

Tyler Parks and Recreation

What's New in 2018.5



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Tyler Parks and Recreation

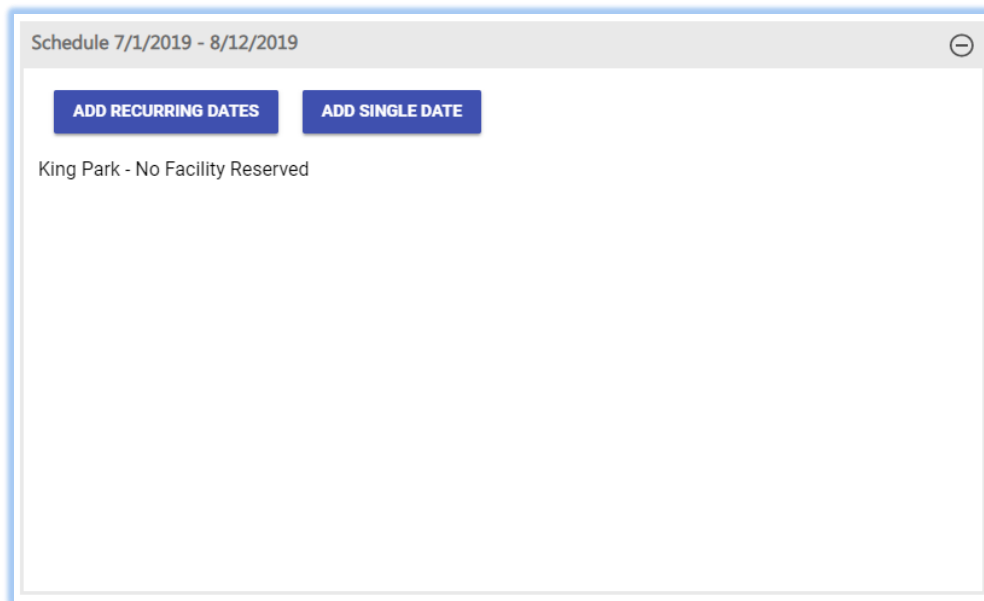
What's New in 2018.5

ADMINISTRATION

FLEXIBLE CLASS SCHEDULING

Parks & Rec > Class > Search > Create/Edit

Classes and associated rental items no longer are limited to a fixed schedule based on Monday through Sunday. To provide flexibility, the **Hours** and **Recreation Items** sections on the Class Details page have been replaced by a **Schedule** section that allows for the variable scheduling and selection of locations and rental items:

A screenshot of a web application interface for scheduling classes. The window has a title bar that says "Schedule 7/1/2019 - 8/12/2019" with a close button on the right. Below the title bar, there are two blue buttons: "ADD RECURRING DATES" and "ADD SINGLE DATE". Below these buttons, the text "King Park - No Facility Reserved" is displayed. The rest of the window is empty.

The start and end dates of a selected class display in the section header. Below the section header are buttons to add recurring and single dates. The section also shows the location that has been selected for the class and, if applicable, the facility reserved.

RECURRING DATES

To schedule recurring dates for a class, click the **ADD RECURRING DATES** button. In the dialog that opens, select, at minimum, the days and the start and end times:

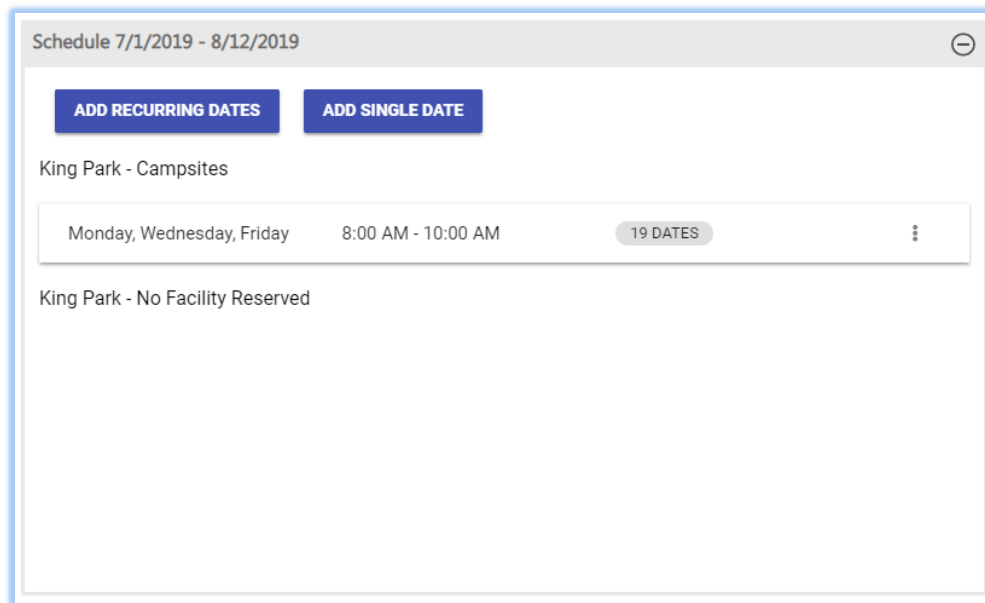
The screenshot shows a web application interface with a modal dialog box titled "Add Recurring Date". On the left side of the dialog, there is a vertical list of days of the week: Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, and Saturday. Each day has a checkbox next to it. The checkboxes for Monday, Wednesday, and Friday are checked, while the others are not. To the right of this list, there are four input fields. The first is "Start Time *" with a dropdown menu showing "8:00 AM". The second is "End Time *" with a dropdown menu showing "10:00 AM". The third is "Location" with a text input field containing "King Park". The fourth is "Rental Item" with a text input field containing "Campsites". At the bottom right of the dialog, there are two buttons: "CANCEL" and "DONE". The "DONE" button is highlighted in blue.

The dialog also contains fields for selecting the class location and, if applicable, rental item, such as a specific facility within the location.

To select a *Rental Item*, first select the *Location*, then the *Rental Item*. Selecting a *Location* filters the selections on the *Rental Item* drop-down to those that are valid for the location only.

Note: Selecting a facility marks it on the facility calendar as unavailable for renting during the scheduled time of the class.

When finished, click **DONE**. The **Schedule** section refreshes, displaying the new entry, including the total number of dates, on an expandable card:



As shown in the image above, cards are grouped under headings containing their corresponding locations and rental items.

For cards that do not have specific locations selected, the heading defaults the location selected in the **Setup** section of the Class Details page. For cards that do not have specific rental items selected, the heading displays "No Facility Reserved" next to the location.

To view the complete list of class dates or remove individual dates from the list, click the card to expand it:

What's New in Tyler Parks and Recreation 2018.5

Schedule 7/1/2019 - 8/12/2019

ADD RECURRING DATES

ADD SINGLE DATE

King Park - Campsites

Monday, Wednesday, Friday8:00 AM - 10:00 AM19 DATES

☒

Monday07/01 8:00 AM - 10:00 AM

☒

Wednesday07/03 8:00 AM - 10:00 AM

☒

Friday07/05 8:00 AM - 10:00 AM

☒

Monday07/08 8:00 AM - 10:00 AM

☒

Wednesday07/10 8:00 AM - 10:00 AM

☒

Friday07/12 8:00 AM - 10:00 AM

☒

Monday07/15 8:00 AM - 10:00 AM

☒

Wednesday07/17 8:00 AM - 10:00 AM

☒

Friday07/19 8:00 AM - 10:00 AM

☒

Monday07/22 8:00 AM - 10:00 AM

☒

Wednesday07/24 8:00 AM - 10:00 AM

☒

Friday07/26 8:00 AM - 10:00 AM

☒

Monday07/29 8:00 AM - 10:00 AM

☒

Wednesday07/31 8:00 AM - 10:00 AM

☒

Friday08/02 8:00 AM - 10:00 AM

☒

Monday08/05 8:00 AM - 10:00 AM

☒

Wednesday08/07 8:00 AM - 10:00 AM

☒

Friday08/09 8:00 AM - 10:00 AM

☒

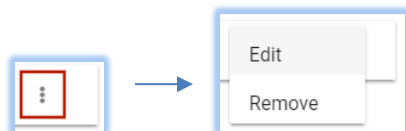
Monday08/12 8:00 AM - 10:00 AM

King Park - No Facility Reserved

The expanded card shows all scheduled class dates and times that fall within the date range of the class.

If you need to make a custom change and remove specific days from the list, deselect the corresponding check boxes.

To edit the days, start and end times, location or rental item of the recurring schedule itself, click the action menu represented by the vertical ellipses on the right side of the card:



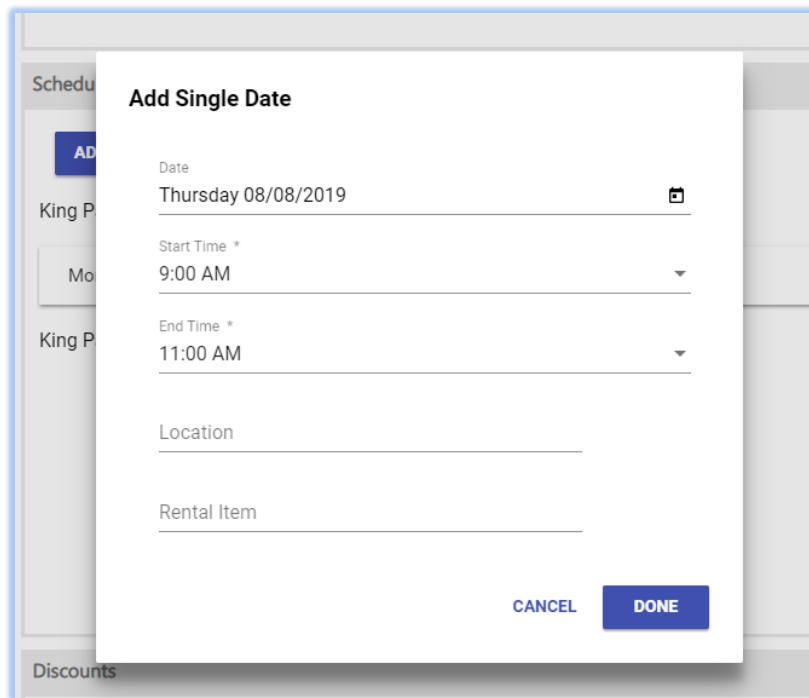
The screenshot displays the Tyler Parks and Recreation scheduling interface. At the top, it shows the schedule for 7/1/2019 - 8/12/2019. Below this, there are two buttons: "ADD RECURRING DATES" and "ADD SINGLE DATE". The main section is titled "King Park - Campsites". It shows a recurring schedule for Monday, Wednesday, and Friday, from 8:00 AM to 10:00 AM, with 19 dates listed. A red box highlights a three-dot menu icon in the top right corner of the schedule list. An "Edit Recurring Date" dialog box is open, showing a list of days with checkboxes: Sunday (unchecked), Monday (checked), Tuesday (unchecked), Wednesday (checked), Thursday (unchecked), Friday (checked), and Saturday (unchecked). The dialog also has fields for "Start Time" (8:00 AM), "End Time" (10:00 AM), "Location" (King Park), and "Rental Item" (Campsites). At the bottom of the dialog are "CANCEL" and "UPDATE" buttons. Below the dialog, a list of dates is shown: Monday 08/05 8:00 AM - 10:00 AM, Wednesday 08/07 8:00 AM - 10:00 AM, Friday 08/09 8:00 AM - 10:00 AM, and Monday 08/12 8:00 AM - 10:00 AM. At the bottom of the interface, it says "King Park - No Facility Reserved".

