: Customers where users handle vouchers for multiple companies.

Creditors – Creditor Invoices – Finance Account Drop-Down Lists Accounts in Wrong Order

Deltek Tracking No. 502629

Description: When you changed the finance account in the Creditor Invoice line, the drop-down lists accounts were in the wrong order.

Creditors – Creditor Invoices – You can only Cancel the Same Invoice Number Once

Deltek Tracking No. 503834

Description: When you cancelled two vouchers with the same invoice number, you received a message that the invoice number already existed.

Customers Impacted: Customers who use version 12.0.132 and newer.

Additional Notes: This error occurred only if you used the same Creditor for two vouchers with the same invoice numbers. Depending on System Variable 649, it might still work, depending on the invoice date of the vouchers.

Creditors – Creditor Invoices – Showing Invoices in the Wrong Company, Wrong Finance Accounts Available

Deltek Tracking No. 492508

Description: When you changed Company in Finance & Administration » Creditor Invoices, WorkBook sometimes loaded Invoices for the wrong company.

Customers Impacted: Customers who use version 10.4.88 and newer who have more than one Company.

Creditors – Creditor Invoices – Subgrid Moves when Navigating to Grid

Deltek Tracking No. 494924

Description: When you performed a soft refresh, the bottom grid resized itself.

Creditors – Creditor Invoices – Issue with Creditor Invoices Creditor ID that Overlaps an Employee Affecting Reports

Deltek Tracking No. 497854

Description: If a Creditor Invoices creditor had an ID that overlapped with an employee's ID, Reports 497, 353, and 386 in the job book could be affected and display data incorrectly as follows.

- **Report 497** – Could incorrectly group the Creditor Invoice data under the employee who had the overlapping ID, even if that employee was not linked to the Creditor Invoice.
- **Report 353** – Could print the Creditor Invoice if your parameters included the employee, when it should not have.
- **Report 386** – Included the Creditor Invoice data, even though it should never have been included in the report.

Customers Impacted: Customers who use version 11.0.103 and newer.

Creditors/Debtors – Creditor/Debtor List – Reports Fail to Print when a Transaction's Invoice Number Contains more than 50 Characters

Deltek Tracking No. 499576

Description: If a transaction's invoice number exceeded 50 characters, when you tried to print Reports 223 or 224 (Statement of Accounts (Open Items)), the print failed, with the message **Error while filling dataset**.

Customers Impacted: Customers who use version 11.0.107 and newer if they have invoice numbers that exceed 50 characters on transactions.

Debtors – Debtor Invoices – Select All Selects Rows that are not Displayed in the View

Deltek Tracking No. 497173

Description: When you limited your view with a search and clicked the **Select All** button, lines that were not displayed because of the search were also selected.

Customers Impacted: Customers who use version 10.3.124 and newer.

Workaround before Fix: You can use the filter to display only the lines that you want to select. You can also do a multi-select on the lines that you want, and use the **Tick Selected Invoices** button.

Debtors – Debtor List – Debtor List Setup Grid – Add/Edit Column Content Results in Skipping and Scrolling Issue

Deltek Tracking No.492332

Description: When you edited content on multiple lines rapidly—such as pasting a value into a field, moving to the next line, and pasting it into that field as well—the grid often changed focus on lines back to a previously selected line.

Customers Impacted: Customers who use version 10.4.88 and newer.

General Ledger– Chart of Accounts – Reports – Report 216 (Periodic Trial Balance) – Issue with To Date in PDF View

Deltek Tracking No. 504696

Description: When you printed Report 216 with the selected dates in the From Date and To Date report parameters, the To Date that appears on the PDF view of the report is different.

General Ledger – Chart of Accounts – Reports – Report 316 (Balance) – Missing Data that Prints in PDF Version

Deltek Tracking No. 491713

Description: When you printed Report 316 as XLSX Formatted, the XLSX report did not display some data that was present in the PDF version.

General Ledger – Chart of Accounts – Reports – Report 567 (Balance Sheet with Comparison Columns) – Displays Incorrect Data for Balance Sheet Accounts

Deltek Tracking No. 491149

Description: Reports 567 and 568 printed their last period balance column as though all accounts were operating accounts. If the account was a balance sheet account, this resulted in incorrect data being displayed.

Customers Impacted: Customers who use version 10.4.88 and newer.

General Ledger – Chart of Accounts – List Tab – Sidebar – Account Settings – Field Updates Removes Amount from Grid

Deltek Tracking No. 497701

Description: For accounts that had an amount in one of the amount columns, when you updated the fields **Force Page Break after this Account** (by selecting or unselecting it) and **Account Name** (by editing or adding its value) the amount was removed from the grid.

Workaround before Fix: Do a hard refresh.

General Ledger – Chart of Accounts – Sum From Field should only be Editable for Sum From Accounts

Deltek Tracking No. 498649

Description: When you selected an account on the **Sum of** field that had an Account Type of Operating Account, Balance Sheet Account, or Header Account, Workbook allowed that and saved your selection.

General Ledger – Chart of Accounts – Report 264 (Financial Bookings) – Data is not Exported to XLSX Formatted

Deltek Tracking No. 495070

Description: When you printed Report 364 as XLSX Formatted, no data appeared in the report.

General Ledger – Chart of Accounts – Sidebar – Dimension Settings – Profit Margin is Missing

Deltek Tracking No. 497881

Description: When you print, view, or download Report 316 (Balance Statement with Dimension), the Profit Margin that you selected in the parameters of the report and set up in the Chart of Accounts dimension is not displayed in the headers of the report.

General Ledger – Journals – Journal Entry Tab – Adding a Line Using Shortcut Keys Uses Incorrect Voucher Date

Deltek Tracking No. 503608

Description: When you selected a row on the Journal Entry tab and used the shortcut keys CTRL+INSERT to add a line, instead of copying the selected row's voucher date, the new row's date defaulted to the current date.

General Ledger – Net Revenue Forecast (NRF) – Column Header is Cut Off

Deltek Tracking No. 496120

Description: When you adjusted the columns on the NRF top grid and subgrid, the header labels were cut off.

General Ledger – Net Revenue Forecast (NRF) – Client Total Double-Counts Inter-Company Value

Deltek Tracking No. 495349

Description: The top grid displayed inter-company values as twice as much as the actual value was.

General Ledger – Net Revenue Forecast (NRF) – NRF Responsible Field is Red/Blank

Deltek Tracking No. 502642

Description: When you updated your WorkBook system to version 12, the job lines in existing Net Revenue Forecasts did not display the responsible person, and erroneously displayed the field in red on all job lines.

Customers Impacted: Customers who update to version 12.

