

LawMaster Release Notes

Published: 01/09/2021

Version: 10.14.735

Release: Portugal R2

Contents

LawMaster Release Notes	1
Contents	1
Important Notice – Upgrade Path	4
Pre-Upgrade Tasks	5
Post-Upgrade Tasks	5
Summary of Changes to Security Settings	5
Summary of Changes to Parameters.....	5
New or Updated WP Forms.....	5
Known Issues	6
Operating system requirements & supported platforms.....	6
Introducing New Microsoft Products	6
Phasing out Older Microsoft Versions.....	7
Release Enhancements.....	9
Accounts Payable.....	9
NZ ANZ Direct Debit File Ordering.....	9
Costing and Billing.....	9
Add/Modify Bill Form Wording Update	9
Draft Bill can be raised by User with Enquiry Rights to File Class X.....	9
Bills emailed automatically on release of Interim or Final Bill	10

Document Management	13
Special Characters in File Names.....	13
Manage Cabinet Items/Folio Downloads to improve performance	13
Manage Conversion to PDF to improve performance	14
Manage Threading for Export / Print Folios and Cabinets	14
Upgrade iText to Version 7.....	14
Converting multi-page TIFF files to PDF	14
Convert to PDF from Folio Enquiry produces error where file note selected.....	15
Handling duplicate file names generated from Export Folio	15
Cabinet Items Export – Reduce time for UI to display	15
Improve handling of errors in Export/Print – Print as Separate Print Jobs	15
Skewed Page Numbering when exporting from Cabinets	16
Page Number out of Bounds error on Permission Password Protected PDF	16
Document Template Merging Performance Improvements.....	16
Information Type recorded for Emails	16
Previewing Emails with multi-layered Email Attachments	16
Information Type recorded when using FILE-NOTE statement	16
Simple Fields in Tables identified on a WP Form using Open XML.....	17
WP Forms FOL and BB unable to convert table fields to data	17
Include check that WP Form Field Name matches Formula Field.....	17
WP Form FOL Precise field truncates description inserted after comma	18
Handle Print Purchase Order Exception when WP Form set to Send	18
Integrated Searching	18
SignIT Service Parameter Settings	18
Infotrack WebVOI Service	18
Integration Services	19
Signed URL's can be created for folios.....	19
Support for processing Signed URL's	19
Outlook.....	19
Cancelling Outlook Add-in Login.....	19
Manual Sync of Inbox Error.....	19
Payroll.....	19

Show Payroll Logins Program Details.....	19
Employee Enquiry Add Bring-up Exception	19
Disabling the STP Fetch Response or Send Job raised Exception	20
Payroll Session Parameter error when enabled.....	20
Find Programs error	20
System Administration	20
WP Form BB has a new Print/Send Option of SEND-REVIEW	20
New Softdocs Licence Codes available	21
Upgrade DevExpress	21
NLog.config file reset to Info	21
Testing	22
Version Control	22

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 Portugal R2 Onwards

The following are supported upgrade paths to Portugal R2 onwards:

- ❖ *If you are running Canada, Canada R2 or Portugal* you can upgrade directly from your current version to Portugal R2.
- ❖ *If you are running a version earlier than Canada:*
 - You must first upgrade through each public release to get to Canada. *For example, for releases prior to Canada, if there are publicly released versions A, B, and C available, you cannot upgrade directly from A to C. You need to upgrade from A to B, and then from B to C.*
 - After stepping through each upgrade to Canada, you can then upgrade directly to Portugal.

Advanced Searching

If upgrading from any version prior to Portugal, you must upgrade the Elasticsearch to Version 7.7.1. This is a manual upgrade process details of which are outlined in the [Advanced Searching White Paper](#) available from the Client Service Centre ➔ Releases.

Pre-Upgrade Tasks

- ❖ If upgrading from a database version **prior to Portugal** that is running Advanced Searching using Elasticsearch, migrate Elasticsearch Index to Version 7.7.1 following the process outlined in the [Advanced Searching White Paper](#) available from the Client Service Centre → Releases. Further information regarding the upgrade can be found in the [Portugal Release Notes](#).

For hosted clients this will be done as part of the normal upgrade service.