Note: Editing a recurring schedule resets any custom changes to their default states.

To add another series of recurring days for the same class, click the **ADD RECURRING DATES** button again to repeat the process.

SINGLE DATES

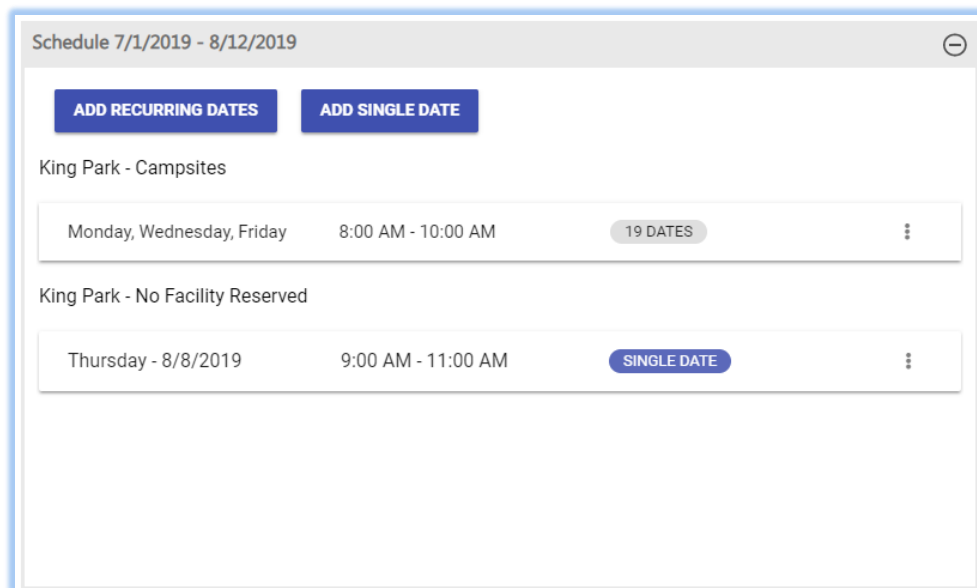
To schedule single dates for a class, click the **ADD SINGLE DATE** button. In the dialog that opens, select, at minimum, the day and the start and end times:



The screenshot shows a modal window titled "Add Single Date" overlaid on a background interface. The modal contains the following fields and controls:

- Date:** A text field with the value "Thursday 08/08/2019" and a calendar icon to its right.
- Start Time *:** A dropdown menu showing "9:00 AM".
- End Time *:** A dropdown menu showing "11:00 AM".
- Location:** A text input field.
- Rental Item:** A text input field.
- Buttons:** "CANCEL" and "DONE" buttons at the bottom right.

When finished, click **DONE**. The Schedule section refreshes, displaying the new single-date entry on a card:



The screenshot shows a web interface for scheduling. At the top, it says "Schedule 7/1/2019 - 8/12/2019". Below this are two buttons: "ADD RECURRING DATES" and "ADD SINGLE DATE". The interface lists two categories:

- King Park - Campsites:** A card showing "Monday, Wednesday, Friday", "8:00 AM - 10:00 AM", and "19 DATES".
- King Park - No Facility Reserved:** A card showing "Thursday - 8/8/2019", "9:00 AM - 11:00 AM", and a "SINGLE DATE" button.

VIEW SCHEDULE

If a recurring schedule has been edited or a single date has been added to a schedule, a *View Schedule* link appears at various points in the class registration process:

What's New in Tyler Parks and Recreation 2018.5

Parks & Rec > Class Registration > Create

Class Registration Create

[Parks & Rec](#) >> Class Registration >> Class Registration Create

SELECT PAYER

REGISTER CLASS

CONFIRM ORDER

PAY INVOICE

Keyword

Class Number

Class Type

Location

Gender

Age

Start Date

End Date

Instructor

Category

Day of the Week

Class	Description	Date	Fee	Age	Total Result: 25
Adolescent Flag Football Location: Foreside Field 07-2018-000410	Flag Football for Adolescents. • For 11-17 year olds Rules 1. Each person will wear 2 flags 2. You're out if both flags are pulled off 3. No Tackling. You're out if you tackle	Start Date: 5/11/2018 12:00:00 AM End Date: 5/11/2019 12:00:00 AM View Schedule	\$20.00 Non-Resident: \$25.00 Discounts Available	Ages: 1 - 99 Gender: Coed	Details
Baseball Fundamentals Location: Affton Community Center (ACC) 08-2018-000458		Start Date: 8/27/2018 12:00:00 AM End Date: 8/31/2019 12:00:00 AM View Schedule	\$75.00 Non-Resident: \$75.00	Ages: 5 - 75 Gender: Male	Details
ClassTypeTest Location: Bowling Bowl ACG-11-2018-000467		Start Date: 11/2/2018 12:00:00 AM End Date: 12/31/2018 12:00:00 AM View Schedule	\$0.00 Non-Resident: \$0.00	Ages: 0 - 99 Gender: Coed	Details

Clicking the link opens a Schedule pop-up containing a chronologically ordered list of all dates and times scheduled for the class:

Class Registration Create

[Parks & Rec](#) >> Class Registration

SELECT PAYER

Keyword

Gender

Instructor

Class ▲

Adolescent Flag Football
Location: Foreside Field
07-2018-000410

Baseball Fundamentals
Location: Affton Community
Center (ACC)
08-2018-000458

Schedule

Friday, May 11 2018	03:30 PM - 06:00 PM
Monday, May 14 2018	03:30 PM - 06:30 PM
Tuesday, May 15 2018	03:30 PM - 06:30 PM
Wednesday, May 16 2018	03:30 PM - 06:30 PM
Thursday, May 17 2018	03:30 PM - 06:30 PM
Friday, May 18 2018	03:30 PM - 06:00 PM
Monday, May 21 2018	03:30 PM - 06:30 PM
Tuesday, May 22 2018	03:30 PM - 06:30 PM
Wednesday, May 23 2018	03:30 PM - 06:30 PM
Thursday, May 24 2018	03:30 PM - 06:30 PM
Friday, May 25 2018	03:30 PM - 06:00 PM
Monday, May 28 2018	03:30 PM - 06:30 PM
Tuesday, May 29 2018	03:30 PM - 06:30 PM
Wednesday, May 30 2018	03:30 PM - 06:30 PM

Total Times: 62

CLOSE

The *View Schedule* link also appears during the registration process from the citizen portal.

RENTAL REGISTRATIONS

Parks & Rec > Rental Registration > Create

The Rental Registration Create process has been redesigned to make it easy for you to view and select available locations and their associated rental facilities and prices before scheduling and booking the rentals.

RENTAL REGISTRATION CREATE

On the first page of the rental registration create process, all locations as of today's date appear on individual cards arranged alphabetically:

Select a Location			
18 Available			
<input type="checkbox"/>	Affton Community Center (ACC)	9 Facilities	VIEW
<input type="checkbox"/>	Bowling Bowl	6 Facilities	VIEW
<input type="checkbox"/>	Ebsworth Park	7 Facilities	VIEW
<input type="checkbox"/>	Faust Park	12 Facilities	VIEW
<input type="checkbox"/>	Field House	3 Facilities	VIEW
<input type="checkbox"/>	Forside Recreational Facility	1 Facilities	VIEW

To focus the list, use the *Duration Type*, *Reservation Type* and *Location* filters at the top of the page.

Note: The duration types are hourly, half day and daily, and the available selections on the drop-down are set up at Administration > Parts & Rec. Setup > Available Type.

Each card shows the number of associated facilities. To display an alphabetical list of the facilities, click the chevron on the far-right side of a card:

What's New in Tyler Parks and Recreation 2018.5

Rental Registration Create

[Parks & Rec](#) >> Rental Registration >> Rental Registration Create

Rental - Reservations

Date
Tuesday 11/27/2018

Duration Type *

Reservation Type *

Location

Select a Location

18 Available

☐ Affton Community Center (ACC) 9 Facilities VIEW

Buffer Rental	Aquatic Center	Price: \$20.00 Non-Resident: \$25.00	GO TO CALENDAR
Delete	Aquatic Center	Price: \$20.00 Non-Resident: \$25.00	GO TO CALENDAR
Fitness Room	Room	Price: \$0.00 Non-Resident: \$0.00	GO TO CALENDAR
Gathering Great Room	Aquatic Center	Price: \$50.00 Non-Resident: \$55.00	GO TO CALENDAR
Gathering Room A	Aquatic Center	Price: \$50.00 Non-Resident: \$55.00	GO TO CALENDAR
Gathering Room B	Aquatic Center	Price: \$50.00 Non-Resident: \$55.00	GO TO CALENDAR
Meeting Room	Room	Price: \$30.00 Non-Resident: \$30.00	GO TO CALENDAR
multidaytest	Aquatic Center	Price: \$0.00 Non-Resident: \$0.00	GO TO CALENDAR

Each facility shows the reservation type and price and contains a link to the Rental Reservations calendar.

To continue the rental registration process, select check boxes next to any locations that contain rental items you may want to reserve, and click the **NEXT** button:

What's New in Tyler Parks and Recreation 2018.5

Rental Registration Create

[Parks & Rec](#) >> Rental Registration >> Rental Registration Create

Rental - Reservations

Date
Tuesday 11/27/2018

Duration Type *

Reservation Type *

Location
Faust Park

Select a Location

18 Available

<input type="checkbox"/>	Affton Community Center (ACC)	9 Facilities	VIEW	▼
<input type="checkbox"/>	Bowling Bowl	6 Facilities	VIEW	▼
<input type="checkbox"/>	Ebsworth Park	7 Facilities	VIEW	▼
<input checked="" type="checkbox"/>	Faust Park	12 Facilities	VIEW	▼
<input checked="" type="checkbox"/>	Field House	3 Facilities	VIEW	▼
<input type="checkbox"/>	Foreside Recreational Facility	1 Facilities	VIEW	▼

The Rental Reservations calendar opens:

What's New in Tyler Parks and Recreation 2018.5

Rental Registration Create

[Parks & Rec](#) >> Rental Registration >> Rental Registration Create

Rental - Reservations

NEW RESERVATION

CHECKOUT

Location: Faust Park

Rental Item

Nov 25 – Dec 1, 2018

month week day list

	Sun 11/25	Mon 11/26	Tue 11/27	Wed 11/28	Thu 11/29	Fri 11/30	Sat 12/1
12am							
1am							
2am							
3am							
4am							
5am							
6am							
7am							
8am							

Click in the *Rental Item* field to select from a drop-down of the facilities that are available for the selected location:

Location: Faust Park

Rental Item

Nov 25 –

week day list

	Sun 11/25	Mon 11/26	Tue 11/27		Sat 12/1
12am					
1am					
2am					
3am					

Faust Hourly

Faust Multi-Day

Faust One Session

Faust Park Area 1

Faust Park Area 2

Once you have selected a facility, the calendar reloads to show the available rental times in the unshaded areas:

What's New in Tyler Parks and Recreation 2018.5

Rental Registration Create

[Parks & Rec](#) >> Rental Registration >> Rental Registration Create

Rental - Reservations

NEW RESERVATION

CHECKOUT

Location
Faust Park

Rental Item
Faust Hourly


+

< > today

Nov 25 – Dec 1, 2018

month week day list

	Sun 11/25	Mon 11/26	Tue 11/27	Wed 11/28	Thu 11/29	Fri 11/30	Sat 12/1
8am							
9am							
10am							
11am							
12pm							
1pm							
2pm							
3pm							
4pm							

To reserve a time, click directly on the day and start time in the unshaded area, or click the orange plus button  above the calendar. In either instance, a date-time dialog opens for you to select and save the appropriate entries:

What's New in Tyler Parks and Recreation 2018.5

The screenshot displays the Tyler Parks and Recreation reservation system interface. At the top, the 'Location' is set to 'Faust Park' and the 'Rental Item' is 'Faust Hourly'. A calendar view shows the period from November 25 to December 1, 2018. A modal dialog is open for 'Faust Park', showing a reservation for 'Faust Hourly' on 11/29/2018 from 10:00 AM to 11:00 AM. The dialog includes 'CANCEL' and 'SAVE' buttons.