Workaround before Fix: Recalculate the Net Revenue Forecast.

Payment Proposal – Checks with Multiple Invoices Format Dates Incorrectly

Deltek Tracking No. 501776

Description: When you ran Report 518 (Creditor Payment Check Top), Report 519 (Creditor Payment Check Bottom), and Report 366 (Creditor Payment Check), the date of the invoice was in the wrong format (yyyy/mm/dd).

Time Entry Statistics – Typographic Error

Deltek Tracking No. 496466

Description: When you viewed the time entry statistics details, there was a typographic error in the word "illness."

General

Agent – Calendar – Incorrectly Logged Out of ConceptShare when Running Calendar Agent

Deltek Tracking No. 504017

Description: When you were logged in to ConceptShare, and the Calendar Worker agent ran in the background, you were logged out of ConceptShare.

Workaround before Fix: Turn off the calendar synchronization agent.

Clicking Toggle Menu Button Causes Module to Blank Out

Deltek Tracking No. 493855

Description: If you did not have access rights to a page and you clicked the **Toggle Menu** button, that button would disappear from the page, and you could not navigate to other pages inside the Finance & Administration module.

Customers Impacted: Customers who use version 10.4.100 and newer.

Workaround before Fix: If the **Toggle Menu** button disappears, you can enter another module where you have access to a page, and click the **Toggle Menu** button from there.

Additional Notes: Modules that were affected by this bug include Settings, Finance & Administration, Scheduling, CRM, Time & Expense, and Tasks.

Dynamic PDF Component – Voucher PDF Files Display Watermarks Incorrectly

Deltek Tracking No. 502589

Description: When you previewed or downloaded a voucher as a PDF file, a watermark was incorrectly displayed on the document.

Email Notification – Automatic Notification Mails for Ticket, Task, and Conversation – Multi-Line in Custom Translation does not Work

Deltek Tracking No. 479485

Description: When a custom translation message had multiple lines, and it was sent as an email notification, the email that was received was presented with the message, but without multiple lines.

Grid – Export – Groups are always Blank

Deltek Tracking No. 496890

Description: When you exported a grid with groupings, the exported data did not show the text in the grouping header.

Grid – Export Grid Data to Excel – Formatting on Number Cells Changes Depending on the License You Have

Deltek Tracking No. 492581

Description: When you exported grid data, the number formatting of cells in the downloaded Excel file changed depending on the license that you had.

Grid – Modify Grid – Dragging Column Cells does not Change Columns' Positions

Deltek Tracking No. 497682

Description: When you tried to drag a column to a different position in the grid, its position in the grid did not change.

Workaround before Fix: Manually drag a column in the grid to the position where you want it to appear.

Joblog – Differences in Time Stamp

Deltek Tracking No. 501654

Description: When you changed certain properties on a job, the LogDate was saved in database time, instead of UTC time. The following properties were affected:

- Job Status
- Evaluated Progress
- End Date
- Start Date
- Next Step Date
- Delivery Date
- Project Manager
- Account Manager
- Client Contact
- Client PO Number
- Client Product
- Project
- Job Type
- Price List
- Department
- Allow Time Entry
- Public
- Billable

Inbox

Absence Notifications – Different Language Used

Deltek Tracking No. 493959

Description: When you received absence notifications, a different language was used instead of the system language that was selected in your My Settings » Language & Formatting options.

Conversation – Adding Resource to Conversation Shows Undefined Resource

Deltek Tracking No. 497788

Description: When you tried to add a resource to a conversation that had not been started yet (there were no comments or entries yet), the resource drop-down list showed undefined resources.

Workaround before Fix: Ensure that you add users only on conversations that already have comments or updates.

Missing Approvals Notification has Link to Incorrect URL

Deltek Tracking No. 494588

Description: When you received an email sent by Agent 97 (Missing Approval Summary), the link that was included was sourced from System Variable 651, which points to Silverlight, instead of System Variable 911, which points to the HTML version.

Notification of Canceled Absence Entry – Ability to Delete Past Absence Entries when System Variable 681 is Set to 2

Deltek Tracking No. 498491

Description: You could still delete your own absence entries dated in the past, even if System Variable 682 was set to **2 – Yes, if the absence entry lies after today's date**.

Additional Notes: After this fix, when System Variable 682 is set to 2, you can no longer delete absences whose dates are in the past or are the current date. You can only delete absences that have future dates.

Notification – Object Reference not Set to an Instance of an Object

Deltek Tracking No. 499641

Description: When you posted a comment on a task conversation, and an email notification was triggered for new task comments, you received an Object Reference Error Notification in your inbox. If other users had notifications set up for the task conversation (via My Settings » Notifications, especially when the notification on the task is set to All), they also received the Object Reference Error Notification in their inboxes.

Prospect Conversation – Issue when Accessing Prospect Conversation for Basic Users

Deltek Tracking No. 487542

Description: When as a Basic User you tried to access a prospect conversation, you received an error.

Customers Impacted: Customers who use version 10.3.67 and newer.

Ticket Conversation – Ticket Re-Opened Message Displays Resource Name to whom You do not have Access

Deltek Tracking No. 504826

Description: When you closed or re-opened a ticket and clicked Publish in the ticket settings, the automated status update in the ticket's Conversation included your name as having re-opened or closed the ticket. Other users who did not have access to you as a user could see that information. To protect access rights, these automated status updates no longer include resource names.

Jobs

Costs – Adjustments – Phases are not Displayed on Complete Adjustments

Deltek Tracking No. 495712

Description: When you created an adjustment, the **Phase** column/value on the Price Quote lines grid was blank.

Costs – Purchase Orders (POs) – Expense Entries Approved Directly to Status 50 are not Subtracted from Remaining Amount

Deltek Tracking No. 495301

Description: When System Variable 578 was enabled, and Company Variable 2 was set to 50, and you created an expense entry based on a PO, the amount was not subtracted from the Remaining amount.

Costs – Hours – Move Time Entries to Another Job

Deltek Tracking No. 496612

Description: When you moved time entries to another job, the Move Date that you selected in the dialog defaulted to the day before the selected date.

Workaround before Fix: Select the day after the date that you intend to use.

Costs – Hours – Sales Value Does not Match Price List – Hours Calculation

Deltek Tracking No. 500062

Description: When the job's Company and the price list had different currencies, depending on the currency calculations, it could cause small differences in calculations, which could result in the sale total price not matching the amount of hours and the hourly price that was set in the price list.

Customers Impacted: Customers who use version 11.0.107 and newer might experience this issue if these currency differences exist.

