

# LawMaster Release Notes

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## Important Notice – Upgrade Path

Please read all release notes between your current version and the version you are installing to ensure you are aware of all changes and setup requirements between these versions and that you install and test (see suggested testing protocol at the end of this notice) in your Training database before upgrading Production.

### Supported upgrade paths for CANADA Onwards

The following are supported upgrade paths to Canada and onwards:

- ❖ *If you are running Estonia, Estonia R2, or Sweden* you can upgrade directly from your current version to Canada.
- ❖ *If you are running a version earlier than Estonia:*
  - You must first upgrade through each public release to get to Estonia.  
*For example, for releases prior to Estonia, if there are publicly released versions A, B and C available, you will not be able to jump from A to C. You will need to perform A to B and then B to C.*
  - Once you have stepped through each upgrade to Estonia, you can then upgrade directly to Canada.

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## Tasks to be done as a part of upgrade process

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### Pre-Upgrade Tasks

#### TLS 1.2

Ensure all LawMaster servers support TLS 1.2 prior to upgrade. ([R48295](#))

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### Post-Upgrade Tasks

#### Email Signature Parameter

The System Administrator should check the 00-SIGN parameter is set to N or Y in the Flag field based on whether Email Signatures are generated from within LawMaster. ([R49133](#))

#### SAI Searches

Where there are outstanding SAI Search results on a SAI Search Order prior to the upgrade, a Search Record, Cost and Folio record will be created for each Search Transaction. No action required by user. ([R45137](#))

#### Passwords

Following the upgrade to Canada, users that have a password longer than 8 characters or had spaces at the beginning or end of their password may find they are unable to login until the password has been reset by the System Administrator. ([R48256](#))

#### Bank Reconciliation WP Forms

Following the upgrade to Canada you will need to have a BR, BRA, BRT and BRAT WP Form available for Bank Reconciliations of Trust and General accounts. New versions of the WP Form BR, BRA, BRT and BRAT are available from Client Service Centre ➔ Other Downloads ➔ Practice Management Sample Forms. ([R37614](#))

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## Summary of Changes to Security Settings

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Publish Trust Cash Book accessed from Main Menu ➔ Accounting ➔ Trust Accounting ➔ Trust ➔ Reports for Publication ([37635](#))

Print Trust Ledger by Matter accessed from Main Menu → Accounting → Trust Accounting → Trust ([38246](#))

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## Summary of changes to Parameters

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Menubar → Parameters → Set Parameters → Miscellaneous → Maintain type '00' parameters directly - SMTP parameter ([44680](#))

Menubar → Parameters → Set Parameters → Accounting - Trust Journal Narrative ([46129](#))

Menubar → Parameters → Set Parameters → Miscellaneous → Outlook Integration → Bring-up Synchronisation Timer ([48670](#))

Menubar → Parameters → Set Parameters → Miscellaneous → Processing Options - Firm Security Classes, will be converted to the new format and made accessible from Main Menu → Parameters → Miscellaneous → Firm Security Classes ([44972](#))

Menubar → Parameters → Set Parameters → Miscellaneous → Firm Security Class Options ([45222](#))

Menubar → Parameters → Set Parameters → Payroll → Payroll Tax Scales ([47349](#))

Menubar → Parameters → Set Parameters → Payroll → Processing Options → STP Compliance – STP Start Date ([47980](#))

Menubar → Parameters → Set Parameters → Accounting → Bank Details–Accounting – Bank Entity ID ([47177](#))

Menubar → Parameters → Set Parameters → Accounting → Bank Reconciliation Inputs ([47272](#))

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## New or Updated WP Forms

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WP Form BB – Bill ([48154](#))

WP Form BR, BRA, BRT and BRAT - Bank Reconciliation ([37614](#))

WP Form CMR - Controlled Money Receipt ([46149/46150](#))

WP Form PPA - Payroll Earnings Advice ([43773](#))

WP Form TTB – Trust Trial Balance ([37633](#))

WP Form TR – Requisition ([47178](#))

WP Form TS - Trust Statement. ([45669](#))

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## Known Issues

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The following are known issues in the current release:

- ❖ Where the user has Express Viewer for PDF turned off and the Preview pane is selected, focus is lost for up and down arrows when a PDF folio record is selected. User will need to re-select the next folio record using the mouse to continue moving up and down with the arrow keys.
  - ❖ Any of the following characters: / \ : \* ? " < > | in the Templates for the Folio File Name and Attachment Options will cause an issue when using the folio record within LawMaster including Preview, Edit, Send by Email, etc. Validation will be included in the next release to ensure these characters aren't allowed for use. (Set Parameters → Records management)
  - ❖ Office 365 Version 1908 Build 11929.20396 has an issue with Export to PDF functionality, this issue was not able to be replicated on Build 11929.20436.
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## Operating system requirements & supported platforms

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With the introduction of Microsoft's new set of products and deployment practices, we have reviewed our support policy and will be using the following support policies as we develop future versions of our product.

These policies are based on information available on the Microsoft Support Lifecycle site which can be found at <https://support.microsoft.com/en-us/lifecycle>. The purpose of publishing these policies is to ensure that clients are able to plan appropriately when upgrading versions of LawMaster.

### Introducing New Microsoft Products

LawMaster will aim to commence support for the latest versions of Microsoft tools and systems used with our product 12 months after the product commences "Mainstream Support" by Microsoft. The time lag after the new product's support will be dependent on the scale of impact of the changes on LawMaster in the new Microsoft release. We are currently reviewing the support periods for the Microsoft product range that fall under the Modern Lifecycle Policy. We suggest you maintain products under these policies at the version we have tested against as we cannot guarantee compatibility with future versions.

### Phasing out Older Microsoft Versions

Conversely, when a Microsoft product or service moves out of "Mainstream Support" as defined by Microsoft's product life cycle, we will no longer support these versions for future releases.

Earlier versions of LawMaster running on older Microsoft products will be supported whilst the LawMaster version remains supported although due to Microsoft's "Extended Support Phase" only providing paid support additional costs may be incurred if Microsoft support becomes necessary.

The following table provides a summary of our support by Microsoft product, where a LawMaster Version Name is noted support will end on release of that Version. Where the end date for mainstream support is beyond our current version plans, an estimate of the likely date of release is included.

### PLEASE NOTE:

- ❖ **LawMaster versions from 10.13 onward must install .NET 4.7.2 or later on the server and .NET 4.7.2 (runtime) or later on the client systems.**

## Canada Release

Microsoft Product	Microsoft Mainstream Support End	LawMaster Support Ends (by Version Name or Estimated Date)
<b>Windows Server</b> <ul style="list-style-type: none"> <li>LTSC (not SAC)</li> <li>Non IOT Editions</li> </ul>		
<b>2016 Server</b>	11/01/2022	April 2022
<b>2019 Server</b>	09/01/2024	April 2024
<b>Microsoft SQL Server</b> <ul style="list-style-type: none"> <li>Standard or Enterprise Edition</li> </ul>		
<b>2014</b>	9/7/2019	Canada
<b>2016</b>	13/7/2021	November 2021
<b>2017</b>	11/10/2022	November 2022
<b>Windows Desktop</b> <ul style="list-style-type: none"> <li>Pro or above</li> <li>64 bit</li> </ul>		
<b>Windows 10</b> <ul style="list-style-type: none"> <li>Version 1903</li> </ul>	08/12/2020	December 2020
<b>Office</b> <ul style="list-style-type: none"> <li>32 bit</li> </ul>		
<b>Office 2016</b> <ul style="list-style-type: none"> <li>Version 1909</li> </ul>	13/10/2020	November 2020
<b>Office 2019</b> <ul style="list-style-type: none"> <li>Version 1909</li> </ul>	10/10/2023	November 2023
<b>Office 365</b> <ul style="list-style-type: none"> <li>Installed on PC</li> <li>Version 1902</li> </ul>	08/09/2020	September 2020



## Release Enhancements

Remarks

Request No.

