Deltek WorkBook 12.2

Release Notes

December 10, 2020

This edition published December 2020.

Contents

Overview

This document provides the following information:

- Release Notes for WorkBook 12.2

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

For information about the WorkBook API, you can access the *Deltek WorkBook API Guide* at the following link:

https://workbookapi.deltek.com/?version=latest

Installation

See the *Deltek WorkBook 12.2 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 12.2

Version DB 12.2.52 / HTML 12.2.56

For release on December 10, 2020

Features and Enhancements Added or Changed

Finance & Administration

MediaForce Import Functionality Introduced

MediaForce is a cloud-based platform from GaleForce Digital Technologies, Inc., that integrates media planning and buying so that you can research, build, place, track, and maintain both traditional and digital media orders.

The MediaForce import into WorkBook helps you take end-to-end agency management a step further by connecting your media planning and buying activities with your project management workflow in WorkBook. Using this functionality, you can capture every media cost, commission, and Creditor Invoice within its associated WorkBook job.

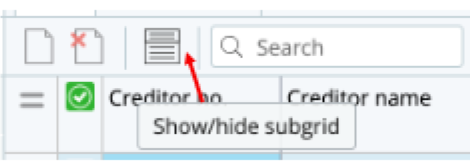
You can perform the following imports from MediaForce:

- Import Vendor Invoices, which creates Creditor Invoices in WorkBook.
- Import Media Orders, which creates Price Quotes and Purchase Orders in WorkBook.

For detailed information about how to set this functionality up and perform these imports, see the *Detlek WorkBook MediaForce Import Guide*.

Creditors List – New Transactions Subgrid for Creditors List

A subgrid that shows transactions for the selected creditor has been added to the Creditors List. You access this subgrid by clicking a new button in the Creditor List's toolbar. It is the third button from the left in that toolbar, as the following figure (with tooltip) shows.



Purchase Order (PO) Links – Handling Credit Notes

This release includes the implementation of credit notes for creditor invoices that are sourced from POs.

General Ledger – Project Postings – Sales Summary Column Names Changed

When you post a sales invoice, the sales summary column headers that previously were named Debit and Credit have been changed to Amount Debtor and Amount Creditor.

General

Keyboard Shortcuts Guide Introduced

The *Deltek WorkBook Keyboard Shortcuts Guide* is now available. This guide documents shortcuts that you can use with WorkBook for both Windows-based and macOS-based computers.

DevExpress Framework Update

DevExpress components have been upgraded from version 19.1.7 to version 20.1.4.

Updated ServiceStack Framework

ServiceStack Framework has been updated from 5.5.0 to 5.9.0.

Jobs

Costs – Hours – All Extended Access not Made for Cost Column

You can now set Extended Access on grid columns for each Access Role.

Invoices – Reports – Report 372 (Sub JobInvoice) – You can Create a Custom Layout for this Report

When you are displaying the Concept release state in WorkBook, you can now give a custom layout to Report 372 for sub-invoices. Note that System Variable 454 must be enabled for the change of the release state to work correctly. It is generally not recommended to use this functionality.

Reports

Finance & Administration – Debtor List – US & Canadian Debtor Sales Tax Report (Report 577)

This new report shows sales invoices on debtors and their tax. See US & Canadian Debtor Sales Tax Analysis (Report 577) for detailed information about this report.

Finance & Administration – Report 1099-NEC (Report 579)

This new report provides information about nonemployee compensation. See 1099-NEC (Report 579) for detailed information about this report.

Scheduling

Scheduling Filters – Resource-Employee Dimensions Added to Scheduling Filters

You can now filter on employee dimensions on the following pages: Calendar, Employee Task Summary, Scrum Board, Task Matrix, Timeline Calendar, Weekly Schedule, and Task Resource Booking Approval and its Traffic Manager subgrid.

To use this functionality you must enable dimensions for employee reporting under Settings » Dimension Setup, as well as set up employees to use those reporting dimensions under the employee card settings.

Settings

Access Settings – New Warning Dialog Box when Changing a User's Access to a Client

When you change the client access for one or more employees, either from an employee's settings or the client's settings, you are now presented with a warning dialog box. You must confirm that dialog box before you can continue to change the access. This affects the following:

- Employee Card » Settings » Client Access Settings
- Client » Client Settings » Employee Access

Agent Setup – Some Agents are Locked and Run at Predetermined Times

Some default agents are now locked for changes and are running at predetermined times.

Company Settings – New Company Variable to Hide Absence Codes

You can enable Company Variable 70 to have WorkBook hide the absence description and absence type on different pages. This impacts the following views:

- Task Matrix
- Timesheet Matrix
- Weekly Schedule
- Time Calendar
- Calendar
- Resource List Shortcut

A generalized absence description ("Absence") is displayed, rather than the actual absence code. You can access Company Variable 70 via Settings » Company Settings » Company Variables.

The column Restrict Details has been added under Settings » Company Settings » Holidays and Absence when Company Variable 70 is enabled. This enables you to select which absence code to restrict.

Employees who are under the company where Company Variable 70 is enabled cannot see absence details for any employees. Employees under any other company cannot see absence details for employees under that company.

HMRC – Making VAT Digital – PVA Regulation Change

The HMRC integration now supports postponed VAT accounting. You can now select postponed VAT accounting as a mapping to VAT return codes.

Known Issues that are New in Release 12.2

General

Temporary Cessation in Validation of UK VAT Numbers

Deltek Tracking No. Not Applicable

Description: As of January 1, 2021, the United Kingdom will no longer be a member of the EU countries that are covered by the VIES (VAT Information Exchange system), as a result of which this service might no longer support the validation of UK VAT numbers.

From the point where that support is terminated, a VAT number that is edited or added to a debtor or creditor record, or where the country is changed on the debtor or creditor record—triggering the validation—will show an *Invalid* or *Not Checked* indication beside the Public Number field of that record's information tab.

Any Debtor or Creditor Number that had previously been checked and validated will continue to show the *Checked* validation status until its VAT number is edited.

