

Tyler Parks and Recreation

What's New in 2019.3

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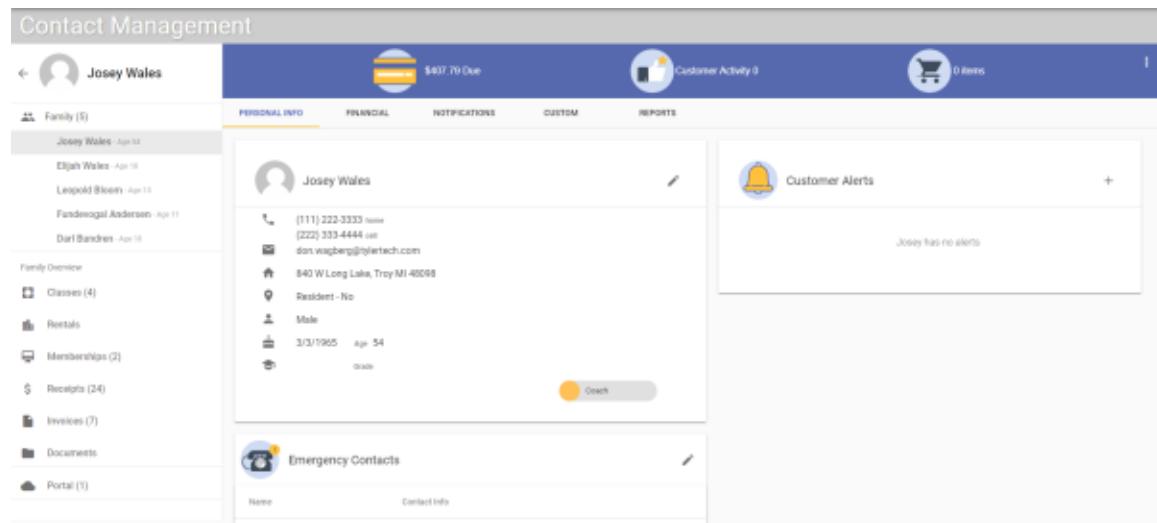
Tyler Parks and Recreation

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CONTACT MANAGEMENT

Parks & Rec > Contact > Search > Edit

The Contact Details page has been renamed Contact Management and redesigned to give you a more family-based structure. Instead of having to navigate to each member of a family, you are able to view and manage class registrations, rentals, memberships, invoices and all other information for each member from the same page:



The screenshot shows the Contact Management interface. On the left, a sidebar lists family members: Josey Wales (Age 14), Elijah Wales (Age 10), Leopold Bloon (Age 13), Fandangoal Andersen (Age 11), and Dart Bandren (Age 10). The main panel displays personal information for Josey Wales, including phone numbers, email, address, gender, and date of birth. Below this is an 'Emergency Contacts' section. At the top of the main panel, there are three summary icons: account balance (\$407.79 Due), customer activity (0), and cart items (0 items).

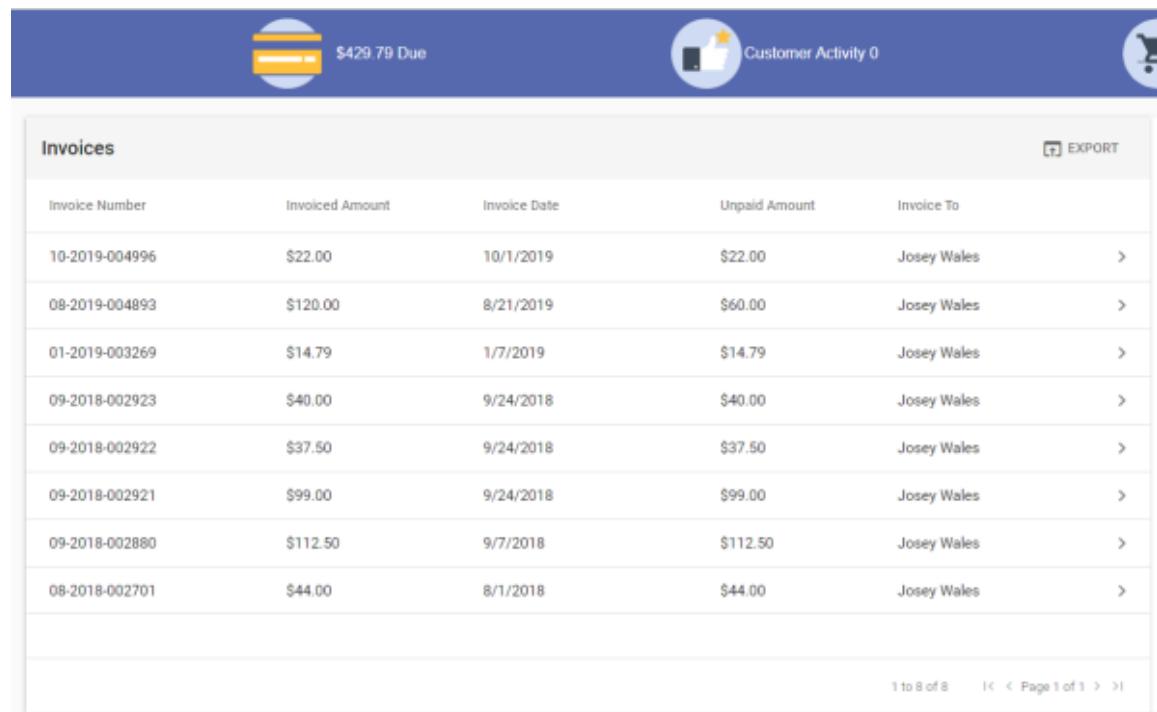
The banner at the top of the right panel shows an overview of the family's account balance, activity level and cart items:



The screenshot shows the top banner of the Contact Management page. It features three icons: account balance (\$407.79 Due), customer activity (0), and cart items (0 items).

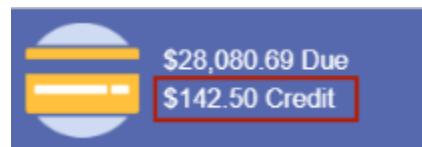
Clicking the account balance loads open invoices in the right panel, showing the invoiced amounts, dates, unpaid amounts and payers:

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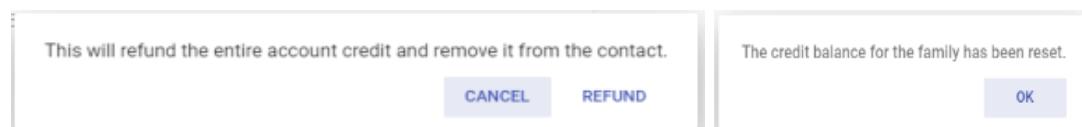


Invoice Number	Invoiced Amount	Invoice Date	Unpaid Amount	Invoice To
10-2019-004996	\$22.00	10/1/2019	\$22.00	Josey Wales >
08-2019-004893	\$120.00	8/21/2019	\$60.00	Josey Wales >
01-2019-003269	\$14.79	1/7/2019	\$14.79	Josey Wales >
09-2018-002923	\$40.00	9/24/2018	\$40.00	Josey Wales >
09-2018-002922	\$37.50	9/24/2018	\$37.50	Josey Wales >
09-2018-002921	\$99.00	9/24/2018	\$99.00	Josey Wales >
09-2018-002880	\$112.50	9/7/2018	\$112.50	Josey Wales >
08-2018-002701	\$44.00	8/1/2018	\$44.00	Josey Wales >

If the family has a credit, it appears as a separate line under the amount due:

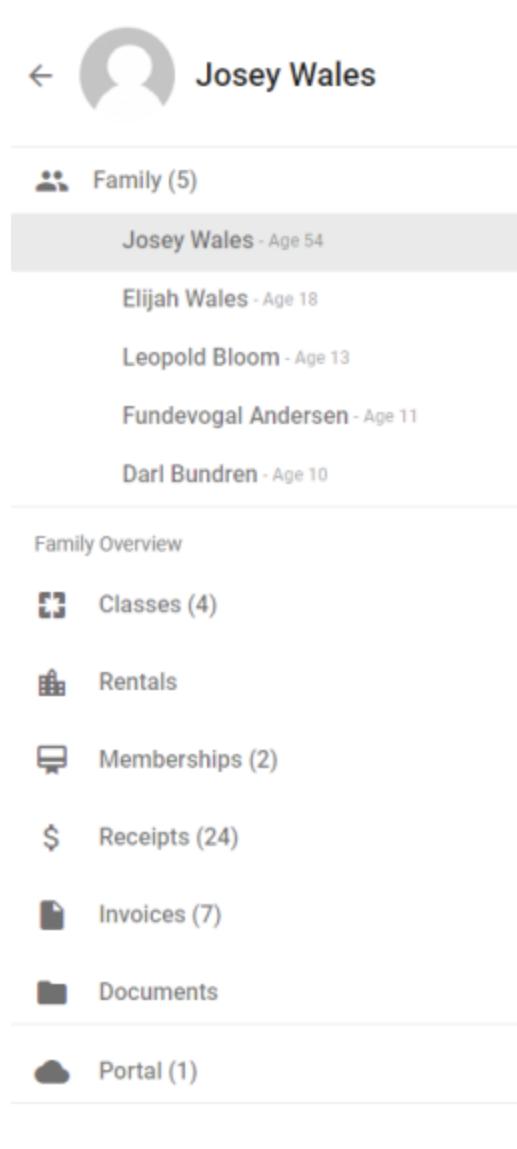


Clicking the credit line opens a dialog that gives you the option to issue a refund. After the refund is issued, another dialog opens to say the credit balance for the family has been reset:



The left panel of a family member's page shows a list of other family members, with options to view classes, rentals, memberships, receipts, invoices, documents and portal accounts associated with the family. The total number of items for the family appears in parentheses next to each option:

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The screenshot shows a software interface for managing family members. On the left, a vertical panel lists categories: Family (5), Classes (4), Rentals, Memberships (2), Receipts (24), Invoices (7), Documents, and Portal (1). The 'Family (5)' section is expanded, showing five family members: Josey Wales (Age 54, highlighted in grey), Elijah Wales (Age 18), Leopold Bloom (Age 13), Fundevogal Andersen (Age 11), and Darl Bundren (Age 10). On the right, a larger panel displays the details for the selected family member, Josey Wales.

Josey Wales

Family (5)

- Josey Wales - Age 54
- Elijah Wales - Age 18
- Leopold Bloom - Age 13
- Fundevogal Andersen - Age 11
- Darl Bundren - Age 10

Family Overview

Classes (4)

Rentals

Memberships (2)

Receipts (24)

Invoices (7)

Documents

Portal (1)

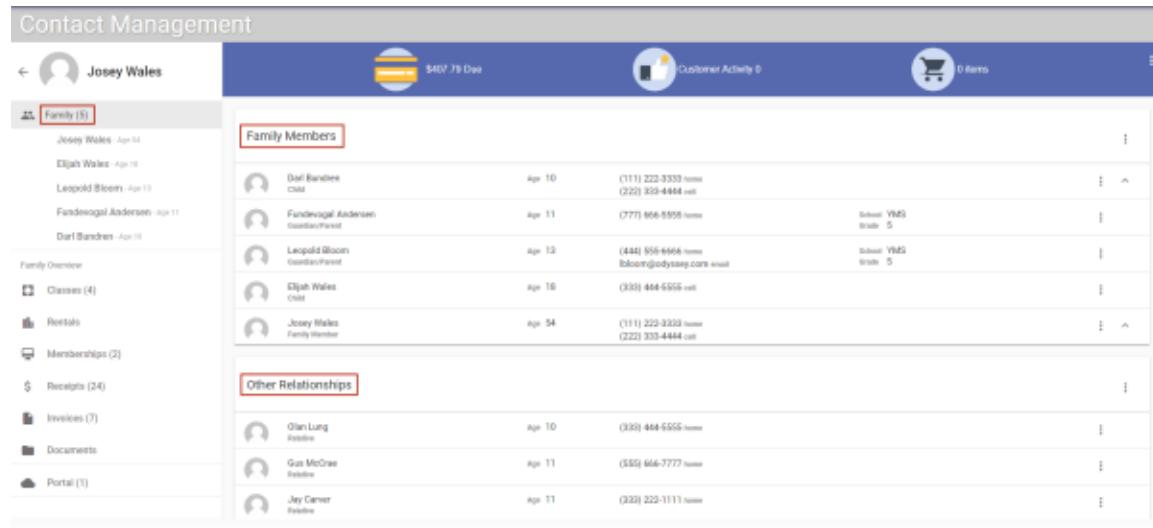
Note: All immediate family members associated with a contact prior to release 2019.3 will appear under the **Family** heading in the left panel.

You may select any of the items in the left panel to view details in the right panel. Regardless of the family member selected, the list of family members remains visible at all times for quick, easy selection.