### Bank Reconciliation

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#### Bank Reconciliation Inputs Parameter

47272

A new Bank Reconciliation Inputs Parameter is available from Menubar → Parameters → Set Parameters → Accounting to add, update or delete the following fields:

- ❖ Bank Statement Closing Balance
- ❖ Statement Date

An Audit Trail is available for each Bank Account stored against this Parameter Type.

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#### Transaction Date available in Bank Reconciliation

37615

A new column 'Transaction Date' has been added to the Present Items module - Reconcile Items in Bulk tab and Reconciled Items grid.

Where Receipt has Media Type of R, the Code will now be displayed in the Bank Reconciliation module as 'CC' and the narration is 'Credit Card'.

On upgrade, the Transaction Date will return a blank for existing transactions that have already been processed by End of Day.

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## Reconciliation now includes Bank Statement Closing Balance and Date

46130

On selection of Bank Reconciliation → Present Items module, the user is now presented with a Bank Reconciliation Input Screen where the following details are to be entered:

1. Bank No - includes a look up to the Bank Parameter or the user can directly enter a value
2. Statement Date - will be prefilled if the user has previously entered a value for the selected bank or blank if Audit Reconciled Items module has been run since the last reconciliation
3. Bank Statement Closing Balance - will be prefilled if the user has previously entered a value for the selected bank or blank if Audit Reconciled Items module has been run since the last reconciliation.

A new Parameter 'Bank Reconciliation Inputs' has been added to store the values entered in the Bank Reconciliation Input Screen. The values entered in the Bank Reconciliation Input Screen will be prefilled on display of the Present Items Grid.

The Present Items Grid header screen now has the following additional fields:

1. Adjustments - displays the sum of records in Adjustments tab plus transactions in Reconcile Items in Bulk tab with Adjustments check box ticked
2. Variance - displays the difference between the Bank Statement Closing Balance and the Reconciled Balance Plus Adjustments fields. The value in variance field will be automatically recalculated on changes made to the Bank Statement Closing Balance or the Reconciled Balance Plus Adjustments field. Once the variance is \$0.00, it is highlighted in green.

Other changes made to the Present Items Grid header screen includes:

1. Statement Balance field has been renamed Opening Balance,
2. Balance field has been renamed Reconciled Balance, and
3. Reconciled Balance Plus Adjustments field has been relocated to the header screen.

As the values of the Statement Date and Bank Statement Closing Balance Date fields are updated automatically from the Present Items form, we suggest you close Present Items before you run the Audit Reconciled Items module.

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Bank Reconciliation WP Form now has additional fields to assist compliance with the NSW Law Society Preferred Format.

WP Form BR - Bank Reconciliation form includes the following new Static Fields:

- ❖ 17 - Bank Statement Date
- ❖ 18 - Bank Statement Closing Balance
- ❖ 19 - Sum of Adjustments with opposite sign – displays the value of Static Field 15 with opposite sign eg if Field 15 = 100 then field 19 = -100
- ❖ 20 - Prepared by User (Full Resource Name of User that ran Print Bank Reconciliation)

Adjustments in Static Fields [19] and [15] and Table 2 are now calculated as the sum of records in Adjustments tab plus transactions in Reconcile Items in Bulk tab with Adjustments check box ticked.

Table 2 Adjustments fields have been modified to return the following values:

- ❖ T1\_01 Date - Transaction Date
- ❖ T1\_02 Detail - Narrative + Reference
- ❖ T1\_03 Amount - Amount

Following the upgrade to Canada you will need to have a BR, BRA, BRT and BRAT WP Form available for Bank Reconciliations of Trust and General accounts. New versions of the WP Forms are available from Client Service Centre ➔ Other Downloads ➔ Practice Management Sample Forms.

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## Existing Transaction can be selected as Adjustment

47275

An Adjustments column has been added at the end of the Present Items → Reconcile Items in Bulk tab, that allows users to select a payment or receipt already entered in LawMaster as an Adjustment.

The Adjustments field at the top of the Present Items module is the sum of all transactions in the Adjustments tab plus any transactions with a tick in the Adjustments column.

If a transaction has a tick in the Adjustments column, the context menu option Reconcile Items is disabled for that transaction in single select mode.

If a transaction has a tick in the Adjustments column and is included in a bulk select → Reconcile Items, the transaction remains unreconciled, all other selected items are reconciled.

When a transaction is unticked in the Adjustments column:

1. the Adjustments field at the top of the Present Items module is recalculated and
2. the context menu option Reconcile Items is made available for that transaction in bulk or single select mode.

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## Print Bank Reconciliation from Present Items module

47281

A Print button has been added to the Bank Reconciliation → Present Items module which allows users to run the Print Bank Reconciliation Report directly from the Present Items module.

- ❖ Bank No field is pre-filled with Bank from Present Items module.
  - ❖ Date To field is pre-filled with Bank Statement Date if applicable, otherwise it is set to TODAY
  - ❖ Cash Book Reporting Option field is enabled / disabled based on Bank being Trust/General.
-

New WP Forms 'BRT' (no adjustments) or 'BRAT' (with adjustments) have been made available for Trust Bank Reconciliations. A Cash Book Summary can be added to the Trust Bank Reconciliation WP Form to assist with compliance of Trust Regulation.

Base WP Form BR now includes the following new Static Fields:

- ❖ 21 - Opening Cash Book Balance (see calculation from Print Trust Cash Book based on Reporting Option)
- ❖ 22 - Receipts for Month (see calculation from Print Trust Cash Book based on Reporting Option)
- ❖ 23 - Payments for Month (see calculation from Print Trust Cash Book based on Reporting Option)
- ❖ 24 - Closing Cash Book Balance (see calculation from Print Trust Cash Book based on Reporting Option)
- ❖ 25 - Date From (1st of Month being reconciled, calculated from the Date To input field)

Static Fields 21-24 will return a blank value for General Bank Accounts.

The Print Bank Reconciliation Report (Main Menu → Accounting → Bank Reconciliation → Print Bank Reconciliation Report) module description has been changed to "This module lists unreconciled items for a given accounting period and date and includes a reconciliation to the bank balance as held within the General Ledgers. General Bank Reconciliation will be merged using the WP Forms 'BR' or 'BRA' if there are adjustments. Trust Bank Reconciliation will be merged using the WP Forms 'BRT' or 'BRAT' if there are adjustments, a Cash Book Summary can be added to the Trust Reconciliation."

The module input fields have been modified to:

- ❖ Bank No. - contains a look up to the Bank Accounts Parameter
- ❖ Date To - prefilled with Bank Statement Date if a date has been saved to the Bank Reconciliation Inputs Parameter or else set to today.
- ❖ Cash Book Reporting Option (enabled for Trust Banks only) - Input Date Range (default) or Transaction Date Range.
- ❖ Year - Current/Previous
- ❖ Period No.

If the user selects a Trust Bank in the Bank No field (Bank Details - Accounting Parameter - Type = Trust) the Cash Book Reporting Option input field is enabled and the WP Forms 'BRT' or 'BRAT' will be merged if defined in Forms Enquiry, otherwise WP Forms 'BR' and 'BRA' will be merged as per existing behaviour.

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## Client and Matter Maintenance

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### Additional Columns on the Show Possible Conflicts for Entity Report 37420

New columns labelled 'Client Id' and 'Client Name' and new Context Menu options 'Connect to Client' and 'Connect to Related Entity' have been added to the Show Possible Conflicts for Entity Grid Report to assist the user in identifying potential conflicts.

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## Costing and Billing

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### Spell Check available in additional Modules 37027

Spell Check control is now available for the following fields: 44157

- ❖ Bill Clause field in Bill Matter form (Matter → Bill)
- ❖ Remarks field in Modify File Referral form (Folio Enquiry → Refer To)
- ❖ Narrative field in Cost Input Journal

Spell Check control can be accessed via:

1. Selecting Spell Check icon, or
2. Selecting keyboard shortcut - F7

The existing Bill Clause and Narrative tooltip has been extended to include the keyboard shortcut function key, "Select F7 for spell check".

