LUCIS Software Version 3.2
Release Notices

Release 3.2.0 Notice - 9/06/2006

Release 0 updates the runtime (the LUCIS programs are the same as version 3.1.8 build 4). Version 3.2 must be installed to upgrade from previous versions. Because the runtime is being updated, the installation instructions are different than normal. Retrieve the installation instructions for the Version 3.2 Installer from the LUCIS Download or Resources web pages.

Release 3.2.1 Notice - 1/10/2007

Highlights (since release 3.2.0)
- Initial release of production donation module programs (alpha pre-release was in October)
- Added contributions to Church Accountant export
- Refined School Accountant export/import process
- New standard G/L budget worksheet reports
- Completed helps (AD/GL/DN,etc)

Detail (since release 3.2.0)

CAExport - allow either accounting or contribution export or both

SAExport - modified error messages and notes to user; export A/R detail within each month

LUCIS - activated donations module menu items

ADBackup - provide zip option, set default path for backup; create backup folder if needed

ADCEdit - edited repot title

ADList - fixed printing of 4-line addresses

ADImport - prevent School Accountant address import if address book already contains data

ADLookup - changed to allow space, or not, following comma in last/first name search; changed error message when address file cannot be found when querying from G/L

GLTLookup - allow date search to start on partial date entry

GLAEdit - added global budget option for Standard+ Edition

GLTReceipt - realigned return address for double-window envelopes

GLLedger - changed Std+ options same as Std

GLTBatch - fixed out-of-balance error when using line 499 in entry screen, fixed error message when retrieving saved batch of 499 lines

GLTImport - changed to automate posting to G/L from donation module

GLClose - use source path if no path is specified for destination

GLAStmt - realigned return address for double-window envelopes

GL1099I - edited for 2006 change in magnetic media, implemented 2006 print format change

GLTInterest - use post thru date rather than system date for entries

GLFReports - expanded to allow longer line references and descriptions for financial reports

GLExport - fixed end-of-account# selection (account export did not stop at THRU account)

GLFileIn - accommodate import of monthly A/R detail from School Accountant (previously imported A/R detail was all shown at year-end)

RptStyleEditor - edited error message for print detail indicators

DN Programs - initial production release of donation module programs

Release 2 Notice - 3/06/2007

Highlights (since release 3.2.1)
- edited numerous screen displays and keyboard navigation for consistent look-and-feel
- added "Add" and "Edit" functionality to donor, offering, address, and ledger account queries
- ability to assign temporary OrgMastID for churches not yet in Archives & Statistics list
- fixed numerous minor bugs and added ease-of-use enhancements and messages

Detail (since release 3.2.1)

LUCIS Installer - fixed incorrect working folder on shortcut for new network client installs; set all program files (.exe and .dll) to read-only to avoid "Invalid Win32 application error" on some unique server-client configurations and speed up program loading

CAExport - added "Include inactive donor?" to allow import of ALL donors rather than just currently active donors; added additional checks for offering export

LUCIS-X - rebuilt to avoid occasional "Library Work Area is Broken" error message.

LUCIS.ENT - updated entity lookup table to latest Archives & Statistics list

Helps - updated several helps, including CA-to-LUCIS and SA-to-LUCIS

ADAEdit - remove "Add?" prompt when using "#" to add address

GLPayments - display payee name same as in address lookup (reformatted for printing)

GLReceipt - adjusted return address alignment; display receipt from name same as in address lookup (reformatted for printing)

GLTEntry - warn if date is out-of-range of ledger fiscal year before allowing entry

GLTBatch - adjusted CR (receipt) return address alignment; warn if date out-of-range of ledger fiscal year before allowing entry

GLAStmt - edited screen display and keyboard navigation

GLAList - edited screen display and keyboard navigation; added print options for additional information dependent on software edition and ledger level; added "*" to account number if non-posting; added message on list if aging balance not equal to ending balance

GLTList - edited screen display and keyboard navigation

GLABalance - edited screen display and keyboard navigation

GL1099I - edited screen display and keyboard navigation; added "AddrBk" to address source selection

GLFReport - prevent "No Report Controls" error message when switching control file with no data file(s) open

GLClose - fixed display of options in detail section of window

GLOrganizer - redisplay updated accounts for level II, III, IV ledgers when function name changes; require full/abbv names for functions and classes before "Save"

GLTSplit - new program to split multi-function ledgers (e.g. trust, endowment, agency, etc.)

DNDQuery - fixed problem not being able to select a donor with ID containing a significant digit in second decimal position; added "Entries" button for donation entry lookup; enabled "Add" button for file with no donors

DNOQuery - enabled "Add" button for file with no offering codes

DNTQuery - added "Select" button as alternative to double-click

DNTEntry - changed receipt amount table to prevent horizontal scroll when resizing

window; minor editing of window text; default to donor name sequence for donor query; donor name is displayed same as in DNDQuery; use last donor when "=" is entered at donor ID or name; additional date checking to avoid entering donations to wrong year

DNTImport - modified fixed-field import format to allow 11-char reference and 15-char amounts

DNTClose - changed default batch close date to last date used for entries in batch; warnings for unusual situations

DNClose - prevent overlapping batch between closed months

DNT2GL - allow batches netting zero (i.e. corrections) to be posted to GL (zero posting will record batch number to avoid number gaps); changed default posting date to date used when batch was closed (i.e. deposit date); create print JV and/or voucher file for non-LUCIS ledgers

DNDLists - fixed typo in information message to user; edited report layout to allow long donor IDs and longer donor names; edited report footnote (donors: joint and non-posting; offerings: non-posting and non-deductible)

DNOLists - edited report layout to allow for longer offering names; added footnote for non-posting and non-deductible

DNTLists - edited report layout to allow for longer offering names; entering "=" in "Thru Batch" will now repeat the batch number in "From Batch", edited report footnote (donors: joint and non-posting; offerings: non-posting and non-deductible); warnings for unusual situations

DNORemit - allow for longer offering names; added list of deposits at end of report; fixed occasional dropping of an offering line (subtotals and totals were not affected); warnings for unusual situations; default batch range from last month closed;

DNDStmt - warnings for unusual situations

DNTDeposit - edited for screen navigation and to print zero amount line for entry sets without receipt amounts (e.g. corrections of offering distribution only)

DNCList - modified options for Lite/Standard Editions.