Finance & Administration

Creditors – Creditor Invoice – Summary Line – Horizontal Scroll Bar Issue

Deltek Tracking No. 507522

Description: When you use a Macintosh computer to access Creditor Invoices, using the Safari browser, the summary line is half-hidden when you select a new invoice from the main grid if the summary line has a horizontal scroll bar.

Workaround before Fix: Resize the filter sidebar.

Software Issues Resolved

API

Incorrect Parameter Name in Syntax Example for InsertAbsenceRequest

Deltek Tracking No. 506405

Description: When you viewed the metadata on the API directly, the API request InsertAbsenceRequest had an incorrect parameter name.

Customers Impacted: Only those customers who use the WorkBook API.

Workaround before Fix: The names of the API parameters that are displayed on the metadata page have no effect on the actual requests. The parameters that are used incorrectly in the example do not reflect the API itself.

CRM

Page Does not Load Correctly

Deltek Tracking No. 506398

Description: When you tried to open the CRM page, an icheck system error occurred. Sometimes the page did not open, or no data loaded.

Dashboards

Databoards – Databoards are not Updated Appropriately

Deltek Tracking No. 506035

Description: The selected databoard in the added widget in the Dashboards module was not updated appropriately when you updated parameters.

Databoards – Databoard Parameter Cannot be Cleared

Deltek Tracking No. 503726

Description: When you opened the parameters filter in a databoard in Dashboards, and you tried to clear a value in a drop-down list field, you could not clear the parameter's value.

Finance & Administration

Company Selector – Box Lines Appear

Deltek Tracking No. 506085

Description: When you navigated back to the Finance & Administration page after visiting the Scheduling » Capacity Status Graph page, box lines appeared in the Company Selector.

Workaround before Fix: Perform a hard refresh.

Creditors – Creditor Invoices – Cannot Make or View Accrual Voucher in Status 20

Deltek Tracking No. 506589

Description: When a creditor invoice was for approval (in Status 20), you could not open the accrual dialog for that creditor invoice.

Customers Impacted: Customers who use version 12.1.81 and newer, if they use accruals on creditor invoices.

Workaround before Fix: If as an approver you need to see the accrual, set it back to Status 10, view the accrual, then send it for approval again.

Creditors – Creditor Invoices – Ability to Approve and Post Creditor Invoices after Purchase Order is no longer Approved

Deltek Tracking No. 506849

Description: You could approve and post a Creditor Invoice after the Purchase Order (PO) that was used on the line was no longer approved—that is, its status changed from Approved or Ordered to Under Preparation or Cancelled.

Customers Impacted: Customers who use Creditor Invoices and POs in combination with automatic settlement (Company Variables 2, 3, and 4).

Additional Notes: A PO must have a valid status when you change the Invoice status. However, if you reopen an Invoice (back to Under Preparation status), that is allowed, regardless of the PO status.

Creditors – Creditor Invoices – Cannot Approve Voucher Error Message

Deltek Tracking No. 504923

Description: When you tried to approve a creditor invoice that was previously approved, an incorrect error message occurred, saying **You are not associated as an approver**.

Creditors – Creditor Invoices – Error when Adding New Lines to Voucher with Invalid Offset Account

Deltek Tracking No. 501584

Description: When you added lines to a voucher where the creditor used on the voucher had an invalid offset account, an error occurred.

Customers Impacted: Customers who have an incorrect offset account setup that was created before version 10.4.

Workaround before Fix: Change the offset account on the creditor and try adding the line(s) again.

Additional Notes: You cannot create the invalid offset account scenario since version 10.4, so this error can only occur if the account was deleted after being set as the offset account before version 10.4.

Creditors – Creditor Invoices – Error when Using Open in New Tab Button

Deltek Tracking No. 506991

Description: When you clicked the **Open in New Tab** button on the Creditor Invoices page, and the new tab was loaded, an error occurred.

Customers Impacted: All users who have access to Finance.

Workaround before Fix: On the open browser that is displaying the Creditor Invoices page, right-click on the browser and select **Duplicate** to open another Creditor Invoices page.

Creditors – Creditor Invoices – Purchase Order (PO) is not Displayed in the Subgrid

Deltek Tracking No. 491443

Description: When you disabled Allow Purchases on a job, the subgrid did not display POs.

Creditors – Creditor Invoices – Reload Outdated Rows Happens on Newly Created Creditor Invoices

Deltek Tracking No. 504073

Description: When you created a Creditor Invoice with an attached file, the invoice line created in the main grid was marked as having been changed since you loaded the page, and needing to be refreshed.

Workaround before Fix: Refresh WorkBook or click the  Refresh icon for the line in question.

Creditors – Creditor List – Remittance Report does not Show Remaining Amount Value

Deltek Tracking No. 493043

Description: The creditor remittance advice report displayed a remaining amount of zero, even when the remaining amount was more than zero.

Debtors – Debtor List – Debtor Selection Reset when You Edit the Sidebar

Deltek Tracking No. 506826

Description: When you selected a debtor that is farther down the debtor list, and then you used the sidebar to change settings on that debtor, the debtor selection was reset to the first debtor in the list for each edit.

Workaround before Fix: Search for the debtor that you want to edit until there are no other debtors in the list.

General Ledger – Chart of Accounts – Balance of Some Accounts is not Displayed in List View

Deltek Tracking No. 502013

Description: When you changed the period in the account statement and changed the tab to List, the period of the list appeared to change, but the balance of the accounts that was displayed was still for the previously selected period.

Workaround before Fix: Change the period from the list; that updates the balances. Alternatively, use Report 216, Periodic Trial Balance.

General Ledger – Chart of Accounts – Cannot Delete an Account that has Same Account ID as a Creditor, Debtor, or Holding Account Used on a Journal Entry

Deltek Tracking No. 504943

Description: When you tried to delete a finance account in the chart of accounts that had the same account ID and/or account name as a creditor, debtor, or holding account, you were not allowed to delete the finance account.

General Ledger – Chart of Accounts – Export Grid Data Gives Error

Deltek Tracking No. 507459

Description: When you selected a specific account number on the List tab that had a huge number of data rows, exporting it from the grid under the Account Statement tab produced a server error and an unsuccessful export process.