Costs – Summary – Net Profit Calculation Issue

Deltek Tracking No. 503336

Description: The Simple View – by Age view's Net Profit field did not show the correct amount. It did not include the scheduled costs in the calculation.

Customers Impacted: Customers who use version 12.0.117 and newer.

Workaround before Fix: Use the view Simple View – Activity Based on Sale, instead. That view shows the correct net profit value.

Costs – Summary – Cannot Access Accumulated Aging Chart, Sales Price

Deltek Tracking No. 504614

Description: When you tried to access the cost view Accumulated Aging Chart, Sales Price, it did not appear because it was set to beta.

Costs – Summary – Cannot Access Invoice Overview

Deltek Tracking No. 504613

Description: When you tried to access the cost view Invoice Overview, it did not appear because it was set to beta.

Costs – Summary – Cannot Access Simple View, Activity Based on Cost

Deltek Tracking No. 504612

Description: When you tried to access the cost view Simple View, Activity Based on Cost, it did not appear because it was set to beta.

Costs – Summary Views Set to Beta

Deltek Tracking No. 502200

Description: The following views were previously set to beta, but have been set to public:

- Simple View – Activity Based on Costs
- Accumulated Aging Chart, Sales Prices
- Invoice Overview

Docs – Uploaded Microsoft Word Files are Displayed with a Corrupted Icon or no Icon

Deltek Tracking No. 497770

Description: When you uploaded a Word file, it was displayed without a thumbnail or with a broken icon.

Invoice – Approval – Update Role 36's Text to Clarify what the Role Does

Deltek Tracking No. 498255

Description: Approval Role 36 had an inadequate description, which was frequently misinterpreted. This text has been updated for better clarity and understanding of what this role does..

Invoice – Cannot Change Invoice Status to Invoiced

Deltek Tracking No. 501709

Description: When you finalized a final Invoice with the Company Invoice setting **Close Job Automatically upon Final Invoicing** turned on, users sometimes received a message telling them to update the job end date. This was triggered if other Invoices on the job fell on a later day. The message did not correctly reflect the Company setting and incorrectly indicated that the date preceded the job end date, when the opposite was actually true.

Workaround before Fix: 1. Disable the Company Invoice setting **Close Job Automatically upon Final Invoicing**. 2. Revoke the Invoice and update the date to the one mentioned in the dialog, which is only applicable if the above setting is active. 3. Change the invoice type to Invoice on Account and close the job manually.

Invoice – Consolidated Invoice – Add Jobs to the Consolidated Invoice – Error Message when Creating Consolidated Invoice

Deltek Tracking No. 499026

Description: When you tried to create a subinvoice without specifying which invoice type it should be created as, an error occurred.

Workaround before Fix: Select a value in **Create Subinvoice as Invoice Types** for each subinvoice that you are creating.

Invoice – Consolidated Invoice – Error on Transferring Consolidated Invoice Lines to Invoice Lines

Deltek Tracking No. 498498

Description: When you transferred data by using the method **Insert Subinvoice Lines One-to-One and Subinvoice Phases One-to-One and Job Number to Phase Name**, an error occurred in certain cases.

This happened because the code tried to create a unique identifier by taking the sum of a job number + phase number, which can cause overlaps with subinvoices from other jobs.

Invoice – Consolidated Invoice – Sales Tax is not Carried Over to the Sub-Invoice Lines from the Main Invoice when Generated

Deltek Tracking No. 503395/504740

Description: When using sales tax on Invoices, when you created a sub-invoice the sales tax was not carried over from the main Invoice to the generated sub-invoice's lines.

Workaround before Fix: Manually set the sales tax on the sub-invoice lines either by directly manipulating the line-level value or by setting the sales tax on the sub-invoice (through the footer). In the latter case, you might need to select another tax code and then reselect the appropriate tax code for this to work.

Invoice – Copy Price Quote (PQ) to Invoice – Cannot Add a Rounded Number

Deltek Tracking No. 498309

Description: When you entered an amount into the **Transfer Amount to Invoice** field, the amount could be recalculated because of the rounding that occurs when a percentage is set in the **Set the % Value of the Price Quote to Insert** field.

Invoice – Copy from Price Quote (PQ) – Comments are not Correctly Copied Over

Deltek Tracking No. 502732

Description: When you selected the **Comments** check box in the Copy options of the **Copy Price Quote to the Current Invoice** dialog, not all of the comments were copied over.

Workaround before Fix: Copy all of the comments from the PQ to the Invoice manually.

Invoice – Create New Invoice – Elimination of Partial Invoice – Message Displayed during Invoice Creation

Deltek Tracking No. 495068

Description: When you created an elimination of a partial invoice, a message was displayed in certain cases that said: **The invoice is approved and locked**. The invoice was still created correctly.

Invoice – Cannot Finalize Invoices

Deltek Tracking No. 503602

Description: When you finalized an invoice that had multiple WIP adjustments, an error occurred when the dialog retrieved and returned an incorrect date upon status change.

Workaround before Fix: Change the invoice to a partial invoice.

Invoice – Issue when Printing Invoice using Quick Search

Deltek Tracking No. 492251

Description: When you clicked on the Reports icon in the toolbar of a maximized Job Card, the Reports sidebar was not visible in front of the Job Card.

Invoice – Timeouts when Creating Invoices

Deltek Tracking No. 502933

Description: When you created an invoice and copied a large number of Price Quote lines into it, you received a connection timeout error, and the copy request failed.

Jobs List – Duplicate Job – Time Entry Configuration is not Copied

Deltek Tracking No. 493616

Description: When you duplicated a job, the time entry setting (located in the job properties sidebar) was not copied over. Instead, it defaulted to the option **Everyone with Access to the Client**.

Jobs List – Price Quote (PQ) State Overview (8) – Approval Status Column Shows Code rather than Approvers

Deltek Tracking No. 501258

Description: When you exported the grid, the exported data displayed codes under the Approval Status column, instead of the approver names.

Job Properties Sidebar – Dimensions – Cannot Clear Value for Dimensions

Deltek Tracking No. 498416

Description: When you tried to clear the value of a non-required dimension that you had previously set, you were not allowed to.

Price – Changing Price Quote (PQ) Currency Causes an Error

Deltek Tracking No. 497767

Description: When you changed the currency of a PQ and it resulted in 12 digits or more for some cells, an error occurred.

Price Quote (PQ) – Copy from Another Job – Displays Job Dates rather than PQ Dates

Deltek Tracking No. 500557

Description: When you created a PQ via **Copy from Another Job**, the source grid displayed the Job Start Date instead of the associated Price Quote Date.