DNDEdit - fixed "Illegal Function Call" when using "#" to add next donor ID; new ID is assigned at time save to prevent problems with multiple users adding IDs; added prompt to update address of all family members (same integer ID, different decimals) when changing address; default to existing family address when adding new family member ID; fixed error when "Cancel" is selected; fixed program abort when DNDEdit is called from DNDQuery; skip "Save" prompt when cancelling or exiting and no data was edited.

DNOEdit - allow add/edit from DNOQuery; fixed "G/L control missing" warning message

DNVerify - implemented additional data checks

DNExport - modified LUCIS Import Entry format to match DNTImport changes noted above

DNCEdit - allow "temporary" OrgMastID to identify company/church not yet assigned an OrgMastID by Archives and Statistics (use conference ID and change last two digits to 00); automatically update parent organization address when parent changes (based on OrgMastID); edited screen display;

DNImport - fixed import from CA for last batch posted and last closed batch

Release 3 Notice - 5/31/2007

Highlights (since release 3.2.2)

- Updated numerous screens to standardize look-and-feel; in deference to Microsoft we now require use of the Ctrl key for keyboard control of on-screen movement (Ctrl-Up/DownArrow, Ctrl-Right/LeftArrow; etc.); Shift-Enter now goes the opposite direction from Enter (similar to Shift-Tab vs. Tab); NOTE: standardizing look-and-feel is an ongoing work-in-progress that should be completed by the next update release
- Added user prompts and links between programs to guide users
- Fixed numerous small "bugs"
- Added "Delete Fileset" and "Backup Folder" options to the main File menu
- Updated CAExport to accommodate unusual conditions we have encountered
- Added "GL Account Query" to the main General Ledger menu
- Lite and Standard ledgers now use the standard GL Account Query for account lookup (were previously using GLOrganizer for account lookup)
- Implemented the new Canadian cheque Standard 006 as an option in GL
- Added features in Donations Entry to speed entry process

Detail (since release 3.2.2)

numerous screens - updated to standardize look-and-feel

LUCIS.exe (LUCIS Manager) - modified Windows registry update to accommodate Windows Vista; added "Delete Fileset" and "Backup Folder" options to File menu; added "Image Viewer", "Custom Reports", and "Adventist Entity Query" to Tools menu; added "GL Account Query" to General Ledger menu

LUCIS.ent (LUCIS Entity Query database) - updated from current GC database

CAExport.exe - now exports offering codes less than 80 if used (not a normal condition) and flagged as non-posting; modified to accommodate old versions of Church Accountant; limit transaction numeric reference to 5 digits; now exports 85-Conference Remittance as non-posting if an "offering" was posted to it

Address Module:

ADCreate (AD Create New Address Book) - save newly created filename in recent file list; default to LUCIS\DATA folder for new address book

ADDelete (AD Delete Address Book) - delete an address book (only in main File menu)

General Ledger Module:

All GL Programs where account lookup is applicable - changed to use standard GL Account Query for Lite/Std ledgers (were using GLOrganizer previously for account lookup)

GLCEdit (GL Controls Editor) - remove path from parent/child filename

GLAEdit (GL Account Editor) - added checkbox for new Canadian check format standard; fixed "Invalid Function Call" error in unusual situations; Enter key can now be used to terminate an ID entry as well as "OK" button

GLPayments (GL Payment Entry) - implemented Canadian Cheque Standard 006

GLReceipts (GL Receipt Entry) - fixed "Source Account" & "Received From" Alt-key shortcuts

GLTEntry (GL General Entry) - fixed "Date", "Journal ID" & Voucher#" Alt-key shortcuts

GLTBatch (GL Batch Entry) - implemented Canadian Cheque Standard 006

GLTInterest (GL Interest Processing) - implemented Canadian Cheque Standard 006

GLClose (GL Monthly/Annual Closing) - removed Overwrite/Update option when

performing annual reclose (delete option in main File menu can be used to delete a ledger fileset if the intention is to replace i.e., overwrite); allow backup to be performed while file is still open in GLClose

GLTReconcile (GL Account Reconciliation) - fixed "Index Invalid" message in several unusual conditions; filenames are printed in body of outstanding items list only if there are outstanding items in prior year

GLAStmt (GL Account Statement) - edited screen display

GLAgeRpt (GL Aging Reports) - fixed "Index Invalid" error when double-selecting a class

GL1099I (GL 1099-INT Report) - fixed "Index Invalid" error when double-selecting a class

GLTInterest (GL Interest Processing) - fixed "Index Invalid" error when double-selecting a class

GLCreate (GL Create New Ledger Fileset) - save new filename in recent file list

GLDelete (GL Delete General Ledger Fileset) - delete a ledger (only in main File menu)

GLVerify - fixed abnormal response when release class is not identified in the controls

Donations Module:

DNDLookup (DN Donor Query) - fixed "Remove Filename" option of File menu (did not update the file list to show that the name was removed)

DNOLookup (DN Offering Query) - fixed "Remove Filename" option of File menu (did not update the file list to show that the name was removed)

DNCEdit (DN Controls Editor) - remove path from parent/child filename; fixed to retain GL Voucher selection for Other than LUCIS ledger type; prevent saving invalid OrgID; edited and added user messages

DNDEdit (DN Donor Editor) - fixed error message when canceling ADD of new donor; fixed mis-assignment of ID when changing ID to "#" during donor edit

DNOEdit (DN Offering Editor) - fixed open state of offering lookup to be in ID or name sequence depending on the text entered before calling the lookup; fixed "Remove Filename" in File menu (did not remove name previously)

DNTEntry (DN Open Batch Entry/Edit) - prompt for monthly or annual closing if using date is for the next period; edited menu wording; default for shortcut from name area to receipt amount (Ctrl-PgDown) is now the first check entry area rather than cash (to get to cash press Ctrl-UpArrow from check entry); added "Change Open Batch Date" to Entries menu; allow ID in name area (or ID area) to identify a donor; automatically launch Donor Query if ID is not provided or cannot be found