A tooltip has been added to the Remarks field advising of the keyboard shortcut function - "Select F7 to spell check remarks".

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### Print Billed Work displays Arithmetic Overflow Error 46190

Corrected an issue where an Arithmetic Overflow error was displayed when running the Print Billed Work module if there was an extraordinarily large write off amount within the calculation. Main Menu → Client & Matter → Matter Costing → Accounting for Partnership Changes

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## Non-Cash Overhead is now reporting correctly where Recalculate Disb GST ticked

48154

Corrected an issue where the GST fields for the WP Form BB did not reflect the amount raised as a Debtor Transaction where Disbursement Code Parameter has Overhead Flag ticked and Work Type Parameter has Recalculate Disb GST ticked.

Where Recalculate Disb GST is ticked on WT Parameter and Overhead Disbursement Codes are ticked for either GST Applicable, GST Exempt or GST Payex the following WP Form BB calculations have been amended:

- ❖ Static Field 39 - GST Total = SUM GST Billed/Billable Cost Transactions including Fees, Disbursements and Overheads should equal BG Debtor Transaction for raised Bill
- ❖ Static Field 45 - Total Fees and Disbursements with GST Applicable = SUM Amount + GST Billed/Billable Cost Transactions including Fees, Disbursements and Overheads that are GST Applicable (exclude GST Exempt)
- ❖ Static Field 51 - Total Bill (including GST) net of trust credits = SUM Amount + GST Billed/Billable Cost Transactions including Fees, Disbursements and Overheads that are GST Applicable/Exempt Less Trust Credit should equal Total Debtor Transactions for Raised Bill less Trust Credit
- ❖ Static Field 54 - Total disbursements plus fees GST = SUM Amount + GST Billed/Billable Cost Transactions including Fees, Disbursements and Overheads that are GST Applicable/Exempt should equal SUM of BD, BF and BG Transactions for Raised Bill
- ❖ Static Field 101 - Total Disb Billed on Matter (excl GST) = SUM BD Transactions on Matter plus Disbursements (Amount column) including Overheads
- ❖ Static Field 102 - Total GST Billed on Matter (excl GST) = SUM BG Transactions on Matter plus GST Billed/Billable on Disbursements including Overheads
- ❖ Static Field 105 - Total GST on Overheads = SUM GST Billed/Billable on Disbursements flagged as Overhead.
- ❖ Static Field 106 - Total Overheads + GST = SUM Amount + GST Billed/Billable on Disbursements flagged as Overhead.
- ❖ Static Field 110 - Total GST on Fees + Overheads = SUM GST Billed/Billable on Fees + Disbursements flagged as Overhead
- ❖ Static Field 111 - Total Fees + Overheads + GST = SUM Amount + GST Billed/Billable on Fees + Disbursements flagged as Overhead

Where Recalculate Disb GST is unticked on WT Parameter and Overhead Disbursement Codes are ticked for either GST Applicable, GST Exempt or GST Payex the following WP Form BB calculations have been amended:

- ❖ Static Field 101 - Total Disb Billed on Matter (excl GST) = SUM BD Transactions on Matter plus Disbursements (Amount column) including Overheads

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## Document Management

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### DocProperty Placeholder can be inserted into a Document Template using Document Variable Insertion Tool

44405

The DocProperty Placeholders are available from the 'Select Variable' Form → Data Group 'Placeholders' only when accessed from the Document Variable Insertion Tool (DVIT). The Qualified check box and IF functionality is disabled when a DocProperty Placeholder is selected. We recommend that placeholders are always inserted in documents using the DVIT.

The following DocProperty Placeholders are available from the DVIT:

- ❖ DP\_LMFolioBasedOn
- ❖ DP\_LMFolioNo
- ❖ DP\_LMFolioVersionNo
- ❖ DP\_LMOriginalFolioNo
- ❖ DP\_LMVersionNo
- ❖ DP\_LMFileInd
- ❖ DP\_LMFileNo

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### Merging a PDF caused Word to open

46462

Corrected an issue where a blank Word window would open in addition to the PDF Document when merging a PDF Template.

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### Cabinet Folio Keyboard Shortcuts

46498

Corrected an issue where the Cabinet Folio keyboard shortcuts CTRL+Up and CTRL+Down did not move the selected folios up or down in a cabinet until the user had moved the folio using the context menu Up/Down option.

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### Viewing Email in Folio Preview Pane Error

46706

Corrected an issue where an Email with a long Precis or File Path returned the following errors when viewing in Preview Pane.

- ❖ 'Failed to Save Email after 3 retries'
- ❖ 'The specified path, file name, or both are too long. The fully qualified file name must be less than 260 characters, and the directory name must be less than 248 characters.'

Where the folio record exceeds the file path+file name limit, a message will be displayed to the user within the preview pane and folio viewer, "Path too long for folio viewer conversion". These files can be viewed using the context menu options, 'Edit Attachment' or 'Open Attachment (Read Only)'.

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<p><b>Email error due to character length of fully qualified file name</b></p> <p>Corrected an issue where an exception error was received when replying to an email with a long subject line/file name.</p>	47014
<p><b>Editing/Checking out folios with long filenames fails</b></p> <p>Corrected an issue where editing or checking out a document with a long file name failed.</p> <p>If the total path and filename length combined is &gt; 200 characters then filename length is truncated to 200 - path length, if this results in 0 or less, an exception is thrown.</p> <p>If the total path and filename length combined is &lt;= 200 characters, then original file name is used with no truncation.</p>	47222
<p><b>Auto Check-in fails with Long File Names</b></p> <p>Corrected an issue where auto check-in did not work with folio records that have a long file name.</p>	48712
<p><b>Long file names in Cabinets</b></p> <p>Corrected an issue where long filenames for folios in a Cabinet raised an error when combining to a PDF.</p>	47412
<p><b>Folio Enquiry search returns 'capacity must greater than zero' error</b></p> <p>Corrected an issue where Folio Enquiry ► Search by Document Template was returning 'capacity must be greater than zero' error for large data sets and Max Records was not limiting search results.</p>	46932

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## Refactor Custom Document Properties to Open XML

47098

48402

The implementation of Custom Document Properties in Sweden was refactored in the Canada release to the Open XML standard. The advantage of using the Open XML standard is that LawMaster only needs to add/update the Custom Document Properties within the document's XML structure rather than having to scan the document's header, body and footer page-wise to find DocProperty fields that require updating.

The move to the Open XML standard means the following changes:

1. Custom Document Properties can only be applied to Word documents with a file format of .DOCX. Any templates using the .DOC file format will need to be updated to a .DOCX file format if you wish to use Custom Document Properties on these documents.
2. In some circumstances existing DocProperty placeholders in your word document may not be recognised. We suggest you re-insert the DocProperty placeholder into the Word document using the Document Variable Insertion Tool.
3. As part of the security implemented by Microsoft where fields are updated by sources other than MS Word it asks the user if they wish to update the fields in this document with the following message.  
"The document contains fields that may refer to other files. Do you want to update the fields in this document?"  
LawMaster will answer the question on behalf of the user but you may see the message box briefly appear and disappear from the screen as the message is being answered. If the Word message appears and does not get answered the user should select Yes.

As part of the changes made to Custom Document Properties, the blank Word instance opened at the time of merging the Document Template is now closed following the merge.

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## Custom Document Properties include File Type and File Number

48609

Where Custom Document Properties is enabled, users can now record the File Type and File Number of the folio in the Custom Properties of the document and insert this value into a merged document using the DocProperty placeholders:

- ❖ DP\_LMFileInd
- ❖ DP\_LMFileNo

Existing folio records can be updated to include the new LawMaster DocProperty fields within the document from QuickParts.

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## Printing of Email Attachments from Folio Viewer

47182

Corrected an issue when printing an Email with attachment/s from Folio Viewer resulted in the attachment being printed twice.