General Ledger – Chart of Accounts – Report 240 (Statement of Accounts with Details) – Name Field is not Wide Enough

Deltek Tracking No. 505205

Description: When you printed Report 240 with a selected dimension and elements, and with the **Group by Dimension** check box selected, the PDF view of the group name was cut off and mixed with the next line when the group name of the dimension was too long.

General Ledger – Chart of Accounts – Report 318 (Group Balance with Dimensional Matrix) – Report Totals do not Match

Deltek Tracking No. 487395

Description: When you printed Report 318, it only grouped values by financial transaction dimensions, even if System Variable 1129 was set to have it group values by job dimensions.

System Variable 1129 is **Display Dimension Values in Finance Reporting as:** and when set to **0 – Current Job Values** it enables you to group values on Report 318 by job dimensions.

Customers Impacted: Customers who have System Variable 1129 set to 0 – Current Job Values and have changed the job dimension value since posting the financial transactions.

General Ledger – Chart of Accounts – Report 381 (WIP Project Postings Age Distributed) – Time Value is Incorrect

Deltek Tracking No. 507366

Description: Report 381 included time values that were based on the time entry date, rather than the post date.

Additional Notes: This issue was mostly visible if the post date of time entries had been changed from the original post date when posting them.

General Ledger – Chart of Accounts – Report 500 (Profit & Loss) – Does not Display Account Lines in Correct Style

Deltek Tracking No. 506190

Description: When you printed Report 500 with a defined line style selected in Finance & Administration » General Ledger » Chart of Accounts » Basic Settings » Report Settings and selected a line style from the Line Style drop-down, the PDF preview did not follow the line style that you selected for that selected account.

General Ledger – Journals – Import Results in Error when Trying to Upload File with + in Name

Deltek Tracking No. 502226

Description: When you tried to upload a file with a + in its name, using journal imports, an error occurred.

General Ledger – Net Revenue Forecast (NRF) – Cannot Change Review Status (Approval)

Deltek Tracking No. 507380

Description: When you tried to change an NRF's review status (its approval), you could not, and you received a message that you did not have access to the ProfitForecastDatasReviewStatusRequest or ProfitForecastDatasFollowUpReviewStatusRequest calls.

Customers Impacted: Customers who use version 12.1.92 and newer.

Workaround before Fix: Grant access to the request via Settings » Advanced Tools » User Access Rights » Access Role Requests. Allow access to ProfitForecastDatasReviewStatusRequest and ProfitForecastDatasFollowUpReviewStatusRequest.

General Ledger – Net Revenue Forecast (NRF) – Figures Appear Incorrectly in Actuals Column

Deltek Tracking No. 504878

Description: When you created a forecast using the Only Actual check box, the resulting forecast still contained pipeline forecasts.

Customers Impacted: Customers who use version 12.0 and newer.

Workaround before Fix: Filter out pipeline data using the filter on the forecast that used the Only Actual check box.

General Ledger – Project Posting – Cannot Post Sales invoices because of Error Message

Deltek Tracking No. 506473

Description: When you tried to finalize a Sales invoice before completing the US/Canadian sales tax Finance account configuration, it caused Sales Invoices to be unable to be posted, and you received an incorrect validation message.

HMRC VAT Returns – Button is Disabled if Company Variable 14 is Enabled

Deltek Tracking No. 507592

Description: The button for synchronizing/downloading obligations from HMRC is disabled if Company Variable 14 is enabled.

Workaround before Fix: Disable Company Variable 14.

Time Entry Statistics – Export Grid Data – Color Formatting of Cells does not Appear in Exported File

Deltek Tracking No. 507706

Description: When you tried to export grid data from the Time Entry Statistics page to an Excel or PDF file, the color formatting of the cells in the grid was not used in the exported file.

Vendors – Error when Navigating to the Purchase Orders View

Deltek Tracking No. 507320

Description: When you navigated to the Purchase Orders view, an error occurred, and you could not use the page.

General

Date Picker – Invalid Date Reverts to Original Value

Deltek Tracking No. 500074

Description: When you entered an invalid date in a date field, the value of that date field reverted to the last valid date that was entered, rather than today's date.

Main Window Footer – Clicking Version Number Opens Blank Web Page

Deltek Tracking No. 499906

Description: When you clicked the version number in the footer at the bottom of the main WorkBook window, it opened a blank web page.

Sidebars and Subgrids – Generated too Large

Deltek Tracking No. 506844

Description: When you opened sidebars or subgrids, in some instances they took up more space than designed.

Inbox

Notification – Finance Monthly Checklist Notification Access Issue

Deltek Tracking No. 507217

Description: When you opened the notification in the inbox, the page indicated missing access.

Workaround before Fix: Access the page through the Finance & Administration module.

Jobs

Conversation – Document Approval – Header Disappears when there are Multiple Comments

Deltek Tracking No. 505829

Description: If you clicked inside a job's conversation thread section that has multiple comments, the header of the documents for approval disappeared.

Costs – Summary – Advanced View – Activity – Purchase Orders Column Displays Incorrect Currency

Deltek Tracking No. 504559

Description: When you viewed the Cost view, the Purchase Orders column displayed the record currency, instead of converting to Company currency.

Costs – Summary – System Variable 320 is not Respected in Summary incl. EA Sales Value View of Costs

Deltek Tracking No. 505848

Description: When System Variable 320 was disabled, cost values from Price Quotes that are in Status 40 were still included in the Summary incl. EAC Sales Value View.

Description – Create Description Incorrectly References Templates Instead of Job Types

Deltek Tracking No. 504375

Description: When you tried to create a description, the drop-down list displayed information about description templates, rather than job types.

Invoice – Cannot Approve an Invoice Using FIK as Payment Method

Deltek Tracking No. 503748

Description: When you approved an Invoice using FIK as the payment method, WorkBook displayed a message that the payment method was blank, when it was not.

Workaround before Fix: Change the payment method text manually to another value, then change it back to the appropriate value to correctly apply the payment method text. Note that this workaround might not be applicable for retainer invoices.

Invoice – Changing Payment Method does not Use Label when Using FIK Method

Deltek Tracking No. 506752

Description: When using the FIK method, when you changed the payment method on an invoice, WorkBook used the invoice text, rather than the label.