If you wish to test the Elasticsearch migration on a non-Production database, please contact your Account Manager for assistance.

- ❖ We recommend all folios are checked-in prior to upgrading to Portugal R2. Additional logic has been added to the check-out functionality around the handling of special characters in file names that may affect the ability to check-in files that were checked-out at the time of upgrade. If this does occur and the user is unable to check-in their file, the user will need to rename the file in their checkout folder to that detailed in the Working Folder of the Folio record. ([53571](#))

Post-Upgrade Tasks

- ❖ Review WP Form FOL to check if any formatting changes are required to existing hyperlink form fields. ([55537](#))

Summary of Changes to Security Settings

Users with enquiry rights to File Class X can now raise a draft bill ([55279](#))

Summary of Changes to Parameters

00 – URLEXPIRE Parameter ([55110](#))

New Softdocs Licence Codes available ([54192](#))

Infotrack SignIT Service Parameter Settings ([55905](#))

New or Updated WP Forms

WP Form FOL formatting rules for merged hyperlinks ([55537](#))

WP Form BB new Print/Send Options ([56030](#))

Known Issues

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. Users need to re-select the next folio record using the mouse to continue moving up and down with the arrow keys.
- ❖ Where a user selects the OK button on 'Audit Payroll Transactions' twice in quick succession duplicate payroll transactions may be generated. The issue will be resolved in the next release but in the meantime, we recommend users only select the OK button once.
- ❖ Resolved in 10.14.734 - A 'Requested page number is out of bounds' error is displayed where one or more pdf files that have a page count greater than one and can be open and read without a password but have a permissions password for editing are included in an Export to PDF (combined) or Publish to PDF. In Portugal R2 (10.14.732) the workaround is to ensure the pdf with the permissions password is the last file in the export. To assist with ensuring it is the last file we note that the export position is determined as follows:
 - when exporting from the Cabinet Header the export position is based on the Cabinet Item order,
 - when exporting from Cabinet Item or Folio Enquiry the export position is based on the Date of Writing then Folio Number. ([57108](#))
- ❖ Resolved in 10.14.734 - Page numbering on a combined pdf file created at time of export from LawMaster results in skewed page numbering. This occurs when there are pdf files included in the export that, when originally written, were rotated (or transformed in some manner). This rotation is then falsely applied to the page numbers. ([57209](#))
- ❖ Applies to 10.14.734 only – Nlog.config file was set to 'Trace' level for Basic Client Logging causing additional log lines to be written to the Client.log file in V10.14.734 only. The issue has been resolved in 10.14.735 or can be updated manually by changing the minlevel value for each user as detailed in Release Notes below. ([57355](#))

Operating system requirements & supported platforms

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, <https://support.microsoft.com/en-us/lifecycle>.

The purpose of publishing these policies is to ensure clients can plan appropriately when upgrading versions of LawMaster.

Introducing New Microsoft Products

LawMaster aims to commence support for the latest versions of Microsoft tools and systems used with our product 12 months after Microsoft commences "Mainstream Support" for its

products on the Fixed Lifecycle Policy. We note that if the latest version of Windows 10 or Microsoft 365 on the Semi-Annual Channel is available within two months of the subsequent LawMaster release we will have the opportunity to test against this version.¹ The time lag after the new product support commences depends on the scale of impact of the changes in Microsoft's product on LawMaster. We are continuously reviewing the support periods for the Microsoft product range that fall under the Modern Lifecycle Policy therefore these periods may be subject to change with each new release. We suggest you maintain products under these policies at the version we have tested against because 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 are supported whilst the LawMaster version remains supported, but because of Microsoft's "Extended Support Phase" only providing paid support, additional costs might 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 ends 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.

Office 365 has been renamed to [Microsoft 365](#).