DNTClose (DN Close Open Batch) - added "Preview Entries" and "Preview Deposit" buttons; additional date checking; automatically prompt to re-close month 12 when adding a batch after month 12 has previously been closed and to re-close year if it has already been closed; added "Change Closed Batch Date" to Utilities menu; modified to track additional batches in prior year (e.g., adjusting entries)

DNClose (DN Monthly/Annual Close) - edited messages; automatic Remittance Statement when re-closing month 12 for adjusting entries after annual closing has been performed; removed Overwrite/Update option when performing annual reclose (delete option in main File menu can be used to delete a donations fileset if the intention is to replace i.e., overwrite); allow backup to be performed while file is still open in DNClose; modified to track additional postings in prior year (e.g., adjusting entries); initialize new filename for annual close if year is in filename

DN2GL (DN Post Closed Batch to GL) - fixed post date out-of-range checking; fixed post date initialization when batch does not exist; modified to track additional prior year unposted batches (e.g. adjusting entries); JV file is now placed in the data

folder rather than the LUCIS base folder; added voucher report for ledger that cannot be located and non-LUCIS ledgers; edited messages to user; increased length allowed for account name in voucher

DNTLists (DN Entry Lists) - added warning if batch range is not for full months; edited other warning messages; start entry lookup at batch entered if any; fixed use of "~" to represent highest selection for "Thru" batch, donor, and/or offering

DNORemit (DN Remittance Report) - fixed problem with repeating last remittance line when there are no local offerings; added warning if batch range is not for a full month; edited messages

DNDStmt (DN Donor Statement) - added warning if batch range is not for full month; fixed use of "~" to represent highest selection for "Thru" batch and/or donor

DNVerify (DN Verify Donation Data) - completed checks for entries, offerings and donors; fixed error in file recover logic that reset file to 0 bytes

DNExport (DN Export Donation Data) - default entry data batch lookup to "All" Batches

DNCreate (DN Create New Donations Fileset) - save newly created filename in recent file list

DNDelete (DN Delete Donations Fileset)- delete a donations fileset (only in main File menu)

Release 4 Notice - 8/13/2007

Highlights (since release 3.2.3)

- Continued work on standardized look-and-feel.
- Added a Print Screen menu item to GL windows (others will be updated shortly). In applicable cases a Print List/Report option has also been added.
- Added more user prompts and links between programs to guide users (a continuing effort)
- Fixed numerous small "bugs"
- Added "Rename Fileset" options to the main File menu
- Added financial reporting options to DN Entry Lists (via custom report templates)
- Updated numerous help chapters; added chapters for original setup for churches/schools; updated Transfer from The Church/School Accountant chapters, added orientation chapters for Church/School Accountant Users (also available on the Resources page of our web site), added a guide to LUCIS Use for Schools (churches to follow).

Detail (since release 3.2.3)

numerous screens - continued work on standardized look-and-feel

LUCIS.exe (LUCIS Manager) - added "Rename Fileset" to File menu; removed DN Financial Reports from Donations menu (use DN Entry Lists instead)

LUCIS.ent (LUCIS Entity Query database) - updated from current GC database

RptEdit-C (LUCIS Report Controls Editor) - added donation financial report controls (used by DN Entry Lists)

Address Module:

ADCreate (AD Create New Address Book) - no longer advances to AD Controls Editor at end; initialize new address book with LUCIS address to avoid AD Query error accessing an empty file

ADRename (Rename Address Book) - rename an address book (only in main File menu)

ADVerify (AD Verify Address Book) - fixed file status recover logic

General Ledger Module:

GL Programs - added a Print Screen menu option; also Print List/Report where applicable

GLRename (Rename General Ledger Fileset) - rename a ledger fileset (only in main File menu)

GLCEdit (GL Ledger Controls Editor) - changed "Parent" to "Last Year" in associated ledger controls; added "Next Year" to associated ledger controls (normally set during annual close)

GLAEdit (GL Account Editor) - pressing [Enter] at account ID without entering ID will retrieve last ID edited; set update access for mid-level items; fixed disabled budget distribution needed for correcting imported distribution rounding problems

GLPayments (GL Payments Entry) - added extra memo feature for ledger level III (Std)

GLReceipts (GL Receipts Entry) - added extra memo feature for ledger level III (Std)

GLTEntry (GL General Entry) - fixed "Print Voucher" menu item not working on first click; added extra memo feature for ledger level III (Std)

GLTImport (GL Import Entries) - removed warning for future date as long as date is within fiscal year; prevent posting to balance accounts

GLTEdit (GL Entries Editor) - fixed journal selection for journal type change

GLClose (GL Monthly/Annual Close) - prompt operator to run GL Verify if an abnormal file status is reported by the operating system; added additional prompts to guide operator; automatically set balance accounts to non-posting after 1st year (no longer set after 1st monthly close)

GLTInterest (GL Interest Processing) - fixed misalignment after initial form when printing interest checks

GLTLookup (GL Ledger Query) - fixed window closing when [Enter] is pressed after query is called from main menu

GLTLists (GL Entry Lists) - fixed wrong journal list when operator selects CR-Cash Receipts for ledger levels II (Lite), III (Std), and IV (Std+)

Donations Module:

DNRename (Rename Donations Fileset) - rename a donations fileset (only in main File menu)

DNOEdit (DN Offering Editor) - prevent assignment to general ledger non-posting or balance accounts

DNImport (DN Donation Fileset Import) - recognize closed batches from imported data

DNCEdit (DN Controls Editor) - added option for Treasurer's name; set update access for mid-level items; changed "Parent" to :"Last Year" and "Child" to "Next Year" in associated donation fileset controls

DNTEntry (DN Open Batch Entry/Edit) - donor name/address must be edited using DN Donor Editor

DNClose (DN Monthly/Annual Close) - prompt operator to run DN Verify if an abnormal file status is reported by the operating system; added prompt to guide user

