

The logo for MUNSOFT, featuring the word "MUNSOFT" in a bold, orange, sans-serif font. The letters are slightly stylized, with the 'M' and 'N' having a unique shape. The logo is enclosed in a thin black rectangular border.

MUNSOFT

municipal financial software

MUNSOFT SOFTWARE RELEASE

MUNSOFT VERSION: 7.1.1

AUGUST 2018

DESCRIPTION

Munsoft version 7.1.1 focusses on enhancing existing extracts and reports to simplify Period 13, 14, 15 reporting.

Look out for the new 'Copy KPI's' feature, providing the user with an option to copy from one year to another instead of capturing KPI's manually every new financial year.

A new Detailed Tran Extract can be found (in the Creditors module) which displays the Creditors details and history in a combined format. (Very helpful report for auditing purposes)

The Cash Book module allows for Last Year transactions to be captured in order to affect Last Year figures.

A Grant Register will now be recorded within the system. Pay special attention to the 'New' section at the end of this document for further information.

As per usual there are a host of error fixes and enhancements included within this release as well and where client specific, the SYSAID would have been addressed, resolved and the resolution communicated directly.

RELEASE ITEMS

The following issues are addressed within the Munsoft 7.1.1 release.

CONSUMER DEBTORS – MASTER FILES

The program has been changed so that the Basic Charge on the Meter Tariff Code will be multiplied with the number captured in the Number of Units field on the Meter Master screen, resulting in each unit being levied a Basic Charge. At the same time the meter consumption is divided by the number captured in the Number of Units field on the Meter Master Screen.

CONSUMER DEBTORS – TRANSACTIONS

When capturing Master File Changes on an Interim transaction, the program now allows for changes on the Market Value, Tariff Code and Land Area.

CONSUMER DEBTORS – STATEMENT MENU

The Statement Batch Report has been changed to calculate the totals based on the statement files (MMS, Email or Print) that the account was exported to. The total is calculated by Statement File Name. (Some municipalities split the statement files by mailing instruction, but don't necessarily send the e-mail file to the printers)

CONSUMER DEBTORS – REPORTS

- The Deposit Register has been enhanced to allow reporting on 'G' (Guarantee) Deposits. If a user wants to run the report for Guarantees only, the type 'G' has to be specified. If the user reports on any other deposit types or ALL deposit types, the program will exclude the 'G' deposits, because it does not have any financial impact and the Deposit Register is usually used to recon to the General Ledger.
- For a more accurate reconciliation of Debtors, the Debtors Recon Report has an added column to display the calculated SCOA Opening Balance per service.

CASHIERS – RECEIPT TRANSFER

An enhancement has been made, allowing receipts to be transferred between 2 segments (or Cashier Quick Codes). The program will check the Available Amount when capturing the receipt. If the amount is 0.00, the user will have to select a receipt from the dropdown (assuming Receipt TF Sel is ticked as per Release Note 7.1.0). If the amount is not 0.00, they can add another VT line and enter the value. Take note that it should still balance to 0.00 when done.

GENERAL LEDGER – JOURNALS

- The Excel output for Journals from the Vote Enquiry screen has been enhanced to display the Period 13 transactions.
- The Munpay Budget Extract has been enhanced in order for different financial years to be selected.

GENERAL LEDGER – ENQUIRIES & REPORTS

- Special care has been taken in order to ensure accurate reporting of the National Treasury Monthly Movement reports and extracts. The program will check if verification has been completed. An error report will be generated showing the description of the error and identify the segment combination to be corrected. No file will be created if the verification is yet to be completed.
- The naming of the Debtors Ageing and Creditors Ageing on National Treasury Extracts have been changed to reflect AD (Debtors) and AC (Creditors) in the file name as per samples obtained from National Treasury.
- A Blocked Y/N indicator has been added to the SCOA Actuals Report.
- Period 13, 14 and 15 transactions can be found on the Vote History by Period Report if the user selects the prior year in the Fin Year field and specify the Fiscal Period as 201813 or 201814 or 201815.
- The Vote History by Period Report can also be used to see the details of the automatic Year End Journal which moved the movement accounts' balances to Opening Balance items in the new financial year. (On the Selection Screen: Fin Year = 2019, Fiscal Period = 201807 to 201807, Source Docs = YREJRN)
- The SCOA Actuals Report has a new option for Opening Balance Type where a user can choose 'Calculated' or 'B/Forward'. When running the report for B/Forward Opening Balances, it will display where the movement accounts' balances were moved to Opening Balance items by the automatic Year End Journal. When running the Calculated Opening Balance Type, the report will display the calculated Opening Balance.