IMPORTANT:

- ❖ **LawMaster versions from 10.14 onward must install .NET 4.8 or later on the server and .NET 4.8 (runtime) or later on the client systems.**

¹ Currently, if a Microsoft Version is released, for example, in February and the Next LawMaster Version will be released in July, testing will not be completed against the February version until at the earliest May when regression testing commences

Portugal R2 Release

Microsoft Product	Microsoft Mainstream Support End	LawMaster Support Ends (by Version Name or Date)
Windows Server <ul style="list-style-type: none"> LTSC (not SAC) Non IOT Editions 		
2016 Server	11/01/2022	April 2022
2019 Server	09/01/2024	April 2024
Microsoft SQL Server <ul style="list-style-type: none"> Standard or Enterprise Edition GDR Updates 		
2016	13/7/2021	November 2021
2017	11/10/2022	November 2022
2019	07/01/2025	April 2025
Windows Desktop <ul style="list-style-type: none"> Pro or above 64 bit Semi-Annual Channel 		
Windows 10 <ul style="list-style-type: none"> Version 1909 	11/05/2021	November 2021
Windows 10 <ul style="list-style-type: none"> Version 2004 	14/12/2021	January 2022
Windows 10 <ul style="list-style-type: none"> Version 20H2 	10/05/2022	November 2022
Windows 10 <ul style="list-style-type: none"> Version 21H1 	13/12/2022	January 2023
Office Installations <ul style="list-style-type: none"> 32 bit Installed on PC Semi-Annual Enterprise Channel for Microsoft 365 		
Office 2019	10/10/2023	November 2023
Office 365 / Microsoft 365 <ul style="list-style-type: none"> Version 2002 	14/09/2021	October 2021
Office 365 / Microsoft 365 <ul style="list-style-type: none"> Version 2008 	08/03/2022	April 2022

Release Enhancements

Remarks	Request No.
Accounts Payable	
NZ ANZ Direct Debit File Ordering	57360
NZ ANZ and APCA Direct Debit File Formats are now explicitly ordered based on the file format selected.	
Costing and Billing	
Add/Modify Bill Form Wording Update	37025
Updated label for <i>Print Bill?</i> field to <i>Merge Bill Form?</i> on Bill Matter window, to better reflect the functionality undertaken when selected.	
Draft Bill can be raised by User with Enquiry Rights to File Class X	55279
Corrected an issue where users with Enquiry rights to File Class X were unable to raise draft bills.	

Users now have the option to set Bill WP Forms to SEND or SEND-REVIEW which emails the bill automatically once it is set to Interim or Final.

The Email Address To field is populated in order of priority as follows:

- WP Form – Email Address,
- Account To Entity,
- Billing Entity,
- Client

This follows the current behaviour for Static Field 26 Name and Address (1 field).

Email Format

The *Set Template* fields on the WP Form are used to define the:

- Email Attachment File Name
- Email Subject
- Email Body
- Folio Precis for Bill, and
- Override File Name for Bill.

Both the Bill and Email are saved as Folios where the *Save as Folio* option is selected on the WP Form.

The Draft Bill grid includes a new column which displays the "Print/Send Option" for the selected WP Form following "Bill Type" column.

SEND Option Functionality

Where the selected Bill Form has a *Print/Send Option* of SEND, on release of the Interim or Final bill, the Bill Form is merged and added as an attachment to the email in the format set on the Format Override field and the email is sent without user intervention. If the Format Override is not PDF, the user will be prompted with a Convert to PDF message.

Where the Entity being emailed does not have an email address, the Bill form will be printed, and a message displayed to user as follows: "WP Form BBR not sent to AR000409M as an email address was not found." When releasing bills in bulk, if multiple entities are found not having email addresses, a log file will be created with details of those entities.

SEND-REVIEW Option Functionality

Where a selected Bill Form has a *Print/Send Option* of SEND-REVIEW, on release of the Interim or Final bill, the Bill Form is generated and added as an attachment to the email in the format set on the Format Override field. The email is then displayed to the user for review prior to sending to the recipient. The email is saved as a folio on sending if the *Save as Folio* option is ticked.

If bulk billing and more than one of the selected bills is set to SEND-REVIEW a warning message is displayed to user as follows "X Bills found with SEND-REVIEW option, this will open multiple Outlook windows. Are you sure you wish to continue?". Yes or No button.

Where the Entity being emailed does not have an email address, the Bill form will merge, and the Email will be created with a blank Email Address To field.