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## Convert to PDF Error

48647

Corrected an issue where a Failed to Convert error was received on Send Folio as Attachment → Convert to PDF on .doc files.

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## Close Word Window when Printing from Folio Viewer

48924

When printing a .doc or .docx file from the Folio Viewer the blank Word window is now closed.

Note: We cannot close a PDF Reader instance when printing a pdf from the Folio Viewer. This will need to be closed manually on completion.

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## Folio Preview Errors displayed within Preview Screen

49022

Folio Preview errors are now displayed within the preview screen rather than as a popup. All errors are logged using NLog.

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## Elastic Search Indexing

48488

To assist with the maintenance of Elastic Search several updates have been applied as follows:

1. Comprehensive NLog debug level logging. The NLog config needs to be changed at the app service level on the server to trigger the logging.
  2. Addition of mforv\_status field on the Matter\_Folios\_RowVer table. Adding 'SKIP' into this field will cause the index to skip that folio. This provides some level of control over the indexing behaviour.
  3. Common file types that cannot be indexed have been filtered out of the indexing query (e.g. image, video, audio, some binary). The extensions for these are: '.aif', '.cda', '.mid', '.mp3', '.mp4', '.mpa', '.ogg', '.wav', '.wma', '.wpl', '.bin', '.dmg', '.iso', '.vcd', '.exe', '.jar', '.jpg', '.gif', '.bmp', '.ico', '.png', '.psd', '.svg', '.tif', '.3g2', '.3gp', '.avi', '.flv', '.m4v', '.mkv', '.mov', '.mp4', '.mpg', '.swf', '.vob', '.wmv'
  4. The upper limit to the request size has been enforced to be 104857600 bytes (104MB).
  5. An upper folio file limit of 2147483648 bytes (2GB) has been enforced. Note that a folio of this size is simply filtered out of the query and no log entries will be created.
- 

## Add Bring-up on Floating File Note

45484

Corrected an issue where the user was unable to tick 'Add Bring-up' in Floating File Note if the Matter Sub-Status was set to Current.

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**Cannot Access error on TIF/TIFF files** 48789

Corrected an issue where 'Cannot Access' error was displayed on Preview of TIF/TIFF files after conversion to PDF when attaching to an email.

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**Folio Show All now restores Preview tab** 49021

Corrected an issue where Folio Enquiry ► context menu - View ► Show All/Hide All did not include the Preview Pane option.

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## General Ledgers

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**Add General Ledger Budget greater than 10,000,000** 48172

Users can now add a General Ledger Budget for more than \$10M in the Annual Budget field of Input Budget or Import Budget without getting an error "Error converting data type numeric to decimal".

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## iBench

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**Internal Email Address incorrectly uses x500 Address in iBench** 44680

Corrected an issue where selecting Reply in iBench on an Internal Email Address used x500 Email Address.

To improve the use of the Reply context menu option from iBench, the 00-SMTP parameter will be removed on upgrade to Canada.

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## Integrated Searching

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**GlobalX Integration Searching Improvements** 43774

GlobalX Integration now returns a meaningful description in the Search Record Name, Folio Precis, Cost Record Narrative and Referral Remarks. The description includes [Name of Search] + [Search Variables eg Title Reference] eg QLD Title - 21402081.

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## SAI Search Orders report Transactions separately

45137

Where there are multiple SAI search transactions on one search order, a separate Search Record, Cost Record and Folio Record will be recorded for each search transaction.

The Order Number in the Provider Reference column of the Search Record will be appended with the Transaction Number so users can track individual search transactions as well as the search order.

On upgrade to Canada, where there are outstanding SAI Search results on a SAI Search Order prior to the Upgrade, the Search Record, Cost and Folio record are created correctly on the Matter.

---

## SAI Search Records report Search details

45301

SAI Search records in LawMaster will now display the Search details rather than the transaction number. Example, Queensland Title Search 21402081 was previously returning QLD DNRM - Title Search Online - 84192231 where 84192231 was the transaction number of the search. The Search name will be updated from the transaction number to the search details upon creation of the cost record.

---

## Search Integration Cost Records include Provider Reference

45303

The Search Provider Reference is now recorded consistently on the Cost record for all Search Providers.

For Search Costs recorded as a Cash Disbursement:

- ❖ Where 00-COUNTRY = AUS, Search Provider Reference is also recorded in the Payment Voucher reference field of the header record and allocation record.
- ❖ Where 00-COUNTRY = NZL, Search Provider Reference is also recorded in the Payment Voucher reference field on the allocation record.

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## Integration Services

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### Time Transactions can now be created via Integration Services

44951

LawMaster Integration Services (API) has been extended to support the recording of time transactions.

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<h2>Additional Entity Details will now be returned via Integration Services</h2> <p>LawMaster Integration Services API call Get Entity Details has been extended to display additional Entity database fields. Users who are already using the GET method will be able to continue to use this functionality as it is backwards compatible.</p>	48950
<hr/> <h2>Management Workbench</h2>	
<h3>Fee Performance Details cannot be viewed for previous year</h3> <p>Corrected an issue where Fee Details and Work Done for a previous financial year could not be viewed from Management Workbench.</p>	48008
<h3>MTD Fees Received column has Sum hardcoded</h3> <p>Corrected an issue where the summary line of the MTD Fees Received column in Management Workbench ► Fee Performance report was not returning the total.</p>	49043
<hr/> <h2>Other</h2>	
<h3>Power BI Dashboard gives no feedback when report cannot be opened</h3> <p>Power BI dashboard will now display the message "Unable to load report, please check the published URL and your permission to access it." when a report cannot be opened.</p>	49076
<hr/> <h2>Email Management</h2>	
<h3>Saving Email Attachment causes Exception Error</h3> <p>Corrected an issue where Exception Error "Parameter is Null" was presented to user when they Drag/Drop an Email Attachment that is an Email with a Word attachment from Outlook where the Outlook Integration Parameter is set to Precis Override and Import Email Attachments as separate Folios is ticked.</p>	45068
<h3>Updating Units/Scale triggers Amount calculation in Time Details form of Send Email</h3> <p>Corrected an issue where updates to the Units or Scale fields were only recalculating the Amount field on tabbing. Mouse clicking to another field will now also recalculate the Amount.</p>	45217

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## Duplicate Email check added to Sent Items folder

47594

A duplicate email check has been added to the Sent Items folder in Outlook. If a duplicate email is found, the email (and related Bring-up if applicable) will not be saved to LawMaster.

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## Drag/drop email from Outlook with Default Time causes error on AutoSave

48086

Corrected an issue where an exception error was displayed on drag/drop of an email from Outlook to LawMaster where the following parameters are set:

1. Outlook Integration Parameter set to AutoSave
2. Outlook Integration Parameter set to Delete email after drag-drop or floating file note ticked, and
3. Lawyers Workbench Options Charge Tab > Default Inbound Email Charge - No. of units is set to greater than 0

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## Outlook error 'No row at position 0'

48410

Corrected an issue where Outlook Add-in presented 'No row at position 0' error when syncing to LawMaster. Examples of possible scenarios where the error message was displayed include:

1. Email message is saved from Sent Items and no Entity ID found
2. Email message attempts to save a Bring-up where no Folio No. found

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## Duplicate Bring-ups appear in Outlook

48670

To mitigate an issue where duplicate Bring-ups were appearing in Outlook when logging into different machines, a change has been made to the Outlook Integration parameter → Bring-up synchronisation timer to no longer accept a value of 1 (minute). On LawMaster start-up the first sync occurs after elapsed time of start-up plus timer value.

If the user attempts to set a value of 1, on selecting OK, a validation error is displayed 'Bring-up synchronisation timer can be 0, 2 or greater than 2'.

On upgrade to Canada, if the Outlook Integration > Integrate Tasks/Bring-ups Parameter is ticked AND Bring-up Synchronisation Timer = 1, then it will automatically be updated to 2.