Note: The types of fields on this dialog vary according to the facility reservation type, i.e., whether it is hourly, half day or daily, and only the times that have not been reserved already display on the time drop-downs.

If you want to try another location, clear the *Location* field, and select from a drop-down of your previously selected locations:

What's New in Tyler Parks and Recreation 2018.5

Rental Registration Create

[Parks & Rec](#) >> Rental Registration >> Rental Registration Create

Rental - Reservations

NEW RESERVATION

CHECKOUT

Location

Rental Item

Faust Hourly

5 - Dec 1, 2018

month week day list

	Sun 11/25	Mon 11/26	Tue 11/27	Wed 11/28	Thu 11/29	Fri 11/30	Sat 12/1
8am							
9am							
10am							
11am							
12pm							
1pm							

Once you have saved a reservation, a card showing the reservation date, time and rental item displays above the calendar, and the day and time slot is shaded in blue-gray on the calendar:

Rental Registration Create [Parks & Rec >> Rental Registration >> Rental Registration Create](#)

Rental - Reservations

11/29/2018
10:00 AM - 11:00 AM
Faust Hourly

CHECKOUT

Location: Faust Park Rental Item: Faust Hourly

Nov 25 – Dec 1, 2018

	Sun 11/25	Mon 11/26	Tue 11/27	Wed 11/28	Thu 11/29	Fri 11/30	Sat 12/1
6am							
7am							
8am							
9am							
10am				10:00 - 11:00 Reserved - Faust Hourly			
11am							
12pm							
1pm							

To change the day or time of a saved reservation, click the card or the shaded area in the calendar, and the date-time dialog opens, enabled for editing. To discard a reservation, click the trash can icon on the card.

You may make as many reservations as you need, and a card displays for each one.

CHECKOUT

Clicking the **CHECKOUT** button takes you to the Rental Details & Acknowledgements page containing add-ons, required disclaimers and custom fields, if applicable:

Rental Registration Create

[Parks & Rec](#) >> Rental Registration >> Rental Registration Create

Rental Details & Acknowledgements

BACKNEXT

Affton Community Center (ACC) - Fitness Room

Fitness Room

The fitness room has seven dual fitness stations, two recumbent bikes, three treadmills, an elliptical, a low impact tread master and free weights. An adult must accompany children ages 14-16. Children age 17 must have a parental release form. Call for fee information.

☐ By checking this box, I certify that I have read, understand and agree to the terms shown here
** You have to agree to the terms to proceed*

12/26/2018
09:00 AM - 10:00 AM
Fitness Room

Available Add - Ons

Account Credit Add On - \$15.00

Quantity
1

Supplemental Data

Add Adult Registration - \$5.00

Quantity
1

If multiple facilities have been selected, the additional items are grouped under the appropriate facility cards:

Rental Registration Create

[Parks & Rec](#) >> Rental Registration >> Rental Registration Create

Rental Details & Acknowledgements

[BACK](#) [NEXT](#)

Aftton Community Center (ACC) - Fitness Room

Fitness Room

☒ By checking this box, I certify that I have read, understand and agree to the terms shown here

The fitness room has seven dual fitness stations, two recumbent bikes, three treadmills, an elliptical, a low impact tread master and free weights. An adult must accompany children ages 14-16. Children age 17 must have a parental release form. Call for fee information.

12/26/2018
09:00 AM - 10:00 AM
Fitness Room

Available Add - Ons

Account Credit Add On - \$15.00

Quantity
1

Supplemental Data

Add Adult Registration - \$5.00

Quantity
1

12/26/2018
10:00 AM - 11:00 AM
Fitness Room

Available Add - Ons

Account Credit Add On - \$15.00


Quantity
1

Supplemental Data

Add Adult Registration - \$5.00

Quantity
1

If you are scheduling the same facility in multiple time slots, after making item selections for one facility, you may click a button to have the same selections applied automatically to the other facilities:

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technologies

18

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<div>T-Shirt - \$9.00</div> <div>Quantity 2</div> <div>Color ▼</div>	<div>T-Shirt - \$9.00</div> <div>Quantity 1</div> <div>Color ▼</div>
<div>Lunch - \$10.00</div> <div>Quantity 2</div> <div>Lunch Test ▼</div>	<div>Lunch - \$10.00</div> <div>Quantity 1</div> <div>Lunch Test ▼</div>
Number Of Attendees 0	Number Of Attendees 0
Tee Shirt ▼	Tee Shirt ▼
Height" <> &	Height" <> &
Medical Release Req... ▼	Medical Release Req... ▼
Apply these selection(s) to all Fitness Room	


ADD PAYER

The *Add Payer* field has been moved to the last step of the rental registration create process. This step also displays the registration date:

Rental Registration Create [Parks & Rec >> Rental Registration >> Rental Registration Create](#)

Registration Date:

12/23/2018 BACK NEXT

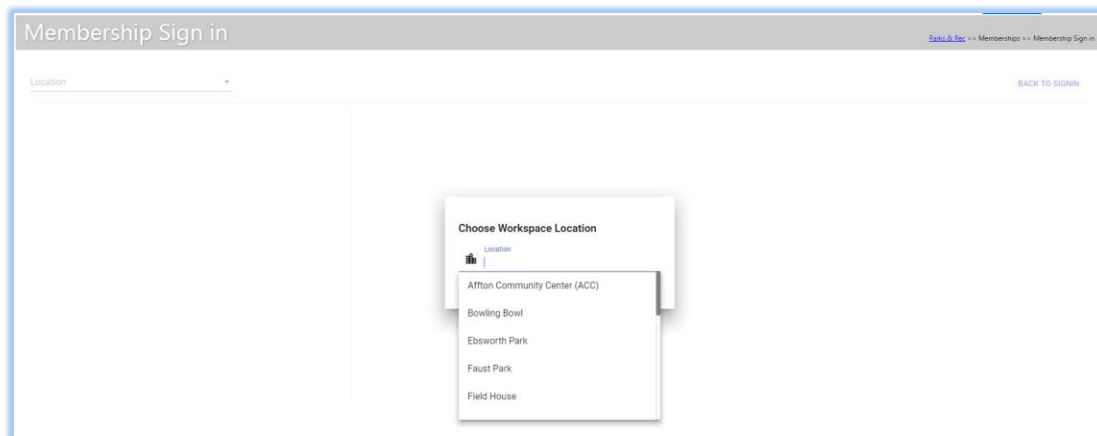
 **Add Payer***

MEMBERSHIPS

Parks & Rec > Memberships > Sign In

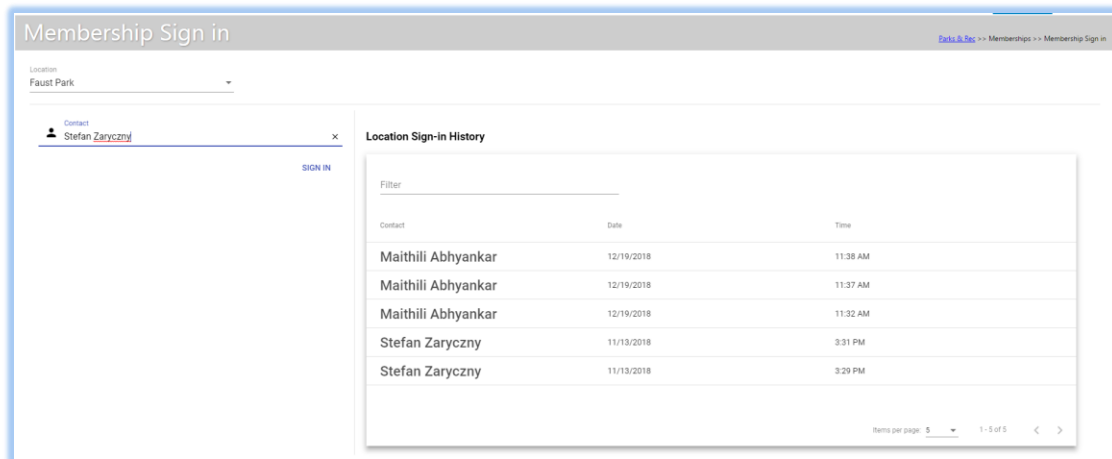
Providing a cleaner, more intuitive user experience, the Membership Sign In process has been redesigned to let you select the location you are working from, track location sign-in history, view usage-based memberships and deduct usages, view membership privileges and locations and print and link membership cards manually or with a scanner.

Clicking the *Sign In* link opens a page that asks you to select the workspace location you will be signing members into:



The screenshot shows the 'Membership Sign in' page. At the top, there is a breadcrumb trail: 'Parks & Rec > Memberships > Membership Sign in'. Below the header, there is a 'Location' dropdown menu. A modal window titled 'Choose Workspace Location' is open, displaying a list of locations: 'Affton Community Center (ACC)', 'Bowling Bowl', 'Edsworth Park', 'Faust Park', and 'Field House'. A 'BACK TO SIGNIN' link is visible in the top right corner of the page.

Once you have selected a location, the main Membership Sign In page displays:



The screenshot shows the 'Membership Sign in' page with 'Faust Park' selected in the 'Location' dropdown. On the left, there is a 'Contact' dropdown menu showing 'Stefan Zaryczny' and a 'SIGN IN' button. On the right, there is a 'Location Sign-in History' table. The table has a 'Filter' field and columns for 'Contact', 'Date', and 'Time'. The table displays five rows of sign-in history. At the bottom right, there is a pagination control showing 'Items per page: 5' and '1 - 5 of 5'.

Contact	Date	Time
Maithili Abhyankar	12/19/2018	11:38 AM
Maithili Abhyankar	12/19/2018	11:37 AM
Maithili Abhyankar	12/19/2018	11:32 AM
Stefan Zaryczny	11/13/2018	3:31 PM
Stefan Zaryczny	11/13/2018	3:29 PM

A **Location Sign-in History** displays in the right panel of the page, showing a list of the contacts who have signed in, along with the dates and times of sign-in.

Use the *Filter* field to focus the list. To sort the list by *Contact*, *Date* or *Time*, click the corresponding column header.

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The left panel contains *Location* and *Contact* fields. The workspace location selected in the first step defaults in the *Location* field. If necessary, you may change the location by clicking in the field and selecting from a drop-down of available locations.

If a contact has a membership card, scan the card to navigate automatically to the **Sign-in Details**.

If a contact does not have a membership card to be scanned, click in the *Contact* field. The drop-down contains all contacts, sorted alphabetically by last name, who hold or have held at least one membership to any location in the system. Email addresses also are shown next to the contact names.

You may scroll and select the contact from the list or type the contact's name in the field. As you type, the list of names filters accordingly.

Once you select the contact's name, click the **SIGN IN** button.