Family

Selecting the **Family** heading loads the right panel with a list of all family members and, if applicable, a list of other relationships below it:

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The screenshot shows the Contact Management page for a user named Josey Wales. The left sidebar lists various sections: Family (5), Family Overview, Classes (4), Rentals, Memberships (2), Receipts (24), Invoices (7), Documents, and Portal (1). The main content area is divided into two sections: 'Family Members' and 'Other Relationships'. The 'Family Members' section lists five family members with their names, ages, and contact information. The 'Other Relationships' section lists three individuals. Each entry includes a small profile icon, the name, age, phone number, and email address.

Family Members			
	Darl Bundren child	Age: 10	(111) 222-3333 home (222) 333-4444 cell
	Fundevogal Andersen Guardian/Parent	Age: 11	(777) 666-5555 home
	Leopold Bloom Guardian/Parent	Age: 12	(444) 555-6666 home lbloom@jdyseay.com email
	Elijah Wales Child	Age: 10	(333) 444-5555 cell
	Josey Wales Family Member	Age: 54	(111) 222-3333 home (222) 333-4444 cell

Other Relationships			
	Olan Lung Relative	Age: 10	(333) 444-5555 home
	Gas McGraw Relative	Age: 11	(555) 666-7777 home
	Jay Carter Relative	Age: 11	(333) 222-1111 home

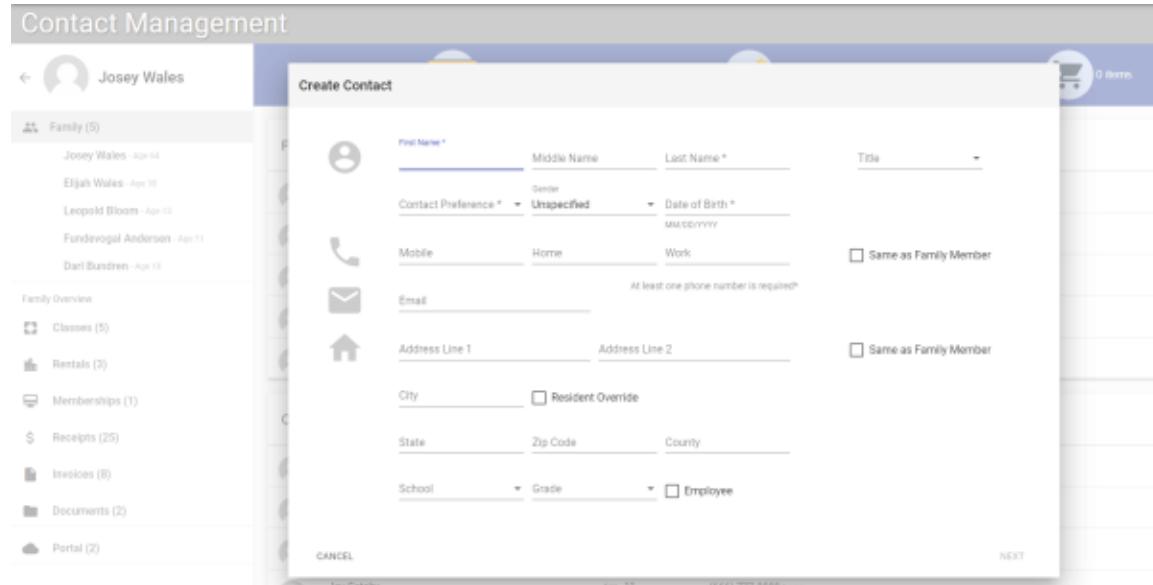
Adding a New or Existing Family Member

To add a new or existing family member, click the vertical ellipses  on the far-right side of the **Family Members** header. A menu displays, giving you the options to **Add New** and **Add Existing**:



The screenshot shows the 'Family Members' section of the Contact Management page. The 'Add New' option is highlighted with a red box. The list of family members includes Darl Bundren (child), Fundevogal Andersen, and Leopold Bloom (Guardian/Parent). The 'School: YMS' is listed next to Fundevogal Andersen.

The **Add New** option opens the Create Contact dialog:



The screenshot shows the 'Create Contact' dialog box. It has fields for First Name*, Middle Name, Last Name*, Title, Contact Preference*, Gender (Unspecified), Date of Birth*, Mobile, Home, Work, Email, Address Line 1, Address Line 2, City, State, Zip Code, County, School, Grade, and Employee checkboxes. At the bottom, there are 'CANCEL' and 'NEXT' buttons.