Price Quote (PQ) – Header – Header is Updated too Slowly when Changing between PQs

Deltek Tracking No. 493473

Description: When you changed from one PQ to another or moved to another job, the header page sometimes reloaded its content slowly enough that you could start making edits before the correct content (the other PQ or job that you were moving to) was loaded. The page now displays a spinner (busy cursor) to clarify that data is loading.

Price Quote (PQ) – Lines – Color is set to Read-Only

Deltek Tracking No. 493680

Description: You could not set a value in color on a PQ line because the field was set as read-only.

Price Quote (PQ) – Lines – Add Resources – Pick from List – Line is Added to Wrong Phase

Deltek Tracking No. 497874

Description: When you clicked a resource, a line was added to the top-most phase instead of the currently selected phase.

Workaround before Fix: Manually set the resource on a line in the correct phase.

Price Quote (PQ) – Misleading or Wrong Error Messages when Adding Out-of-Scope Items to a PQ

Deltek Tracking No. 500133

Description: When you created out-of-scope PQs on a retainer job, the automatic invoice creation displayed an incorrect message.

Project Retainer (18) Job List – Master PQ Hours Amount Column is Calculated Incorrectly

Deltek Tracking No. 499847

Description: On the Project Retainer (18) jobs list, the **Master PQ Hours Amount** field was not calculated correctly. This value now gets the sum of (hours + contingency) * Hours Sale on All Price Lines of the Master Job including the Offset Price Quotes.

Project Retainer – Job Settings – Fixed Debtors can be Removed from Master Jobs

Deltek Tracking No. 495628

064 You could remove fixed debtors from master jobs.

Purchase Order (PO) – Conversations – Private to All

Deltek Tracking No. 504980

Description: When the approval flow (for example, approving a PO) created a PO conversation, it was marked as private, instead of public.

Purchase Order (PO) – Create New Purchase Order – Error when You do not have Access to a Copy Dialog

Deltek Tracking No. 499382

Description: If you did not have access to a copy dialog, when you opened the Create New Purchase Order dialog, an error occurred.

Purchase Order (PO) Overview (12) – Filter at Top Left does not Respect Selected Status

Deltek Tracking No. 495494

Description: When you viewed Job List 12 and used the PO status filter to change/filter the view, the grid displayed POs in all statuses, no matter what status you selected.

Tasks – Add New Row Adds New Task Row in the Last Phase Regardless of Selected Phase

Deltek Tracking No. 498436

Description: When you inserted a task row, it was always inserted under the last phase, regardless of the phase that you selected.

Workaround before Fix: Manually move the task to the correct phase.

Tasks – Booked Resources – Cannot Copy Multiple Resources from One Task to Another

Deltek Tracking No. 500010

Description: When you copied multiple resources in the grid and pasted them into another task resources grid, all copied resources appeared to be pasted in the grid for a second, then all but one immediately disappeared. The grid should not display anything in the grid because multi-line copying is not supported.

Tasks – Report 39 (Gantt Chart 8 Weeks) – Does not Display Weeks when Exported to XLSX Formatted

Deltek Tracking No. 492225

Description: When you printer Report 39 and downloaded it as XLSX Formatted, an error occurred when you opened the Excel file. In addition, some weeks in the headers of the report were not displayed.

Tasks – Tasks (Grid) – Multiple lines Allowed when Editing Task Name

Deltek Tracking No. 492662

Description: When you entered a task name that had multiple lines of text, WorkBook allowed it, and you were able to save it.

Tasks – Phase – Unable to add tasks for all phases when system variable 1029 is enabled

Deltek Tracking No. 498913

Description: With System Variable 1029 enabled, when you clicked the **Create a Task for All Phases where there is not already Assigned a Task** button, the message **Activity is required on the task** was displayed, and you could not create the task.

Workaround before Fix: Manually create the task on the selected phase.

Tasks – Reschedule Task – Calendar does not Take Employee's First Day of the Week into Account

Deltek Tracking No. 494719

Description: When you opened the calendar in the Reschedule Task window, your First Day of the Week that was displayed in the calendar picker was incorrect.

Additional Notes: The issue appeared to be happening only in the specific calendar in the Reschedule Task window. For the calendar pickers that appear in other places, such as the Resource Card, dates in picker options, date fields in the job and task grid, and report parameters, the First Day of the Week set in a user's profile was correct.

Tasks – Error Occurs when Duplicating Phase

Deltek Tracking No. 497359

Description: When you duplicated a phase from a Gantt view by using the shortcut menu option **Duplicate Phase**, an error occurred.

Workaround before Fix: Use the **Duplicate Phase** option from Phase settings.

Tasks – Task Progress and Hours are not Displayed for Portal Users

Deltek Tracking No. 489282

Description: The Task progress and hours were not displayed for portal users.

Reports

Reports 61, 91, and 353 – Too many Decimals on Group Totals

Deltek Tracking No. 498916

Description: When you printed Report 353 (Job Cost Details) the printout or PDF output displayed the group header totals in more than two decimal places.

When you printed Report 61 (Invoice Data Sheet) and Report 91 (Expenditure/Invoice Overview) with the Show Details parameter selected, the printout or PDF output displayed the group header totals in more than two decimal places for the inserted job costs details (Report 353).

Report 136 (Task Overview) – Period Hours are not Calculated Correctly

Deltek Tracking No. 497690

Description: When you printed Report 136, if there were bookings, the booking hours data in the generated report also captured the hours from the day before the From Date that you set in the report parameters.

Report 150 (Client/Job Expenditure) – Report is Missing Comma Separator and has too Many Decimal Places in Some Output Formats

Deltek Tracking No. 500672

Description: When you printed Report 150 from the Jobs List view, it was missing comma separators, and numbers had too many decimal places in PDF, RTF, and XLSX output formats.

Report 151 (Employee Hour Distribution – Monthly View) – Excess Decimal Points

Deltek Tracking No. 502908

Description: When you printed Report 151 and viewed the PDF output, there were excess decimal values on the hours.

Report 175 (Time Overview – Employee/Client/Job) Error

Deltek Tracking No. 501771

Description: When you printed Report 175, the PDF file displayed inconsistent decimal values and inaccurate calculations of share percentage.

Report 188 (Holiday Specification – Year) – Format Error

Deltek Tracking No. 502731

Description: When you printed Report 188 from the Resource screen, the PDF file displayed the **Earned Days** column (the sixth column) with four decimal places.

Report 188 (Holiday Specification – Year) – Incorrect Decimal Formatting

Deltek Tracking No. 495717

Description: When you printed Report 188 (Holiday Specification – Year) as XLSX Formatted, the decimal number formatting for figures was incorrect.