On the following page, the right panel contains the **Sign-in Details**, and the left panel contains the location and the contact:

The screenshot shows the 'Membership Sign in' interface. On the left, under 'Location', 'Faust Park' is selected. Below this is a contact photo of Stefan Zaryczny with buttons for 'SIGN IN', 'MEMBERSHIP DETAILS', and 'LINK NEW CARD'. On the right, the 'Sign-in Details' section shows a green checkmark and 'Granted Good Standing'. Below this, the contact name 'Sailor Boiz' is listed with 'Expiration: Sep 1, 2019' and 'Uses Remaining: 5'. A blue 'USE' button is at the bottom right of this section. A 'BACK TO SIGNIN' link is in the top right corner.

The **Sign-in Details** show the membership providing access to the location, the membership expiration date and the number of uses remaining. If the contact has multiple memberships, the one that expires first is shown, and usage is deducted from that one.

To deduct one use, click the **USE** button. To deduct multiple uses, click the prompt on the right side of the button, and select the number from the drop-down:

This screenshot is similar to the previous one, but the 'USE' button's dropdown menu is open, showing a list of numbers: 1, 2, 3, and 4. The 'Uses Remaining' for 'Sailor Boiz' is now 4. The rest of the interface remains the same.

The number you select appears in parentheses on the **USE** button:

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Sign-in Details

✓ **Granted** | Good Standing

Sailor Boiz
Expiration: Sep 1, 2019
Uses Remaining: 4

USE (2)

To deduct the uses, click the button. The name of the button changes to **LOGGED** and is disabled, and the number of *Uses Remaining* is adjusted accordingly:

Sign-in Details

✓ **Granted** | Good Standing

Sailor Boiz
Expiration: Sep 1, 2019
Uses Remaining: 2

LOGGED

If a membership provides unlimited access, the **USE** button and the number of *Uses Remaining* do not appear in the panel.

To view a contact's complete list of memberships and membership cards, click the **MEMBERSHIP DETAILS** button in the left panel:

Membership Sign in

Location: Faust Park

Stefan Zaryczny
SIGN IN
MEMBERSHIP DETAILS
LINK NEW CARD

Membership Details


MEMBERSHIPS	CARDS
age test memb	Exp: 03/10/2019
Delete	Exp: 11/13/2018
Mem demo	Exp: 10/04/2018
PO Review	Exp: 10/31/2018
Sailor Boiz	Exp: 09/01/2019
Stefan Membership	Exp: 01/03/2019
Super Free	Exp: 09/20/2018
TC Paul	Exp: 01/25/2019

Memberships display on individual cards on the **Memberships** tab. To view the privilege and location associated with a membership, click the corresponding card to expand it:

What's New in Tyler Parks and Recreation 2018.5

Membership Sign in

Location
Faust Park



Stefan Zaryczny

SIGN-IN

MEMBERSHIP DETAILS

LINK NEW CARD

Membership Details

MEMBERSHIPS

CARDS

age test memb	Exp: 03/10/2019
Delete	Exp: 11/13/2018
Mem demo	Exp: 10/04/2018
PO Review	Exp: 10/31/2018

Sailor Boiz

Exp: 09/01/2019

Faust Park Access | Faust Park

Test | Affton Community Center (ACC)

Privileges and locations also appear on individual cards. To view the expiration date, uses remaining, logged uses and the last logged use of a privilege, click the corresponding card to expand it:

Membership Details

MEMBERSHIPS

CARDS

age test memb	Exp: 03/10/2019
Delete	Exp: 11/13/2018
Mem demo	Exp: 10/04/2018
PO Review	Exp: 10/31/2018

Sailor Boiz

Exp: 09/01/2019

Faust Park Access | Faust Park


Expiration	Usages Remaining	Logged of Usages	Last
10/01/2018	2	3	12/23/2018

Test | Affton Community Center (ACC)

Membership card numbers and their issued dates display on the **Cards** tab:

Membership Sign in

Location
Faust Park


Stefan Zaryczny
[SIGN-IN](#)
[MEMBERSHIP DETAILS](#)
[LINK NEW CARD](#)

Membership Details

[MEMBERSHIPS](#) [CARDS](#)

CARD NUMBER	DATE ISSUED	
123456789	12/10/18	⋮
44566	12/10/18	⋮
55555	11/27/18	⋮
444444	11/27/18	⋮

[PRINT A CARD](#) [LINK NEW CARD](#)

To remove a card, click the vertical ellipses to the right of the expiration date, and select **Remove**.

Buttons to print a card and to link a new card are available at the bottom of the tab.

The **PRINT A CARD** button opens a dialog containing the name of the city or county, the name of the member and a bar code derived from the contact number on the Contact Details page:

Membership Details

[MEMBERSHIPS](#) [CARDS](#)

1 of 1 Find | Next

Louis County Parks and Rec

Member: Stefan Zaryczny

042018004289

[PRINT A CARD](#) [LINK NEW CARD](#)

The **LINK NEW CARD** button opens a dialog for scanning or entering a card number for a card printed outside of Parks and Recreation:

Membership Details

MEMBERSHIPS


CARDS

CARD NUMBER	DATE ISSUED
123456789	
44566	
555555	
444444	

PRINT A CARD

LINK NEW CARD

Link Card



Card Number

778899

Scan for easy enter!

CANCEL

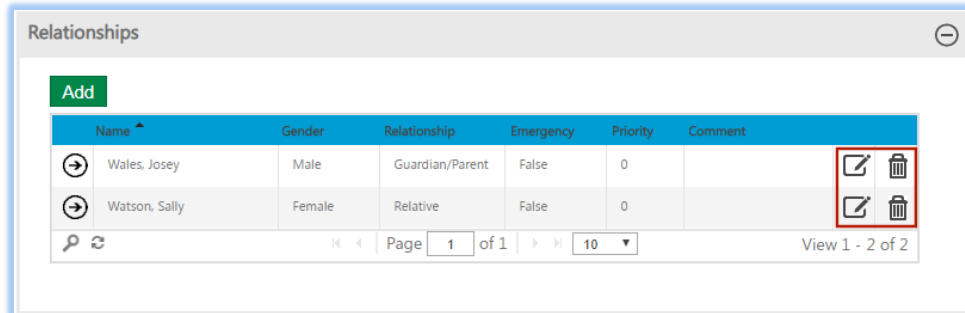
LINK CARD


HOUSEHOLD CONTACT STRUCTURE

CONTACT RELATIONSHIP EDIT AND DELETE

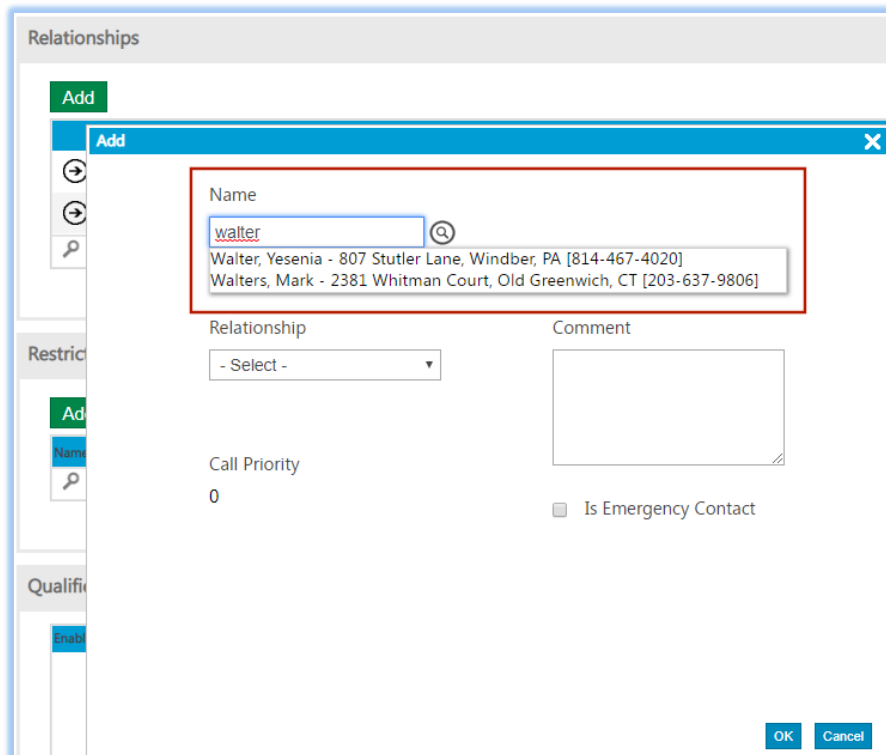
Parks & Rec > Contact > Search > Create/Edit

The “(Linked)” designation has been removed from the Contact Details Relationships grid, and edit and delete functions have been made available for all contact relationships, regardless of originating points:



	Name	Gender	Relationship	Emergency	Priority	Comment
➔	Wales, Josey	Male	Guardian/Parent	False	0	 
➔	Watson, Sally	Female	Relative	False	0	 

The *Name* field in the add or edit contact relationship dialog also has been enhanced to display a list of names that match what is being typed in the field:



Add

Name

Walter

Walter, Yesenia - 807 Stutler Lane, Windber, PA [814-467-4020]
Walters, Mark - 2381 Whitman Court, Old Greenwich, CT [203-637-9806]

Relationship

- Select -

Comment

Call Priority

0

☐ Is Emergency Contact

OK Cancel

REGISTRATION SETTINGS

Administration > System Settings

A **Registration Settings** section has been added to the System Settings page. This section contains an **Enforce Emergency Contact for Minors** check box:

Parks & Recreation Admin ParksRec Sign out
My Home Parks & Rec Administration

System Settings

[Administration](#) >> System Setup >> System Settings

- Collapse All -

System Settings

Time Picker Interval: 5
Time Zone: (UTC-05:00) Eastern Time
Page Size in Admin Site: 10

Site Contact Settings

Site Contact Name:
Site Contact Phone:

Class Settings

☒ Default Auto Add Waitlist Contacts as Registrants

Registration Settings

☒ Enforce Emergency Contact for Minors

Save

With this box selected, any citizen under 18 years of age is required to add an emergency contact when registering for classes or joining memberships. If the citizen does not have an emergency contact, the following message displays:

CONTACT DETAILS CONTACT ADDRESS RELATIONSHIP CONFIRM

Cart 1 [Checkout](#)

Confirm

Elijah Wales
789 Oak St.
Troy, MI 48098

Date Of Birth:
09/04/2002

Gender:
Male

Contact Preference:
Mobile Phone
333-444-5555

Relationship/Dependent:

Force Emergency Contact for Minors

This contact is under 18 years old and will require an emergency contact to be added before registering for classes or joining memberships.

[OK](#)

[< Back](#) [Save](#)

This message also displays when a dependent is added on the fly during a registration and when a contact under 18 years of age is added through the administrative side of Parks and Recreation. Although the Contact Details page for an underage contact may be saved, the message serves as a reminder that, at some point, an emergency contact needs to be designated.

EMERGENCY CONTACT PHONE NUMBER REQUIRED

Parks & Rec > Contact > Search > Create/Edit

The Add Contact feature has been modified to disable the *Is Emergency Contact* check box and display a descriptive message if the contact does not have a phone number on file:

Relationships

Add

Name
Wales, Josey

Add

Relationship
- Select -

Call Priority
0

Comment

☐ Is Emergency Contact

⚠ The contact selected does not have a phone number assigned and cannot be chosen as an emergency contact.