GENERAL LEDGER – SCOA MENU

- The SCOA Verification screen has been enhanced and allows a user to now do a segment combination search, so a specific segment can be targeted for alignment. A Filter button has also been added for further ease.
- The program also now allows for 6.1 Opening Balance Items to be selected for verification.
- The Migrated SCOA Extract has extra columns indicating the version of the old and new segments.
- A Blocked Y/N indicator has been added to the Project Budget Report.
- A new menu item can be found under General Ledger > SCOA Menu > Projects > IDP which gives a user the ability to copy KPI's from one year to another. A specific project can be selected or press Enter for ALL. The option to copy from Original or Tabled Budget to Original or Tabled Budget is also available.

CREDITORS – CREDITORS MASTER

A CSD sync on the complete database will run during night time. When doing a Creditors Enquiry, there will be no syncing. When capturing a new Creditor or amending an existing Creditor, the specific Creditor will be synced once you exit the screen.

CREDITORS – ENQUIRIES AND REPORTS

A new report, Detailed Tran Extract, is available which combines all the Creditors Master File details with the movement for the financial year being audited. This report summarises the number of Requisitions, Orders and Goods Received Vouchers per Creditor as well as the Total Paid to Creditor.

CASH BOOK – TRANSACTIONS

The program has been enhanced allowing Last Year transactions to be captured and have an effect on the 2018/13 financial period. The transactions have to be authorised and updated as you would a current year Cash Book transaction, but selecting 'Period 13' in the Year. An error will occur when the user tries to capture the transaction against a non-validated segment. If such an error arises, segment verification has to be completed in the SCA Segment Verification screen.

SUPERVISOR – REGULAR PROCEDURES

The menu option for Period 13 Closure can be found under Supervisor > Regular Procedures > Month End. When performing this task, all Period 13 Virements and Journals will be checked, ensuring successful updating. If any transactions still need updating, the closure will be terminated. The Period 13 Trial Balance needs to also be in balance in order for the closure to be successful. Only once all these checks have been successfully verified, will the period roll over to Period 14. After closure of Period 13, when a Last Year Journal is captured, it will be a Period 14 Journal.

SUPERVISOR – ICT SYSTEM ADMIN

A Summary option for the Opr Menu Change report has been built in, showing the total number of menu changes per Operator for a specified date range. The Detailed option displays all changes that was done on an Operator's menu as well as the Date and Time it was changed and the Operator responsible for the changes. A Date Range can be specified and ALL Operators or a specific Operator can be selected.

NEW – GRANT REGISTER (GENERAL LEDGER – ENQUIRIES & REPORTS)

- The Grant Register records various types of Grants/Funding. This enables a municipality to manage, monitor and report on Grants received.
- It consists of a Grant Receipt Schedule and a Grant Expenditure Schedule, automatically recorded by the program if captured on the correct Item and Funding segments.
- All parameters are pre-populated, so no manual setup is required.
- To view the Grant Register, navigate to General Ledger > Enquiries & Reports > Grant Register. Enter the relevant financial year, the Parent Segment, the Grouping and the Posting (Enter for ALL).

FND_GROUP_GRP_CODE	FND_GROUP_DESCRIPTION
CONCAP	Conditional Capital Grants
CONOPR	Conditional Operating Grants
UNCOND	Unconditional Grants

- When selecting 'ALL', make use of the various tabs to view the 'Opening Balances', 'Receipts', 'Re-payments', 'Revenue' and 'Transferred to Revenue' transaction lines.
- A Detailed Excel and Summary option is obtainable from the screen.
- Automatic Grant Recognition to follow in a future release.

RELEASE DEPLOYMENT SCHEDULE

Munsoft version 7.1.1 will be released from 29 August 2018. The Munsoft release version is visible on the Munsoft Login screen.

Regards,

THE MUNSOFT DEVELOPMENT TEAM