DN2GL (DN Post Closed Batch to GL) - added messages to guide operator when transitioning between ledger fiscal years, changed access level from 7 to 5

DNDLookup (DN Donor Query) - changed access level from 1 to 3

DNTLists (DN Entry Lists) - added financial reporting options (via custom report templates), automatically update report template file with new DN templates (this time only); changed access level from 2 to 3

DNORemit (DN Remittance Report) - added footnote page for offering, remittance, destination, and purpose codes; added option to include treasurer's name on report

DNDStmt (DN Donor Statements) - added option to include treasurer's name on statements

DNVerify (DN Verify Donations Data) - added check for unposted batches in prior year; added check for valid "Last Year" and "Next Year" associated filesets

Release 5 Notice - 11/08/2007

Highlights (since release 3.2.4)
- Continued work on standardized look-and-feel.
- Added a Print Screen menu item to AD and DN windows. In applicable cases a Print List/Report option has also been added.
- Improved LUCIS Installer (used for updates as well) to automate more functions and adapt to Windows Vista requirements
- Added total/grandtotal (offering/donor/batch) counts to DN Entry Lists.
- Updated numerous help chapters; added chapter for LUCIS Use for Churches; added troubleshooting chapters
- Fixed numerous small "bugs"

Detail (since release 3.2.4)

numerous screens - continued work on standardized look-and-feel, added Print-Screen options to remaining windows, and Print-List/Report options where applicable

LUCIS Installer - alert operator to close LUCIS Software if it is detected to be open; added error message, then abort, if user is not administrator; automatically provide elevated status to administrator when required to eliminate Windows Vista error messages; allow license key to be entered as part of installation; option to install a desktop shortcut; option to specify station number for Network Client; option to display release notice when installation is done

LUCIS.exe (LUCIS Software Manager) - automatically provide elevated status to administrator when required for Windows Vista

Address Module:

AD Windows - added a Print Screen menu option; also Print List/Report where applicable

ADLookup (AD Address Query) - removed address line(s) at bottom of display table when no file is open; modified "Add" and "Edit" for users with lower-level access permission.

ADAEdit (AD Address Editor) - allow an address to be deleted if "Used By" indicators are removed on screen (no longer requires Save first)

ADImport (AD Address Import) - changed default import format to "SP Special Fixed-field Format" (the format used to export addresses from CA, SA, and Classic LUCIS

General Ledger Module:

GLPayments (GL Payments Entry) - added prompt to print account statement when posting to Loan Payable accounts in Revolving Fund ledgers; added prompt to confirm posting when "Post" is selected from the menu

GLReceipts (GL Receipts Entry) - added prompt to print account statement when posting to Loan Payable account in Revolving Fund ledgers; added prompt to confirm posting when "Post" is selected from the menu

GLTransfer (GL TransferEntry) - fixed Copy Template and Rename Template features; added prompt to confirm posting when "Post" is selected from the menu

GLTEntry (GL General Entry) - added prompt to confirm posting when "Post" is selected from the menu; use standard account name presentation on voucher

GLTBatch (GL Batch Entry) - added prompt to confirm posting when "Post" is selected from the menu; use standard account name presentation on voucher

GLAStmt (GL Account Statements) - added a balance column to Amount Columns options; added special options that are appear only for revolving fund ledgers

GLAging (GL Account Aging) - disable window when no file is open

GLTInterest (GL Interest Processing) - disable window when no file is open

GLAEdit (GL Account Editor) - fixed "Save" requiring two clicks when Note tab is displayed

GLVerify (GL Verify Ledger Data) - now checks and reports transfer and release errors for account balance, report amounts, and budget amounts separately; removed blank error message box that appeared when canceling a file open

GLCreate (GL Create New Ledger Fileset) - default to LUCIS\DATA\ folder for new ledger

Donations Module:

DN Windows - added a Print Screen menu option; also Print List/Report where applicable

DNDLookup (DN Donor Query) - removed "Edit" for users with lower-level access permission.

DNOLookup (DN Offering Query) - removed "Edit" for users with lower-level access permission.

DNTClose (DN Close Open Batch) - added batch total to window display; hid extraneous on-screen data when no file is open

DNT2GL (DN Post Closed Batch to GL) - removed extraneous on-screen data when no file is open

DNOList (DN Offering Lists) - added offering count to total line of lists

DNDList (DN Donor Lists) - added donor count to total line of lists; added recap page to Pledges report

DNTList (DN Entry Lists) - minor report fixes and adjustments; added total and grand-total donor/offering/batch counts to lists as appropriate; fixed inability to exit Thru-Month textbox when validation error occurs

DNORemit (DN Remittance Report) - added church name to pages following first page; shorten return address display lines to match area available on printout; removed local offerings from offering detail on following pages

DNDStmt (DN Donor Statements) - fixed donor name/address not printing when "no goods or services" was unchecked; shorten address entry area lines to match area available on printout

DNBackup (DN Backup Donation Files) - removed extraneous display used for testing; removed blank error message box that appeared when canceling a file open; removed extraneous on-screen data when no file is open

DNClose (DN Monthly/Annual Close) - allow updating of donor multi-year pledge amounts to reflect prior-year adjusting entries even if the donor ID has been changed; fixed "Illegal function call" message when performing a file open; removed extraneous on-screen data and error message for users with lower-level access permission

DNDEdit (DN Donor Editor) - changed location for new ID during donor ID change

DNOEdit (DN Offering Editor) - hid extraneous on-screen data during offering ID change; fixed inappropriately appearing error messages; allow user to manually supply a post-to GL account name, in addition to the post-to account number, if not using LUCIS ledger; donor ID now displays when called from "Edit" in DN Donor Query; modified to restrict editing of data based on with user access permission

DNVerify (DN Verify Donations Data) - removed blank error message box that appeared when canceling a file open; additional verification for entry sets (i.e. envelopes) and batches; update offering destination Entity-ID code from current mapping data for selected offering destination organization.