Report 188 (Holiday Specification – Year) – Month Headers only Appear if You Set a Cut Date

Deltek Tracking No. 503799

Description: When you printed Report 188 with a blank or no Cut Date in the report parameter, the view in PDF did not display the month headers.

Report 219 (Balance Creditor by Age 0-90) is Missing Data

Deltek Tracking No. 497137

Description: When you printed and downloaded Report 219 as XLSX Formatted, data in gray rows of the report did not appear.

Report 258 (Time Used on Scheduled Tasks) – Report Has too many Decimals on Group Totals

Deltek Tracking No. 499388

Description: When you printed Report 258 the printout or PDF output displayed the group header totals in more than two decimal places.

Report 513 (Revenue Forecast vs. Budget) Error

Deltek Tracking No. 499460

Description: When you printed Report 513 with a selected or specific cluster filter on the parameter, an error occurred.

Workaround before Fix: Select "<*>" on the parameter of the report on the cluster filter.

Report 527 (Debtor Sales List for VAT Reporting) – Cannot View VAT by Debtor

Deltek Tracking No. 503525

Description: If you did not select the Show Details parameter, Report 527 did not show any details at all, even though it should have contained at least one line per debtor.

Customers Impacted: Customers who use version 12.0.117 and newer.

Workaround before Fix: Print the report with details.

Report 554 (Job Profitability with Time) – Large Numbers are Compressed

Deltek Tracking No. 496855

Description: When you printed Report 554, fields that contained large numbers were compressed, which caused spacing issues.

Report 567 (Balance Sheet with Comparison Columns) XLSX Formatted is Corrupted

Deltek Tracking No. 498386

Description: When you printed and downloaded Report 567 as XLSX Formatted, the Excel file was corrupted, and an error occurred when you tried to open the Excel file.

Report 568 (Profit and Loss with Comparison Columns) – Cannot Select a Currency

Deltek Tracking No. 501992

Description: When you tried to print Report 568, the Currency drop-down in report parameters was locked, so you could not edit it.

Report 568 (Profit & Loss with Comparison Columns) – Error Prevents Report from Being Printed

Deltek Tracking No. 496527

Description: When you tried to print Report 568 an error occurred that prevented the report from being printed.

Resources

Client – Debtors – Create Debtor from Client Data – Cannot Create Debtor without Sales Tax

Deltek Tracking No. 498772

Description: When you tried to create a debtor from a client's debtor settings, WorkBook did not allow you to create a debtor without a sales tax selected.

Customers Impacted: Customers who use version 11.0.107 and newer.

Client Card – Crash when Updating Project Manager for Client Contacts

Deltek Tracking No. 502622

Description: When Project Manager was enabled for a client contact—via **Settings » Dimensions » Dimension Setup » Project Manager » Contact Default Enable**—and you opened **Client Card » Contacts**, an error occurred.

Client Card – Client Contacts – Crash when Entering Page and any Single Dimension is Enabled as a Client Contact

Deltek Tracking No. 497797

Description: When you entered the Contacts page on the Client Card, and only a single dimension was enabled as a client contact default, an error occurred.

Default Grid – Create New Employee Shows Duplicate Records before Refresh

Deltek Tracking No. 493350

Description: When you added employees, duplicate entries were sometimes—although rarely—created.

Workaround before Fix: Perform a soft refresh.

Employee Card – Settings – Capacity Profile – Adding a Profile Can Cause an Error

Deltek Tracking No. 500052

Description: If you added capacity profiles, an error occurred.

Workaround before Fix: Configure a default capacity profile on the Settings » Default Capacity Profile page for the Company to which the employee belongs.

Timeout when Moving Resource to Another Company

Deltek Tracking No. 492255

Description: When you moved resources to other Companies, WorkBook timed out.

Resource Card – Grid – No Field to Enter Secondary Telephone Number

Deltek Tracking No. 491266

Description: When you opened the Resource Card » Information page, there was no field where you could enter a secondary telephone number.

Resource Card – System Error when Deleting a User Name

Deltek Tracking No. 493268

Description: When you tried to delete a resource's user name, an error occurred.

Resource Default Grid – Client Public Number is not Populated

Deltek Tracking No. 488875

Description: When you modified the **Public Registration Number** field in the Client card, the value could not be viewed in the grid because there is no corresponding **Public Registration Number** column.

Supplier Card – Settings – General Settings – Incorrect Activity Shown

Deltek Tracking No. 487873

Description: When you created a suppler when System Variable 804 was set to non, the newly created supplier showed different activity in the **Supplier Default Activity** field.

Workaround before Fix: Manually remove the supplier default activity in the Supplier Card » Settings » General Settings.

Suppliers – Supplier Creditor Mappings – New Creditor – Number and Prefix do not Match Sequence and Prefix Setup

Deltek Tracking No. 492160

Description: When you created a creditor from a supplier's creditor mapping settings, it used the supplier's Resource ID for the creditor number, even when System Variable 526 (Use Creditor No. Sequence) was enabled.

Customers Impacted: Customers who use version 10.3.113 and newer.

Scheduling

Tasks – Task Card – Adding Resources to Tasks Gives Wrong Error Message

Deltek Tracking No. 498884

Description: When you added resources to a task using the initials field, the wrong error message was given.

Customers Impacted: This issue appears to affect customers who use an agent to add resources to job teams in large batches. Resources that are not added in this way should not be affected.

Tasks – Timeline View – Calendar Lines are not Aligned

Deltek Tracking No. 496905

Description: When you accessed the Timeline view on Firefox using a modified DPI setting, some lines in the calendar were not aligned.

Weekly Schedule – Group Scheduling Resources (GSR) Cause Inaccurate Data for Percentages

Deltek Tracking No. 496546

Description: When you exported percentage data (Display Options – Percentage) from the main grid when the grid included Group Scheduling Resources and was grouped by any column, the grid export displayed inaccurate data.

Settings

Advanced Tools – Session Log Overview does not Work

Deltek Tracking No. 493894

Description: When you accessed Session Log Overview under Settings » Advanced Tools, you received the error **Value Cannot be Null**.

Advanced Tools – Agents – Agent 62 Fails if no Translation for Days and Months

Deltek Tracking No. 501679

Description: Agent 62 failed to run if WorkBook was set to use a language in System Variable 142 that did not have translations for days and months.

Agent 52 is Add Notification on Milestone Tasks to Conversation List. System Variable 142 is Default Language when Adding New Users.

Customers Impacted: Customers who use version 12.0.108 and newer.

Workaround before Fix: If you select another language—such as English – North America—in System Variable 142, you can use Agent 62.