Invoice – Consolidated Invoice – Wrong Type of Invoice Created when Finalizing Consolidated Credit Note

Deltek Tracking No. 506334

Description: When you finalized a Consolidated Credit Note, WorkBook created a Final Invoice, rather than an Invoice on Account.

Invoice – Report 351 (Invoice) – Layout – CustomCode Field is not Pulled into Report

Deltek Tracking No. 506089

Description: When you added the CustomCode field to Report 351’s layout and then you printed the report, the custom code of the job was not reflected in the printed report.

Invoice – Timeout when Creating Partial Invoices

Deltek Tracking No. 507639

Description: When you tried to create a partial invoice on a job that had multiple time entries, a timeout occurred.

Job Closure Adjustment – Creating a Job Closure Adjustment Omits Finalized Invoice

Deltek Tracking No. 506558

Description: When you created a job closure adjustment, WorkBook used only reporting currency data and left out a finalized invoice.

Workaround before Fix: Always use final invoices, or wait a little between finalizing invoices on account and closing the job.

Job Creation – Client Responsible is not Used as Default Account Manager

Deltek Tracking No. 506624

Description: When you created a job, the Account Manager did not default to the client's responsible when there were no defaults selected on the job dimension levels client, contact, company.

Workaround before Fix: Enable the dimension Job Account Manager as the client default and set the Account Manager in New Job Settings.

Job Creation – Unclear Error Message

Deltek Tracking No. 507280

Description: When a job folder was not created, the error message was not detailed enough.

Job Duplication – Wrong Template Applied when Duplicating a Job or Price Quote (PQ)

Deltek Tracking No. 507225

Description: When you duplicated a job or a PQ, the resulting PQ had a template applied according to Client and Company rules.

PQs that were duplicated—either directly or through duplicating a job—still had the template data applied to them, as if they were created through normal creation processes, causing them to be different from the original PQs, whereas duplication should be 1:1.

Jobs List 17 – Purchase Sales Value – Calculation does not Add Up

Deltek Tracking No. 502655

Description: When you looked at Job List 17, the calculation for the Purchases Sales Value column was incorrect and did not match the corresponding fields in the cost views.

Jobs List – Cannot Change Finance Manager on Job

Deltek Tracking No. 505367

Description: When you tried to change the Finance Manager of a job when System Variable 836 was set to 4 (Users can Unsubscribe Others who have not yet Posted a Comment and the Conversation Creator can Unsubscribe Anyone), and the Finance Manager was subscribed to a conversation, you could not change the Finance Manager, and a message was displayed.

Customers Impacted: Customers who change Finance Managers when System Variable 836 is set to 4.

Workaround before Fix: Change the System Variable to another value temporarily, change the Finance Manager, and then set the System Variable value back to 4.

Jobs List – Duplicate Job – End Date is One Day Earlier

Deltek Tracking No. 504430

Description: When you duplicated a job, the end date of the duplicated job was one day earlier than the original job.

Jobs List – Move Job to Another Client Error

Deltek Tracking No. 505277

Description: When you moved a job to another client, an error occurred in some cases. When the modified date of a file within the job folders was not within the SQL limits (between January 1, 1753, through December 31, 9999), you could not move a job from one client to another.

Jobs List – Report 513 (Revenue Forecast vs. Budget) – Does not Display the Cluster Selected in the Parameter

Deltek Tracking No. 504253

Description: When you chose a cluster in the report parameters for Report 513, the cluster's name was not displayed in the report.

Jobs List – Report 525 (Estimated/Allocated/Used Hours Cost) – Does not Calculate Cost from Employee Cost

Deltek Tracking No. 504992

Description: When you printed Report 525, it displayed an incorrect value for Employee Cost.

Jobs List – Report 565 (Employee Projected Utilization (Booking Data)) – Does not Use Indicated Filters

Deltek Tracking No. 503731

Description: When you selected teams in the report parameters, the report printed, displaying the data for the correct teams, but the team name at the top was shown incorrectly.

Job Properties – Basic Job Settings – Price List – Extended Access does not Apply to Price List Drop-Down

Deltek Tracking No. 506430

Description: When you applied extended access to the price list setting drop-down within basic job settings, the access rule did not work as expected, and the field remained unlocked.

Workaround before Fix: Hide the field by using "No Access."

KPI View – Does not Pull Data Correctly

Deltek Tracking No. 507484

Description: When you enabled Include Only Future Scheduled Hours, and there were planned hours in the future, the Expected Future Hours field did not pull the data and showed the value as zero.

Long-Running Query Causes Job List to Time Out

Deltek Tracking No. 498633

Description: When you tried to load the jobs list, a timeout occurred.

Purchase Order (PO) – Approval – PO Approval History is not Visible on Settled POs

Deltek Tracking No. 507099

Description: When System Variable is set to Enabled or Automatically, the PO Approval History was no longer visible after a PO was automatically updated to Settled status.

Price Quote (PQ) – Create PQ – Creating a PQ does not Respect Company Variable 39

Deltek Tracking No. 506953

Description: When you created a PQ it did not use the template from Company Variable 39.

Price Quote (PQ) – Introduction Text – Updates Remove Default Text

Deltek Tracking No. 482309

Description: When you changed the PQ defaults on a Company, the Introduction Text and Comment were sometimes removed when they should not have been.

Price Quote (PQ) – Lines – Resource Subgrid – Missing Add User Button

Deltek Tracking No. 507521

Description: When you tried to add multiple resources to an activity line in the PQ module, you were unable to select resources (users) because the Add Resource button was missing. Instead, you could only add resources to a line by using their initials.

Price Quote (PQ) – Lines – Dimensions do not Correctly Look at Company

Deltek Tracking No. 507448

Description: When you entered a grid with dimensions and a Company, the grid did not respect the selected Company, resulting in invalid data for selection.

Price Quote (PQ) – Material – Transfer to PQ – Sets Material Cost in Company Currency

Deltek Tracking No. 507525

Description: When you transferred materials to PQ lines, the material cost was in Company Currency, instead of in record currency.

Price Quote (PQ) – Phases – Phase Text is delete when Cursor Moves to another Line

Deltek Tracking No. 505196

Description: When you entered text in the Phase description, it was deleted when the cursor moved on to another line.