DNCEdit - removed pathname for associated GL if DN and GL databases are in the same

folder
DNCreate (DN Create New Donation Fileset) - default to LUCIS\DATA\ folder for new file

Release 6 Notice - 1/17/2008

Highlights (since release 3.2.5)
- Added ability to import donor names/addresses from third-party software
- Added ability to import comma-delimited budget amounts
- Added features to automate and guide use of software (particularly at month- and year-end)
- Added/Edited numerous error/warning messages; reduced occurrences when warnings appear

Detail (since release 3.2.5)

All: eliminated flicker when selecting from file menus; updated "Remove Filename" feature; fixed minor inconsistencies

LUCIS.exe (LUCIS Software Manager) - moved a number of advanced functions to sub-menus to simplify presentation; activated ADCList (AD Controls List); added export options to Standard Plus menus

LUCIS.ent (Adventist Entity Query database) - updated with latest GC Archives & Statistics data

Address Module:

ADImport (AD Address Import) - allow import into address file containing default address automatically placed there with AD Create New Address Book (previously required totally empty address book)

ADCList (AD Controls List) - new feature to print an Address Controls List

ADCEdit (AD Controls Editor) - add "Create Controls List" to Print menu

Donations Module:

DNDQuery (DN Donor Query) - fixed loss of highlight after line is selected when query was activated from LUCIS Manager

DNOQuery (DN Offeringr Query) - fixed loss of highlight after line is selected when query was activated from LUCIS Manager

DNTEntry (DN Open Batch Entry/Edit) - prompt to open prior year if date used is for prior year; automatically close last month if requested when entering donations for new month

DNDEdit (DN Donor Editor) - automatically update donor current year pledge receipts when pledge date or offering is changed

DNOEdit (DN Offering Editor) - error if GL Posting Account for offering is a transfer account; warn if GL Posting Account for offering is an expense account

DNCList (DN Controls List) - allow DN Control List to be printed from other LUCIS processes

DNCEdit (DN Controls Editor) - add "Create Controls List" to Print menu; added remittance report extension option (for list of offering destination/purpose)

DNImport (DN Donation Fileset Import) - added ability to import Names/Addresses Only

DNTClose (DN Close Open Batch) - update donor current year pledge receipts strictly based on donation date compared to pledge date

DNClose (DN Monthly/Annual Close) - window is automatically closed upon completion; automatically reclose month 12 on annual close if necessary; allow automatic close from other LUCIS processes; fixed month 1 close when month to close is not edited

DNTLists (DN Entry Lists/Reports) - added option to hide donor name/ID on report; included secondary selection criteria on report headings

DNORemit (DN Remittance Report) - made offering destination/purpose report extension optional based on DN Control setting

DNDStmt (DN Donor Statements) - include last line of 4-line address on Summary Receipt

DNVerify (DN Verify Donation Data) - repair donor current year receipts based on pledge start date

General Ledger Module:

GLAQuery (GL Account Query) - fixed loss of highlight after line is selected when query was activated from LUCIS Manager

GLAEdit (GL Account Editor) - added ability to import comma-delimited budget amounts; disable edit of address for user access level 1-3

GLCEdit (GL Controls Editor) - provided drop-down list for ledger code; fixed minor screen navigation bugs; fixed inability to exit some error messages if last item edited was Last/Next Year ledger names

GLClose (GL Monthly/Annual Close) - allow monthly/annual close to be preformed automatically from other LUCIS processes; fixed default name for new ledger on annual close

GLPayments (GL Payments Entry) - warn if annual close has been performed on opened file; prompt to automatically reclose month 12 if month 12 was previously closed; warn if amount entered for expense account will cause account to exceed budget; error if entry date is outside of ledger year (Lite/Std/Std+)

GLReceipts (GL Receipts Entry) - warn if annual close has been performed on opened file; prompt to automatically reclose month 12 if month 12 was previously closed

GLTEntry (GL General Entry) - warn if annual close has been performed on opened file; fixed incorrect identification of some journal types on printed vouchers; prompt to automatically reclose month 12 if month 12 was previously closed; warn if amount entered for expense account will cause account to exceed budget

GLTBatch (GL Batch Entry) - warn if annual close has been performed on opened file; prompt to automatically reclose month 12 if month 12 was previously closed; warn if amount entered for expense account will cause account to exceed budget

GLTransfer (GL Transfers Entry) - warn if annual close has been performed on opened file, prompt to automatically reclose month 12 if month 12 was previously closed; warn if amount entered will cause account to exceed budget

GLTImport (GL Import Entries) - warn if annual close has been performed on opened file; prompt to automatically reclose month 12 if month 12 was previously closed

GL1099I (GL 1099-INT Report) - allow 3-line addresses (plus name); adjust alignment of federal ID on 1099

GLFReports (GL Financial Reports) - activated function lookups for Function Detail Report range selection; eliminate "Multi-Fund" option except for Professional ledgers

GLFReport2 (GL Financial Reports (Adv) - activated function lookups for Function Detail Report range selection; remove ledger description when filename is cleared

Release 7 Notice - 6/12/2008

Highlights (since release 3.2.6)

- implemented new "Startup Wizard" for setting up new sites (see Getting Started chapter)--no longer requires downloading starter files from our website
- implemented new "Auto-Assist" option to simplify menus, program use, and automate processes (see Tools menu of LUCIS Software Manager) - run "Auto-Assist File Prep" in Advanced Options of Tools menu to prepare files for "Auto-Assist" use
- added new Quick Start Toolbar option to LUCIS Software Manager (see Tools menu)
- added new "Add Offering Wizard" to guide in setting up new offerings
- added "Check for updates…" feature in Help menu--it will determine if an update is applicable and guide download and installation (requires internet connection)
- added seasonal budget feature for ledger levels III/IV with Adv/Pro Software Editions
- added entry batch manager for use with ledger level III (Std)
- added user access level 3 (read-only) to GL Account Reconciliation feature (for audit use)
- moved donations import from standalone feature to option in donations entry window
- updated on-line helps for new features

Detail (since release 3.2.6)

All Programs: updated for current internal standards; edited messages; implemented "Auto-Assist" feature to simplify menus, program use and automate functions; additional prompts to guide program users; increased communication between program features; added organization name to windows title bar when "Auto-Assist" is on

