SMS™
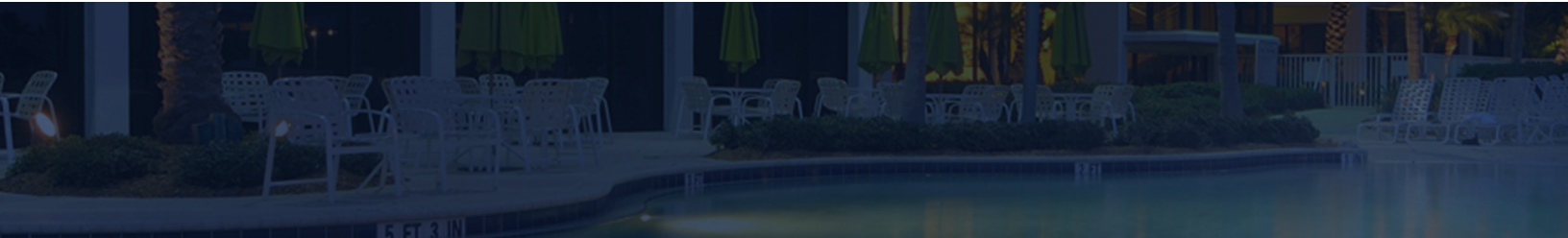SPRINGER–MILLER
SYSTEMS

Release / Feature Guide

SMS|Host v.22.5

Description of features and functionality introduced in the
v.22.500422 release for SMS|Host and related modules.

Contents

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Introduction

The v.22.5 Release / Feature Guide summarizes the new features and enhancements included in the version 22.500422 release of ^{SMS}|Host, ^{SMS}|Host modules, ^{SMS}|Retail Point-of-Sale and related interfaces.

Supplemental Documentation
References to additional documentation are included where appropriate throughout this guide. All documents referenced in this guide are available through the ^{SMS}|Host HelpSite and/or the SMS Customer Community portal.

In addition, and where appropriate, direct links are included to related topics in the v.22.5 ^{SMS}|Host HelpSite.

The specific URL for the v.22.5 ^{SMS}|Host HelpSite is: https://help.springermiller.com/host/225

^{SMS}|Host v.22.5 Release Highlights

The following is a summary of the some of the more substantial enhancements included in ^{SMS}|Host v.22.5. Additional detail on these, as well as all other enhancements included in v.22.5 of ^{SMS}|Host, are included in the body of this document below.

- Role-Based Menus! Customizable, Role-Based menus and User-Specific Home Screens for productivity.
- *My Favorite Reports* provides quick access to the ^{SMS}|Host Reports you need most
- Support for the ^{SMS}|Host Local Deployment configuration for increased performance over your network
- Streamlined Correspondence offers a quicker, more flexible way to send correspondence
- Multiple email address support for Guests, Groups, Corporations, Travel Agents, and Secretaries
- Record email addresses for individual Guest Profiles
- Locate records by email address in Universal Lookup
- Folio Change Tracking / audit trail for Folio Postings
- Share a single payment between multiple accounts with Shares Payments

^{SMS}|Host Local Deployment Configuration Option

The option to configure ^{SMS}|Host for "Local Deployment," with client-side execution of program files, is available to you in ^{SMS}|Host version 22.5. When Local Deployment is configured, ^{SMS}|Host program files and executables are copied down to the individual workstation so ^{SMS}|Host will call and execute core system programs on the local workstation. Local Deployment configuration minimizes latency and traffic over the network and can result in significantly improved performance. Local deployment operates similarly to the Terminal Services publishing routine – with broader compatibility and without the need to manually republish when system files are updated.

Local Deployment functionality must be enabled by SMS Support. See the *Local Deployment Guide for ^{SMS}|Host* (SMS Doc# 1020070) for more information.

^{SMS}|Host System Enhancements

User Experience

Role-Based User Menus

SMS is excited to introduce the concept of Role-Based Menus in ^{SMS}|Host version 22.5. This feature allows properties to create custom ^{SMS}|Host menus based on individual roles (e.g. Front Desk Agent, Front Desk Manager, Revenue Manager, etc…) and can add the specific ^{SMS}|Host functions that are relevant for each role. With Role-Based Menus, you can put your staff's most frequently used functions at their fingertips.
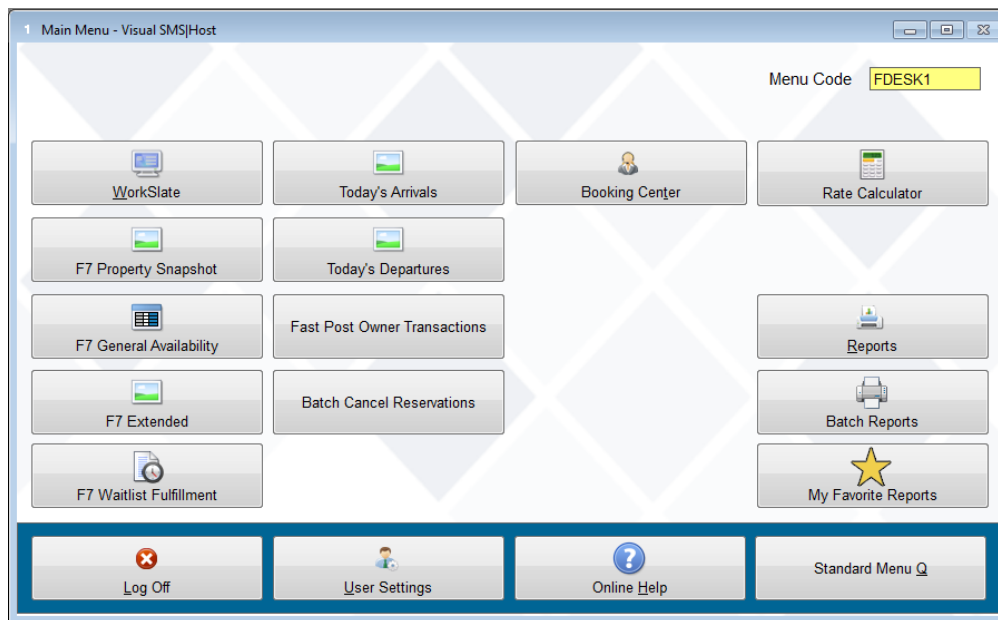
In support of these new custom menus, we have provided tools for a ^{SMS}|Host Administrator to design and build any number of custom menus (selecting buttons from a collection of over 80 ^{SMS}|Host functions) and assign the custom menu to any individual or group of ^{SMS}|Host users.

Functions include shortcuts to many common ^{SMS}|Host tasks as well as a set of special functions that can provide quick access to Today's Arrivals, Today's Departures and your favorite ^{SMS}|Host reports.

A toolbar icon has also been added to v22.5 to provide SMS|Host users quick access to their Role-Based Menu.

Toolbar Button	Description
	Home Screen Button Provides quick access from anywhere in ^{SMS}|Host to the current user's associated Role Based Menu.

For more information and details: See the ^{SMS}|Host Online Help Topics: ^{SMS}|Host Role-Based Menus and Home Screens and Creating and Managing Role-Based Menus.

My Favorite Reports

The *My Favorite Reports* feature introduced in v22.5 enables you to tag your favorite report presets for quick access.