Agent Setup – Document Index Agent – Error when Triggered

Deltek Tracking No. 497524

Description: When you triggered the Document Index Agent, an error occurred.

Approvals – Company Approvals – Creditor Approval/Debtor Approval

Deltek Tracking No. 491050

Description: When you created a Creditor, and you were also a pool approver, your Creditor was blocked, and you could not approve it because it was not on your Tasks – Approver – Finance Account Approval. You could only unblock the created Creditor if another approver (not the creator of the Creditor) could approve it.

Workaround before Fix: Another approver (not the creator of the Creditor) must approve it.

Company Settings – Holidays and Absences – Earned Days are Displayed in the Wrong Years

Deltek Tracking No. 492684

Description: When you created vacation periods, WorkBook used data from previous periods by default. If you changed that data later, the employee data was not updated; that included adjusting the start and end dates of the period, instead of always defaulting to the data from the previous period. A new dialog now enables you to enter new data.

Company Variables – Company Variable 48 is Blocking New Creditors

Deltek Tracking No. 494830

Description: When you created a Creditor, that Creditor could become blocked by Company Variable 48 when the agent that is related to the Company Variable ran, and the Creditor did not have any transactions.

Customers Impacted: Customers who use version 10.4.88 and newer.

Workaround before Fix: Unblock the Creditor manually.

Additional Notes: The agent runs as often as defined by the agent type 168.

Consolidation – Deleted Accounts are still Expected in the Consolidation Mapping

Deltek Tracking No. 499381

Description: When you tried to create a consolidation journal, WorkBook still tried to add deleted accounts that were set up in the consolidation mapping to the journal. This resulted in an error, and you could not create the consolidation journal.

Customers Impacted: Customers who use version 12.0.68 and newer and have a consolidation company might experience this.

Dimension Setup – Rename User-Defined Dimension 10 Error

Deltek Tracking No. 496858

Description: When you renamed user-defined dimension 10 an error occurred.

Customers Impacted: Customers who use version 11.0.102 and newer.

Workaround before Fix: If necessary, you can include extra spaces in names to make them unique.

Additional Notes: This is specific to the user-defined dimension 10.

Databoard Settings – Syntax Error when a Script has a Comment

Deltek Tracking No. 504694

Description: When you added a comment to a script in Databoard Settings, you received a syntax error.

Workaround before Fix: Do not add comments to queries or scripts.

Employee Cross-Company Access – Filter does not Include the Correct Access Roles

Deltek Tracking No. 497154

Description: When you used the Filter option in Employee Cross-Company Access, the filter did not display the correct Access Roles for the Company.

Global System Settings – Payment Terms for Invoices – Date Checker does not Function Correctly

Deltek Tracking No. 502201

Description: When you selected a date on Payment Terms for Invoices under Settings while a row was highlighted, on the dialog that pops up, the calculated payment date was not correct or displayed null.

Global System Settings – System Variables – With System Variable 909 Disabled, Expense Entry Transfer Assumes the Incorrect Company Currency

Deltek Tracking No. 493327

Description: When System Variable 909 was disabled, Expense Entry transfer assumed that the Company Currency Amount was in the Employee Company Currency, rather than the Expense Entry Company Currency.

Languages/Payment Methods for Sales invoices

Deltek Tracking No. 493541

Description: Disabled languages are displayed under Payment Methods for Sales Invoices.

Price Lists – Company Access – Cannot Remove Company Access when Used on Another Company

Deltek Tracking No. 500445

Description: When you set a Price List as a client/company default (Client Card » Client Settings » New Job Settings » Company) you could not remove access to the Price List from companies that did not have it as a default.

Workaround before Fix: Remove the Price List as a client/company default, edit the company access to the Price List, and re-add the Price List as a client/company default.

Price Lists – Incorrect Message when Removing Price List Access Used on Open Jobs

Deltek Tracking No. 498964

Description: When you removed Company/Client access to a Price List that was used in a closed job, an incorrect message—the dialog indicates an active job—was displayed.

Price Lists & Activities – Personal Expense Types

Deltek Tracking No. 493819

Description: When you inserted a new expense entry and updated the setup, the subgrid data was not updated correctly based on the row of expense type that was selected.

Price Quote Approval – Manage Dimensions Pulls Values from Wrong Company

Deltek Tracking No. 497321

Description: When you tried to use Manage Dimensions and set a detail, dimension values on the list came from the wrong company.

Price Quote (PQ)/Purchase Order (PO)/Sales Invoices (INV) Approval Setup

Deltek Tracking No. 496574

Description: When you updated PQs, POs, or Sales Invoices in Status 20 with new approvers, according to the setup in settings, if the job status was invoiced or cancelled, it did not update the approvers.

Customers Impacted: Customers who use version 12.0 and newer.

Setup – Access Right Settings – Extended Access – Ability to Set up Extended Access to Roles that do not have Access to the Page

Deltek Tracking No. 490505

Description: When you went to Extended Access, access roles that did not have access to the selected page were still displayed. In addition, roles whose highest level of access is read-only displayed the full-access check box in the extended access tab.

Teams – User Type Column Displays Incorrect Values

Deltek Tracking No. 502196

Description: The User Type column displayed incorrect values according to users' license types.

User Access Rights – Access Role Requests do not Display All Usable Requests

Deltek Tracking No. 496572

Description: When you navigated to Settings » User Access Role Requests, the Access Role Requests list did not display all usable requests.

User Access Rights – Disabling Access to a Request does Nothing

Deltek Tracking No. 494557

Description: When API users did not have access to a request on the Access Role Requests sub-page of the User Access Rights page, they could still call the request when checked via Postman.

Storage

Voucher Files Cannot be Located after Hard Refresh

Deltek Tracking No. 497911

Description: When you tried to view or preview a voucher file after a hard refresh, an error occurred.

Tasks

Approval – Payment Proposal for Approval

Deltek Tracking No. 499886

Description: When as a Basic User you tried to approve a creditor payment proposal in the Task Approval window and on the Inbox notification, an error prevented you from approving it and an error message was displayed.

Time Entry Approval – List View – Approval Icon for Rows is Missing

Deltek Tracking No. 498246

Description: When you opened the Time Entry Approval page, the approval icon was missing.

To-Do Task List – Hours Booked Today Calculates on Server Time instead of Client Time

Deltek Tracking No. 496528

Description: When you viewed the Tasks » To-Do list, the **Hours Booked Today** column could show an incorrect number of hours, when you were in a different time zone than the server.

Today's Tasks do not Appear until 10:00 AM

Deltek Tracking No. 503332

Description: When you used the **With Bookings Today** filter—depending on your time zone—you could experience that today's tasks did not show up until later in the day.