LUCIS.exe (LUCIS Software Manager) - removed custom report editors from File menu (they are available in Advanced Tools in the Tools menu); reorganized Tools menu; added "Auto-Assist" option in Tools menu; simplified menus options for "Auto-Assist"; prevent multiple simultaneous selection of features in "Auto-Assist" mode; allow selection of working folder in "Auto-Assist" mode (organization name of selected data folder is shown on title bar); menu item for any application module without data is deactivated in "Auto-Assist" mode; automatically starts in LUCIS Startup Wizard if software is being run the first time

AutoPrep (Auto-Assist File Prep): New Advanced Tools menu option of LUCIS Software Manager to prepare files for use with "Auto-Assist" option (convert to standardized data folder and file names)

LUCIS.ent (Adventist Entity Query database): updated with latest GC Archives & Statistics data

LUCIS-STD.rpt - changed column 3 heading from "Actual" to "Budget" on Inc/Exp Month/YTD Actual/Budget Activity (report controls FA 2-4 MAB+ and FA 2-4 MAB+T); added current budget only report for ledger level VI (Adv) and VIII (Pro) standard (style=FD95 2-8 DTL; report control=FD95 6-8 DTL)

Address Module:

ADLookup (AD Address Query) - disabled select button when called from LUCIS Manager

ADVerify (AD Verify Address Book) - automatic data backup prior to repair run

Donations Module:

DNDEdit (DN Donor Editor) - hide pledge and history data if user access level < 6

DNOEdit (DN Offering Editor) - activate Alt-X keyboard shortcut to exit; new Offering Wizard feature for adding new offerings

DNOLookup (DN Offering Query) - added non-deductible status indicator

DNTEntry (DN Open Batch Entry/Edit) - warn if open batch date is different from entry date; automatic annual close of old year (if not already done) when entering data for new year; error if entry date is not for donation year (must select correct donation year); implemented donations import as option (removed as standalone feature)

DNTClose (DN Close Open Batch) - automate month 12 and annual close as needed; prevent new donation batch close until prior LUCIS GL month has been closed when "Auto-Assist" is on; automatically post any unposted batches before closing open batch when "Auto-Assist" is on

DN2GL (DN Post Closed Batch to GL) - coordinate with DNTClose (DN Close Open Batch) to automate batch close / post to GL process; automatically update GL link when posting a batch to the next GL fiscal year (DN is always calendar year; GL may be non-calendar fiscal year; this feature synchronizes the two); changed voucher from table format to tab format; fixed Db/Cr designation for non-decimal currency

DNClose (DN Monthly/Annual Close) - automatic backup of data folder when "Auto-Assist" is on; automatically update applicable "new year" balances when reclosing month 12 of "old year" to record effect of prior-year entries/adjustments when "Auto-Assist" is on; coordinate with DNTClose (DN Close Open Batch) to automatically perform month/annual close if needed

DNDList (DN Donor Lists) - remove pledge and history data selection if user access level < 6; adjusted amount column for non-decimal currency

DNOList (DN Offering Lists) - adjusted offering number column to prevent misalignment; adjusted amount column for alignment of non-decimal currency

DNTLists (DN Entry Lists/Reports) - adjusted offering number column to prevent misalignment; adjusted amount column for alignment of non-decimal currency; made donor and offering identification columns (number and name) wider to prevent misalignment

DNTDeposit (DN Deposit List) - adjusted amount column for alignment of non-decimal currency

DNORemit (DN Remittance Report) - adjusted amount column for alignment of non-decimal currency; identified non-tax-deductible offerings on report

DNImport (DN Donation Fileset Import) - changed output default to standard folder/filenames

DNCreate (DN Create New Donation Fileset) - changed default to standard folder/filenames

DNVerify (DN Verify Donation Data) - automatic data backup prior to repair run

General Ledger Module:

GLOrganizer (GL Account Organizer) - automatically create an income and expense account in new functions for level III and IV ledgers (Std/Std+); fixed disappearing balance account on failed delete attempt

GLAEdit (GL Account Editor) - enabled seasonal budget for ledger level IV with Adv/Pro Software License; changed Global Budget Utility (in Utilities menu) to show all skipped records when importing budget amounts; added raw/-=Cr/-=Db options to indicate interpretation of sign in budget amounts being imported

GLPayments (GL Payments Entry) - fixed problem refocusing on check amount when focus was on amount in distribution table; added menu option to turn on/off over-

budget warning when posting to expense accounts; automatically reclose final month after posting addition final month entries; added [Batch] button for entry batch manager

GLReceipts (GL Receipts Entry) - fixed problem refocusing on receipt amount when focus was on amount in distribution table; automatically reclose final month after posting additional entries; added [Batch] button for entry batch manager

GLTEntry (GL General Entry) - automatically reclose final month after posting additional entries; adjusted voucher for alignment of non-decimal currency; added [Batch] button for entry batch manager

GLTBatch (GL Batch Entry) - automatically reclose final month after posting additional entries; adjusted voucher for alignment of non-decimal currency; added [Batch] button for entry batch manager

GLTImport (GL Import Entries) - automatically reclose final month after importing additional entries

GLTransfer (GL Transfer Entries) - automatically reclose final month after importing additional entries; made right margin on report wider to accommodate some printers; adjusted voucher for alignment of non-decimal currency

GLTReconcile (GL Account Reconciliation) - added user access level 3 (read-only); adjusted report for alignment of non-decimal currency; fixed calculated balance on report for non-decimal currency; increased amount size to allow for larger amounts

GLTList (GL Entry List-Journal) - changed from table format to tab format

GLClose (GL Monthly/Annual Close) - added automatic backup of data folder before close; automatic backup of data folder when "Auto-Assist" is on; automatically update "new year" balances when reclosing month 12 of "old year" to record effect of prior-year entries/adjustments when "Auto-Assist" is on; eliminated decimal from net balance "posted" line of closing report for non-decimal currency

GLABalance (GL Account Balance List) - adjust amount column for non-decimal currency

GLAStmt (GL Account Statements) - fixed sign of balance if no entries to print; adjusted amount column for non-decimal currency