Price Quote (PQ) – Report 348 (Price Quote) – % of VAT Total Amount is Wrong

Deltek Tracking No. 506690

Description: When the total amount has decimals, the value was rounded off in **% of VAT Total Amount**.

Price Quote (PO) – WorkBook does not Remember Last Selected Report

Deltek Tracking No. 506600

Description: When you exported through the report printer, WorkBook did not remember the last selected report and its corresponding values, if any.

Project Retainer View – Mismatch between Hours Shown on the View and the Actual Hours on the Job

Deltek Tracking No. 504664

Description: When there was more than one active schedule on a delivery job, on the Project Retainer view in Jobs, the values in the Used Hours, Used Hours Previous Month, and Used Hours Current Month columns were doubled.

Purchase Orders (PO) – Creating a Creditor Invoice with Positive and Negative Lines against the Same PO Causes it to Settle with a Remaining Cost

Deltek Tracking No. 504705

Description: When you created a Creditor Invoice that had both positive and negative lines against the same PO, the PO settled, even though it had a remaining cost.

Purchase Orders (PO) – Purchase Order Report – Prints Current User's Name instead of PO Responsible's Name

Deltek Tracking No. 505701

Description: When you printed the Purchase Order Report, the Ordered by label in the report layout displayed your name (as the person who generated the report), rather than the name of the person who created the PO.

Purchase Orders (PO) – Reports – Creating an Email with Purchase Order Uses Client Contact Instead of Supplier Contact

Deltek Tracking No. 504377

Description: When you created an email (draft) with a report attached, and the PO Supplier Contact was empty, the **To:** field on the draft email used the email address of the Client Contact on the job.

Purchase Orders (PO) – System Variable 464 Blocks PO Approval even when there is No Invoice Linked to the Other Settled PO

Deltek Tracking No. 505264

Description: When System Variable 464 is set to 1 or 3, WorkBook displayed an error and blocked the approval of the PO, even when there was no invoice created against the other settled PO.

Reports – Phases Missing from Filter for Gantt View Reports

Deltek Tracking No. 504558

Description: When you tried to print a Gantt View report, and you tried to select one or more phases via the Phase option in the report filter's parameters pane, the Phase drop-down list only displayed up to 20 phases.

Reports – Report 323 (Employee Profitability) has Decimals on Percentage Fields

Deltek Tracking No. 505551

Description: When you printed Report 323, the exported report displayed decimal values in the percentage columns, where there should only be whole numbers.

Reports – Report 495 (Job Cost by Phase) – Est. Price Includes Cost of Canceled Price Quotes (PQs)

Deltek Tracking No. 505871

Description: When you printed Report 495, the Est. Price column included the costs of canceled PQs.

Reports – Report 506 (Job Cost and Profitability) – Invoicing NR Column Displayed as Percentage Value

Deltek Tracking No. 505881

Description: When you printed Report 506, the Invoicing NR column was displayed as a percentage value, rather than an amount.

Schedule – Gantt – Task Line does not show Booked Resource Icon

Deltek Tracking No. 505007

Description: When you assigned a resource to a milestone, the booked resource icon was not displayed under the Resources column on the Gantt page.

Workaround before Fix: Open the Booked Resource page instead, to see the list of booked resources for the milestone.

Submodules – Submodule Content Placeholders Overlap Page Headers when there is No Content to Load

Deltek Tracking No. 506069

Description: In the Job module, for PQ, PO, Invoice, Task, and Description modules, the No Data overlay overlaps with other user interface (UI) elements.

Tasks – Old Booking Value not Removed when another User Inherits it after Disabling Employee

Deltek Tracking No. 506521

Description: When you disabled a user who had existing bookings and had used hours on a task, the booking value on the task level still included the disabled user's original booking hours.

Tasks – Grid View – Error when Modifying a Row or Commenting in Chat

Deltek Tracking No. 506068

Description: When you modified any row under Jobs » Tasks or added a comment to a selected job under Jobs » Chat, an error occurred.

Tasks – Grid View – Grid Columns Lack Extended Access

Deltek Tracking No. 506885

Description: The grid view and subgrids did not have extended access rights for columns.

Customers Impacted: Customers who wanted to hide specific columns based on access rights profiles.

WIP Adjustment – Comments Required

Deltek Tracking No. 504808

Description: When you made a WIP adjustment, the comment was always required, even when Company Variable 53 was blank.

Workaround before Fix: Enter a comment.

Reports

Report 461 (4 Weeks Resource Booking) – Resources Disappear when Hiding Resources without Tasks

Deltek Tracking No. 505960

Description: When you printed Report 461, and you selected the Hide Resources without Tasks check box, resources with active tasks were missing from the printed report.

Resources

Anonymize Resource – Anonymization Removes Resource from Favorite Lists

Deltek Tracking No. 497855

Description: When you disabled a resource and then anonymized it, it was removed from all favorite lists.

Company Card – Custom Codes Added to Company Resource Type not Registered Correctly

Deltek Tracking No. 502669

Description: When you added a new Custom Code, it was not added to the Company, but to another type of resource. Thus, after you added the Custom Code, you could not find it in the grid.

Report 173 (Holiday Yearly Overview) – Text is Cut in Half when there is a Page Break

Deltek Tracking No. 505293

Description: When you printed Report 173 with enough employees in it to fill an entire page, the last line on the page was partially hidden beneath the report footer.

Workaround before Fix: Filter the report to show fewer employees, to avoid filling an entire page.

Report 188 (Holiday Specification – Year) – M12 Column is Blank when you Export Row Data

Deltek Tracking No. 506504

Description: When you printed Report 188 in XLSX (row data) format, the M12 column displays a null value on the Excel sheet, where it should have a value (because absence entry from m1-m12 has been added to the selected resource).

Report 188 (Holiday Specification – Year) Inactive Users' Names Start with Weird Characters

Deltek Tracking No. 505254

Description: When you printed Report 188, and the report contained names of inactive users in the list, those names started with weird characters.

Resource Card – Absence Overview – Holiday Status – Holidays Total Calculated Incorrectly

Deltek Tracking No. 507475

Description: When you opened this page, the Holidays Total field displayed an incorrect value.