A new "**Favorite**" button has been added to Report Presets screen.
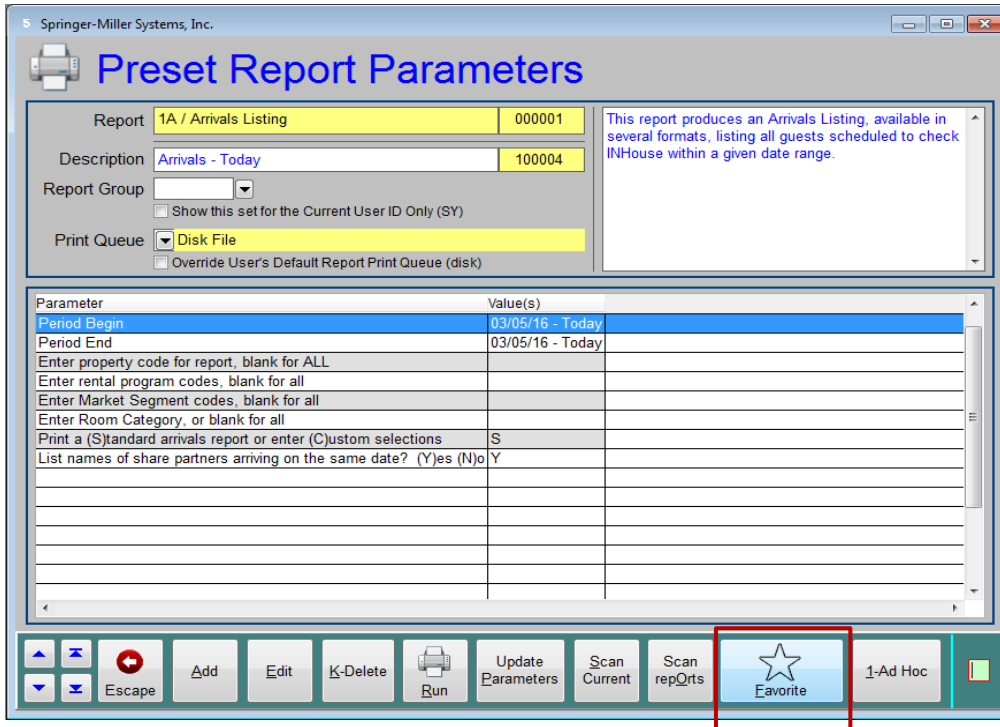
When you select the **Favorite** button, the current Report Preset will be added to your personal Favorite Reports
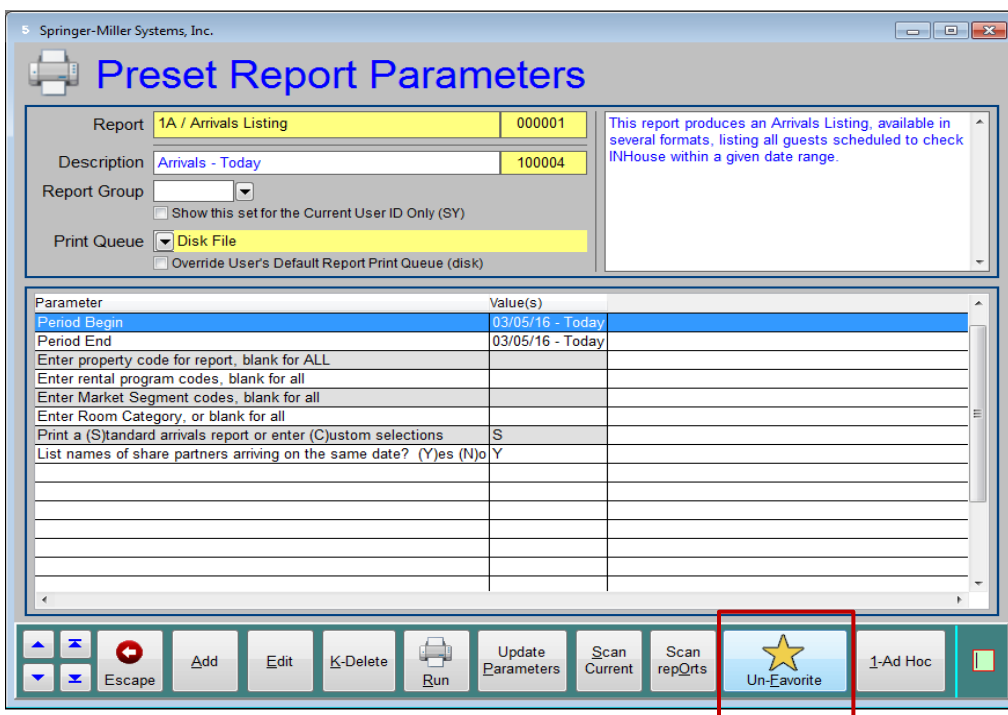
Note that the Favorites star is illuminated and button caption changes (as shown above).

Accessing Favorite Reports

The Report Presets that you have favorited are accessible from the Reports Menu, by selecting the **My Favorite Reports** button.
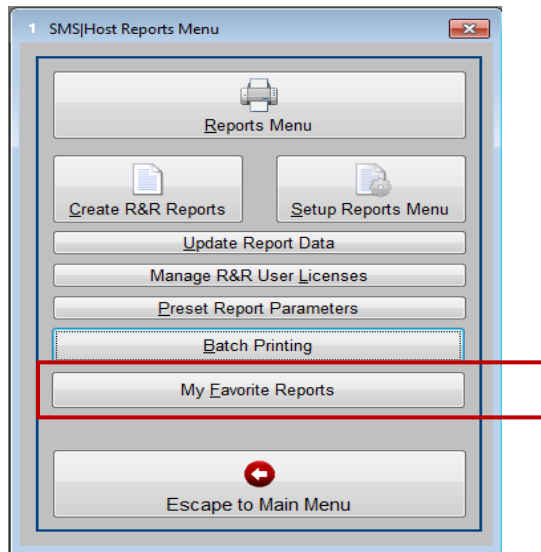
A list of your Favorite Reports is displayed and are selectable.
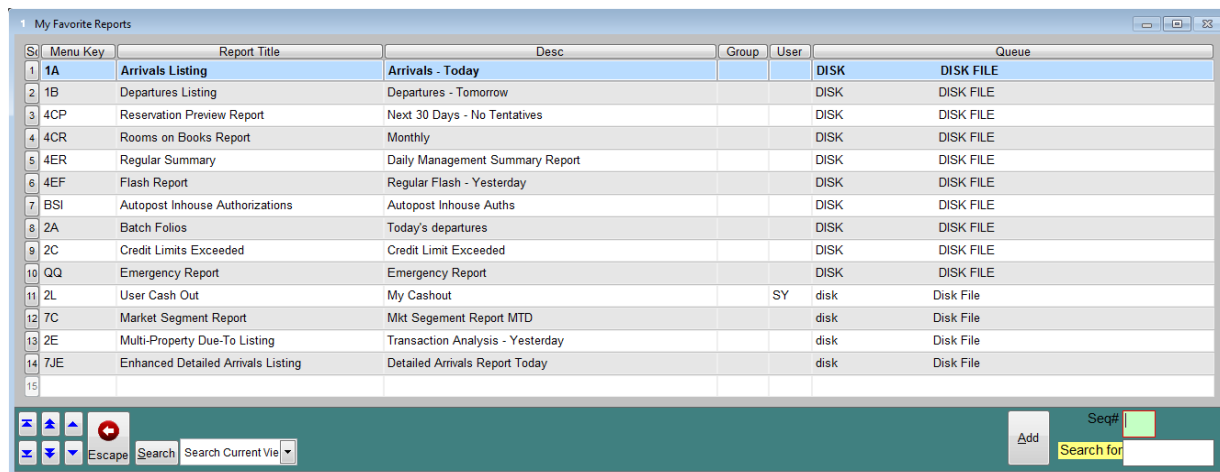
Accounting

Electronic Invoicing

In v22.5, we enhanced the Batch Invoice Printing and Generating report (RR2QA) to export invoices in XML format for Italy.

When '**Output to (F)ile**' is selected the following options, including the option to '**Select file format**' are presented:
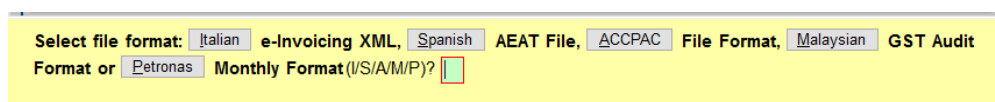
The uniquely named XML files will be exported to the **\HOSTPLUS\EXPORT** directory.

FreedomPay and Givex Gift Cards

^{SMS}|Host v22.5 includes support for the processing of Givex gift cards through FreedomPay's commerce platform. Givex gift cards may be sold and redeemed from the Reservation Tile, City Ledger or Membership accounts.

Several aspects of ^{SMS}|Host need to be configured to enable Givex gift card functionality.

Refer to SMS Document #1020220, *FreedomPay® with Givex® ^{SMS}|Host Admin & User's Guide* for more information.

Interface Stop Charge Settings
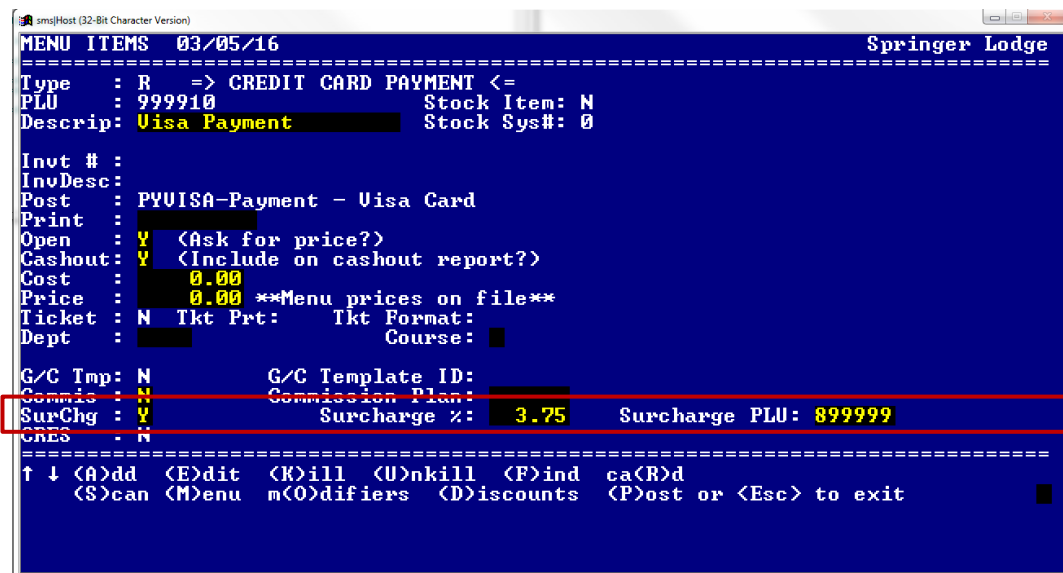
In v22.5, Stop Charge Logic functionality has been enhanced to honor Package Routing. When a reservation has Pay Type of Cash, charges from a third-party POS system will correctly route to the **P** folio.