GLFileIn (GL Ledger Fileset Import) - changed output default to standard folder/filenames

GLCreate (GL Create New Ledger Fileset) - changed default to standard folder/filenames

GLVerify (GL Verify Ledger Data) - automatic data backup prior to repair run

Release 8 Notice - 11/11/2008

Highlights (since release 3.2.7)
- NEW GL ENTRY IMPORT for Bookstore Manager (point-of-sale/inventory management)
- NEW GL ENTRY IMPORT for FACTS (tuition management/collection service)
- NEW GL MENU FEATURE to move selected account balances from one account area to another (primarily designed to move student A/R balances from current to old)
- NEW GL MENU FEATURE to allow editing of Next Year or Current Year budget for all accounts in a function (local fund) at the same time
- NEW standard GL Financial Statement Reports for Next Year Budget (Std/Std+)
- NEW Signature option included for Interest Payment Checks (Pro)
- INCLUDED TEXTMAKER VIEWER (freeware) as optional LUCIS viewer (this will

eventually replace Microsoft Word Viewer as the default LUCIS viewer)
- CHANGED FILE BROWSE to start in specified folder rather than last Windows folder
- CHANGED FONT (darker, italic) of running totals on entry windows so they show up better

Detail (since release 3.2.7)

All: changed file browse windows to start in specified folders rather than last Windows folder; included TextMaker Viewer (freeware) as optional LUCIS viewer

LUCIS.exe (LUCIS Software Manager) -added GL menu selections for GL Move Account Balances and GL Account Budget Editor; added Image Converter (Pro Edition) to convert jpg images to secure encrypted format (signatures, etc.)

LUCIS.ent (Adventist Entity Query database): updated with latest GC Archives & Statistics data

LUCIS-STD.rpt - added "Next Year" budget reports for GL Financial Reports (Std/Std+)

LUCIS Helps: updated for changes

Address Module:

ADLookup (AD Address Query) - expand window subtitle for longer address book name

ADCEdit (AD Address Controls Editor) - limit address book name to maximum saved length

Donations Module:

DNTLookup (DN Donation Query) - check DNXRef Index and rebuild if necessary

DNDEdit (DN Donor Editor) - moved "Donor Giving Unit" to "Donor Notes" section; warn if new pledge date is not in calendar year; fixed next/previous donor shortcut (Alt-Up/Dn at donor ID)

DNOEdit (DN Offering Editor) - fixed data base indexing when changing offering name; fixed error encountered when switching back and forth multiple times between YTD and Month options on Report Balances tab; fixed Offering Wizard to handle "Other" ledger types and when "LUCIS ledger" specified is not available

DNTEntry (DN Open Batch Entry/Edit) - automatically activate offering query after OK response to "offering does not exist" error message; changed font (darker italics) of running total

DNTClose (DN Close Open Batch) - when Auto-Assist is ON automatically tries to find appropriate LUCIS ledger for posting batch if no ledger had previously been identified

DNTLists (DN Entry Lists/Reports) - fixed misinterpretation of "Months" selection period (From/Thru less than 12 were mistakenly interpreted as "Batches"); fixed problem where some "subtotal by donor" reports only included last donor selected; fixed misreporting when month prior to selected starting month was not closed (report started from beginning in these cases rather than the last month cutoff prior to the start selection); new error if unclosed month is used for month range selection; require month/batch selection; fixed problem when operator clicked "Create Report" immediately after editing donor or offering range selection (the data in the edited field was nor recognized); reject batch(s) selection for "Quarterly Comparison" column report selection; reset range when switching between batch and month selection; fixed display of default values when reselecting "Standard Format" after running a list using custom formatting; disable "Show Detail" in formatting selection for all but "Standard" column selection; fixed error when 2-year comparison report is selected; set "skip zero amount lines" as default for all custom column reports; check DNXRef Index and rebuild if needed

DNClose (DN Monthly/Annual Close) - Monthly: warn if intervening months are not closed; update data to reflect confirmed (intentional) skipped month(s)
Annual: added prompt for permanent archive backup; print outstanding pledge report for new year; update for unclosed (skipped) months
DNVerify (DN Verify Donation Data) - added additional verification checks; eliminated "Illegal Function Call" starting verify when opening file does not exist; additional closed month checks; verify DNXRef Index and rebuild if needed

General Ledger Module:
GLPayments (GL Payments Entry) - automatically activate account query after OK response to "account does not exist" error message; eliminated redundant "ledger already closed" warnings; changed font (darker italics) of running total
GLReceipts (GL Receipts Entry) - automatically activate account query after OK response to "account does not exist" error message; eliminated redundant "ledger" already closed" warnings; changed font (darker italics) of running total
GLTEntry (GL General Entry) - automatically activate account query after OK response to "account does not exist" error message; changed font (darker italics) of running total; removed redundant date warnings
GLTBatch (GL Batch Entry) - automatically activate account query after OK response to "account does not exist" error message; changed font (darker italics) of running total
GLTransfer (GL Transfers Entry) - automatically activate account query after OK response to "function does not exist" error message; changed font (darker italics) of running total
GLTImport (GL Import Entries) - import Bookstore Manager (point-of-sale and inventory management) detail or summary data; import FACTS (tuition management and collection) payment detail CSV
GLTList (GL Entry List: Journal) - adjust acct# column width to prevent line wrapping
GLFReports (GL Financial Reports) - added new reports for "Next Year" budget
GLAStmt (GL Account Statements) - fixed disappearing buttons when running "full screen"
GLTReconcile (GL Account Reconciliation) - automatically activate account query after OK response to "account does not exist" error message; added links in Edit menu to call GL Entry programs to allow posting of missing entries with AutoAssist=ON
GLAging (GL Account Aging) - force aging report and update of aging history when last account being aged is also end-of-file; added automatic folder backup option before aging
GLTInterest (GL Interest Processing) - added automatic folder backup option before processing; added signature image option for interest checks; automatic purge of check documents when closing window
GLMoveBal (GL Move Account Balances) - NEW GL MENU FEATURE to move account balances from one classification to another (primarily designed for moving student
GLClose (GL Monthly/Annual Close) - Annual: fixed new fiscal year when closing short year (short year is primarily used to transition between calendar and fiscal year and visa versa); fixed standard filename of new fiscal year when closing short year; added prompt for permanent archive backup; updated for unclosed (skipped) months; eliminated redundant "Aging has not been run…" messages
GLOrganizer (GL Account Organizer) - removed prompt to update all accounts when disabling interest; eliminated occasional printing of superfluous data with "Print Screen".