---

## Support AD Authentication for Outlook Add-in login screen

48907

Windows Authentication can now be selected on the Outlook Add-in Login screen. The default login method displayed on the Add-in Login screen will be whichever was last selected by the user to login to LawMaster. The user will not be required to re-enter login details for the remainder of the Outlook session.

---

## LawMaster Email Signature will not add HTML Code if not used

49133

When an email is generated from within LawMaster additional HTML code is including a space/tab & new line into the body of the email even if Email Signatures are not generated from within LawMaster.

Where the 00-SIGN parameter Flag = Y the signature block will be added to LawMaster emails. If no signature block is used, then HTML elements will still be added to the message body.

Where the 00-SIGN parameter Flag = N the signature block will not be added to LawMaster emails and no HTML elements will be added to the message body.

Following upgrade to Canada System Administrators should check their 00-SIGN parameter to ensure it is set to N or Y.

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## Forward Email from Outlook causes Error

49648

Corrected an issue where forwarding an Email from Outlook and undertaking a process immediately afterwards raised a "Failed to save folio. Object reference not set to an instance of an object" error message.

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## Add Outlook Appointment

49647

Corrected an issue where adding an Outlook Appointment associated with LawMaster was raising an error due to missing properties.

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## Payroll

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### Report Super Transactions for Year in Payroll Advice

43773

A new Static Field 52 (Employee Superannuation Contributions This Year) has been added to WP Form PPA - Payroll Earnings Advice.

Static Field 52 is calculated as Sum of all E + I Type Super Transactions (System and Journals) for the selected Employee where the Super YBD = Payroll Year of Payment Advice.

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### Link to STP Report displays Report in Grid

44511

Corrected an issue where the link to the STP Report from Employee Record was not selecting the correct row if the Report was out of Max Records range.

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## Closing STP Report Status during refresh causes Exception Error

44512

Corrected an issue where an Exception Error was displayed when a user closed the STP Report Status window during refresh.

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## Remove references to HELP and SFSS and add STSL

47349

From 1<sup>st</sup> July 2019, the ATO will refer to Study and Training Support Loans as STSL rather than HELP and SFSS. References to HELP and SFSS throughout LawMaster have been updated to STSL. Updates have been made to the TX Parameters and context help for the Tax Scales field (Employee Enquiry → modify Employee → Pay Details tab) as follows:

- 1-No tax-free threshold claimed,
- 1S-No tax-free threshold claimed plus STSL,
- 2-Tax free threshold claimed,
- 2S-Tax free threshold claimed plus STSL,
- 3-Foreign residents,
- 4N-Foreign residents where tax file number not provided by employee,
- 4R-Residents where tax file number not provided by employee,
- 5-Employee claimed full exemption from Medicare levy,
- 6-Employee claimed half exemption from Medicare Levy,
- F-Flat Rate

The following columns within Test Tax Calculations (Payroll → Administration) have been relabelled:

1. Column for 'HELP' has been relabelled to 'HELP pre 1/7/19' and
2. Column for 'SFSS' has been relabelled to 'STSL'

On upgrade to Canada, if TX parameters do not exist new ones will be created referencing STSL.

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## Payroll End of Year roll now displays Update and Warning messages

47580

"Roll Payroll Year Completed" message is now displayed to the user in a message box as well as the status bar on Rolling the Payroll Year.

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## STP Start Date Parameter

47980

Corrected an issue where the STP Start Date was removed when modifying the Companies - Non-accounting parameter.

On upgrade to Canada, if STP Reporting is selected for a company under the STP Compliance Tab AND an STP Start Date is not defined then STP Start Date field will be updated with the Declaration Date of the first STP Report for the selected Company.

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## Resource Management

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### Resource Performance report displays custom time units

44896

Corrected an issue where the Print Resource Performance (detailed) report was not factoring in customised time units. For example, where the client has defined a unit of charge as 5 minutes rather than the default of 6.

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## System Administration

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### Denial of Access Message for Matters

37575

45222

The System Administrator can now control the message displayed to users when they search for a Matter that is restricted as a result of Security Class with Firm Security Class Options (Parameter → Miscellaneous → Firm Security Classes). If ticked the user will be presented with the message "Access to Matter <matter no> is Restricted". If unticked the default, "Matter <matter\_no> not found." will be displayed.

On upgrade to Canada, the Firm Security Class Option will be un-ticked.

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## New Softdocs Licence Codes available

44605

The following Softdocs modules can now be licenced in LawMaster:

- ❖ 060 Probate (SA)
- ❖ 061 Immigration Law
- ❖ 062 National Land Registry Forms

Module 051 Conveyancing (SA) will be connected to the following Areas of Law:

- ❖ SD\_51 Conveyancing (SA)
- ❖ SD\_63 Conveyancing - Purchaser (SA)
- ❖ SD\_64 Conveyancing - Vendor (SA)

We have also corrected an issue where a user licenced for Module 010 Conveyancing (Qld) was unable to access Real Property (Qld) without a separate licence. This will be available in the Canada release.

Users on versions earlier than Canada may have a patch applied to make the new modules available for licencing. The patch is also required to allow users access to Modules 010 Conveyancing (Qld) and 035 Real Property (Qld) with separate licences.

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## Grid Layout can be saved in Parameters

44757

The Grid Layout can now be saved in Parameters ➔ Set Parameters and will load for use the next time a user displays a Parameter in grid view.

Reset grid layout to LawMaster default icon has been added to Parameters ➔ Set Parameters Grid Form

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## Security Classes now maintained in a Reference Table

44972

45313

System Administrators will now be able to define for each Security Class Code a Description, Summary and Full Details so that they can easily manage and reference the configuration of complex security groups from within LawMaster.

Parameter details are as follows:

- ❖ Code - 1-2 character Security Class code.
- ❖ Description - Brief description of Security Class code to enable users to select correct code when assigning to Resources, Matters, Folios and Subject Files within LawMaster. Description will be displayed to users throughout LawMaster.
- ❖ Summary - Summary of Security Class code details. Only visible from Parameters.
- ❖ Full Details - Detailed description of Security Class code to provide background on use. Only visible from Parameters.
- ❖ Visible - Y/N If N is selected the Security Class Code can still be manually entered but is not displayed in Lookup for Security Class Codes.

On upgrade to Canada, existing Security Classes defined in LawMaster under the Parameter - Miscellaneous ➔ Processing Options - Firm Security Classes, will be converted to the new format and made accessible from Main Menu ➔ Parameters ➔ Miscellaneous ➔ Firm Security Classes.  
Security class parameter 00-SEC will be removed.

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## Security Class Lookup

45089

Security Classes can now be selected as a Parameter Lookup that displays the Security Code and Description.

The Security Class lookup is available from all areas that a Security Class can be selected including:

- ❖ Add/Modify Matter
- ❖ Add/ Modify Folio
- ❖ Add/Modify Employee
- ❖ Add/Modify Subject File

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## Security Class can be selected for Resources in new format

45090

System Administrators can now select the Security Classes for a selected Resource with a description of the Security Class displayed so that they can ensure Security Classes are allocated correctly. Menubar ➔ Security ➔ Maintain User Security

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## Login Passwords now checked for complexity

45791

48017

Following the upgrade to Canada when a user adds or modifies a LawMaster password, it will be validated against a password dictionary of commonly used passwords. The user will be prompted to create a more complex password where the check fails.

Additional information (tooltip/context help/module description) has been provided where a user can add or modify a password as follows: "Your password should be at least 12 characters long. To make it stronger, use upper and lower-case letters, numbers and special characters."

- ❖ Menubar ➔ File - Change Password
- ❖ Menubar ➔ Security ➔ Maintain User Security - select Resource ➔ General tab - Change Password
- ❖ Menubar ➔ Security ➔ Maintain User Security - Add User - Add Password
- ❖ Menubar ➔ Security ➔ Maintain User Security - Copy User - Set Password
- ❖ Login screen ➔ Change Password

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## Long Passwords Truncated on Start-up Screen

48256

Long passwords (> 8 characters) were being truncated on the initial start-up screen.