Payment Surcharge Applied to Non-Credit Card Transactions

Payment Surcharge functionality has been available in ^{SMS}|Host and ^{SMS}|Retail POS for several versions. This functionality allowed properties, in certain jurisdictions, to post processing fees for their credit card transactions. Payment Surcharges are passed on to the guest.

In ^{SMS}|Retail POS, this functionality was limited to Credit Card Payments only. Beginning with version 22.5, Payment Surcharge functionality is now available for non-credit card payment types i.e. Cash Payments (Type A) and General Payments (Type B) in ^{SMS}|Retail POS. This allows properties who do not have integrated credit card processing the ability to use non-credit payment types in POS and automatically charge processing fees.

Example ^{SMS}|Retail Point of Sale payment configuration screen:

Payment Surcharge functionality must be enabled by SMS. If you are interested in enabling Payment Surcharge functionality, please contact SMS Support to activate this feature.

Payment Type Field on City Ledger and Membership screens

v22.5 enables you to attach a Payment Type code to a City Ledger or Membership account and use Stop Charge Logic features with City Ledger and Membership accounts.

If your organization is already using Stop Charge Logic with reservations, a cash-only pay type prohibits postings from interfaces.

This functionality applies to both City Ledger and Membership accounts and is automatically enabled upon upgrading to v22.5.
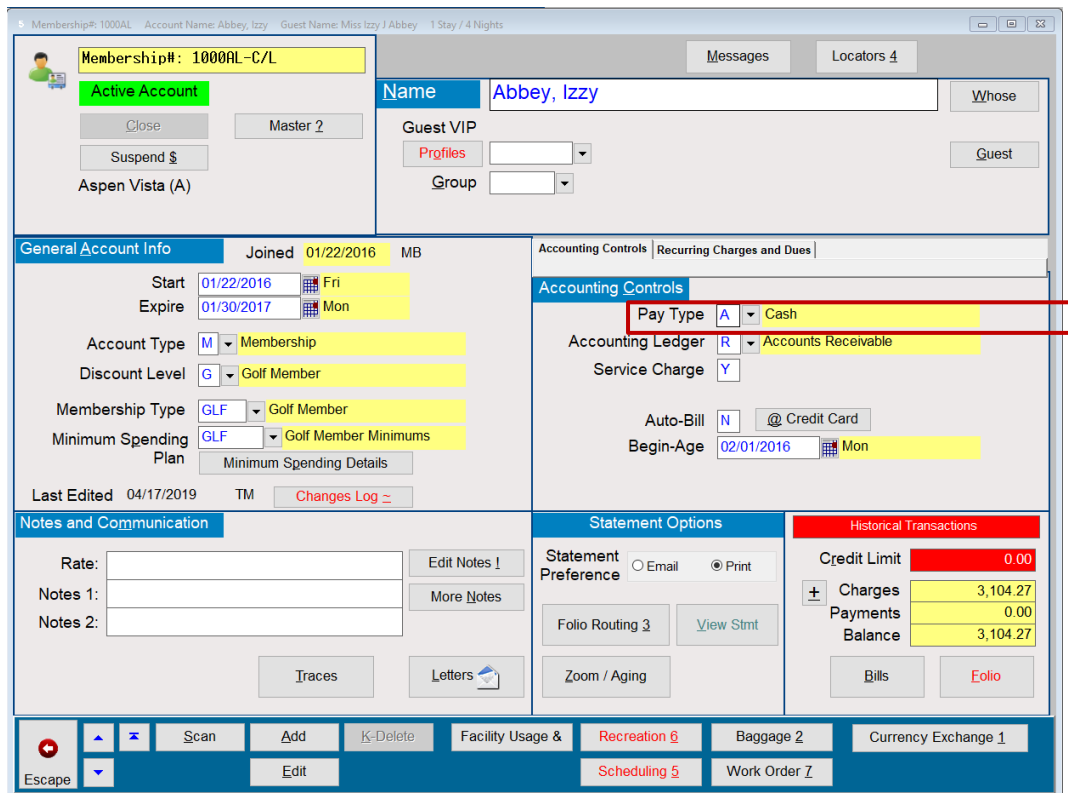
Payment Application / Un-Share a Shared Payment

The Payment Application module has been improved to better handle refunding Shared Payments. Unapplied Shared Postings can now be "un-shared" so they may be included in refund calculations.

For Example

This reservation has charges of $110.00 and a payment recorded of $1,000.00. We applied $110.00 of the payment to the charges – leaving $890.00. We then share $100 of that payment to another reservation leaving $790.00. If we attempt to refund the original $1000 payment, we can only refund $790 unless we undo the shared payment.

An **Undo Share** button/option is now available on the reservation to which the payment was shared by zooming in on the **PAYXFC** transfer transaction code.
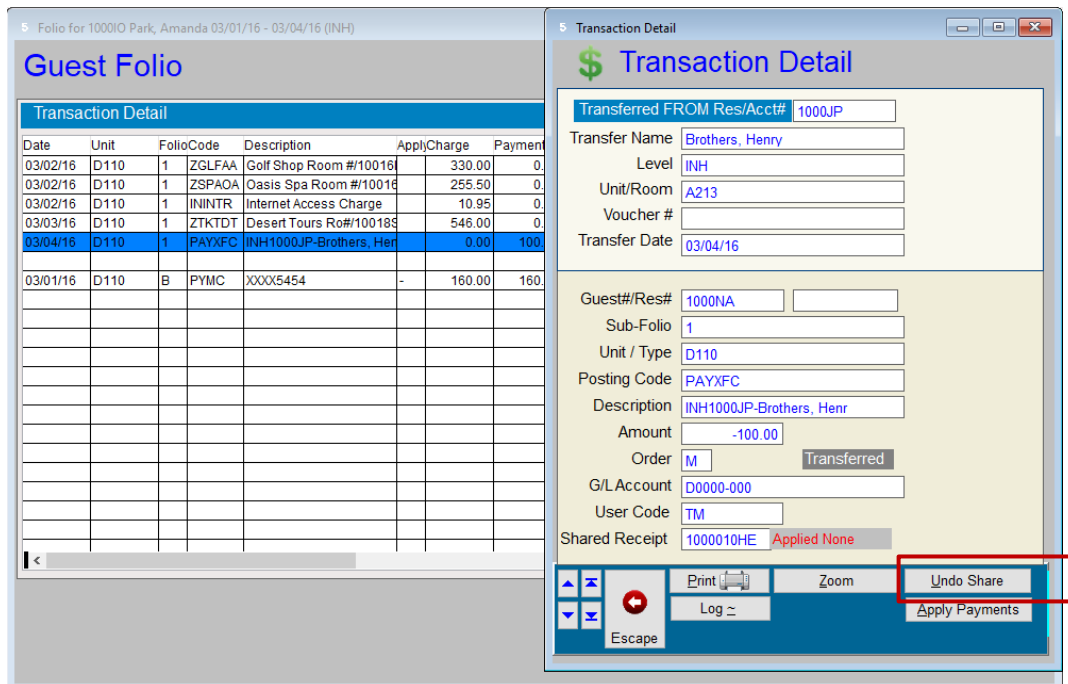
Share Payment Functionality

With v22.5, we now have the ability to share a payment from one account to multiple accounts. You do not need to have the Payment Application module enabled to use this functionality.

This new functionality can be extremely beneficial when sharing a payment amount and dividing it across multiple reservations.