The **Title** selected appears below the family member's name on the Contact Management page:

Family Members



Darl Bundren

Child



Fundevogal Andersen

Guardian/Parent

For existing customers, if conflicting titles appear in the data migration process for release 2019.3—for example, a member is a child in one relationship and a guardian/parent in another, the title displays as ***Family Member*** below the name:



Josey Wales

Family Member

When adding a family member, if you want the member to inherit phone and email or address information from another family member, select the *Same as Family Member* check box to the right of the information to be inherited. A *Family Member* field displays below the check box. Select the family member from the drop-down, and the information auto-fills the appropriate fields:

Create Contact

	First Name * <small>First Name is Required</small> Contact Preference	Middle Name	Last Name *	Title
	Email	Gender Unspecified	Date of Birth * MM/DD/YYYY	
	Mobile 222-333-4444	Home 111-222-3333	Work	
	Email don.wagberg@tylertech.com	At least one phone number is required*		
	Address Line 1 840 W Long Lake	Address Line 2	<input checked="" type="checkbox"/> Same as Family Member Family Member * Josey Wales	
	City Troy	<input type="checkbox"/> Resident Override	<input checked="" type="checkbox"/> Same as Family Member Family Member * Josey Wales	
	State MI	Zip Code 48098	County	
	School	Grade	<input type="checkbox"/> Employee	

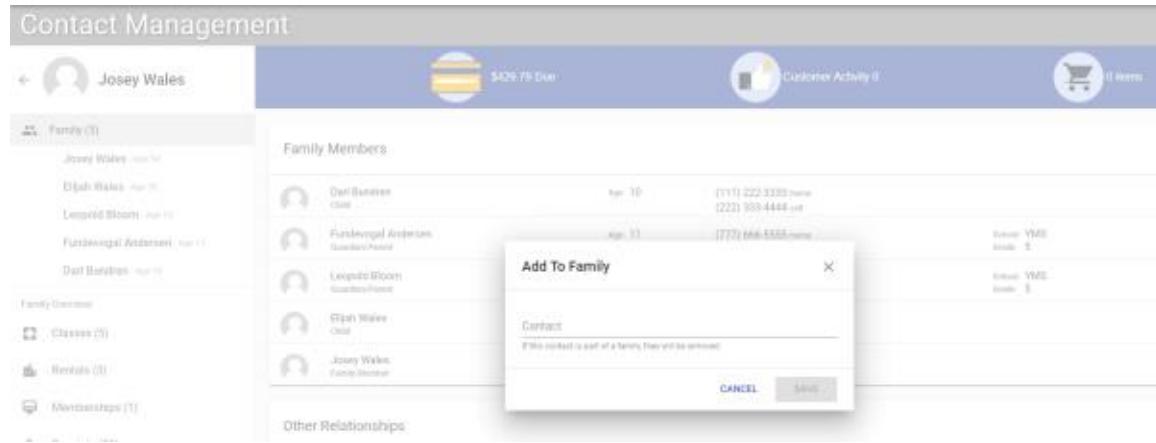
CANCEL **NEXT**

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Note: If the family member whose information is being inherited has a citizen portal account, the member's email address is not inherited and the field remains enabled, since only one email address per portal account may be used.

Note: Subsequent edits to the inherited family member's information are applied automatically to the new family member's information.

The **Add Existing** option opens the Add to Family dialog. Select the family member from the **Contact** drop-down and click **SAVE**:

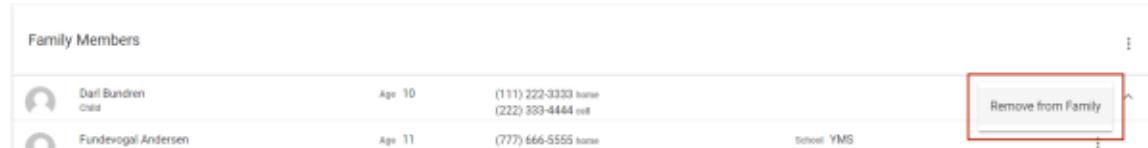


The screenshot shows the Contact Management interface. On the left, there's a sidebar with 'Family (3)' containing contacts: Josie Wales (age 10), Daf Bundren (age 10), Fundevogal Andersen (age 11), and Lexiphi Bloom (age 10). The main area shows 'Family Members' with two rows: Daf Bundren (age 10) and Fundevogal Andersen (age 11). A modal dialog box titled 'Add To Family' is open, showing a dropdown menu with 'Contact' and the message 'If this contact is part of a family, they will be removed.' There are 'CANCEL' and 'SAVE' buttons at the bottom of the dialog. The top of the screen shows a navigation bar with 'Customer Activity 0' and a shopping cart icon.