Following the upgrade to Canada, users that have a password longer than 8 characters or had spaces at the beginning or end of their password may find they are unable to login until the password has been reset by the System Administrator.

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## 00-TAPI Parameter

46597

Corrected an issue where changes made to Parameters ➔ Miscellaneous ➔ Processing Options would update the 00-TAPI Parameter - Par\_Flag field to a default setting of N.

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## Entity ID can be stored against each Bank field

47177

A new field called 'Bank Entity ID' has been added to the Bank Details - Accounting Parameter to assist with Trust Transfers.

The Bank Entity ID field will be used to ensure the correct Payer / Payee and Bank Account Details are stored so that Trust Transfer details are correctly recorded.

On upgrade to Canada, the Bank Entity ID field is created with a blank value. Users will be required to update this field manually following upgrade if they wish to use the new method of creating Trust Transfer Payments and Receipts. Additional information regarding the implementation of the new method is available on topic Trust Transfer Enhancements R44040.

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## Bank Entity ID field Validation

47527

Validation has been added to the Bank Entity ID field of the Bank Details - Accounting Parameter in both AUS and NZL databases as follows:

- ❖ Value can be blank
  - ❖ If Value is not blank, it must be an existing Entity ID. If not an existing Entity ID, the following validation message is presented "Invalid Entity, does not exist. Please select one from the look up screen."
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## Discontinue Support for TLS 1.0 and 1.1

48295

In line with global movements to deprecate TLS 1.0 and 1.1 protocols, LawMaster now also supports pure TLS 1.2 environments from the Canada release onwards.

Outbound communications to these services require TLS 1.2:

- ❖ SAI
- ❖ Infotrack
- ❖ GlobalX
- ❖ MessageXchange (STP)
- ❖ Google Places
- ❖ NZ Post

Inbound communication will still support TLS 1.0 and 1.1 protocols allowing clients to update their systems as needed, but prior versions of LawMaster do NOT fully support TLS 1.2.

Any LawMaster servers need to support TLS 1.2 ciphers before upgrading to Canada.

- ❖ LawMaster hosted environments already support TLS 1.2
- ❖ On Premise servers (including on premise DMS servers) will require support for TLS 1.2 in order to guarantee reliability in communicating with the above services.

You can test what versions of TLS are supported on your web servers by going to the following URL – <https://ssllabs.com/ssltest>

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## NLog maintains up to 10 days of logs

49122

LawMaster maintains client-side error logs in Client.Log file on user's machine and application service logs in ApplicationService.log file on web server. These files will now be maintained as a separate file for each date and retained for at least 10 days.

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## Prevent Window Handle Errors

49046

Improved an issue where the LawMaster application shuts down when Windows Handles reached the maximum allowed by Windows in any one application. LawMaster now monitors the number of controls open in the Application and when they are reaching the limit and a form is opened, a warning is displayed to the user, "System resources are low, please close LawMaster windows and tabs before proceeding".

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## System Out of Memory Errors

49596

Improved handling of System Out of Memory errors.

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## Trust Accounting

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### Display Unprotected Funds in Matter Financial Summary Tab

33234

A new field has been included under Matter Workbench → Financial Summary tab called Available Funds and is in the Trust section under Cleared Funds.

The Available Funds field displays the amount of Cleared Firm Funds held in Trust for the Matter. When the user selects Refresh on the Financial Summary tab, the amount is recalculated. A Tooltip has been added to Available Funds field as follows: "Total of Firm Funds with a Status of Cleared".

---

### Trust Statement Balance Brought Forward

35534

When printing Trust Statements for a matter and the balance brought forward is zero, the balance brought forward line will no longer be displayed on the WP Form 'TS'.

Where the balance brought forward is not zero, the balance brought forward line will display a blank value in Table 1 Field 10 WP Form TS (Input Date).

Where there are trust transactions which pre-date the Matter Open Date, the balance brought forward line is now displayed correctly as the first line.

---

### Print Trust Trial Balance Reporting Options

37633

Users can now select a Reporting Option based on Input Date or Transaction Date for the following modules:

- ❖ Print Trust Trial Balance (Main Menu → Accounting → Trust Accounting → Trust → Print Trust Trial Balance)
- ❖ Publish Trust Trial Balance (Main Menu → Accounting → Trust Accounting → Trust → Reports for Publication → Publish Trust Trial Balance)

Input Date is the default selection for the Reporting Option.

A new Static Field [08] labelled Reporting Option has been added to the WP Form TTB which displays either Input Date or Transaction Date based on selection by the user.

If WP Form TTB is set to save in either the Forms Enquiry or SEQR Parameters, the Folio Precis will include the Reporting Option selected.

---



A new module called Publish Trust Cash Book is now available from Main Menu

➔ Accounting ➔ Trust Accounting ➔ Trust ➔ Reports for Publication.

This module provides the facility to publish the Trust Cash Book for the nominated date range type or accounting period. When this module is run, the Report Number will be inserted in the MS Report as per the SEQR Parameter with a Parameter Code of TCB. The date the report was published is included in the report header together with the report specifications. Page numbering is included in the footer of the report. The merged report will be saved as a folio to the Subject File if nominated in the SEQR Parameter.

Users can select a Date Range based on Input Date, Transaction Date or Accounting Period for Trust Cash Book reports, the Input Date is the default selection.

The Reporting Option selection is included in Report Remarks and:

- ❖ included in Folio Precis if 'Save to Folio' is selected, or
- ❖ included in header if 'Save to PDF' is selected.

The opening balance row will only display a value in the Input Date or Transaction Date field based on the Reporting Option selected.

- ❖ If Reporting Option = Accounting Period display the first Input Date for the transactions as the Opening Balance B/F date.
- ❖ If Reporting Option = Input Date display Date From in Input Date field and null in Transaction Date field
- ❖ If Reporting Option = Transaction Date display Date From in Transaction Date field and null in input Date field

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## Print Trust Ledger by Matter

A new Module called Print Trust Ledger by Matter has been added to Main Menu

➔ Accounting ➔ Trust Accounting ➔ Trust.

Print Trust Ledger by Matter input fields are as follows:

- ❖ Matter No
- ❖ Reporting Option - Input Date Range or Transaction Date Range, defaults to Input Date Range
- ❖ Date - From - defaults to 01/01/1900
- ❖ Date - To - defaults to TODAY

Report Layout is a MS Report in the same format as Print Trust Ledger. Bank No and Client Details are ascertained from Matter selected.

---

The Trust Transfer function was using the incorrect Payee and Bank Account details on the Trust Bank Payment Voucher and incorrect Payer on General Bank Receipt unless Company entity details were modified.

To resolve this issue, we have provided for a Bank Entity ID to be stored against each Bank Account parameter. Users can continue to process their Trust Transfers as is or add a Bank Entity ID against the Bank Details - Accounting parameter. The addition of the Bank Entity ID against both the Trust and General Bank Account parameters triggers the new Trust Transfer process as detailed below:

1. Entity Details for Trust Transfer are ascertained in the following priority order:
    - a. If Entity Details are recorded on both Trust and General Bank Account parameters in the Bank Details - Accounting → Bank Entity ID field use new method detailed below,
    - b. If Trust or General Bank Entity ID fields are blank, then use existing method Company Codes - Accounting → Company Entity ID
  2. If Bank Entity ID fields are completed and Trust Transfer raised in LawMaster using module Review Possible Trust Transfers → Apply Selected Amount (and Narrative) or Transfer Selected Items
    - a. When Trust Bank Payment Voucher is created,
      - i. If Payment Method = B, D, or E - Trust Payment Voucher to reference General Bank Entity for Payee Entity ID and Payee Name
      - ii. If Payment Method = D or E - Trust Payment Voucher to record Bank Account Details from General Bank Account Entity.
    - b. When General Bank Receipt is created then:
      - i. For all Media Types reference Trust Bank Account Entity Name for Payer Name and Received From fields
      - ii. For Media Types D or E reference Trust Bank Account Entity for Drawer and Bank Account fields
      - iii. For Media Type B(Q) reference Trust Bank Account Entity for Drawer, Bank and Location fields
  3. If Trust Transfer Payment Voucher has Payment Method of D or E, when Payment is made via Direct Deposit Bank file then Payment is drawn from Trust Bank and paid to General Bank (General Bank No. field recorded against the Trust Bank making the Payment).
-

Transit Register entries have now been separated from Trust Transactions in WP Form TS - Trust Statement.