The **Share Payment** button now appears when you Zoom on a payment from the Folio.
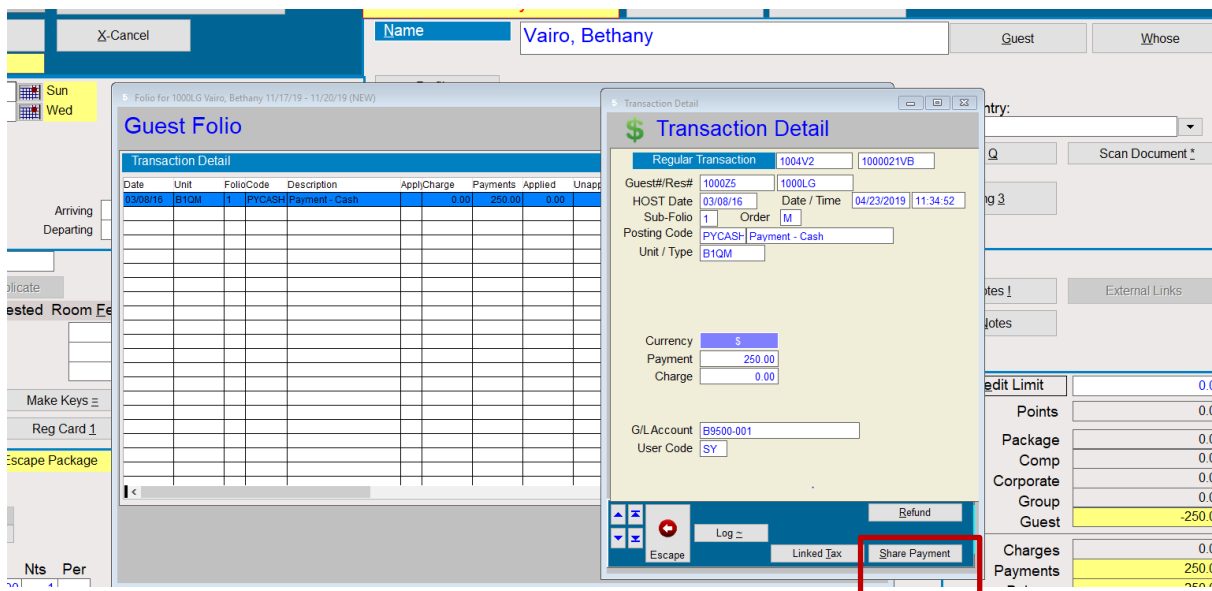
Select **Share Payment**, then enter the reservation number and amount when prompted.

Note: A reservation scan listing will appear if you press **Enter** on this empty field.

The folio now shows the $200.00 shared to INH reservation #1000DX.

Correspondence

Store Multiple Email Addresses per Guest/Contact

With ^{SMS}|Host version 22.5, you may now enter multiple email addresses for Guests, Travel Agencies, Groups, Corporations and Secretaries. You can also enter multiple email addresses for individual Guest Profiles. This functionality is introduced as it is becoming more common to find guests with multiple personal, shared, and business email addresses they may wish to use for communicating with your organization.

When entering the first email address for a contact, simply type the email address into the **Email** field.

To enter additional email addresses, select the drop-down arrow to the right of the email address field.

Tip: The screen should <u>not be in 'Edit mode'</u> when entering additional email addresses.

The Email Addresses screen is displayed (as shown below). The Email Addresses screen enables you to manage all email addresses for the selected entity (Guests, Guest Profiles, Corporations, Groups, Travel Agents and/or Secretaries).

To add another email address, select **Add**

A new row is inserted where you can enter the additional email address.

For each email address, you may also enter an Email Type. Email Types are preconfigured and may be enabled by an administrator in Miscellaneous Files and Codes under Correspondence.

Email Types are not required. If you do not know the type of Email address, you may leave this blank.

Select the **Save** button to save the new email address.

The screen updates to display the list of email addresses

Primary Email Address

When there are multiple email addresses for an entity, one of the email addresses must be designated as the Primary email address. When sending an email, the Primary email address will be used as the default. The first email address is always marked as the Primary. The Primary column indicates which email address is designated as Primary. The Primary email address is also listed first.

Note that in the above screen, "R.Alarcon@Demo.demo" is currently designated as the Primary email address.

To change which email address is Primary, select the row that has the email address that you want to designate as Primary (using the up and down arrow keeys or by clicking the row); then select the **Mark as Primary email** button

After designating the second address as Primary, the screen updates to reflect this change.

Sending Correspondence in v22.5

The process for generating correspondence has been redesigned in v22.5 for improved efficiency and consistency.

In versions prior to version 22.5, the process was very linear. In some cases, depending on configuration, there could have been up to seven sequential prompts. If you wanted to change a response to any of the previous prompts, you would, unfortunately, need to start over.

In v22.5 the new Send Mail screen provides all the functions you need in one place. You will make all your selections on this one screen and send (now or later). This new process also supports sending to email addresses stored using the Store Multiple Email Addresses functionality introduced in v22.5 (see above).

Golf

Member Bookings Visible on Tee Sheet

In v22.5, a field has been added to the golf tee time hover area to indicate if the booking is associated with a member account. If the tee time is linked to a member tile, the Membership Account and Type information displays next to the **Res#** in the format of: "**MEMB-X/YYY**" where **X** is the 1-char Account Type and **YYY** is the 3-char Membership Type. This new functionality is automatically enabled during the v22.5 upgrade.
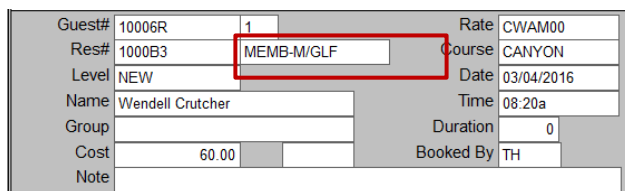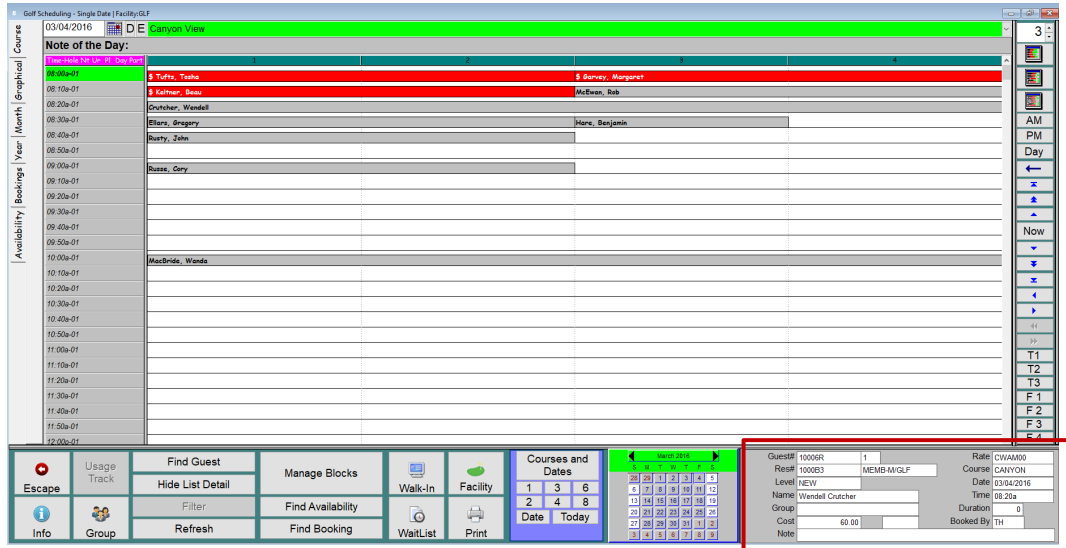
The data presented is summarized from the General Account Information panel.
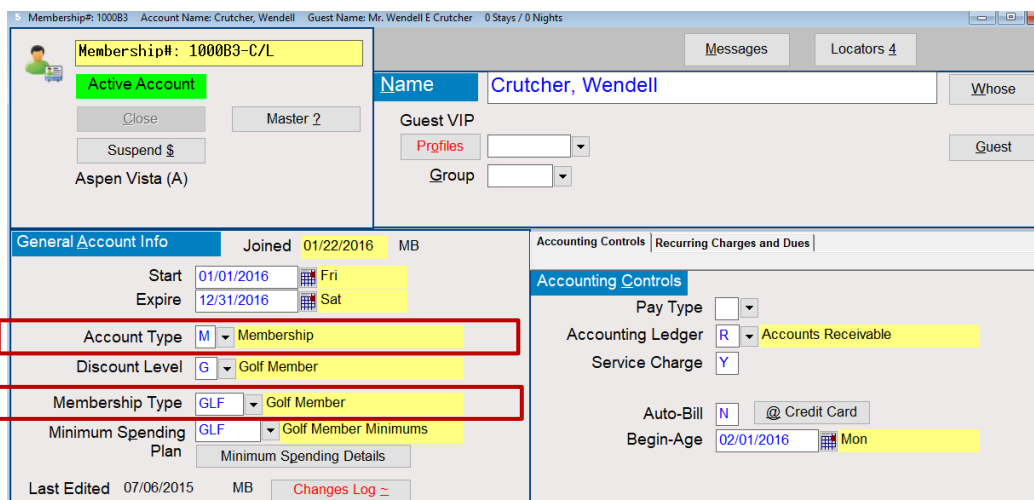
Housekeeping

Housekeeping Management Screen / Record Sorting

Housekeeping account management records are now sorted by date in descending order (newest to oldest) rather than oldest to newest. Housekeeping account management is accessed via the Housekeeping Console, Setup & Configuration, Manage Housekeeping Accounts.