Customers Impacted: Customers who use version 11.0.107 and newer could be affected, based on their time zone, depending on the filter(s) that they use on tasks.

Time & Expense

Absence – Cannot Make a Request that Spans Two Periods

Deltek Tracking No. 497917

Description: When you tried to make an absence request that spanned two or more vacation years, the absence entry was rejected.

Workaround before Fix: Split the absence request into multiple requests, each covering the dates within a single holiday period.

Add Entry – Time Entry

Deltek Tracking No. 495286

Description: When as a Basic User you opened the Quick Time Entry page and started the timer for a task that you were already done with, the following error message was displayed: **Not allowed to move booking outside of task period.**

Incomplete Time Entry – Unable to Complete Time Sheet because of an Error when Modifying Hours Field

Deltek Tracking No. 494922

Description: When you modified the **Hours** field in the grid, an error occurred.

Customers Impacted: Customers who use the Safari browser.

Time Sheet – Pinned Time Entry does not Carry Activity to Next Week

Deltek Tracking No. 498550

Description: When you pinned a time sheet row where the activity had been changed, the new activity was not carried over to the next week.

Time Sheet – Unpinning Many Lines occasionally Returns an Error

Deltek Tracking No. 499893

Description: When you unpinned many lines, occasionally the error **Invalid Time Entry IDW Specified** occurred.

Time Sheet – Changing the Activity on the Line Creates Another Line with the Same Activity

Deltek Tracking No. 498240

Description: When you changed the activity on a time entry, another line was created with the old activity.

Reports

Trial Balance with Period Comparison Report (Report 573)

Summary

This new report is similar to the Trial Balance Report (Report 571), but it provides a comparison parameter option, which Report 571 does not.

Assumptions

- This report maintains the Report 571 framework, with the addition of a second date picker and new columns (see Report Layout and Calculations).
- This report shows only accounts that have a balance, for both the current as-of date and the comparison figures.

Location

Navigate to Finance & Administration » General Ledger » Chart of Accounts » Reports.

Parameters

Parameter	Use
From Date	This is the current period as-of date. This parameter is required.
To Date	This is the current period end date. This parameter is required.
From Date Comparison	This is the comparison period as-of date. This parameter is required.
To Date Comparison	This is the comparison period end date. This parameter is required.
Only Show Accounts with a Balance.	Select this check box to omit accounts that do not have balances. This omits from the report any account where the balance of transactions in the period sums to 0 (zero).
Enable Page Breaks	Select this check box to enable page breaks.
Hide Horizontal Lines Between Accounts	Select this check box to remove horizontal lines between accounts in the report.

Report Layout and Calculations

Column Heading	Column Value and Calculation
Account Number	The General Ledger account number from the Chart of Accounts, sorted by line number.
Account Name	The General Ledger account name as described for this account number.
Current Period – As of MM/DD/YY Debit, Company Currency	The as-of date that you specified in the report parameter, and the company currency from the selected Company. These are actual figures.
Current Period – As of MM/DD/YY – Credit, Company Currency	The as-of date that you specified in the report parameter, and the company currency from the selected Company. These are actual figures.

Column Heading	Column Value and Calculation
Comparison Period – As of MM/DD/YY Debit, Company Currency	The as-of date that you specified in the report parameter, and the company currency from the selected Company. These are actual figures.
Comparison Period – As of MMDD/YY Credit, Company Currency	The as-of date that you specified in the report parameter, and the company currency from the selected Company. These are actual figures.
Difference in Amounts Debit	Current Period Actuals minus Comparison Period Debit.
Difference in Amounts Credit	Current Period Actuals minus Comparison Period Credit.
Difference in Percentage	Differences in Amounts Debit plus Credit divided by Comparison Period multiplied by 100. ▪ Displays 0% when both current period and comparison period are 0. ▪ Displays – when current period is not 0 and comparison period is 0.
Additional Calculations	Displays subtotals at the bottom of the report for all columns.

Profit & Loss Statement with Period Comparison Report (Report 574)

Summary

This new report is similar to the Profit & Loss for a Period Report (Report 570), but it includes selected comparison parameters, which Report 570 does not.

Assumptions

- This report maintains the Report 570 framework, with the addition of comparative period from and to dates and new columns for the difference amount and difference percent (see Report Layout and Calculations).
- This report shows only accounts that have a balance, for both the current as-of date and the comparison figures.
- Switch +/- comparison – for P & L it is imperative to be consistent with actuals (showing debits vs. credits vs. +/- signs) and the comparison period (showing debits vs. credits vs. +/- signs).
- To run this report, you must have Finance access settings to the Company for which you are running the report in the Company selector in the top left-hand drop-down.

Location

Navigate to Finance & Administration » General Ledger » Chart of Accounts » Reports.

Parameters

Parameter	Use
Current Period From Date	This is the current period as-of date. This parameter is required.
Current Period To Date	This is the current period end date. This parameter is required.
Comparison Period From Date	This is the comparison period as-of date. This parameter is required.
Comparison Period To Date	This is the comparison period end date. This parameter is required.
Only Show Accounts with a Balance	Select this check box to omit accounts that do not have balances. This omits from the report any account where the balance of transactions in the period sums to 0 (zero).
Switch +/- Signs	Select this check box to change + signs to – signs and vice-versa.
Show Only Sum Accounts	Select this check box to show only sum accounts.

Report Layout and Calculations

Column Heading	Column Value and Calculation
Account Number	The General Ledger account number from the Chart of Accounts, sorted by line number.
Account Name	The General Ledger account name as described for this account number.
Current Period – As of MM/DD/YY, Company Currency	The as-of date that you specified in the report parameter, and the company currency from the selected Company. These are actual figures.
Comparison Period – As of MM/DD/YY, Company Currency	The as-of date that you specified in the report parameter, and the company currency from the selected Company. These are actual figures.
Difference in Amounts	Current Period Actuals minus Comparison.
Difference in Percentage	Differences in Amounts divided by previous period multiplied by 100.

Column Heading	Column Value and Calculation
Additional Calculations	Displays subtotals at the bottom of the report for all totals for all columns on the report.

Balance Sheet with Period Comparison Report (Report 575)

Summary

This new report is similar to the Balance Sheet with Prior Year Comparison Report (Report 572), but it enables you to select the comparison periods, rather than comparing against the prior year.

Assumptions

- This report maintains the Report 572 framework, with the addition of another comparative as-of date and additional columns on the report.
- Switch +/- comparison – for the balance sheet it is imperative to be consistent with actuals (showing debits vs. credits vs. +/- signs) and the comparison period (showing debits vs. credits vs. +/- signs).
- This report shows only accounts that have a balance, for both the current as-of date and the comparison figures.
- To run this report, you must have Finance access settings to the Company for which you are running the report in the Company selector in the top left-hand drop-down

Location

Navigate to Finance & Administration » General Ledger » Chart of Accounts » Reports.