GLAEdit (GL Account Editor) - when changing budget for a transfer or release account the software now automatically updates the corresponding account budget; fixed response to "missing address link" warning message for linked A/R addresses; note Db/Cr orientation of budget amount in budget entry area

GLABudget (GL Account Budget Editor) - NEW GL MENU FEATURE to allow editing of New or Current budget for all accounts in a function (local fund) at the same time

GLVerify (Verify Ledger Data) - additional closed month checks

Release 9 Notice - 2/17/2009

Highlights (since release 3.2.8)
- Added annual reoccurring offering goal type
- Added Adventist Giving (on-line giving) entry options
- Added "BD - Bank Deposit" journal type and number tracking for all ledgers
- Expanded options for Adv/Pro software editions even when using lower level ledgers

Detail (since release 3.2.8)

LUCIS.exe (LUCIS Software Manager) - fixed inappropriate Auto-Assist warning of missing donation files when donation module is not installed

LUCIS Loan Amortization Calculator (under Tools) - revised window layout and operator interface; updated for keyboard navigation

LUCIS Auto Prep - added warnings if data folders are inappropriately named based on response to multiple-entity query

LUCIS Image Converter (for interest check signature) - allow space in filename; fixed misinterpretation of image size when signature image has been modified by Adobe Photoshop; use LUCIS base folder as base folder for image file browse

LUCIS Image Viewer - added ability to view LUCIS converted images (.lim)

LUCIS.ent (Adventist Entity Query database): updated with latest GC Archives & Statistics data

LUCIS Helps: updated for changes

Donations Module:

DNDEdit (DN Donor Editor) - added note to indicate if pledge is for current year or multi-year based on offering goal type

DNOEdit (DN Offering Editor) - remove "Add" button from Print Screen when not in use; changed "multi-year" checkbox to drop-down goal type selection for multi-year, single-year, or annual reoccurring; recalculate goal amount as needed when goal type is changed; changed window layout on tab 1 (General Info - especially goal section)

DNTEntry (DN Open Batch Entry/Edit) - force update of receipt total when focus changes from receipt table entry amount to a point outside the table; force update of offering total when focus changed from offering distribution entry amount to a point outside the table; restore all window display attributes after "Print Screen"; added "Adventist Giving" in receipt table; added temporary "Adventist Giving" preference setting to optimize entry of Adventist Giving receipts (re: DNCEdit)

DNTClose (DN Close Open Batch) - added validation of open batch before allowing close

DNOLists (DN Offering Lists) - note single-, multi-year, or annual reoccurring goals

DNDLists (DN Donor Lists) - note current year vs multi-year pledges

DNTDeposit (DN Deposits List) - added AdvGiving column to report

DNClose (DN Monthly/Annual Close) - single-year pledges not forwarded to new year; annual reoccurring pledge data are carried forward to new year resetting amounts to zero; multi-year pledges are carried forward to new year with prior-year amount noted; added prompt to annual close to confirm that Adventist Giving data has been entered if Adventist Giving control is set (re: DNCEdit)

DNVerify (DN Verify Donation Data) - verify current year vs multi-year pledges

DNCEdit (DN Donations Controls Editor) - added Adventist Giving control for organizations participating in on-line giving

General Ledger Module:

GLPayments (GL Payments Entry) - force update of distribution total when focus changes from a table entry amount to a point outside the table; restore all window display attributes after "Print Screen"; set journal type options based on software edition; increased number of table entries, allow use of transfer accounts, and allow out-of-range dates for Adv/Pro software editions

GLReceipts (GL Receipts Entry) - force update of distribution total when focus changes from a table entry amount to a point outside the table; restore all window display attributes after "Print Screen"; set journal type options based on software edition; increased number of table entries, allow use of transfer accounts, and allow out-of-range dates for Adv/Pro software editions

GLTEntry (GL General Entry) - delay voucher number alert message until window has opened; force update of screen total when focus changes from a table entry amount to a point outside the table; restore all window display attributes after "Print Screen"; added "BD - Bank Deposits" journal type for all ledgers; set additional journal type options based on software edition; increased number of table entries and allow out-of-range dates for Adv/Pro software editions; changed position of table total and buttons at bottom of window

GLTBatch (GL Batch Entry) - force update of screen total when focus changes from a table entry amount to a point outside the table; restore all window display attributes after "Print Screen"; added "BD - Bank Deposits" journal type for all ledgers; increased number of table entries and allow out-of-range dates for Adv/Pro software editions

GLTransfer (GL Transfers Entry) - force update of distribution total when focus changes from a table entry amount to a point outside the table; restore all window display attributes after "Print Screen"

GLTImport (GL Import Entries) - set journal type options based on software edition, updated Bookstore Manager Import to handle multiple stores

GLTEdit (GL Entries Editor) - set journal type options based on software edition; allow out-of-range dates for Adv/Pro software editions

GLTInterest (GL Interest Processing) - fixed several "glitches" with use of signature image option; added progress status when producing interest checks; changed interest check transaction date to be same as check date

GLClose (GL Monthly/Annual Close) - changed default next year filename default when Auto Assist is off; fixed copying next year budget from "old" ledger to current budget of "new" ledger; changed "DN" text to "GL" in month 12 closed message

GLAEdit (GL Account Editor) - allow tracking of electronic payments based on software edition

GLABudget (GL Account Budget Editor) - added "Utilities" menu option for Global Budget Utility (copies budget amounts from other ledgers or between new and current budget;); fixed error when last record of current year and prior year do not match

GLVerify (GL Verify Ledger Data) - added journal type checks based on software edition

GLCEdit (GL Controls Editor) - added electronic payments number tracking based on software edition