A (**F**)**ind** option has also been added to the Housekeeping Management screen enabling you to easily search for and locate records by date.

Owner Accounting

(G)uest Command Available from Owner Contract

In v22.5, a **Guest** button was added to the button bar

When selected, the **Guest** command button will open the Guest Tile attached to the selected owner contract.

The Upgrade, Foreclosure, and Rewrite commands (on an Owner contract) have been combined into one command.

When the **4-Frc/Rew/UpG** command button is selected, the following prompt is presented:

You are changing the Contract level to either Foreclosure "FRC" or Rewrite "REW" or Upgrade "UPG". Is that what you intend to do? Yes No (Y/N)? N
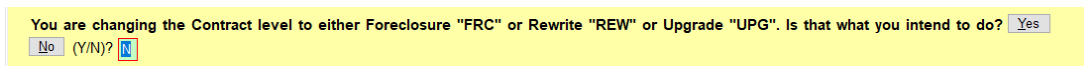
If **Yes** is selected, the prompt will ask you to specify a new Contract Level.

Do you want to change the Contract Level to Foreclosure "FRC" or to Rewrite "REW" or to upGrade "UPG" (Foreclose Rewrite upGrade Esc>) (F/R/G/E)?
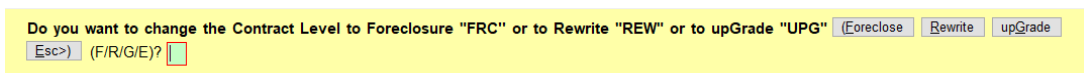
Printing

Improved Handling of Offline and/or Invalid Printers

When printing form ^{SMS}|Host, if you select a printer that is either off-line or configured incorrectly, you will be presented with a message box and provided the opportunity to select a different printer in order to finish the printing process.

Reporting

Include Phone Name on Expanded Arrivals Report (RR7JE)

In v22.5, the ability to display PBX phone names has been added to the Expanded Arrivals report (RR7JE). A new prompt has been added that asks, "**List Phone Names? Yes No**" . When **Yes** is selected, phone names will now display on the report.

VIP Codes on Comprehensive Mailing List Report (RR3PC)

In v22.5 the VIP code is included in the output when running the Comprehensive Mailing List report (RR3PC). While the VIP code had always been available as a filter, it was not included in the actual output. This report can be printed or created as an export file.

Italian Police Report Enhancements (RR7Z1)

An enhanced version of the Italian Police Report (RR7Z1) was added to v22.5. This enhancement was made to accommodate a legal requirement in Italy. The new enhanced report is called 'ISTAT Format'.

Additional lines of data have been added to the ^{SMS}|Host Italian Police report. ^{SMS}|Host validates the data exported to ensure that it satisfies the Italian requirements. If there are issues with the data (missing information, incongruent data, etc…), the export generates a 'Data Exceptions' report that identifies any issues.

New Statistical Reports for Work Orders (RRW1/RRW2)

Two new reports are available for use with the ^{SMS}|Host Work Order Management module: The Work Order Statistical report and the Work Order Task Statistical Report.

R-R-W-1: Work Order Statistical Report

This report is launched from a new entry on the Reports menu, Option W – Work Order, 1 – Work Order Statistical Report.

This new report provides you the ability to perform detailed analysis on Work Order records. Offering three date ranges (Open, Due, Closed) which can be deployed separately or collectively, users can explore record counts, financials (Labor, Parts, Contractors, Miscellaneous) and time consumption (spent, elapsed and closure efficiency) with a previously unavailable degree of granularity. Filters can be used individually or in combination for current Status, Multi-Properties, Locations, Categories, Codes, Staff Assignments, Priorities or Projects. Results can be compiled in detail with primary and secondary sorts or summarized by a single parameter.

R-R-W-2: Work Order Task Statistical Report

This report, one of two for the Work Order module, is launched from a new entry on the Reports menu: Option W – Work Orders, 2 – Work Order Task Statistical Report

This new report provides the ability to perform detailed analysis on Work Order Task records. This report enables you to explore record counts, labor amounts and time (spent, elapsed and closure efficiency) with a previously unavailable degree of granularity. Filters can be used individually or in combination for current Status, Multi-Properties, Locations, Categories, Codes, Staff Assignments or Priorities. Results can be compiled in detail with primary and secondary sorts or summarized by a single parameter.
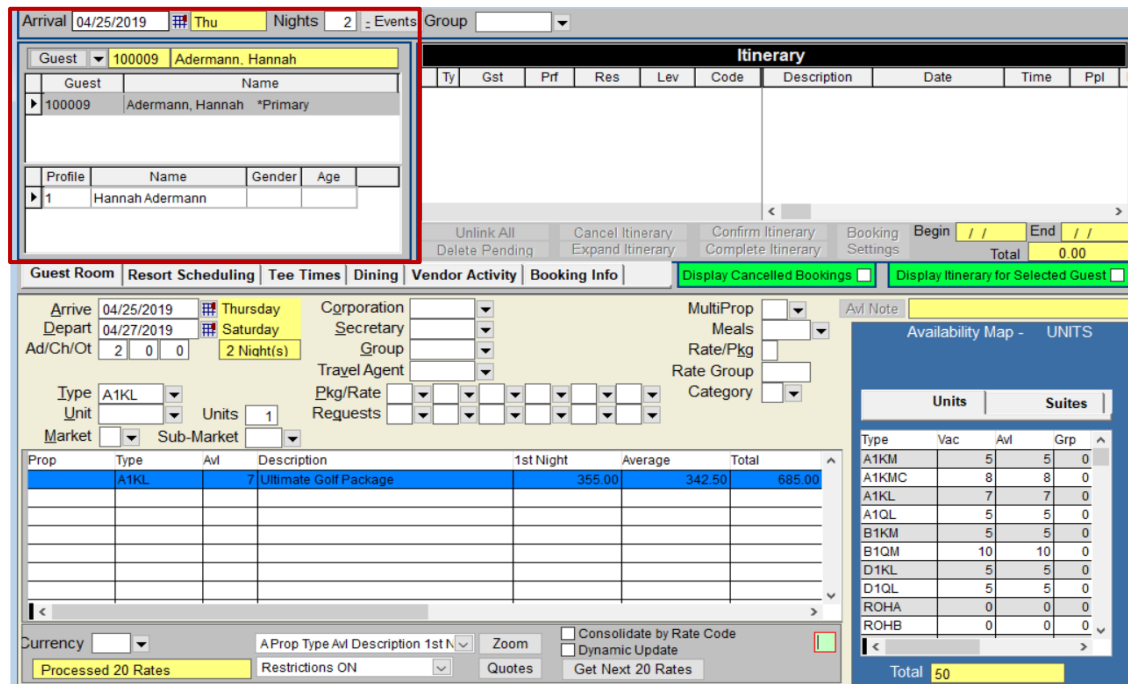
Reservations

Booking Center

When a Quote is selected from within the Booking Center, the Guest and Profile information associated with that quote will be imported into the Booking Center's guest panel.

Example

While working in the Booking Center, select the **Quotes** button to find an existing quote.

Once the quote is selected, the associated Guest and Profile information displays in the Booking Center's guest panel as shown below.

Display Travel Agents on Reservation Screen

The names of Travel Agency accounts (#1 and/or #2) attached to a reservation now display in the Name (Contact) section of a Reservation Tile. The linking of agency codes to reservations continues to be managed through the Special Billing screen but the names of those associated agencies display on the main reservation screen to alert users to their presence.
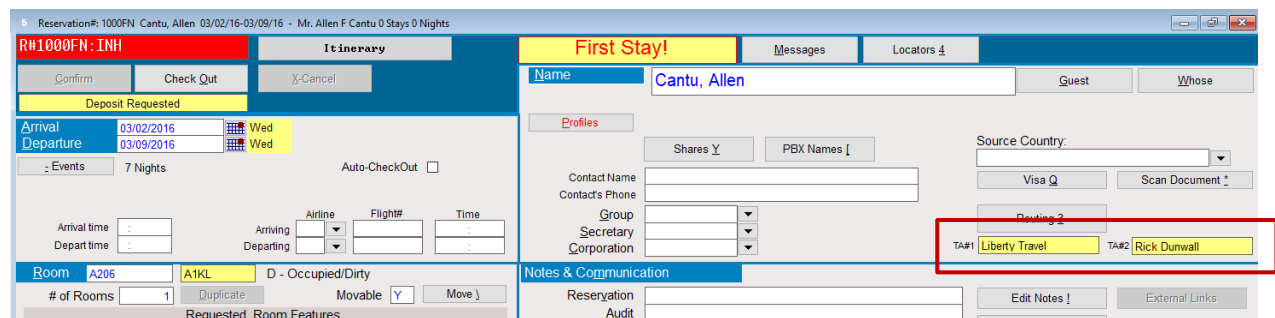
Filtering items in the Group Code Drop-Down (Rate Calculator and Booking Center)

There are several places in ^{SMS}|Host where you can search for and select a group using a drop-down list. A configurable option is available in ^{SMS}|Host v22.5 that will limit selectable group codes to match the specified date range (F5 Rate Calculator and Booking Center).