Note: A contact who is part of another family will be removed from that family and added to the current family.

Removing a Family Member

To remove a family member, click the vertical ellipses on the far-right side of the family member's row. A menu displays, giving you the option to **Remove from Family**:



The screenshot shows the 'Family Members' list with two rows: Daf Bundren (age 10) and Fundevogal Andersen (age 11). To the right of each row is a vertical ellipsis menu. The menu for Fundevogal Andersen is open, showing the option 'Remove from Family' with a red box around it. The 'Remove from Family' button is located in the bottom right corner of the menu.

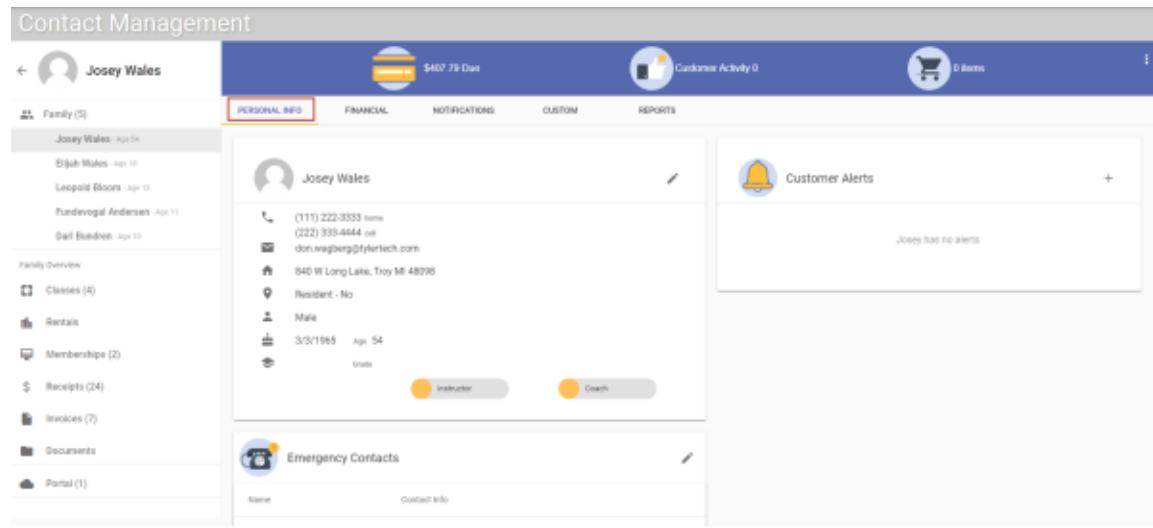
Viewing and Editing Information for a Family Member

Selecting a family member in the left panel loads his or her information in the right panel, segmented by the following tabs: **PERSONAL INFO**, **FINANCIAL**, **NOTIFICATIONS**, **CUSTOM** and **REPORTS**.

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PERSONAL INFO

This tab contains separate cards showing the family member's personal information, alerts and emergency contacts:



If the family member is an employee, instructor or coach, corresponding buttons appear at the bottom of the main card:



If the family member is active in the role, the button shows in yellow; inactive, it shows as gray.

To edit personal information, click the pencil icon  in the top-right corner of the family member's main card. The Edit Contact dialog opens:

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Contact Management

Elijah Wales

Family (5)

- Josey Wales - home
- Elijah Wales - home
- Leopold Bloom - home
- Fundamental Anderson - home
- Dwarf Bundt - home

Family Overview

- Classes (3)
- Rentals (3)
- Memberships (1)
- Receipts (2)
- Invoices (0)
- Documents (2)
- Portal (2)

Edit Contact

First Name * Elijah Middle Name * Wales Last Name * Wales

Contact Preference * Mobile Phone * Male Date of Birth * 12/3/2000

Home 333-444-5555 Home Work

Same as Family Member

Email ewales@reckonoso.com

Address Line 1 299 Oak St. Address Line 2

Same as Family Member

City Troy Resident Override

State MI Zip Code 48098 County Michigan

School Grade Employee

CANCEL SAVE

The **Emergency Contacts** card contains a family member's active emergency contacts, with the primary contact appearing at the top of the list:

Emergency Contacts

Name	Contact Info
Josey Wales Family Member	(111) 222-3333 home don.wagberg@tylertech.com email
Elijah Wales Child	(333) 444-5555 mobile
Jesse Wales Other	(888) 777-6666 mobile

The primary phone and email address show to the right of each contact's name. If a contact has more than one phone number on file, click the chevron  to expand the contact's row and view the additional number(s).