A new Table has been added to the WP Form TS - Table 2 - Transit Register Transactions and includes the following columns:

- ❖ 1 - Input Date
- ❖ 2 - Transaction Date
- ❖ 3 - Transaction Type - Receipt or Forward
- ❖ 4 - Reference No
- ❖ 5 - Narrative
- ❖ 6 - Credit Amount (Received value)
- ❖ 7 - Debit Amount (Paid/Forwarded value)
- ❖ 8 - Balance (Running Balance)

New Static Fields have been added for the Transit Register Transactions:

- ❖ Static Field 17 - Total Paid - Transit
- ❖ Static Field 18 - Total Received - Transit
- ❖ Static Field 19 - Transit Balance

Existing Static Fields have been updated as follows:

- ❖ Static Field 11 - Total Paid - Trust
- ❖ Static Field 12 - Total Received - Trust
- ❖ Static Field 13 - Trust Balance (excl Transit)

Transit Register Transactions will be reported in Transaction Date order with Receipt component reported first. Where a transit register record has an asterisk in the Details field, the entire transaction is excluded from the Transit Register Transactions table. Transit Register Transaction table will have an Opening Balance line if applicable.

Trust Transaction table Opening Balance calculation will no longer include Transit Register Transactions.

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## Print Overdrawn Trust Report

46119

Transactions reported in the Print Overdrawn Trust Report (Main Menu → Accounting → Trust Accounting → Trust) are now reported in Input Date order.

Users can select a Date Range based on Input Date or Transaction Date with the Input Date is the default selection.

The Date Range Basis is reported in Report Remarks and:

- ❖ included in Folio Precis if "Save Output to Folio" selected, or
- ❖ included in Email Body if "Export Grid Contents to Excel and Email" selected.

The 'Insert Date' column has been renamed as 'Input Date' and moved to the left of 'Transaction Date' column.

The 'Matter Trust Balance' column has been moved to the left of the 'Bank Balance' column.

Matters identified as a Law Society Matter on the Bank Details - Accounting Parameter (Parameters > Accounting) will now be excluded from the Print Overdrawn Trust Report.

---

## Trust Payments Cash Book

46127

Trust payment transactions are now reported in Input Date order for the following modules:

- ❖ Print Trust Payments Cash Book (Main Menu → Accounting → Trust Accounting → Trust → Print Trust Payments Cash Book)
- ❖ Publish Trust Payments Cash Book (Main Menu → Accounting → Trust Accounting → Trust → Publish Trust Payments Cash Book)

Users can select a Date Range based on Input Date or Transaction Date for Trust Payments Cash Book reports with the Input Date being the default selection.

The 'Reporting Option' selection is included in Report Remarks if grid report or Report Header if MS Report and:

- ❖ included in Folio Precis if 'Save Output to Folio' selected, or
- ❖ included in Email Body if 'Export Grid Contents to Excel and Email' selected, or
- ❖ included in header if 'Save to PDF' selected.

The 'Insert Date' column has been renamed 'Input Date' and has been moved to the left of the 'Transaction Date' column.

---

Trust receipts and bank deposits are now reported in Input Date order for the following modules:

- ❖ Print Trust Receipts Cash Book (Main Menu ➤ Accounting ➤ Trust Accounting ➤ Trust ➤ Print Trust Receipts Cash Book)
- ❖ Publish Trust Receipts Cash Book (Main Menu ➤ Accounting ➤ Trust Accounting ➤ Trust ➤ Publish Trust Receipts Cash Book)

Users can select a Date Range based on Input Date or Transaction Date for Trust Receipts Cash Book reports with the Input Date being the default selection.

The 'Reporting Option' selection is included in Report Remarks if grid report or Report Header if MS Report and:

- ❖ included in Folio Precis if 'Save Output to Folio' selected, or
- ❖ included in Email Body if 'Export Grid Contents to Excel and Email' selected, or
- ❖ included in header if 'Save to PDF' selected.

The 'Insert Date' column has been renamed 'Input Date' and has been moved to the left of the 'Transaction Date' column.

---

Trust payments, receipts and bank deposits are now reported in Input Date order on the Print Trust Cash Book report (Main Menu ► Accounting ► Trust Accounting ► Trust ► Print Trust Cash Book).

Users can select a Date Range based on Input Date or Transaction Date for Trust Cash Book reports and the Input Date is the default selection.

The 'Reporting Option' selection is included in Report Remarks and:

- ❖ included in Folio Precis if 'Save Output to Folio' selected, or
- ❖ included in Email Body if 'Export Grid Contents to Excel and Email' selected,

The opening balance row will only display a value in the Input Date or Transaction Date field based on the "Reporting Option" selection.

- ❖ If Reporting Option = Accounting Period display the first Input Date for the transactions as the Opening Balance B/F date.
- ❖ If Reporting Option = Input Date display Date From in Input Date field and null in Transaction Date field
- ❖ If Reporting Option = Transaction Date display Date From in Transaction Date field and null in input Date field

The 'Insert Date' column has been renamed 'Input Date' and has been moved to the left of the "Transaction Date" column. The Running Balance column has been moved to the end of the grid.

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## Trust Ledger Transactions

46128

Trust transactions are now reported in Input Date order for the following modules:

- ❖ Print Trust Ledger (Main Menu → Accounting → Trust Accounting → Trust → Print Trust Ledger)
- ❖ List Trust Ledger (Main Menu → Accounting → Trust Accounting → Trust → List Trust Ledger)
- ❖ Publish Trust Ledger (Main Menu → Accounting → Trust Accounting → Trust → Publish Trust Ledger)

The user can select a Date Range based on Input Date or Transaction Date for Trust Ledger reports and the Input Date is the default selection.

The 'Reporting Option' selection is included in Report Remarks if grid report or Report Header if MS Report and:

- ❖ included in Folio Precis if 'Save Output to Folio' selected, or
- ❖ included in Email Body if 'Export Grid Contents to Excel and Email' selected, or
- ❖ included in header if 'Save to PDF' selected.

Where Trust Ledger being reported has a Balance B/F row only the Input Date or Transaction Date field will display a value based on the 'Reporting Option' selection.

The 'Date' column has been renamed 'Transaction Date' for clarity.

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## Trust Statement Transactions

46133

Trust transactions will now be reported in Input Date order rather than Transaction Date order for the following modules:

- ❖ Print Trust Statement (Matter Menu → Trust)
- ❖ Print Monthly Trust Ledger Statements (Main Menu → Accounting → Trust Accounting → Trust)
- ❖ Trust Statements (Main Menu → Accounting → Trust Accounting → Trust)

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## Trust Transaction History

46342

Trust transactions reported from the Transaction History module (Matter Menu → Trust → Transaction History) are now reported in Input Date order and the Input Date column has been moved to the first column in the grid.

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## Trust Journal Narrative

46129

A new Trust Journal Narrative Parameter has been added under Parameters ➔ Accounting which will define the details reported on each counter-party Matter included in a Trust Journal. The new Parameter includes the ability to add free text as well as use System Variables.

System Variables that can be defined in the 'Trust Journal Narrative' parameter include:

- ❖ [MatterNo] - displays the Matter Number in format 231778
- ❖ [ClientName] - displays the Client Name in the format SMITH, Jones (limited to 100 characters)
- ❖ [MatterDesc] - displays the Matter Description (limited to 100 characters)

The entire Trust Journal narrative is limited to 1000 characters. The new format will not be applied to historical trust data.