Example

If you are in the F5 Rate Calculator searching for rates that are applicable for arrival & departure of 06/01/19 – 06/03/19 and you select the down arrow to display a list of groups, any group with stay dates that fall within this range will be displayed.

Prior to this enhancement, all groups would display regardless of whether or not they were relevant to the dates selected. This will allow you to quickly find the applicable group for those dates of stay.

Configuration

This feature is initially disabled (upon install and upgrade) and can be enabled/disabled through ^{SMS}|Host Miscellaneous Rates and Defaults.

Select **F – Setup and Installation, L - Miscellaneous Rates and Defaults, U – Rates and Packages, 3 – Rate Calculator Settings.**

Setting	Functionality
Filter available group codes by relevant date (Y/N)	Select **Y** for Yes to enable filtering for codes that are within the selected dates range. Select **N** for No to allow all codes to appear regardless of dates.

Require Minimum Room Value on Bookings

A new Miscellaneous Rates & Defaults setting has been added to v22.5 to help prevent inadvertently selling a rate for zero value. This is especially helpful for properties that have an on-line/web presence. If a mistake is made during the configuration of your rates, this configuration option can help prevent the zero-value rate from being presented through on-line/web channels.

A new Miscellaneous Rates and Defaults (MR&D) setting has been added to option U**. Rates and Packages**, **3. Rate Calculator settings** to set the **Average minimum subtotal amount before rate can be sold.**

Entering a value for this setting can help prevent you from selling a zero-value rate unless the rate is intentionally set up as a zero-value rate. During your v22.5 upgrade, this setting will be added and set to a value of "-1" which effectively disables the feature. To enable this feature, you must enter a new value of 0 (zero) or greater.

In addition to this setting, a field to identify a rate as a "Comp Rate" has been added to Rate Controls section of the Rate screen. When the **Comp Rate** field is checked, the "**Average minimum subtotal amount before rate can be sold**" is ignored and the rate can be sold at a zero value.

Search by Email Address in Universal Lookup

A new "Search by Email Address" option has been added to the Universal Lookup in v22.5. Due to the uniqueness of email addresses, lookup by email address can be one of the most effective ways to find the entity you're looking for in ^{SMS}|Host.

Note: Search by Email Address is not currently supported for Central Search for organizations running ^{SMS}|Enterprise and ^{SMS}|GlobalGuest.

In Universal Lookup, select the Search type of "**@Email Address**" (using the mouse or using keyboard shortcut "**@**"), then enter a portion of the email address you are searching for.
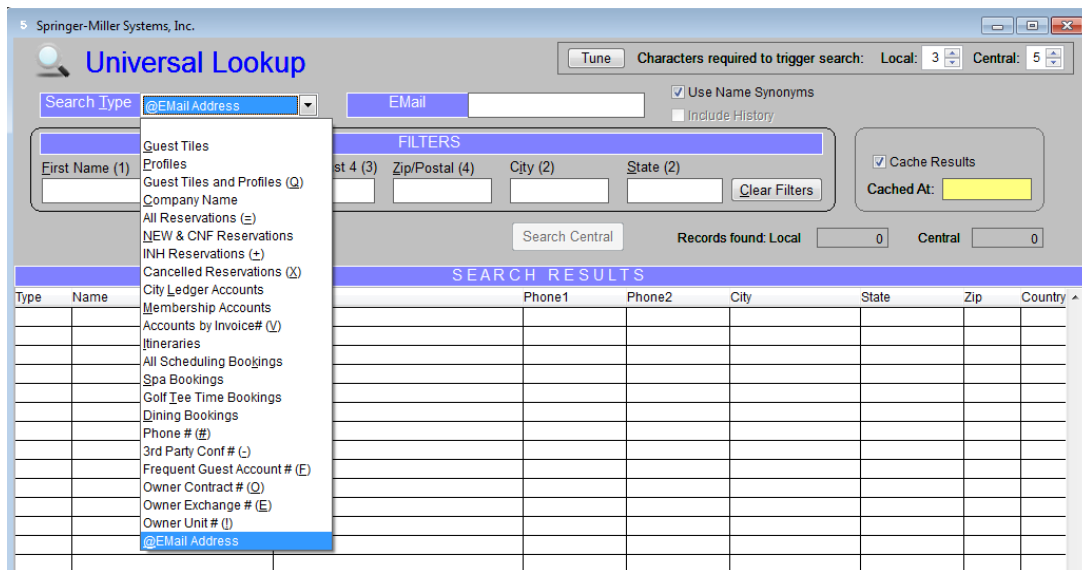
You may also enter additional information to filter the search results (Phone-Last 4, Zip/Postal Code, City and/or State.

The *Search by email Address* searches all stored email addresses for Guests, Guest Profiles, Groups, Corporations, Travel Agents and Secretaries. The Type column in the **Search Results** section identifies the entity / record type.
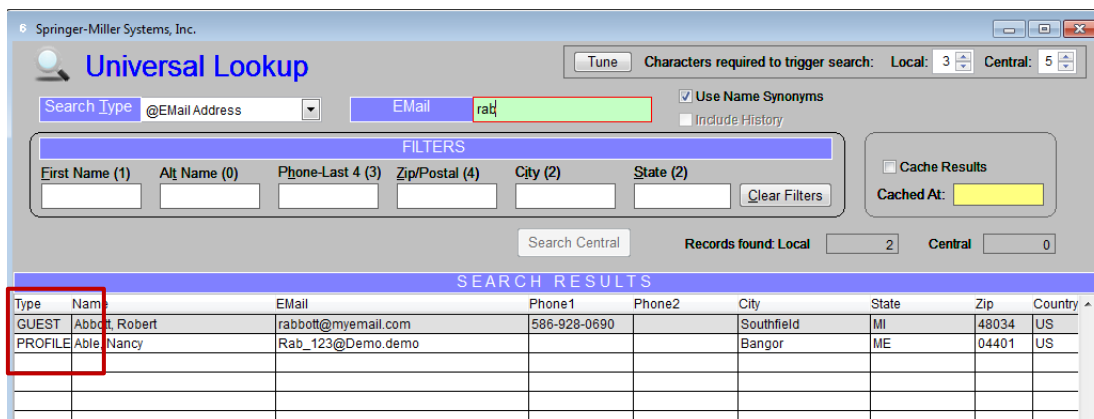
<u>Note</u>: If you (current user) do not have clearance to edit the selected entity/record type, you will not be able to view it.

Use Ctrl-F5 to Launch Booking Center from Guest Screen

The Booking Center console can be launched quickly and easily from anywhere in ^{SMS}|Host by pressing Ctrl + F5.

If the CTRL+F5 key combination is pressed while on the Guest Tile and the guest has reservation profile preferences, these preferences will be preserved in the Booking Center.
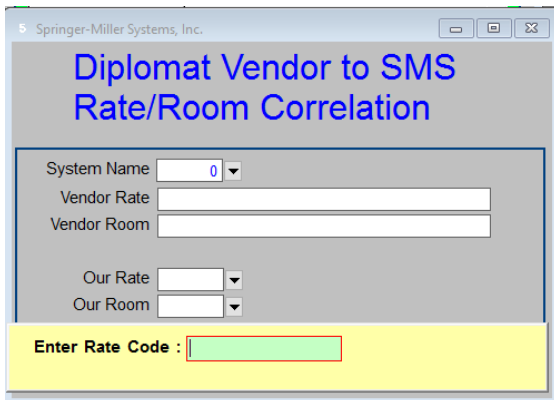
Setup & Configuration

"Find" Option on Diplomat Vendor Rate Correlation Screen

In v22.5, we added a 'Find' option to the Diplomat Vendor to SMS Rate/Room Correlation screen. This will allow finding rates without having to scroll through all rates.
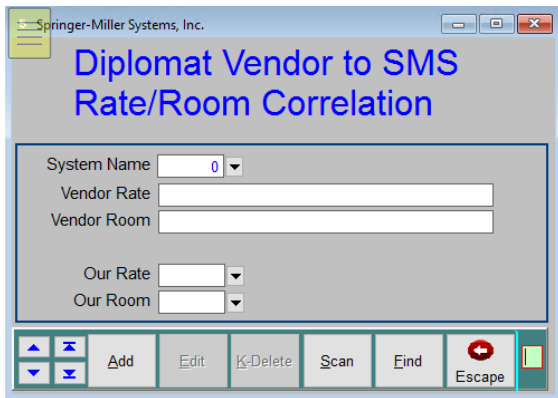
Select **(F)ind** and you will be prompted to enter a rate code.