Scheduling

Calendar – Bookings are not Rearranged Automatically

Deltek Tracking No. 506329

Description: When you made certain changes to bookings—such as running the booking defragmentation agent or performing manual booking changes on multiple days at the same time—the calendar did not show those changes.

Workaround before Fix: Perform a hard refresh to make the changes appear.

Calendar – Drag-and-Drop does not Work

Deltek Tracking No. 505049

Description: When you clicked a booking on the lower part of the calendar and dragged it to another time, the booking was not moved to the intended time.

Task Matrix – Bookings on Inactive Schedules Incorrectly Included

Deltek Tracking No. 504666

Description: When multiple resources were included and inactive schedules were enabled, the Other Bookings element included bookings on inactive schedules from other resources on the list.

Customers Impacted: Customers who actively use inactive schedules for planning purposes.

Workaround before Fix: Avoid displaying multiple resources when you work with inactive schedules, or ignore the Other Bookings and background color. The numbers that the grid displays are not affected.

Ticket List – Filter Popup Error

Deltek Tracking No. 507016

Description: On the Ticket List, when you opened the filter pop-up and selected the Include Tickets on Hold check box, an error occurred.

Weekly Schedule – No Access to Page Causes Crash

Deltek Tracking No. 505333

Description: When you tried to add a resource to a task through the Add More Resources to Selected Task dialog when you had no access to Add Existing Task, an error occurred.

Workaround before Fix: Enable your user role's access to Add Existing Task in Settings » User Access Rights – User Access Setup, under the Access tab, Main – Global – Add Existing Task. Note that you must be an Admin to do this; if you do not have Admin access, you must request that an Admin do this for you.

Settings

Agent 94 – Does not Sent the E-Mail with the PDF Report Attached

Deltek Tracking No. 504235

Description: When Agent 94 ran, it did not send the e-mail to the intended recipient with the PDF report attached.

Agent Setup – General System Maintenance Agent – Error when Resetting System Variable 484

Deltek Tracking No. 506764

Description: In some edge case scenarios, the general system maintenance agent caused an error when it tried to reset System Variable 484, regardless of whether that System Variable needed to be reset or not.

Customers Impacted: Customers who use version 12.0 and newer.

Workaround before Fix: Contact Deltek Customer Care, who can get a workaround performed for you.

Agent Setup – Typographical / Grammatical Error Displayed when Agent Notification Failed

Deltek Tracking No. 506437

Description: When an agent notification failed, the error message that appeared in the grid contained a typographical or grammatical error: A unknown error occurred.

Agents – Stored Procedure Agents – Agents that Run Over Time not Properly Terminated

Deltek Tracking No. 507818

Description: When an agent ran over time, it was not properly terminated.

Customers Impacted: Customers who use the Execute Stored Procedure agent, and have a stored procedure that runs for a long time.

Custom Translations – Task ETC Request – Incorrect Description Message

Deltek Tracking No. 506524

Description: When a request for Task ETC was sent for approval, the description message on the booked hours was incorrect.

Databoards – Databoard View – Quickly Switching between Databoard Produces an Error

Deltek Tracking No. 504675

Description: When you clicked on Databoard 1123, then immediately selected any other databoard—for example, Databoard 1120—an error occurred.

Additional Notes: Similar behavior was observed in Finance & Administration » Databoard Export, when you did the same thing—selecting Databoard 1123 in the grid, then selecting another databoard (such as Databoard 1120) in the grid. The error appeared there, as well.

Databoards – Databoard 62 Job Column is not Populated

Deltek Tracking No. 503466

Description: When you viewed Databoard 62 (Purchases with Activity Info) the job column was not populated.

Databoards – Some Databoards with Multi-Select Fields in their Parameters cannot Convert nvarchar to int

Deltek Tracking No. 501206

Description: When you tried to add several values in a multi-select field in a databoard, an error occurred with the message Conversion Failed when Converting the nvarchar Value.

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

Employee Settings – Rates and Billable Targets – Error when Making Changes

Deltek Tracking No. 506694

Description: When you edited any field in Rates and Billable Targets, an error occurred, and no changes were saved.

Workaround before Fix: Make the changes in the resource card on employees instead via Resources » [Enter initials in Initials box in lower-right corner of the page] » Settings » Rates and Billable Targets.

Settings – Error Message after Logging In because of Invalid Country Formatting

Deltek Tracking No. 505798

Description: When you logged in to WorkBook, and you had invalid country formatting in Settings, you encountered system errors.

Additional Notes: This error occurred when Default User Settings » GlobalizeLanguage was set to an invalid value.

Holidays and Absences – United Kingdom (UK) Holiday – Good Friday not automatically Added for Succeeding Years

Deltek Tracking No. 507070

Description: When you added UK holidays into the holiday calendar, Good Friday was not included.

Workaround before Fix: Manually add the Good Friday date for each year.

Holidays and Absences – Update Vacation Period Window Uses Wrong Number Formatting

Deltek Tracking No. 506701

Description: When you updated a vacation period and you entered a number with decimals, the number was displayed with decimals in the grid incorrectly. If you entered a number with decimals using a decimal comma in the Update Vacation Period window, the number was displayed as a whole number, without decimal places.

Session Log Overview – Crash on Conflict / File with Same Name

Deltek Tracking No. 504018

Description: When you used Azure as the storage provider for System Variable 747, and you navigated to the Session Log Overview, the page sometimes crashed if there was a naming conflict in the storage provider's files.

User Access Rights – Access Role Requests – Missing Requests Added to Access Settings

Deltek Tracking No. 507774

Description: When you granted access to API requests, some of the requests were missing.

Tasks

Tasks – Approval – Time Entry Approval – Individual Entry Approve/Reject Buttons were Removed from List View

Deltek Tracking No. 502810

Description: When as an approver you hovered your cursor over individual time entries, the Approve and Reject buttons were no longer available on the List view.

Workaround before Fix: You can still approve or reject individual time entries on the Grid view.

Tasks – Create Time Entry – Incorrect Activity Default

Deltek Tracking No. 506788

Description: When System Variable 802 is set to 0, and you tried to create a quick time entry, the activity incorrectly defaulted to nothing.