Parameters

Parameter	Use
Current Period As of Date	This is the current period as-of date. This parameter is required.
Comparison Period As of Date	This is the comparison period as-of date. This parameter is required.
Only Show Accounts with a Balance	Select this check box to omit accounts that do not have balances. This omits from the report any account where the balance of transactions in the period sums to 0 (zero).

Parameter	Use
Switch +/- Signs	Select this check box to change + signs to – signs and vice-versa.

Report Layout and Calculations

Column Heading	Column Value and Calculation
Account Number	The General Ledger account number from the Chart of Accounts, sorted by line number.
Account Name	The General Ledger account name as described for this account number.
Current Period – As of MM/DD/YY, Company Currency	The as-of date that you specified in the report parameter, and the company currency from the selected Company. These are actual figures.
Comparison Period – As of MM/DD/YY, Company Currency	The as-of date that you specified in the report parameter, and the company currency from the selected Company. These are actual figures.
Difference in Amounts	Current Period Actuals minus Comparison.
Difference in Percentage	Differences in Amounts divided by previous period multiplied by 100.
Additional Calculations	Displays subtotals at the bottom of the report for all totals for all columns on the report. As with Report 572, this report captures earnings in the current fiscal year as follows: 1. Sum the balances of all operating accounts for the period, using date filters as follows: ▪ FROM – first day of financial year. ▪ TO – As-of date as specified in the report parameters. 2. Sum the balance of the designated Net Profit P/L account as defined by the Basic Finance settings for the same period: ▪ FROM – first day of financial year. ▪ TO – As-of date as specified in the report parameters. 3. Add these two amounts together. The resulting sum is the earnings in the year that have not yet been transferred to the Retained Earnings Balance Sheet account through year-end closures.

Profit & Loss vs. Budget Report (Report 576)

Summary

This new report is similar to the Profit & Loss for a Period Report (Report 570), but it includes budget comparison information, which Report 570 does not.

Assumptions

- This report maintains the Report 570 framework, with the addition of budget data.
- If there are no budget values for the specified date range, this report displays zeros.
- Switch +/- comparison – for P & L it is imperative to be consistent with actuals (showing debits vs. credits vs. credits vs. +/- signs) and the comparison period (showing debits vs. credits vs. +/- signs).
- This report shows only accounts that have a balance, for both the current as-of date and the budget figures.
- To run this report, you must have Finance access settings to the Company for which you are running the report in the Company selector in the top left-hand drop-down

Location

Navigate to Finance & Administration » General Ledger » Chart of Accounts » Reports.

Parameters

Parameter	Use
From Date	This is the as-of date. This parameter is required.
To Date	This is the end date. This parameter is required.
Only Show Accounts with a Balance	Select this check box to omit accounts that do not have balances. This omits from the report any account where the balance of transactions in the period sums to 0 (zero).
Switch +/- Signs	Select this check box to change + signs to – signs and vice-versa.
Show Only Sum Accounts	Select this check box to show only sum accounts.
Get Budget Data From	Select a budget from the drop-down. This parameter is required.

Report Layout and Calculations

Column Heading	Column Value and Calculation
Account Number	The General Ledger account number from the Chart of Accounts, sorted by line number.
Account Name	The General Ledger account name as described for this account number.
Actuals – As of MM/DD/YY, Company Currency	The as-of date that you specified in the report parameter, and the company currency from the selected Company. These are actual figures.
Budget – As of MM/DD/YY, Company Currency	The as-of date that you specified in the report parameter, and the company currency from the selected Company. These are Budget figures. These figures are adjusted depending on when in the month you run the report.
Difference in Amounts	Current Period Actuals minus Budget.
Difference in Percentage	Differences in Amounts divided by previous period multiplied by 100.
Additional Columns	Displays subtotals at the bottom of the report for all totals for all columns on the report.

Balance Sheet vs. Budget Report (Report 578)

Summary

This new report is similar to the Balance Sheet with Prior Year Comparison Report (Report 572), but it includes budget comparison information.

Assumptions

- This report maintains the Report 572 framework, with the addition of another comparative as-of date and additional columns on the report.
- Switch +/- comparison – for the balance sheet it is imperative to be consistent with actuals (showing debits vs. credits vs. +/- signs) and the budget (showing debits vs. credits vs. +/- signs).
- This report shows only accounts that have a balance, for both the current as-of date and the budget figures.
- If there are no budget values for the selected as-of date, this report displays zeros.
- To run this report, you must have Finance access settings to the Company for which you are running the report in the Company selector in the top left-hand drop-down

Location

Navigate to Finance & Administration » General Ledger » Chart of Accounts » Reports.

Parameters

Parameter	Use
Current Period As of Date	This is the current period as-of date. This parameter is required.
Get Budget Data From	Select the budget from the drop-down from which you want to retrieve the budget data. This parameter is required.
Only Show Accounts with a Balance	Select this check box to omit accounts that do not have balances. This omits from the report any account where the balance of transactions in the period sums to 0 (zero).
Switch +/- Signs	Select this check box to change + signs to – signs and vice-versa.

Report Layout and Calculations

Column Heading	Column Value and Calculation
Account Number	The General Ledger account number from the Chart of Accounts, sorted by line number.
Account Name	The General Ledger account name as described for this account number.
Actuals – As of MM/DD/YY, Company Currency	The as-of date that you specified in the report parameter, and the company currency from the selected Company. These are actual figures.
Budget – As of MM/DD/YY, Company Currency	The as-of date that you specified in the report parameter, and the company currency from the selected Company. These are actual figures. Budget figures are shown in one-thousands.
Difference in Amounts	Current Period Actuals minus Budget.
Difference in Percentage	Differences in Amounts divided by previous period multiplied by 100.
Additional Calculations	As with Report 572, this report captures earnings in the current fiscal year as follows:

Column Heading	Column Value and Calculation
	1. Sum the balances of all operating accounts for the period, using date filters as follows: ▪ FROM – first day of financial year. ▪ TO – As-of date as specified in the report parameters. 2. Sum the balance of the designated Net Profit P/L account as defined by the Basic Finance settings for the same period: ▪ FROM – first day of financial year. ▪ TO – As-of date as specified in the report parameters. 3. Add these two amounts together. The resulting sum is the earnings in the year that have not yet been transferred to the Retained Earnings Balance Sheet account through year-end closures.

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