"Find" Option on Rack Rate Value Setup

A **(F)ind** command has been added to the Rack Rate Value setup screen. When the **(F)ind** command is executed you will be prompted for a Unit (or Suite) number. Enter a Unit or Suite number and ^{SMS}|Host will display the first record with the Unit or Suite number you have entered.

```
RACK RATE VALUE                            Monday   03/07/16      User - SY
===========================================================================
   Begin Date : 01/01/16 (Friday   )
     End Date : 12/31/18 (Monday    )
---------------------------------------------------------------------------
Unit/Suite # : B103      Big Bear Queen         ┌ Unit Type     : B1QM
                         Queen Mountain View    │ Availability  : Y
                                                │ Rental Unit   : Y
                                                │ Rental Program : B
                                                └ Room Category  : Q
---------------------------------------------------------------------------

   Rack Value :        437.00

   Unit Factor :         0.0000

   Comp Value :    437.00


---------------------------------------------------------------------------
 Enter Unit Number:  |      |
```

Channel Manager / Finding Rates

^{SMS}||Host v22.5 enables you to directly search Rate Codes and Unit Types in the Channel Manager without having to scroll through the entire list.

No additional configuration is required to benefit from this enhancement. Once updated to v22.5 the '**Find Rates**' and '**Find Unit Type**' buttons will be available in the Channel Manager as shown below.

Credit Card Options

In order to provide additional flexibility in configuration and the handling of credit card charges, the ^{SMS}|Host system setting "**Use CC# from Guest Tile for Charges**" has been replaced by two new settings, "Use CC# from Guest Tile when Posting" and "**Store CC# to Guest Tile when Posting**."

The new settings, located in **Miscellaneous Rates/Defaults**, **X**. **Credit Card System Settings**, function as described below.

| Setting	Description
Use CC# from Guest Tile for Charges	When enabled, the default action will be to populate and use the on-file token when posting a charge – resulting in a speedier transaction. Consider disabling this setting to force a credit card present transaction (requiring a swipe of the card or use of the card's chip).
Store CC# to Guest Tile when Posting	This setting determines whether the guest tile credit card token is updated when a credit card transaction is processed on an associated reservation. Updates to the stored token require the credit card and guest tile name match.

Default Travel Agency Commission Settings

While Travel Agency commissions have long been able to be expressed as nightly dollar amounts or one-time dollar bounties instead of percentages, there was not a way to default to those values when attaching an agency to a reservation. Now, you can establish these alternatives as the default behavior for individual Agencies.

In order to take advantage of this feature, it is necessary to enable it in Miscellaneous Rates & Defaults (**F,L,P**)

Setting	Description
Allow Fixed-$ T/A Commissions (Y/N)	Enter **Y** to enable this feature.

In SMS|Host Configuration for Travel Agencies, the **Commission Controls** section of the setup screen has been expanded to enable selection of the Commission Type as illustrated below.
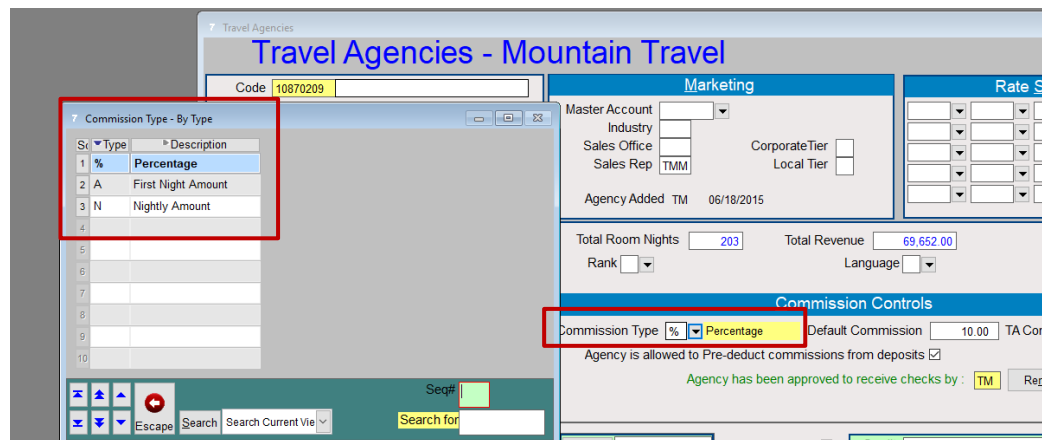
Allow Fixed-$ T/A Commissions Disabled
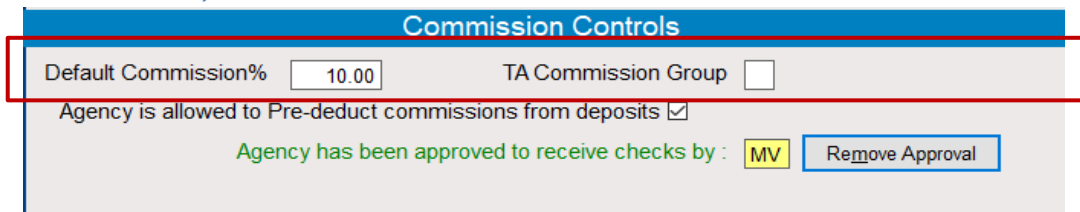
Allow Fixed-$ T/A Commissions Enabled

Commission Types:

- **% - Percentage**: The amount can be anything between .01 and 100.00
- **A – First Night Arrival**: This is sometimes referred to as a Reservation Bounty. A single posting will occur for the duration of the reservation.
- **N – Nightly Amount**: This setting will post a flat amount nightly while the reservation is in-house.

F7 Default Display Option

In v22.5 you now have the ability to set your default F7-General Availability view to include your available rooms and overbooking hold rooms (Avl/OBHold). For properties that use overbooking holds regularly, setting your F7 default in this manner makes it possible for you quickly see how many rooms you truly have to sell without toggling between screens.

Configuration

Set the F7 Default through Miscellaneous Rates & Defaults, menu path **F,L,I, 1**

Setting	Description
F7 Avail Default	Enter "**+**" to set to **Avl/OBHold**

Configuration Settings for IDeaS G3 Interface

New settings to enable and configure the ^{SMS}|Host / IDeaS G3 interface were added to Miscellaneous Rates/Defaults. These settings enable the interface and define the level of interface being used.

Enabling the Interface
Ideas Yield Interface Level: G2, G3 or Both (2/3/B)

The setting to enable the Ideas G3 interface is located on the External Product Interface "**Other 2**" screen in Miscellaneous Rates & Defaults options G. **Interfaces/Integrations**, 3. **External Product Interfaces**, 4. **Other 2**. During the installation of the IDeaS interface the SMS installation specialist will define the interface level based on the interface messaging used. For clients moving from earlier interface versions to G3, an option was created to simultaneously support both interface versions during the transition.

Property-level Overbooking Hold Room Types
With the IDeaS G3 Interface, organizations using the multi-property module with hotel-level overbooking holds, the room types are defined on the Multi-Property configuration screens in the **Overbook RM TYPE(RMS)** fields. The room types must first be defined in Accommodation Types.

Single property configurations will define the room type used in the **Hotel-level Overbooking Room Type for RMS Interface** setting located on the "**Availability Settings 2**" screen in Miscellaneous Rates & Defaults option I. **Availability**.

Minimum Number of Days before Auto-Close

A new setting in SMS|Host enables you to set a cutoff date to prevent users from auto-closing transactions for city ledgers and membership accounts within X number of days prior to your SMS|Host system date. This setting is intended to help prevent users from moving current transactions during the auto-close.

The setting has been added in Miscellaneous Rates & Defaults, **E. System and General**, **5. System and General Setting 3**.

Rate Pricing Detail Filter

A new checkbox / filter "**Include Blank Room Type**" appears on the on the Rates and Packages details tab to allow you to see all charges within a package, such as food & beverage that are not specific to a room type.

During setup, this helps you to see all charges that would post to the reservation regardless of which room type the reservation occupies. This will make it easier to find configuration mistakes that might result in inaccurate revenue reporting.

Example

As an example, the Golf Escape package include room charges for each room type as well as some package elements.

If you filter on Room Type A2SM, you will only see the charges specific to the A2SM room type:

If you check the **Include Blank Room Type** checkbox, the charges that display will be those that are specific to the A2SM room type and any other charge that would apply to all room types. In the example below the F&B charges as well as Golf charges also display since they have an empty room type which means they apply to all room types.