OK Cancel

USER AND CONTACT MAY HAVE SAME EMAIL ADDRESS

The same email address now may be used for an administrative user who also is a contact; the passwords, however, may not be the same:

Administration > System Setup > User > Create/Edit

User Details

Administration >> System Setup >> User Details

email: stefan.zaryczny@tylertech.com role: Administrator first name: Stefan

last name: Zaryczny

User Info Departments

Search

User Role
Administrator

Title

First Name
Stefan

Email Address
stefan.zaryczny@tylertech.co

Last Name
Zaryczny

Middle Name

Phone Number

Change Password

☒ Active


Save and New Save

What's New in Tyler Parks and Recreation 2018.5

Parks & Rec > Contact > Search > Create/Edit

Contact Details

[Parks & Rec](#) >> Contact >> Contact Details



First Name: Stefan

Last Name: Zaryczny

Contact Number: CONT-04-2018-004289

Credit Balance: \$0.00

General

Custom

Documents

Transactions

History

- Collapse All -

Search

Save and New

Save

Contact Info

* Indicates required fields

Contact Preference*	Home Phone
Email	111-222-3333
First Name*	Work Phone
Stefan	
Middle Name	Mobile Phone
Last Name*	Alternative Phone
Zaryczny	
Gender	Alternative Mobile Phone 1
Male	
Contact Type	Alternative Mobile Phone 2
- Select -	
Date of Birth (mm/dd/yyyy)*	Email Address*
01/01/1989	stefan.zaryczny@tylertech.co
Age: 29	
<input type="checkbox"/> Resident	<input type="checkbox"/> Employee
<input type="checkbox"/> Override Resident Status	

MISCELLANEOUS

CLASS TYPE EDIT

Parks & Rec > Class > Search > Edit

In the **Setup** section of the Class Details page, the *Class Type* field now may be edited after a class has been saved. The *Fee Template* and *Fee Name* may not be edited after a registrant has been added to the class:

Class Details [Parks & Rec >> Class >> Class Details](#)

Name: Summer Camp Week 4 **Registrants:** 6
Class Number: 02-2016-000363 **Waitlist:** 1

[General](#) [Custom](#) [Documents](#) [Attendance](#) [History](#)

[- Collapse All -](#) [Email](#) [Search](#) [Copy](#) [Save and New](#) [Save](#)

Setup

* Indicates required fields

Class Name*
Summer Camp Week 4

Start Date*
12/1/2018

Class Type*
Skillz

End Date*
1/31/2019

Fee Template
- Select -

Fee Name
Simple Charge Fee

Registration Start*
2/12/2016 12:00 AM

Registration Deadline*
12/18/2018 12:00 AM

Payment Deadline
8/20/2019 9:50 AM

Fee*

COLLECTION EXPORT

Parks & Rec > Transaction > Collection Export > Collection Export

Parks & Rec > Class > Search > Edit > Registrants > Delete > Void

Customers using Incode Version 9 in Collection Export Integration Settings no longer will include unexported voided collections.

If a collection has been exported, attempting a void notifies the user of the need to adjust the external financial system manually:

What's New in Tyler Parks and Recreation 2018.5

The screenshot shows the 'Class Refund Fees' window. A red box highlights a modal dialog box titled 'Transaction Exported to External System'. The dialog contains a warning icon and the text: 'The original transaction has already been imported into the external financial system. Void will have to be manually entered in external system.' Below this text is a 'Continue?' label. At the bottom of the dialog are 'Cancel' and 'Proceed' buttons. In the background, the 'Class Refund Fees' window is partially visible, showing a 'Fee Name' dropdown with 'Summer Camp Fee' selected, a 'Comments' text box, a checked checkbox for 'Cancel Discount Class Registration?', and a row of buttons: 'Void', 'Transfer', 'Refund Check', 'Account Credit', and 'Cancel'.

DISCOUNT DETAILS

Administration > Cashier Setup > Discount > Discount Details

The *Description* field on the Discount Details page has been replaced with a resizable text box to allow room for more content:

The screenshot shows the 'Discount Details' page in the Tyler Parks & Recreation system. The page has a blue header with 'Parks & Recreation' and navigation links for 'My Home', 'Parks & Rec', and 'Administration'. Below the header is a breadcrumb trail: 'Administration >> Cashier Setup >> Discount Details'. The main content area is titled 'Discount Details' and has a 'Setup' tab selected. A red box highlights the 'Description' field, which is now a large, resizable text box containing the text 'Expanded area for detailed description'. Other fields include 'Name*' (60 & Older), 'Dollar Amount' (1.00), 'Percentage' (empty), 'Start Date*' (5/25/2018), 'End Date' (6/7/2019), 'Discount Type*' (Age), 'From Age' (60), and 'To Age' (empty). A 'Search' button is located in the top right corner.

MEMBERSHIP PERIOD FILTER REMOVED

Parks & Rec > Memberships > Search

The *Membership Period* filter has been removed from the Memberships Search page:

Parks & Recreation Admin, ParksRec Sign out
My Home Parks & Rec Administration

Memberships Search

[Parks & Rec](#) >> Memberships >> Memberships Search

Memberships Search

Keyword Access Type Access To Age

- Select - - Select -

☐ Is a Group Membership ☐ Residents Only

Create

Name	Discounts	Membership Fee	Membership Period	Is a Group Membership	
Delete		\$20.00 / \$25.00	09/04/2018	false	
Mem 1	Discounts Available	\$10.00 / \$10.00	09/01/2018 - 09/30/2018	false	
Mem demo		\$10.00 / \$10.00	09/13/2018	false	
Park and Music	Discounts Available	\$15.00 / \$15.00		false	
Pauls 30 day	Discounts Available	\$55.00 / \$555.00	30 days	false	
PO Review		\$10.00 / \$12.00	10/03/2018 - 10/31/2018	false	
Sailor Boiz		\$0.00 / \$0.00	09/01/2018 - 09/30/2018	false	
Stefan Membership		\$100.00 / \$120.00	30 days	false	
Stefans 2nd Membership		\$100.00 / \$110.00		false	
Super Free		\$0.00 / \$0.00		false	

Page 1 of 2 10 View 1 - 10 of 14

MEMBERSHIPS DETAILS-MINIMUM/MAXIMUM AGE

Parks & Rec > Memberships > Search > Create/Edit

Age restrictions (*Minimum Age*, *Maximum Age*) have been moved from the Edit Membership Privilege dialog and the grid on the Memberships Privileges page to the Memberships Details page:

Memberships Details

Parks & Rec >> Memberships >> Memberships Details

General

- Collapse All -

Search Save and New Save

Membership Setup

* indicates required field.

Name* Park and Music

Membership Fee* 15.00

Number Of Days 30

Non-resident Fee* 15.00

Start Date

End Date

Fee Name Recreation

Fee Template - Select -

Registration Start 4/17/2018

Registration Deadline 4/30/2019

☐ Allow Auto-Renewal

☐ Is a Group Membership

☒ Show on Portal

☐ Resident Only

☐ Include Disclaimer on Receipt

Minimum Age

Maximum Age

Registration Custom Layout - Select -

Registration Disclaimer - Select -

SERVICE FEE SUPPORT FIELD

Administration > Cashier Setup > Payment Method > Create/Edit

On the Payment Method **Setup** tab, the *Service Fee Disclaimer* field has been renamed *Service Fee Support* and upgraded to a rich text field. This field appears when the *System Tender Type* is **Credit Card**, the *Payment Gateway* is **BridgePay** and *Apply Credit Card Service Fee* is selected:

What's New in Tyler Parks and Recreation 2018.5

Parks & Recreation Admin, ParksRec Sign out
My Home Parks & Rec Administration

Payment Method Details

Administration >> Cashier Setup >> Payment Method Details

Setup Search

Name: Scholarship

Description: Account Transfer Payment Method

System Tender Type: Credit Card

Payment Gateway: BridgePay

☒ Apply Credit Card Service Fee

Service Fee Calculation Type: - Select -

Service Fee Amount:

☒ Include in BackOffice
☒ Include in Portal

☒ Is Active
☒ Is Refund Type
☐ Use Fee Liability GL Account for Refunds
☐ Require Countdown
☐ Require Supplemental Data

Service Fee Support

PRIVACY POLICY: This statement should tell the consumer how the merchant will be using the personal data they have collected. " We respect and are committed to protecting your privacy. We may collect personally identifiable information when you visit our site. We also automatically receive and record information on our server logs from your browser including your IP address, cookie information and the page(s) you visited. We will not sell your personally identifiable information to anyone." (and so on...) Or, if they do pass along personal information for whatever reasons, they would state this instead. This policy should be tailored to how the merchant intends to use the information they are given.

SECURITY POLICY: This statement should tell the consumer how their personal information is kept secure during the transmission of payment. "Your payment and personal information is always safe. Our Secure Sockets Layer (SSL) software is the industry standard and among the best software

Save and New Save

The text entered here appears whenever **BridgePay** is selected as the *Payment Method* on the citizen portal:

What's New in Tyler Parks and Recreation 2018.5

Final Step - Make a Payment

Payment

Payment Method
BridgePay

[Pay Now](#) [Pay Later](#)

Your normal service fee for credit card payment processing is as follows:
5.00% of your payment amount

****Fees for online payments will be listed separately.****

Questions may be addressed to BridgePay Support @ 123-456-7891

Order Summary

Invoice To: Wales, Josey

Wales, Josey : 0 - Winter membership - Membership -

Basic Class Fee	1	\$40.00
		Service Fee: \$2.00
		Total: \$42.00

[< Back](#)

FEE SETUP

Administration > Cashier Setup > Fee > Edit > Fee Schedule tab > Add/Edit

The Fee Schedule dialog, accessed from the **Schedule** tab of the Fee Details page, has been upgraded to let you set up percentage fees and tie them to a fee schedule. The layout of the dialog also has been redesigned to facilitate a more efficient interaction:

What's New in Tyler Parks and Recreation 2018.5

The screenshot shows the 'Parks & Recreation' web application. The top navigation bar includes 'My Home', 'Parks & Rec', and 'Administration'. The 'Administration' tab is active, showing a breadcrumb trail: 'Administration >> Cashier Setup >> Fee Details'. The main heading is 'Fee Details'. Below it, the 'Name' is 'ART CENTER', 'Description' is 'Art Center fees', and 'Fee Type' is 'Calculated'. A modal window titled 'Fee Schedule' is open, showing 'Fee Type' as 'Percentage' and 'Fee Schedule' as '2013-2025'. The modal also has a 'Fee Percentage' field and a 'Fee Percentage Settings' section with 'Rounding Value', 'Min Amount', and 'Max Amount' fields. At the bottom of the modal are 'CANCEL' and 'SAVE' buttons. The background page shows a table with a 'Fee Schedule' section containing '2013-2025' and a 'Min Amount' of '9900'. There is a 'Search' button and a 'Save' button on the right side of the page.

CART FEES

Administration > Cashier Setup > Cart Fees

To let you set up cart fees on the administrative and citizen portal sides, a *Cart Fees* option has been added to the **Cashier Setup** section of the **Administration** tab:



Clicking this option opens the Cart Fees page:

Parks & Recreation Admin, ParksRec [Sign out](#)
My Home Parks & Rec Administration

Cart Fees

[Administration](#) >> [Cashier Setup](#) >> [Cart Fees](#)

Cart Fees

Portal Cart Fee	<input type="checkbox"/>
Administrative Cart Fee	<input type="checkbox"/>

CANCEL UPDATE

The **Portal Cart Fee** and **Administrative Cart Fee** appear on individual cards. To set up either cart fee, click its corresponding button on the right side of the card.