Draft Bills

Where the bill is set to Draft, *Merge Bill Form?* Field is ticked and the selected Bill Form has a *Print/Send Option* of SEND or SEND-REVIEW the draft bill will be merged and saved as a folio, but no email is generated.

Re-Print Bill

Where the user selects Re-Print Bill from Debtor Transaction History and the selected Bill Form has a *Print/Send Option* of SEND the bill form is merged and saved as a folio, but an email is not generated.

If the selected Bill Form has a *Print/Send Option* of SEND-REVIEW the bill form is merged and saved as a folio then added as an attachment to the email which is displayed to the user for review prior to sending.

Matter Billing Guide

Where the user selects Matter Billing Guide and the selected WP Form MBG has a *Print/Send Option* of SEND the WP Form is merged and saved as a folio and printed but an email is not generated.

If the selected Matter Billing Guide has a *Print/Send Option* of SEND-REVIEW the WP Form is merged and saved as a folio then added as an attachment to the email which is displayed to the user for review prior to sending.

In the examples for Re-Print Bill and Matter Billing Guide, the saving of the bill as a folio is dependent on the *Save as Folio?* option being selected in Forms Processing. Where an email is generated it is not saved as a folio. The WP Form Email Address field is also blank.

To improve handling of special characters used for naming of files within the Folio Viewer, WP Forms Merge, Document Template Merge and Export/Print Folios, a set of characters has been whitelisted, including A-Z a-z 0-9 - _ . space.

Validation has been implemented to check for whitelisted characters in the following areas:

1. Folio File Name and Attachment Options including on an ad hoc basis from Export / Print of Folios.
2. WP Form - Set Template:
 - Folio Templates - Folio Precis and
 - Folio Templates - Override File Name
 - Email Templates - Attachment File Name
3. Folio Override File Name

Where illegal characters already exist in these areas the characters are removed from the filename and replaced with a space. Zero length file names are handled by inserting yyyyMMddHHmmSSfff.

To improve performance, parallel downloading of folios has been implemented when using the following functions:

- Folio Enquiry ➔ Export / Print ➔ Export Folio
- Cabinet Items ➔ Export / Print ➔ Export Cabinet Items
- Cabinet ➔ Export Folio(s)

To improve performance, parallel processing of folios has been implemented when Converting to PDF from the following modules:

- Folio Enquiry ➔ Export / Print ➔ Export Folio
- Cabinet Items ➔ Export / Print ➔ Export Cabinet Items
- Cabinet ➔ Export Folio(s)

Very large files (> 1GB) can cause problems in the Convert to PDF functionality in Cabinets. When these files cause excessive delays in conversion, they will be added as an attachment instead. It is recommended to avoid very large files due to performance impacts.

Seven Threads will run in parallel as follows:

- Six threads run simultaneously - process one thread for each of the following: word, excel, ppt, pdf, txt, and other (image and other non-msg) files
- Seventh thread for outlook which only extracts email in relevant format (plain text, rtf and html) and attachments

On completion of the execution of these threads the attachments from seventh thread are converted in multi-thread process.

Upgrade iText integration for:

- Conversion of image and text files to PDF
- Combining multiple files to single PDF
- Bookmarks and Index

For printing page numbers on the combined PDF, iText now relies on the fonts being installed on user's machine. If fonts are not found, then Times New Roman will be used as the default.

Multi-page TIFF files can now be converted to PDF from all areas within LawMaster that support this functionality.

Convert to PDF from Folio Enquiry produces error where file note selected

54317

Corrected an issue where user multi-selects folio records and one of the folios had no attachment (file note) raised an error.

Convert to PDF functionality has now been restricted to single select only. Where user multi-selects folio records, the Convert to PDF menu option is greyed out.

Handling duplicate file names generated from Export Folio

55432

When a user selects Export / Print Folios - Export to File System from Folio Enquiry OR Cabinet Items, the filename generated is set by the Folio File Name and Attachment Options Parameter, Cabinet Item Export Template or Folio Export Template. To ensure that the filename generated for each file is unique and does not overwrite an existing file, a number is appended to the filenames that are duplicated. Up to 5,000 duplicate file names can be handled.