My Overdue Tasks – Phase Column is always Empty

Deltek Tracking No. 505971

Description: When you opened the My Overdue Tasks page, the Phase column was always empty. Even if there were tasks under the Phase column, the phase names were not displayed in the grid cells.

Task Resource Booking Approval – Move Task to Another Resource – Dates are Incorrect

Deltek Tracking No. 506057

Description: When you moved a booking to another resource, the From and To dates that were displayed in the dialog box did not match the original task dates.

To-Do – Recipient is not Autopopulated on New Emails when Using Quick Menu

Deltek Tracking No. 505341

Description: When you clicked a specific task on the Tasks page and then opened the Quick Menu to compose an email, the email recipient field was not autopopulated.

Workaround before Fix: Enter the recipient's email address manually.

Time & Expense

Personal Expense Status – Cannot See Your Expenses

Deltek Tracking No. 506692

Description: When you navigated to Personal Expense Status, your expense entries were not displayed.

Report 188 (Holiday Specification – Year) – Does not Show Correct Earned Days as of Today's Date when using Danish Holiday Act

Deltek Tracking No. 507476

Description: When you printed Report 188, the earned days were incorrect if System Variable 1169 was set to a value.

Customers Impacted: This applied only to customers who use the Danish Holiday Act. It also was most likely to occur with customers who used older versions of WorkBook in the past.

Additional Notes: You can contact Customer Support to request that a script be run to fix the System Variable in question. Running that script solves the issue without requiring a system update.

Time Entry – Cannot Collapse Time Entries

Deltek Tracking No. 505380

Description: When you tried to collapse all time entries, the entries disappeared.

Timesheet – Delete Records With no Data does not Work

Deltek Tracking No. 504209

Description: When you deleted records with no data, lines with no registered time entries were not removed from the timesheet.

Reports

US & Canadian Debtor Sales Tax Analysis (Report 577)

This new report provides information about sales invoices on debtors and their tax. This report is important to US and Canadian markets because most agencies report sales tax to US city, state, and county entities and provincial and federal Canadian entities on a monthly or quarterly basis. Before this report was available, you had to manually pull this information from WorkBook into Excel and manipulate it manually to report on sales tax.

Summary

You run this report for the Company that you are on, for a date range. Depending on your choices, the report displays, by tax code, for the selected time period the tax that has been invoiced or collected for the selected time period, by debtor and invoice, what was invoiced or collected for each tax code and the net sales amount.

Assumptions

- You can export the report into the following formats: PDF, RTF, XLSX (formatted and row data), XLS (Office 2003), and CSV.
- When you run this report by Client Receipt Settlement, the date ranges show invoices that were paid during that date range, by receipt date.
- If you do not know the corresponding sales invoice for a particular client receipt, it goes into the eliminations area. When this is the case, the following occur:
  - At the top of this sales tax analysis report OPEN ELIMINATIONS EXIST is displayed in red to alert you that there are items still in eliminations that you need to resolve. This is similar to the way that sales invoices display DRAFT in red at the top.
  - WorkBook pulls eliminations into the report so that you do not miss them. The report displays the Remainder Amount for eliminations, to act as an additional flag.
- When partial payments have been made against client sales invoices, a weighted distribution of the client receipt against the sales invoice is performed. For example, if there is a $12,080 sales invoice that is made up of $6,000 fees that are non-taxable, $6,000 hard costs that are taxable, and $80 tax; and the payment was for $6,000, 49.67% is applied toward fees on the sales tax report, 49.67% is applied to hard costs, and .66% is applied to sales tax. The formula is total sales invoice divided by each Activity/line total to derive the appropriate percentage.
- This report has the same cross-company and access rights as Report 527 (Debtor Sales List for VAT Reporting).

Location

Navigate to Finance & Administration » Debtors » Debtor List » Reports.

Parameters

Parameter	Use
Client Receipt Settlement Date	Required. Choose a value from the Run the Report By drop-down list by which to run this report. Includes only sales invoices with receipts applied for the selected settlement date From and To fields, in addition to open client receipts in the elimination area. The search results show only items that meet these criteria.
Sales Invoice Posting Date	Required. Choose a value from the drop-down list. This value is applied to the posting date of the sales invoice. The search results show only items that meet this criterion.
From MM/DD/YYYY To MM/DD/YYYY	Required. Use the calendar date pickers to select the from/to date range.
Posting Group	Required. Select one of the following values: All, Employee Debtors, External Debtors, Inter-Company Debtors.

Report Layout and Calculations

Depending on the value that you selected for the Run the Report By parameter, the layout of this report varies; some columns are displayed or hidden.

Field[1]	Field Value and Calculation
Report Layout – Sales Invoice Posting Date	
Debtor Name	From the Debtor Sales Invoice.
Accounts Receivable City	From the Debtor Sales Invoice. You can hide this column, using Modify Grid.
Accounts Receivable State	From the Debtor Sales Invoice. You can hide this column, using Modify Grid.
Accounts Receivable Zip Code	From the Debtor Sales Invoice. You can hide this column, using Modify Grid.
Debtor Delivery Address City	From the Debtor Sales Invoice. You can hide this column, using Modify Grid.

[1] Field descriptions sourced from the Instructions for Recipient attached to IRS 2020 Form 1099-NEC.

Field[1]	Field Value and Calculation
Debtor Delivery Address State	From the Debtor Sales Invoice. You can hide this column, using Modify Grid.
Debtor Delivery Address Zip Code	From the Debtor Sales Invoice. You can hide this column, using Modify Grid.
Invoice Number	From the Debtor Sales Invoice.
Invoice Date	From the Debtor Sales Invoice.
Invoice Amount	From the Debtor Sales Invoice total invoice amount (net sales + tax).
Net Sales Amount	Total of line items on sales invoice, excluding taxes collected.
Tax Code	Applicable tax code invoiced on the Debtor Sales invoice.
Tax Code Description	Applicable tax code description invoiced on the Debtor Sales invoice.
Tax Amount	Total tax invoiced on the Debtor Sales Invoice, for that particular tax code/tax code description.
Tax Rate	Equals the equivalent percentage of the total sales tax amount invoiced, divided by the total invoice amount.
Subtotal and Total	Subtotal by tax code amount, and total at the bottom by invoice amount, total invoice, net sales amount, and tax amount.