The card expands to display two fields side by side:

Parks & Recreation Admin, ParksRec [Sign out](#)
My Home Parks & Rec Administration

Cart Fees

[Administration](#) >> [Cashier Setup](#) >> [Cart Fees](#)

Cart Fees

Portal Cart Fee	<input checked="" type="checkbox"/>
Type: Percentage Fee Percent 0.00	
Administrative Cart Fee	<input type="checkbox"/>

CANCEL UPDATE

Click in the left field to select from a drop-down whether the cart fee will be a **Percentage** or an **Amount**:

Parks & Recreation Admin, ParksRec [Sign out](#)
My Home Parks & Rec Administration

Cart Fees

[Administration](#) >> Cashier Setup >> Cart Fees

Cart Fees

Portal Cart Fee ☒

Type: **Percentage** Fee Percent 0.00

Amount ☐

CANCEL UPDATE

In the right field, type the percentage or dollar amount:

Parks & Recreation Admin, ParksRec [Sign out](#)
My Home Parks & Rec Administration

Cart Fees

[Administration](#) >> Cashier Setup >> Cart Fees

Cart Fees

Portal Cart Fee ☒

Type: **Percentage** Fee Percent 3.00

Administrative Cart Fee ☐

CANCEL UPDATE

Click the **UPDATE** button to save your entries.

CART FEE PAYMENT METHOD SETUP

Administration > Cashier Setup > Fee > Administrative Cart Fee Edit/Portal Cart Fee Edit

With release 2018.5, an **Administrative Cart Fee** and a **Portal Cart Fee** automatically populate the Fee table. To ensure that cart fees hit the correct general ledger accounts, add any payment methods used in Parks and Recreation to the **GL Accounts** tab on the administrative and portal cart fee pages:

Administrative Cart Fee

Fee Details

[Administration >> Cashier Setup >> Fee Details](#)

Name: Administrative Cart Fee **Description:** Administrative Cart Fee **Fee Type:** Calculated

Details Fee Schedule Modules **GL Accounts**

[Add](#) [Search](#)

Payment Method Name ^	Debit Account Name	Credit Account Name	Percentage		
BridgePay	Cash Account	Accounts Receivable	100.0000		
Cash	Cash Account	Accounts Receivable	100.0000		
Credit Card	Cash Account	Accounts Receivable	100.0000		
OpenEdge	Cash Account	Accounts Receivable	100.0000		

Page 1 of 1 10 View 1 - 4 of 4

[Save](#)

Portal Cart Fee

Fee Details

[Administration >> Cashier Setup >> Fee Details](#)

Name: Portal Cart Fee **Description:** Portal Cart Fee **Fee Type:** Calculated

Details Fee Schedule Modules **GL Accounts**

[Add](#) [Search](#)

Payment Method Name ^	Debit Account Name	Credit Account Name	Percentage		
BridgePay	Cash Account	Accounts Receivable	100.0000		
Cash	Cash Account	Accounts Receivable	100.0000		
OpenEdge	Cash Account	Accounts Receivable	100.0000		

Page 1 of 1 10 View 1 - 3 of 3

[Save](#)

RENTAL DETAILS AND RENTAL REVENUE REPORTS

Parks & Rec > Rental Item > Report > Rental Item Details Report/Rental Revenue Report

The event date has been added to the Rental Item Details Report and the Rental Revenue Report:

RENTAL ITEM DETAILS REPORT

St. Louis County Parks and Rec
Rental Item Details Report Displaying Rentals Ending Within Date Range 8/1/2018 - 9/14/2018

Allow Alcohol Custom Item Number: HIST-06-2016-000089
Location: Ebsworth Park

	RESIDENTS	NON-RES.	TOTAL
Amount Invoiced:	\$0.00	\$474.38	\$474.38
- from Fees:	\$0.00	\$474.38	\$474.38
- from Add-Ons:	\$0.00	\$0.00	\$0.00
Amount Collected:	\$0.00	\$474.38	\$474.38
Amount Uncollected:	\$0.00	\$0.00	\$0.00

Revenue by Payer

Contact Number	Name	Invoice Amount	Paid Amount	Balance Due
CONT-04-2018-004286	Abhyankar, Maitili	\$82.50	\$82.50	\$0.00
	RNTL-08-2018-000568 8/31/2018 1:00 PM - 8/31/2018 2:00 PM	\$82.50	\$82.50	\$0.00
CONT-07-2018-005665	Mallinator, Fred	\$226.88	\$226.88	\$0.00
	RNTL-08-2018-000543 8/2/2018 9:05 AM - 8/2/2018 10:50 AM	\$144.38	\$144.38	\$0.00
	RNTL-08-2018-000564 8/30/2018 8:00 AM - 8/30/2018 9:00 AM	\$82.50	\$82.50	\$0.00
CONT-05-2018-004305	Wales, Josey	\$165.00	\$165.00	\$0.00
	RNTL-08-2018-000523 8/1/2018 1:00 PM - 8/1/2018 2:00 PM	\$82.50	\$82.50	\$0.00
	RNTL-08-2018-000524 8/1/2018 1:00 PM - 8/1/2018 2:00 PM	\$82.50	\$82.50	\$0.00

9/7/2018 11:16:14 AM Page 1 of 13

Close

RENTAL REVENUE REPORT

Begin Range

7/9/2018

End Range

9/14/2018

Item Types

Any

Show Fee Details?

Yes

Location

Any

View Report

1 of 10

Find | Next

St. Louis County Parks and Rec

Rental Revenue Report

Displaying Revenue Between 7/9/2018 - 9/14/2018

Allow Alcohol Custom

Item Number: HIST-06-2016-000089

Location: Ebsworth Park

	RESIDENTS	NON-RES.	TOTAL
Gross Revenue:	\$0.00	\$220.00	\$220.00
-Fees:	\$0.00	\$220.00	\$220.00
-Add-Ons:	\$0.00	\$0.00	\$0.00
Net Revenue:	\$0.00	\$220.00	\$220.00
-Fees:	\$0.00	\$220.00	\$220.00
-Add-Ons:	\$0.00	\$0.00	\$0.00

Revenue by Payer

Contact Number	Name	Collected	Refunded	Net
CONT-04-2018-004286	Abhyankar, Maitihili	\$82.50	\$0.00	\$82.50
	RNTL-08-2018-000568 8/31/2018 8:00 PM 8/31/2018 2:00 PM	\$82.50	\$0.00	\$82.50
	8/30/2018 9:34 AM			
	Rental Fee for Allow Alcohol Custom: Rental registration fee.	\$82.50	\$0.00	\$82.50
CONT-07-2018-005665	Mallinor, Fred	\$82.50	\$0.00	\$82.50
	RNTL-08-2018-000564 8/30/2018 8:00 AM - 8/30/2018 9:00 AM	\$82.50	\$0.00	\$82.50
	8/29/2018 12:25 AM			
	Rental Fee for Allow Alcohol Custom: Rental registration fee.	\$82.50	\$0.00	\$82.50
CONT-04-2018-004289	Zaryczny, Stefan	\$55.00	\$0.00	\$55.00
	RNTL-07-2018-000510 7/24/2018 8:00 AM - 7/24/2018 9:00 AM	\$55.00	\$0.00	\$55.00
	7/23/2018 8:22 AM			
	Rental Fee for Allow Alcohol Custom: Rental registration fee.	\$55.00	\$0.00	\$55.00

Close

TRANSACTION SETTLEMENT REPORT

Parks & Rec > Transaction > Report

A *Processed By* filter has been added to the Transaction Settlement Report:

What's New in Tyler Parks and Recreation 2018.5

Parks & Recreation Admin, ParksRec [Sign out](#)

My Home Parks & Rec Administration

My Reports

[Parks & Rec](#) >> [My Reports](#) >> [My Reports](#)

Start Date: 8/1/2018 12:00:01 AM NULL End Date: 9/7/2018 11:59:59 PM NULL [View Report](#)

Show Fee Details? No GL Export Status: Any

Include Summary For: Deposit Summary Include Payment Methods: Any

Include Transaction Types: Any Department: Any

Processed By: **parksrecsystem**

1 of 1 Find | Next

Transaction Settlement Report

St. Louis County Parks and Rec

Receipt Number	Date	Type	Payment Method	Check No.	Paid By	Invoice Number	Department	Processed By	Amount
RECEIPT-08-2018-002918	8/1/2018	F	BridgePay		Wales, Josey	08-2018-002717	UNKNOWN	parksrecsystem@tylertech.com	18.00
RECEIPT-08-2018-002919	8/1/2018	F	BridgePay		Wales, Josey	08-2018-002720	UNKNOWN	parksrecsystem@tylertech.com	18.00
RECEIPT-08-2018-002922	8/1/2018	F	Account Credit		Mallinator, Fred	08-2018-002728	UNKNOWN	parksrecsystem@tylertech.com	20.00
RECEIPT-08-2018-002925	8/1/2018	F	Persolvent 1		Wales, Josey	08-2018-002731	UNKNOWN	parksrecsystem@tylertech.com	3.00
RECEIPT-08-2018-002931	8/2/2018	F	BridgePay		Abhyankar, Maithili	08-2018-002743	UNKNOWN	parksrecsystem@tylertech.com	55.00
RECEIPT-08-2018-002935	8/2/2018	F	Persolvent 1		Wales, Josey	08-2018-002702	UNKNOWN	parksrecsystem@tylertech.com	42.25
RECEIPT-08-2018-002937	8/3/2018	F	OpenEdge		zhang, fred	08-2018-002752	UNKNOWN	parksrecsystem@tylertech.com	20.00
RECEIPT-08-2018-002940	8/3/2018	F	Persolvent 1		zhang, fred	08-2018-002756	UNKNOWN	parksrecsystem@tylertech.com	20.00
RECEIPT-08-2018-002941	8/3/2018	F	Persolvent 1		zhang, fred	08-2018-002757	UNKNOWN	parksrecsystem@tylertech.com	20.00
RECEIPT-08-2018-002945	8/3/2018	F	BridgePay		Zaryczny, Stefan	08-2018-002761	UNKNOWN	parksrecsystem@tylertech.com	52.00
RECEIPT-08-2018-002946	8/3/2018	V	BridgePay		Zaryczny, Stefan	08-2018-002761	UNKNOWN	parksrecsystem@tylertech.com	-52.00
RECEIPT-08-2018-002947	8/3/2018	F	Cash		Zaryczny, Stefan	08-2018-002762	UNKNOWN	parksrecsystem@tylertech.com	107.00
RECEIPT-08-2018-002949	8/3/2018	F	Cash		Zaryczny, Stefan	08-2018-002763	UNKNOWN	parksrecsystem@tylertech.com	21.00
RECEIPT-08-2018-002950	8/3/2018	F	Cash		Zaryczny, Stefan	08-2018-002765	UNKNOWN	parksrecsystem@tylertech.com	1080.00
RECEIPT-08-2018-002951	8/3/2018	V	Cash		Zaryczny, Stefan	08-2018-002765	UNKNOWN	parksrecsystem@tylertech.com	-1080.00
RECEIPT-08-2018-002952	8/3/2018	F	Cash		Zaryczny, Stefan	08-2018-002766	UNKNOWN	parksrecsystem@tylertech.com	52.00

[Close](#)

PAYMENT: CLASS, RENTAL AND MEMBERSHIP REGISTRATIONS

Parks & Rec > Class Registration/Rental Registration/Memberships > Create > Select Payer > Register > Confirm Order > Pay Invoice

To improve clarity, the **Invoice** button in the **Payment** section of the Class Registration Create, Rental Registration Create and Membership Registration Create pages has been renamed **Pay Later**.