Cabinet Items Export – Reduce time for UI to display

55540

To improve the user experience, we have reduced the time taken to display the Cabinet Items Export/Print Folios dialog. While the system compiles the list of folios to be exported, a status message "Compiling folio list" and a wait cursor is displayed.

Improve handling of errors in Export/Print – Print as Separate Print Jobs

Improved handling where user is unable to print a file or attachment to an email from Folios → Export/Print → Export Folio or Cabinet Items → Export/Print → Export Cabinet Items, due to for example, a com error or does not have the capability to be printed eg mp3 file.

At end of process, if some files have not been able to print, a message is displayed "x file(s) received errors. Further details are available in the open log file. Please check the output."

A Log file is displayed and provides details of items unable to be printed.

Skewed Page Numbering when exporting from Cabinets

57209 / 57355

Corrected a page numbering display issue on export of PDF files that, when originally written, were rotated (or transformed in some manner). This rotation was then falsely applied to the page numbers.

Page Number out of Bounds error on Permission Password Protected PDF

57108 / 57355

Corrected a "Page Number out of Bounds" error when exporting a multi-page PDF that has a Permission Password.

Document Template Merging Performance Improvements

55697

To improve merging performance of Document Templates, Entity Attribute Variables are now cached at time of login to reduce database calls.

Cached variables can be refreshed by selecting File ► Reset Login Settings.

Information Type recorded for Emails

55804

Corrected an issue where the Information Type on the Email Document Template did not save to the Folio record where Email Drag / Drop set to Auto Save.

Previewing Emails with multi-layered Email Attachments

56537

Corrected an issue where the error message "The process cannot access the file..." was displayed to the user when selecting a multi-layer Email Attachment within the Preview Pane. The issue only occurred where the attachment file name was duplicated and was a long file name.

Information Type recorded when using FILE-NOTE statement

55854

When creating a file note using the FILE-NOTE workflow statement, the Information Type is now taken from the associated document template.

Simple Fields in Tables identified on a WP Form using Open XML

56119

Simple Fields within Tables on a WP Form using Open XML are now able to be resolved.

WP Forms FOL and BB unable to convert table fields to data

55118

Corrected an issue where table fields placed out of order on WP Forms converted to Open XML format were displaying incorrect data or were not recognised.

Include check that WP Form Field Name matches Formula Field

54255

If a WP Form Field Name does not match the Merge Field Properties, an error is displayed as follows: "Field Label [x] does not match the underlying Merge Field Code [y], please delete the field from the WP Form and re-insert using Forms Workbench."

Hyperlink Formatting on WP Forms

55537

Merged hyperlinks in the WP Form FOL will default to the colour set in the hyperlink Style setting. Other hyperlink formatting such as underline, bold, italics, font and size need to be set at both the Local and Style level to ensure required behaviour.

WP Form FOL Precis field truncates description inserted after comma

56685

Corrected an issue where WP Form FOL – Index, Table field T1_11 (precis) was truncating output at the first comma.

Handle Print Purchase Order Exception when WP Form set to Send

54585

Corrected an issue where an Exception error was displayed if WP Form PO - Purchase order was set to SEND and user selected 'Print Purchase Order'.

In addition, where WP Form is set to SEND and menu option of Print (Purchase Order) is selected, a message will be displayed as follows "WP Form PO is set to SEND, do you wish to continue?"

Integrated Searching

SignIT Service Parameter Settings

55905

New Search Provider parameter options are available for the SignIT Service including *Document Template* and *Disclosure Date field to store Send Date* where the Provider is InfoTrack.

The SignIT *Document Template* field can be used to record the Template and associated Information Type on folio records created for Completed Documents and Certificates returned from InfoTrack via the SignIT Service. If this field is blank, it will default to the Document Template and Information Type assigned to InfoTrack searches.

If the *Disclosure Date field to store Send Date* option is ticked, the date the document is sent to SignIT will be stored in the Disclosure Date field of the original folio record sent to SignIT and updated to the folio record for the Completed Document and Certificate returned from SignIT and saved into LawMaster.

Infotrack WebVOI Service

54674

The LawMaster Infotrack integration now supports the WebVOI service.