Field[2]	Field Value and Calculation
Report Layout – Client Receipt Settlement Date	
Debtor Name	From the Debtor Sales invoice.
Accounts Receivable City	From the Debtor Sales Invoice. You can hide this column, using Modify Grid.
Accounts Receivable State	From the Debtor Sales Invoice. You can hide this column, using Modify Grid.
Accounts Receivable Zip Code	From the Debtor Sales Invoice. You can hide this column, using Modify Grid.
Debtor Delivery Address City	From the Debtor Sales Invoice. You can hide this column, using Modify Grid.

[2] Field descriptions sourced from the Instructions for Recipient attached to IRS 2020 Form 1099-NEC.

Field[2]	Field Value and Calculation
Debtor Delivery Address State	From the Debtor Sales Invoice. You can hide this column, using Modify Grid.
Debtor Delivery Address Zip Code	From the Debtor Sales Invoice. You can hide this column, using Modify Grid.
Comment	Corresponding payment information: Check, ACH Reference to Sales Invoice that was paid.
Booking Date	Corresponding Client Receipt Date to Sales Invoice that was paid/entered the bank account. In eliminations this is referred to as the post date.
Payment Amount	Corresponding Client Receipt Amount to Sales Invoice that was paid. For eliminations the payment amount is equal to the remainder amount.
Invoice Number	From Debtor Sales Invoice. Invoice numbers, invoice dates, invoice amounts, net sales amounts, and tax amount figures are not displayed for Client Receipts in eliminations because they have not been matched.
Invoice Date	From Debtor Sales Invoice.
Invoice Amount	From Debtor Sales Invoice, total invoice amount.
It Net Sales Amount	Total of line items on Debtor Sales Invoice, excluding taxes collected.
Tax Code	Applicable tax code collected on the Debtor Sales Invoice.
Tax Code Description	Applicable tax code description collected on the Debtor Sales Invoice.
Tax Amount	Total tax collected on the Debtor Sales Invoice, for that particular tax code/tax code description.
Tax Rate	Equals the equivalent percentage of total sales tax amount collected, divided by the total invoice amount.
Subtotal and Total	Subtotal by tax code amount, and total at the bottom by paid amount, invoice amount, total invoice, net sales amount, and tax amount.

1099-NEC (Report 579)

This new report provides information about nonemployee compensation to support changes made by the US Internal Revenue Service (IRS) to the filing of Nonemployee Compensation (NEC).

Summary

The IRS created the 1099-NEC form, which provides a change to the 1099-MISC form in that it excludes Box 7, Non-Employee Compensation (NEC). This new form takes effect for the 2020 tax year.

Assumptions

- The only required information is Box 1, Nonemployee Compensation. This field is the equivalent of Box 3 on the Form 1099-MISC.
- Form 1099-MISC will no longer be supported.

Location

Navigate to Finance & Administration » Creditors » Creditor List » Reports.

Parameters

Parameter	Use
Accounting Groups	The AR/AP groups for creditors to be included in the report.
Reporting Group	The reporting groups for creditors to be included in the report.
From Date	This is the current period as-of date.
To Date	This is the current period end date.
Amount	The minimum value of payments to be included in the report.

Report Layout and Calculations

Field[3]	Field Value and Calculation
Payer's (name and address)	Payer's name and mailing address.
PAYER'S TIN	Payer's taxpayer identification number (TIN).
RECIPIENT'S TIN	Recipient's taxpayer identification number (TIN). For your protection, this field may show only the last four digits of your TIN (social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN)). However, the issuer has reported your complete TIN to the IRS.
RECIPIENT'S name	Recipient's mailing address.
Street address	

[3] Field descriptions sourced from the Instructions for Recipient attached to IRS 2020 Form 1099-NEC.

Field[3]	Field Value and Calculation
City or town, state or province, country, and ZIP or foreign postal code	
FATCA filing requirement	If this box is selected, the payer is reporting on this Form 1099 to satisfy its chapter 4 account reporting requirement. You may also have a filing requirement. See the instructions for Form 8938.
Account number	May show an account number or other unique number that the payer assigned to identify your account.
1 Nonemployee compensation	Shows nonemployee compensation and/or nonqualified deferred compensation (NQDC). If you are in the trade or business of catching fish, Box 1 may show cash that you received for the sale of fish. If the amount in this box is self-employment (SE) income, report it on Schedule C or F (Form 1040 or 1040-SR), and complete Schedule SE (Form 1040 or 1040-SR). You received this form instead of Form W-2 because the payer did not consider you an employee and did not withhold income tax or security and Medicare tax. If you believe you are an employee and cannot get the payer to correct this form, report this amount on the line for “Wages, salaries, tips, etc.” of Form 1040, 1040-SR, or 1040-NR. You must also complete Form 8919 and attach it to your return. If you are not an employee, but the amount in this box is not SE income (for example, it is income from a sporadic activity or a hobby), report this amount on the “Other income” line (on Schedule 1 (Form 1040 or 1040-SR) or on Form 1040-NR. The amounts being reported as NQDC are includible in gross income for failure to meet the requirements under section 409A. This amount is also reported on Form 1099-MISC for additional tax calculation. See the Instructions for Forms 1040 and 1040-SR, or the Instructions for Form 1040-NR.
2	Reserved
3	Reserved
4 Federal income tax withheld	Shows backup withholding. A payer must backup withhold on certain payments if you did not give your TIN to the payer. See Form W-9, Request for Taxpayer Identification Number and Certification, for information on backup withholding. Include this amount on your income tax return as tax withheld.
5 State tax withheld	Boxes 5-7: State income tax withheld reporting boxes.
6 State/Payer’s state no.	
7 State income	

About Deltek

Better software means better projects. Deltek is the leading global provider of enterprise software and information solutions for project-based businesses. More than 23,000 organizations and millions of users in over 80 countries around the world rely on Deltek for superior levels of project intelligence, management and collaboration. Our industry-focused expertise powers project success by helping firms achieve performance that maximizes productivity and revenue. www.deltek.com.