Below is an image of the Class Registration Create page with the new **Pay Later** button:

What's New in Tyler Parks and Recreation 2018.5

This enhancement applies to payments made from the administrative side of Parks and Recreation and from the citizen portal.

TYLER CASHIERING INTEGRATION

The process of pushing transactions from Parks and Recreation to Tyler Cashiering has been updated to display in a cleaner, easier-to-read format:

What's New in Tyler Parks and Recreation 2018.5

Tyler Cashiering

TEST

Home

New Modify Browse Report

Batches

Enter Transactions

Tender Cancel Research

Open Transfer

Balance Sorting

Close Batch Image Cash Letter

End of Day

Reports

Navigation

Setup Workstation Preferences

Administration

Help

Enter payment

TPAR Invoice

Year	Number	Description	Balance	Due	Payment
2018	12-2018-003253	12/28/2018	1.60	1.60	1.60
C - Summer Camp Week 9 - Stefan Zaryczny - 0.60 0.00 0.00 0.60 0.60 60					
SYSTEM-CARTFEE - Stefan Zaryczny - 1.00 0.00 0.00 1.00 1.00 00					
Total			1.60	1.60	1.60

Year	Number	Description	Balance	Due	Payment
2018	12-2018-003252	12/28/2018	4,552.00	4,552.00	4,552.00
2018	12-2018-003251	12/28/2018	1.00	1.00	1.00
2018	12-2018-003249	12/27/2018	1.00	1.00	1.00
2018	12-2018-003248	12/26/2018	112.50	112.50	112.50
2018	12-2018-003244	12/24/2018	1.00	1.00	1.00
2018	12-2018-003243	12/24/2018	1.00	1.00	1.00
2018	12-2018-003236	12/20/2018	13.64	13.64	13.64
2018	12-2018-003225	12/19/2018	98.48	98.48	98.48
2018	12-2018-003154	12/7/2018	135.00	135.00	135.00
2018	12-2018-003148	12/6/2018	48.00	48.00	48.00

Customer

ID: CONT-04-2018-004289

Name: Zaryczny, Stefan

Address: 840 Tower Dr
Troy, MI 48098

Total

Balance: 8,834.27

Due now: 8,834.27

Payment amount: 8,834.27

Pay Now Add Another

Batch: 600 - Sample Department

Batch Total: \$290.59 (6 transactions)

Transactions	Payments	Tenders	Current
# Paid	Amount		
6 Dave	10.00		
5 Zaryczny, Stefan	12.00		
4 Zaryczny, Stefan	113.50		
3 Myers, Aaron	143.10		
2 jiminy	1.99		
1 joe	10.00		

Batch resumed.
Cashier, Tyler 12/28/2018 9:30 AM

Transaction 6 completed.
Cashier, Tyler 12/28/2018 9:31 AM

Receipt 000600-0006 printed.
Cashier, Tyler 12/28/2018 9:31 AM

Batch resumed.
Cashier, Tyler 12/28/2018 9:32 AM

Batch resumed.
Cashier, Tyler 12/28/2018 9:34 AM

Batch resumed.
Cashier, Tyler 12/28/2018 12:24 PM

Batch resumed.
Cashier, Tyler 12/28/2018 12:26 PM

The invoice date has been added to the *Description* column. The detailed description contains a *C*, *R* or *M* to indicate whether the invoice is for a class, rental or membership; the name of the class, rental or membership; and the name of the registrant.

CITIZEN PORTAL

EMERGENCY CONTACT REQUIRED

The process of adding an underage relationship or dependent through the *Profile* link or adding a dependent during registration has been updated to display a message that the selection of an emergency contact is required before the relationship or dependent may register for classes or join memberships:

Profile > Relationships/Dependents Add

CONTACT DETAILS CONTACT ADDRESS RELATIONSHIP CONFIRM

Confirm

Gus Wales
400 Vulture Way
High Plains, NM 80707

Date Of Birth:
12/03/2004

Gender:
Male

Contact Preference:
Unspecified

Relationship/Dependent:

Force Emergency Contact for Minors X

This contact is under 18 years old and will require an emergency contact to be added before registering for classes or joining memberships.

OK

Join Memberships/Browse Classes

Cart

[Continue Shopping](#)
[Empty Cart](#)

Baseball Fundamentals

Location: Affton Community Center (ACC)
Type: Camp
Gender: Male
Age Range: 5 - 75
Class Number: 08-2018-000458
Registration Dates: 8/3/2018 - 8/1/2019
Dates: 8/27/2018 - 8/31/2019
Times: [View Schedule](#)
[Remove](#)

* Registrant:
Gus Wales
[Add new dependent](#)

This contact is under 18 years old and will require an emergency contact to be added before registering for classes or joining memberships.

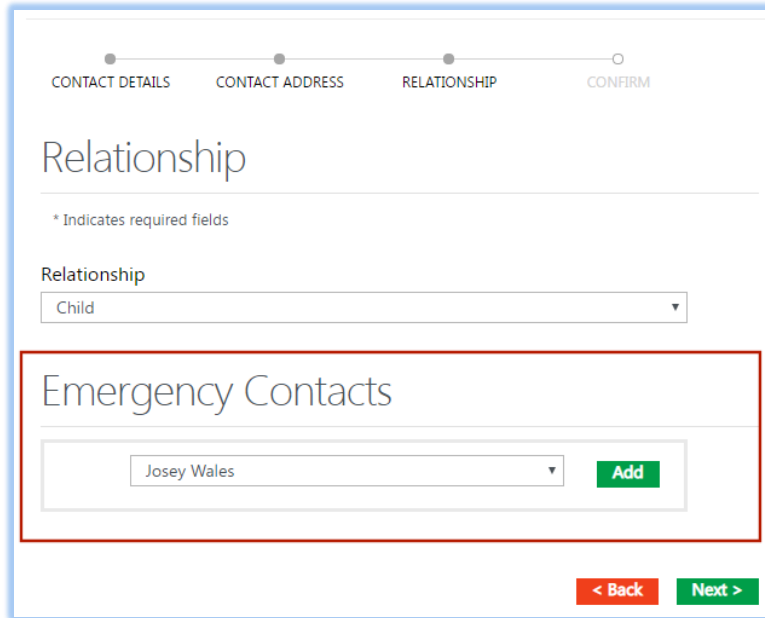
Attachments [Add](#)

Class \$75.00
Add-On \$0.00
Subtotal: \$75.00
[Next >](#)

EMERGENCY CONTACTS

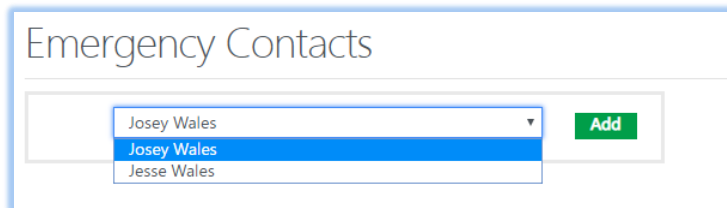
Profile > Relationships/Dependents Edit > Relationship

The *Is Emergency Contact* check box on the Profile-Relationship page has been replaced by an **Emergency Contacts** section:



The screenshot shows a web form titled "Relationship" with a progress bar at the top indicating four steps: CONTACT DETAILS, CONTACT ADDRESS, RELATIONSHIP (current), and CONFIRM. Below the title, a note states "* Indicates required fields". A "Relationship" dropdown menu is set to "Child". Below this, the "Emergency Contacts" section is highlighted with a red border. It contains a dropdown menu with "Josey Wales" selected and a green "Add" button. At the bottom right of the form are "< Back" and "Next >" buttons.

The drop-down in this section lists anyone who is included in the contact's Contact Details **Relationships** grid on the administrative side of Parks and Recreation (Administration > Parks & Rec > Contact > Search > Edit) and is available for selection as an emergency contact:



This close-up shows the "Emergency Contacts" section. The dropdown menu is open, displaying a list of names: "Josey Wales", "Josey Wales", and "Jesse Wales". The first "Josey Wales" entry is highlighted in blue. A green "Add" button is visible to the right of the dropdown.

To add an emergency contact, select the contact from the drop-down, and click **Add**. By default, the emergency contact is assigned the highest available contact level, i.e., 1, 2, 3, etc., and the other relationships who may be added as emergency contacts remain on the original drop-down:

The screenshot shows the 'Emergency Contacts' form. The first contact, labeled '#1', is 'Josey Wales'. To the right of the dropdown menu are three icons: an up arrow, a down arrow, and a trash can. Below this, there is a second dropdown menu containing 'Jesse Wales' and a green 'Add' button.

Use the arrow icons to prioritize the list of emergency contacts and the trash can icon to remove someone as an emergency contact:

The screenshot shows the 'Emergency Contacts' form after an edit. The first contact, labeled '#1', is now 'Jesse Wales'. The second contact, labeled '#2', is 'Josey Wales'. Both contacts have the same set of icons (up arrow, down arrow, trash can) to their right.

Once you have confirmed the edits to emergency contacts, the *Emergency* column of the Contact Details **Relationships** grid updates accordingly:

The screenshot shows the 'Relationships' grid. It has a table with columns: Name, Gender, Relationship, Emergency, Priority, and Comment. The 'Emergency' column is highlighted with a red box. The data is as follows:

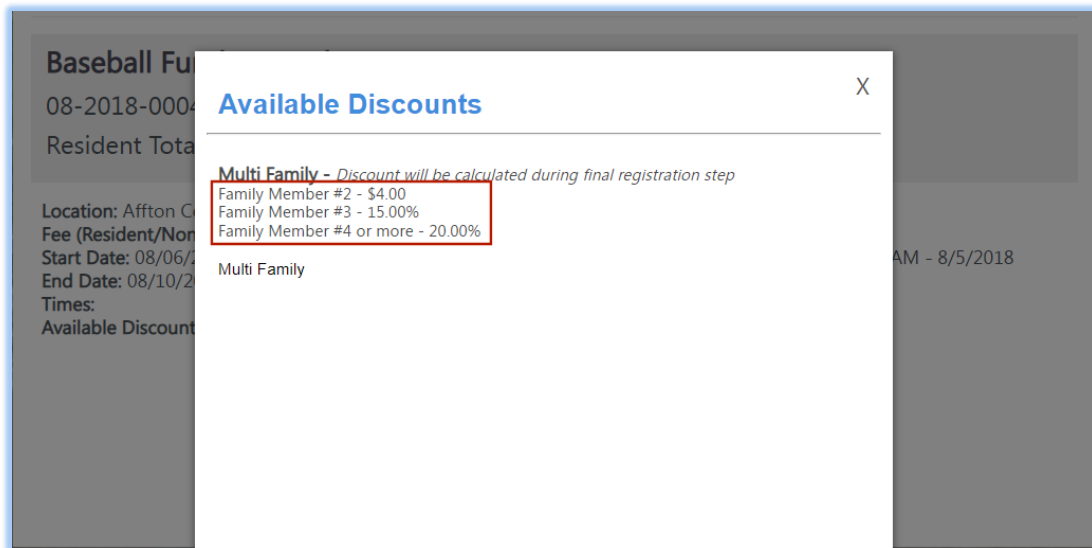
	Name	Gender	Relationship	Emergency	Priority	Comment
→	Wales, Jesse	Male	Other	True	1	Add Dependent as Em
→	Wales, Josey	Male	Guardian/Parent	True	2	
→	Watson, Sally	Female	Relative	False	0	

At the bottom of the grid, there is a pagination bar showing 'Page 1 of 1' and 'View 1 - 3 of 3'.