Integration Services

Signed URL's can be created for folios

55110

Signed URL's can be created by the Integration Service using the "GET api/folios/{folioNo}/signedurl" end point. The URL's can be processed anonymously for a period of x hours as defined in the 00/URLEXPIRE parameter, Value 2 field.

Support for processing Signed URL's

55112

Signed URL's created by the Integration Service can be processed anonymously for a period of x hours as defined in the 00/URLEXPIRE parameter. These can be used to return a folio that has been pre-authenticated using the "GET api/folios/{folioNo}/signedurl" end point.

Outlook

Cancelling Outlook Add-in Login

52916

Where a user has not logged into LawMaster and has Outlook open, after selecting Cancel at the LawMaster Outlook Add-in Login Screen, no further Outlook Add-in prompts will be displayed including the Save Email to Folio prompt.

Manual Sync of Inbox Error

56069

Improved handling of manual sync of emails with LawMaster folios where two sub folders have the same name.

Payroll

Show Payroll Logins Program Details

52888

Corrected an issue where the Payroll Login History grid was not always reporting the program the user was attempting to use at the time the password was prompted.

Employee Enquiry Add Bring-up Exception

52891

Corrected an issue where adding a bring-up connected to an employee from the Employee Folios Tab was returning an exception error.

Disabling the STP Fetch Response or Send Job raised Exception

53725

Corrected an issue where an Exception error was raised when setting STP Fetch Response or Send Job to inactive.

Payroll Session Parameter error when enabled

54853

Corrected an issue where an Object Reference error was displayed where Payroll Session Parameter was enabled, and the user ran the following modules:

- Check Superannuation GL Accounts
- Check Pay Details
- Adjust General Ledgers for Leave Liability

Find Programs error

54858

Corrected an issue where an exception error was returned when running Amend Payroll Password from Find Program module.

System Administration

WP Form BB has a new Print/Send Option of SEND-REVIEW

56030

A new *Print/Send Option* of SEND-REVIEW is now available for selection if WP Form Template = BB. If SEND-REVIEW option is selected and the *WP Template* is changed from BB to blank or something else, then the form will default to SEND and SEND-REVIEW will be removed from the list.

The SEND-REVIEW option is only available on WP Forms of Type BB at this time.

On upgrade, the existing *Print/Send Option* on WP Forms of Type BB remain as selected.

WP Template field on 'Edit Forms Processing Form XX' has been moved to above the *Print/Send Option* field so the options available can be better managed.

The following Softdocs modules can now be licenced in LawMaster:

- 065 Workers Compensation (SA)
- 067 Business Law (VIC)

Module 038 Courts (SA) will be connected to the following Areas of Law:
SD_66 Courts (SA)

Users on versions earlier than PortugalR2 can have a script applied to make the new modules available for licencing.

Upgrade DevExpress

55150

DevExpress has been upgraded to version 20.2.6.

NLog.config file reset to Info

57355

Nlog.config file was set to 'Trace' level for Basic Client Logging causing additional log lines to be written to the Client.log file in V10.14.734 only. The issue has been resolved by upgrading to 10.14.735 or can be updated manually if the user is on 10.14.734 by either:

1. Copying a previous version of the Nlog.config file to C:\Program Files (x86)\LawMaster\Client\PracticeManagement\Versions\10.14.734, or
2. Changing the minlevel value for each user as per the following steps:
 1. C:\Program Files (x86)\LawMaster\Client\PracticeManagement\Versions\10.14.734
 2. Edit NLog.config file
 3. Change Line 24
From -
<logger name="LawMaster.*" minlevel="Trace" writeTo="ClientLog" />
To -
<logger name="LawMaster.*" minlevel="Info" writeTo="ClientLog" />
 4. Save and close.

Please contact the HelpDesk team if you would like the correct version of the Nlog.config file.

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
10.14.732	19/7/21	
10.14.732	17/8/21	Updated Known Issues
10.14.734	24/8/21	New version to address Known Issues 57108, 57209 and 57360
10.14.735	01/9/21	Nlog.config file set to 'Info' level
10.14.735	07/09/21	Known Issue re 'Audit Payroll Transactions'