System Administration

Ensure Touch Date Advance Prior to EOD Activities

If your organization is running ^{SMS}|Touch and the day was not properly ended in ^{SMS}|Touch (date for ^{SMS}|Touch has not been advanced) prior to attempting to ending the day in ^{SMS}|Host, a system message will be displayed. The user/night auditor must either remedy the issue by ending the day in ^{SMS}|Touch first or entering **Y** - **E** - **S** to intentionally bypass the warning and continue with the end of day process in ^{SMS}|Host

Verify AutoPost prior to Ending the Day

A new ^{SMS}|Host User Clearance has been added to help prevent Ending the Day in ^{SMS}|Host if the Auto-Post routine was not performed within the past eight (8) hours. Users without the new clearance will not be permitted to End the Day if Auto-Post was not run within the past eight hours while users that do have the clearance will have the option to End the Day without Auto-Posting.

Makedemo Utility / Demo System Data Security

A new Data Sanitization option has been added to the Makedemo process.

The Data Sanitization option was added to Makedemo to provide you with a way to create Demo systems that are cleansed of guest personal and sensitive information and other business-sensitive data such as corporate contacts and group information.

Sanitization affects Guests, Guest Profiles, Corporations, Groups and Secretaries in the demo system only. Related information is also either randomized/scrambled or is removed. Sanitization is intended to provide a method for obfuscating information about real persons due to privacy and data protection concerns. Your demo system will still be usable *(though names for existing records may not be pronounceable as you will see below)*.

When Makedemo is launched, the following new option is displayed:
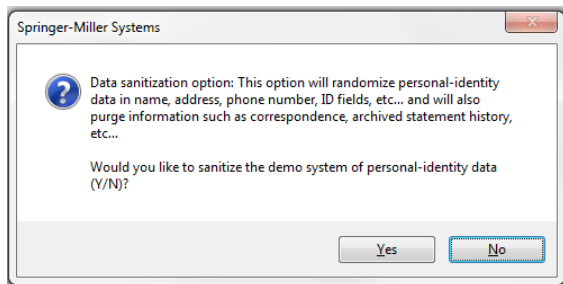
If you select **No**, a normal (full) demo system will be created. Guest Names and personal information will not be affected (except for credit card details and email addresses)

If you select **Yes**, then a sanitized demo system will be created. This option will completely randomize the characters in the name and address fields for Guest Tiles, Corporations, Groups, Travel Agents and Secretaries rendering them unreadable and meaningless. All related ID information will also be scrambled.

The sanitization process will also remove ancillary references to the guest's personal details such as historical correspondence, archived owner and membership statements.

Night Audit & Exclusive Use Permissions

In v22.5, users without the ^SMS|Host User Clearance to **Log-On During End of Day** (on Page 0) will not be able to Request Logoff from the Night Audit Menu. This change is made to prevent the individual who is requesting logoff from locking them self out of the system.

If the user does not have clearance on page 0 to '**Log-in During End of Day**', they will not be able to request logoff.
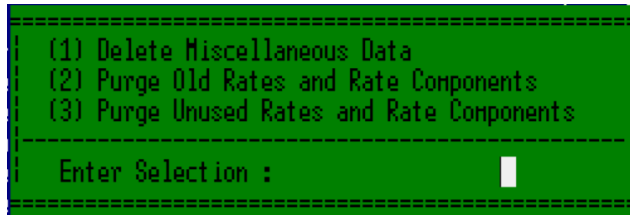
Tracking Folio Edits

^SMS|Host v22.5 enables the tracking of edits to transactions posted to the folio. This functionality can assist you when researching routing issues for groups, corporations, and package breakage.

The change log is available at the folio level and will show edits to all transactions, as well as at the transaction level to show edits to a single transaction.

Rate Deletion Utility

When launched, the Rate Deletion Utility will present three options, as shown and detailed below.

```
==============================================
|| (1) Delete Miscellaneous Data            ||
|| (2) Purge Old Rates and Rate Components  ||
|| (3) Purge Unused Rates and Rate Components ||
|| ---------------------------------------- ||
||                                          ||
|| Enter Selection :              █         ||
==============================================
```

Option (1) - Delete Miscellaneous Data

There are several sub-options under Delete Miscellaneous Data.

- Bulletins, Phone Calls, Waitlist records, Change Logs entries, Notes, Special Events, Traces, Housekeeper Accounting, Messages, Rack Rate Values

Each of these options allow you to specify a cutoff date. Data older than the specified cutoff data will be deleted.

Option (2) - Purge Old Rates and Rate Components

Rate Headers whose season end dates are before the cutoff date will be deleted. All related pricing details (Rate/Package Detail, Rate Calendar entries, etc.) for the deleted Rate Plans will also be deleted as long as they are not being used by other Rate Plans.

This process will also delete Yield Controls and Rate Hurdle entries for dates before the cutoff date.

Rates that are in use by reservations whose stay dates are after the specified cutoff date will NOT be deleted.

This process also enables you to delete Rate Versioning data (e.g., old versions of Rate/Package details, Price Plan, Rate Calendar).

- This will mark the rate header for deletion.
  - When the rate header is marked for deletion, all child records are also marked for deletion.
    - Rate Pricing Item
    - Derived Rate Rule
    - Rate Per Room Type
  - The utility will also remove the Price Plan/Price Tier codes that are not being used by any rate pricing items
    - Price/Tier Plan Item
    - Price Tier Plan Header

Option (3) - Purge Unused Rates and Rate Components

- This will be marking any rate header codes (IN_RATES) that are currently not being used by active reservation for deletion. This could be used when a property does not use Season End Feature at Rate Header or created many rates and does not know which rates are considered obsolete.

After user passes the initial stage of utility parameter question, it will generate a report that will list out the list of rate header codes that are not being actively used.

Delete Rack Rate Values

The ability to permanently delete rack rate value setup has been added to the delete miscellaneous information option in character **G**-**F**-**1**. It is important that prior to performing a move to history, you delete as much miscellaneous data from your system as possible to make the move to history faster and to help keep your historical files free of unnecessary clutter.
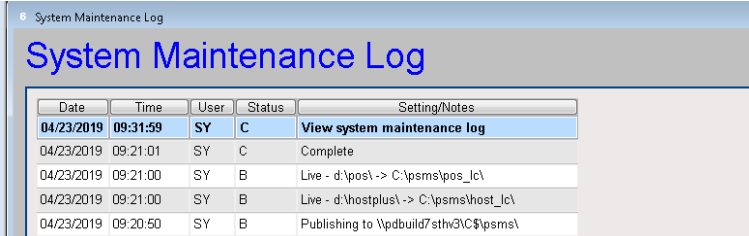
```
PERMANENTLY DELETE MISCELLANEOUS INFORMATION    Wednesday  03/09/16   User - SY
================================================================================

Are you sure you want to continue (Y/N)? Y

Permanent Deletion Options:
      (B)ulletins
      (L)etter History
      (P)hone Calls
      (W)aitlist
      (C)hanges Log
      (N)otes
      (S)pecial Events
      (T)races
      (H)ousekeeper Accounting

      (M)essages
      (V)Rack Rate Values
Which of the above do you want to delete (B/L/P/W/C/N/S/T/H/M/V)? █
```

Record Terminal Servers Republish Events to SY_Log

Republishing ^{SMS}|Host to a Terminal Server will be automatically logged to the System Maintenance Log (SY_Log) in ^{SMS}|Host v22.5 and later. The name of the terminal server is recorded along with begin time and completed time of the event.

Example SY_Log entries after publishing to a Terminal Server.

System Maintenance Log

Date	Time	User	Status	Setting/Notes
04/23/2019	09:31:59	SY	C	View system maintenance log
04/23/2019	09:21:01	SY	C	Complete
04/23/2019	09:21:00	SY	B	Live - d:\pos\ -> C:\psms\pos_lc\
04/23/2019	09:21:00	SY	B	Live - d:\hostplus\ -> C:\psms\host_lc\
04/23/2019	09:20:50	SY	B	Publishing to \\pdbuild7sthv3\C$\psms\

^{SMS}|Diplomat Troubleshooting

A function has been added to enable you to verify ^{SMS}|Diplomat's ability to process interface messaging initiated by functions from the Interface Control Panel in ^{SMS}|Host. A **Ping Diplomat** button has been added to the Interface Control Panel accessible from the **Manage Interfaces** button on the Night Audit Menu.

This menu option can be used to verify ^{SMS}|Diplomat's ability to process interface functions initiated from within ^{SMS}|Host menus. This may be used as the first step in troubleshooting a failed import of a third party's daily financials for users without direct access to ^{SMS}|Diplomat's desktop and the ^{SMS}|Commander tool.