MULTI-FAMILY DISCOUNT

Main > Browse Classes > Register

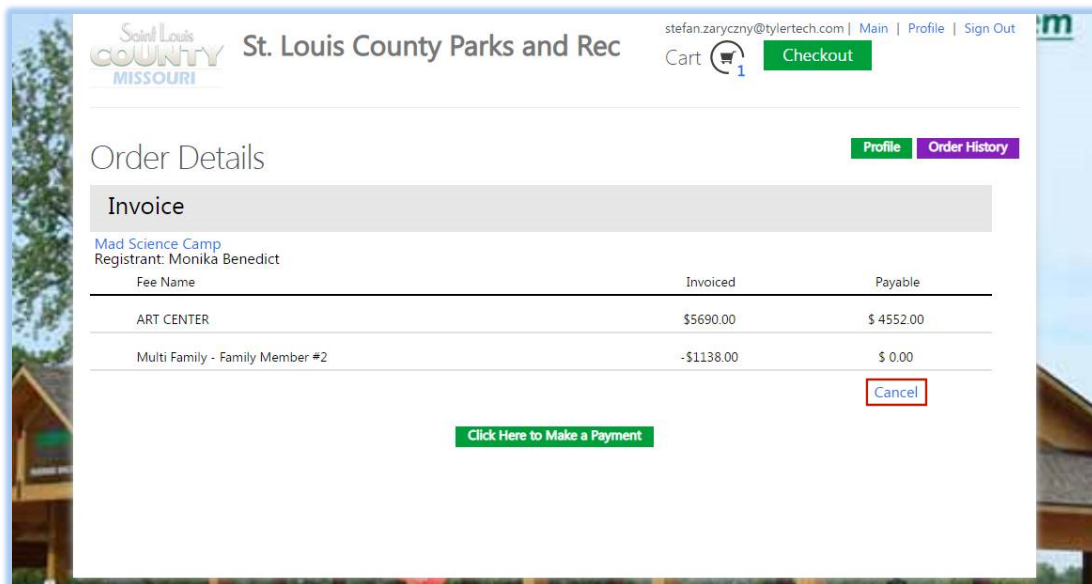
To accommodate multi-family discounts that contain multiple step rates, the Available Discounts pop-up has been upgraded to include the step rate information:



CANCEL INVOICE ITEMS AS LINE ITEMS

Profile > Invoices email

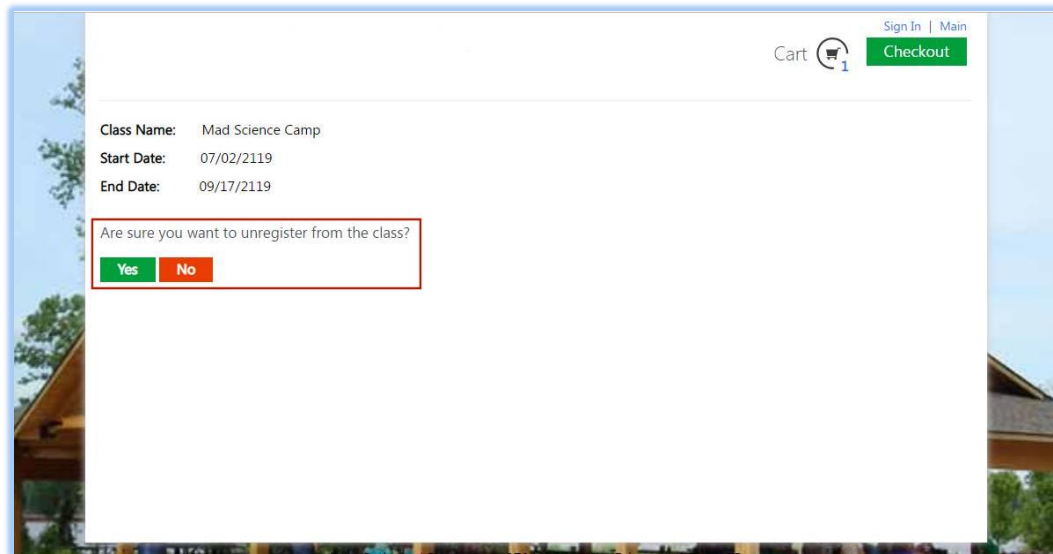
If a registration has not already been canceled or paid, invoice items may be canceled as line items:




EMAIL CONFIRMATION TO UNREGISTER FROM CLASS

The email notification to a registrant who has been moved from the waitlist into a class has been modified to display a confirmation dialog if the registrant clicks the *Cancel* link:

What's New in Tyler Parks and Recreation 2018.5



Sign In | Main

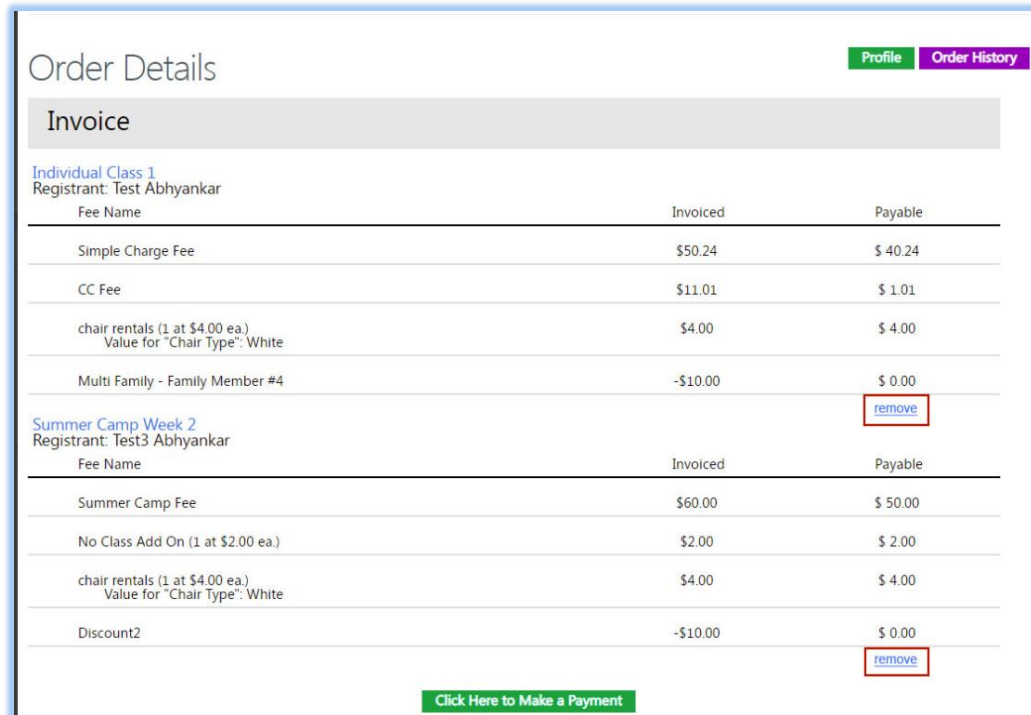
Cart  1 [Checkout](#)

Class Name: Mad Science Camp
Start Date: 07/02/2119
End Date: 09/17/2119

Are sure you want to unregister from the class?

[Yes](#) [No](#)

Also, should the registrant choose to stay in the class and click **Pay Now**, the invoice has been upgraded to allow the removal of line items:



Order Details [Profile](#) [Order History](#)

Invoice

Individual Class 1
Registrant: Test Abhyankar

Fee Name	Invoiced	Payable
Simple Charge Fee	\$50.24	\$ 40.24
CC Fee	\$11.01	\$ 1.01
chair rentals (1 at \$4.00 ea.) Value for "Chair Type": White	\$4.00	\$ 4.00
Multi Family - Family Member #4	-\$10.00	\$ 0.00
		remove

Summer Camp Week 2
Registrant: Test3 Abhyankar

Fee Name	Invoiced	Payable
Summer Camp Fee	\$60.00	\$ 50.00
No Class Add On (1 at \$2.00 ea.)	\$2.00	\$ 2.00
chair rentals (1 at \$4.00 ea.) Value for "Chair Type": White	\$4.00	\$ 4.00
Discount2	-\$10.00	\$ 0.00
		remove

[Click Here to Make a Payment](#)

TRANSACTION AND INVOICE HISTORY

Profile > Transactions

Profile > Invoices

The status of past transactions no longer is changed following a refund, partial payment or full payment.

If a transaction is refunded, a new receipt is created. The original receipt shows **Completed** for partially paid and paid in full transactions and **Refunded** for partially refunded and refunded transactions.

An *Invoice Number* column has been added to the table on the Transaction History page:

Transaction History










Keyword

Start Date

End Date

Minimum Amount

Maximum Amount

Transaction Date ▾	Receipt Number	Amount	Invoice Number	Description	Status	Registrant	
8/3/2018 2:18 PM	Payment Attempt	\$125.00	08-2018-002767	Class Registration for Coaching Clinic	Unfinished	Josey Wales	
8/2/2018 2:21 PM	RECEIPT-08-2018-002935	\$21.00	08-2018-002702	Class Registration for Adolescent Flag Football	Completed	Josey Wales	
8/2/2018 2:21 PM	RECEIPT-08-2018-002935	\$21.25	08-2018-002702	Class Registration for Adolescent Flag Football	Completed	Josey Wales	
8/1/2018 3:47 PM	RECEIPT-08-2018-002925	\$3.00	08-2018-002731	Class Registration for Discount Class	Completed	Josey Wales	
8/1/2018 3:47 PM	RECEIPT-08-2018-002925	\$0.00	08-2018-002731	Class Registration for Coaching Clinic	Completed	Wales Ward	
8/1/2018 11:55 AM	Payment Attempt	\$82.50	08-2018-002708	Rental Payment for Allow Alcohol Custom	Unfinished		
8/1/2018 11:51 AM	Payment Attempt	\$82.50	08-2018-002707	Rental Payment for Allow Alcohol Custom	Unfinished		
7/31/2018 11:51 AM	Payment Attempt	\$22.00	07-2018-002686	Class Registration for Adolescent Flag Football	Unfinished	Josey Wales	
7/31/2018 10:01 AM	Payment Attempt	\$22.00	07-2018-002684	Class Registration for Adolescent Flag Football	Unfinished	Josey Wales	

Displaying 1 - 9 of 14 item(s)

1

2

>

An *Invoice Status* column has been added to the table on the Invoice History page:

What's New in Tyler Parks and Recreation 2018.5

Invoice History

Invoiced Start Date Invoiced End Date Invoice Number ☒ Show Only Unpaid

Invoice Number	Invoiced Amount	Unpaid Amount	Invoice Status	Invoice Date
08-2018-002702	\$44.00	\$0.00	Partially Paid	8/1/2018 8:27:28 AM
08-2018-002701	\$44.00	\$44.00	Invoiced	8/1/2018 8:27:23 AM

Displaying 1 - 2 of 2 item(s)

1

PAYMENT: CLASS, RENTAL AND MEMBERSHIP REGISTRATIONS

Main > Join Memberships/Browse Classes/Facilities > Select > Add to Cart > Checkout

To improve clarity, the **Invoice** button in the **Payment** section of the final step in registering for a class or rental item or joining a membership has been renamed **Pay Later**.

Below is an image of Final Step-Make a Payment page with the new **Pay Later** button:

Final Step - Make a Payment

Payment

Payment Method
- Select -

Order Summary Invoice To: Wales, Josey

Wales, Josey : 0 - Winter membership - Membership -

Basic Class Fee	1	\$40.00
		Total: \$40.00

< Back