Where the Trust Journal Parameter is left blank, previous behaviour is retained.

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## Controlled Money Receipt – Form of Funds

46149

Investment Journal Input form (Transaction Type of Deposit) now includes a field to record Form of Funds Received.

Users can enter free text to record the form of funds, e.g. Cheque, Bank Cheque, EFT, Draft, etc. up to a maximum length of 100 characters.

If a value is entered in the 'Form of Funds' field, then this will be appended to Investment Transactions ➔ Details as well as WP Form 'CMR' Static Field 14 - Receipt Details and displayed as "Per: [form of funds]".

If the 'Form of Funds' field is left blank, then nothing will be appended to the Investment Transactions Details.

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## Controlled Money Receipt - Investment Account details

46150

New Static Fields have been added to the WP Form CMR 'Controlled Money Receipt' to report the following information:

- ❖ Static Field 17 – Investment Account Name
- ❖ Static Field 18 – Investment Account Number

Account Numbers will be displayed in the correct format according to the 00-Country parameter:

- ❖ Where 00-Country = AUS report Account Number in the format XXX-XXX-YYYYYYYYY eg 031-587-005000001
- ❖ Where 00-COUNTRY = NZL report Account Number in the format XXXXXX-YYYYYYY-ZZZ eg 011234-0123456-789

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## Trust Transaction Enquiry

46153

Additional columns for 'Trust Bank' and 'Input Date' have been added to the Trust Transaction Enquiry Grid.

Transactions are grouped by Trust Bank and the sort order for the Grid is now:

1. Bank,
2. Input Date/Time and
3. Client Id.

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## Trust Requisition raised against Protected Funds

46177

Where the Trust radio button is selected on the Add/Modify Requisition form, a Fund field is now displayed so that users can draw on Protected funds without having to Transfer to the Firm fund.

Where Trust Requisition details are entered and the user leaves the Fund field blank, it will default to [Firm] Fund on OK or Apply.

On Add/Modify Trust Requisition, a check for sufficient cleared funds in the selected Fund is made. If there are insufficient funds, a warning or error message is displayed according to the Trust Overdraw rules set by 00-TRSTOD 'Trust Overdraw' Parameter.

Where the General radio button is selected on the Add/Modify Requisition form, the Fund field is disabled.

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## Trust Requisition Static Field for Trust Fund

47178

A new Static Field 23 - Fund Details has been added to WP Form TR - Requisition.

If the Requisition = Trust, the Fund Details will be inserted into the WP Form as follows:

1. If Fund is blank or [Firm], 'Firm' will be displayed
2. If Fund is recorded using Parameter 'CE' the Fund Description will be displayed.

If the Requisition = General, the Fund Details displayed in Static Field 23 will be blank.

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## Payment Allocation raised on Trust Requisition allocated to Protected Fund

47315

On payment of a Requisition using Release or Release and Print (Matter Toolbar ► Requisitions ► context menu - Release or Release and Print OR Lawyers Toolbar ► Requisitions OR Main Menu ► Accounting ► Trust Accounting ► Trust ► Review Trust and General Requisitions) and Bank = Trust:

1. If the Fund value is a Protected Fund, the Fund value will be inserted into the Trust Fund No field of the Voucher Allocation.
2. If the Fund value is blank or Firm, then [Firm] will be inserted into the Trust Fund No field of the Voucher Allocation.

When the user selects OK on the Input Payment Voucher form, a check for sufficient cleared funds for the selected Fund is made. If available cleared funds are insufficient, an error is displayed, and the user can Cancel out of the Input Payment Voucher form and the Requisition record remains as Unpaid.

If the Trust Fund field has a value of blank or Firm, when user selects OK on the Input Payment Voucher form, a check for sufficient cleared funds for the Matter and Trust Bank is made. If cleared funds are insufficient and:

1. Trust Overdraw parameter = N, an error is displayed, and the user can Cancel out of the Input Payment Voucher form and the Requisition record remains as Unpaid.
  2. Trust Overdraw parameter = Y, a warning is displayed which allows the user to continue with the Payment and the Requisition is set to Paid OR Cancel out of the Input Payment Voucher form and the Requisition record remains as Unpaid.
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## Trust History table updated on cheque or receipt number allocation

46585

The Input Date on the Trust History table is now updated to the date/time the cheque or receipt is printed. If the cheque or receipt is amended rather than printed, the Input Date is not updated on the Trust History table.

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If no result found for the following reports, a grid is now returned with a message as follows:

- ❖ **Trust Transaction Enquiry** - "There are no Transactions for the nominated Period and Date Range. Year: [Year selected], Period No - From: [Period No From selected], Period No - To: [Period No To selected], Date From: [Date From selected], Date To: [Date To selected], Transaction Type: [Transaction Type selected if blank indicate All], Transaction Reference: [Transaction Reference entered], Filter By: [Filter By selected], Key From: [Key From entered], Key To: [Key To entered]."
- ❖ **Print Overdrawn Trust Report** - "The Matter Trust Ledger balances and Trust Bank balance were not overdrawn for Bank No: [Bank No selected], Reporting Option: [Reporting Option selected], Date From: [Date From selected], Date To: [Date To selected]. "
- ❖ **Print Trust Payments Cash Book** - "There are no Payment Transactions for Bank No: [Bank selected], Reporting Option: [Reporting Option selected], Date From: [Date From selected], Date To: [Date To selected] or Year: [Year selected], Period: [Period selected]."
- ❖ **Print Trust Receipts Cash Book** - "There are no Receipt Transactions for Bank No: [Bank selected], Reporting Option: [Reporting Option selected], Date From: [Date From selected], Date To: [Date To selected] or Year: [Year selected], Period: [Period selected]."
- ❖ **List Trust and Investment Balances** - "There are no Trust or Investment Balances to report as at [TODAY]."
- ❖ **Print Trust No Movement** - "There are no current matters over the date range from: [date from] to: [date to] that meet the criteria of no trust movement."
- ❖ **Investment Transaction Enquiry** - "There are no Investment Transactions for the nominated Period and Date Range. Year: [Year selected], Period No - From: [Period No From selected], Period No - To: [Period No To selected], Date From: [Date From selected], Date To: [Date To selected], Transaction Type: [Transaction Type selected if blank indicate All], Transaction Reference: [Transaction Reference entered], Filter By: [Filter By selected], Key From: [Key From entered], Key To: [Key To entered]."
- ❖ **Print Investment No Movement Report** - "There are no matters over the date range from: [date from] to: [date to] that meet the criteria of no capital movements."
- ❖ **Print Investment Trial Balance** - "There are no Investments to report over the Date Range From: [date from] To: [date to], Omit Option: [Omit option selected], Deposit Status: [Deposit Status selected]."
- ❖ **Investment Deposit Balance Report** - "There are no Investments to report as at [date entered]."

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## Investment Transactions reported by Trust Bank

47530

A new column for Trust Bank has been added to the Investment Transaction Enquiry Grid (Main Menu ► Accounting ► Trust Accounting ► Investments) with details reported as Bank No-Name of Bank Account eg 21-LEIBMANN SMYTHE ANZ TRUST ACCOUNT.

Transactions are now grouped by Trust Bank by default. Users that have saved a Grid Layout will need to save a new Grid Layout following upgrade.

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## Testing

We recommend you undertake testing of the release in your training database before installing to Production. We suggest you adopt, as a minimum, the following testing protocol:

- ❖ Review the release notes and identify the items that may have an impact on your business processes;
- ❖ If you are unsure about any aspect of the release, contact Help Desk for clarification;
- ❖ Download the release and install into the training database.
- ❖ Test the requests that may have an impact on your business processes and satisfy yourself they do not have any adverse impact on your business processes;
- ❖ Inform your users of any changes;
- ❖ Install the release to your Production Database.

## Version Control

Version No.	Date of Release	Summary of Changes
10.13.570	18/11/19	Full Release
10.13.583	29/11/19	R49648, R49596, R49647