To add, remove or change the status of a contact, click the pencil icon in the top-right corner of the card. The dialog that opens contains a list of family members and those designated as other relationships who are 18 or older and available as emergency contacts:

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Emergency Contacts

There are 4 members associated to Leopold Bloom

Name	Contact Info	Contact
Josey Wales Family Member	(111) 222-3333 home don.wagberg@tylertech.com email	Primary
Elijah Wales Child	(333) 444-5555 mobile	Secondary
Jesse Wales Other	(888) 777-6666 mobile	Secondary
Sally Watson Relative	(602) 533-6740 home	Do not call

CANCEL **SAVE**

Any row containing an inactive emergency contact is shaded gray and shows **Do not call** in the *Contact* column. To update the status of an emergency contact, click the vertical ellipses on the far-right side of the contact's row. A menu displays, giving you options to make the contact **Primary**, **Secondary**, **Additional** or **Do not call** (Inactive):

Emergency Contacts

There are 4 members associated to Leopold Bloom

Name	Contact Info	Contact
Josey Wales Family Member	(111) 222-3333 home don.wagberg@tylertech.com email	Primary
Elijah Wales Child	(333) 444-5555 mobile	Secondary
Jesse Wales Other	(888) 777-6666 mobile	Secondary
Sally Watson Relative	(602) 533-6740 home	Do not call

Primary

Secondary

Additional

Do not call

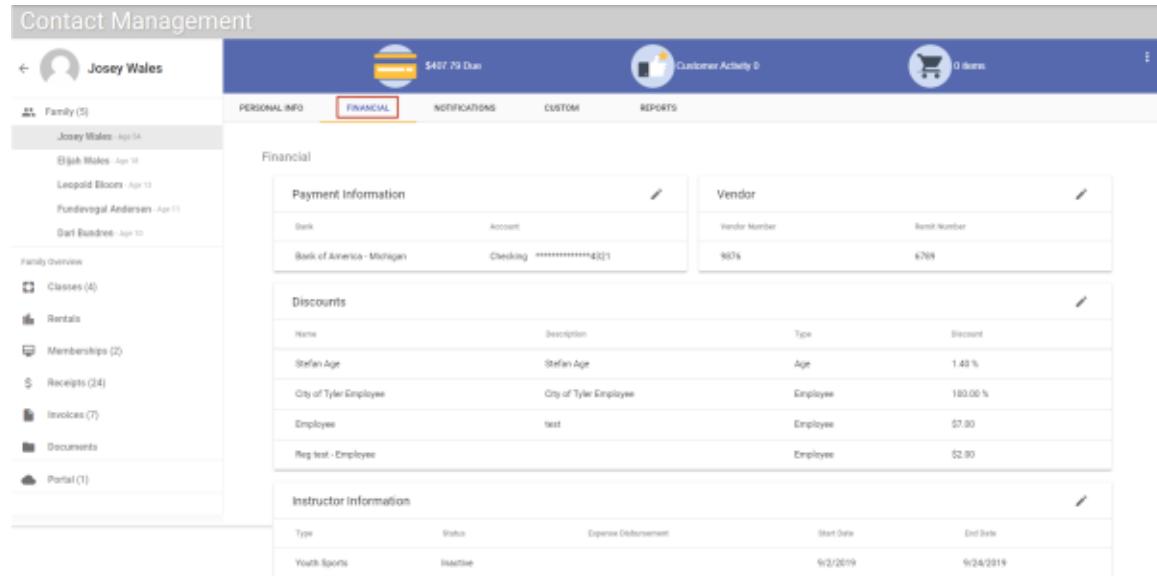
CANCEL **SAVE**

After you save the change, anyone selected as a primary contact is moved to the top of the list.

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FINANCIAL

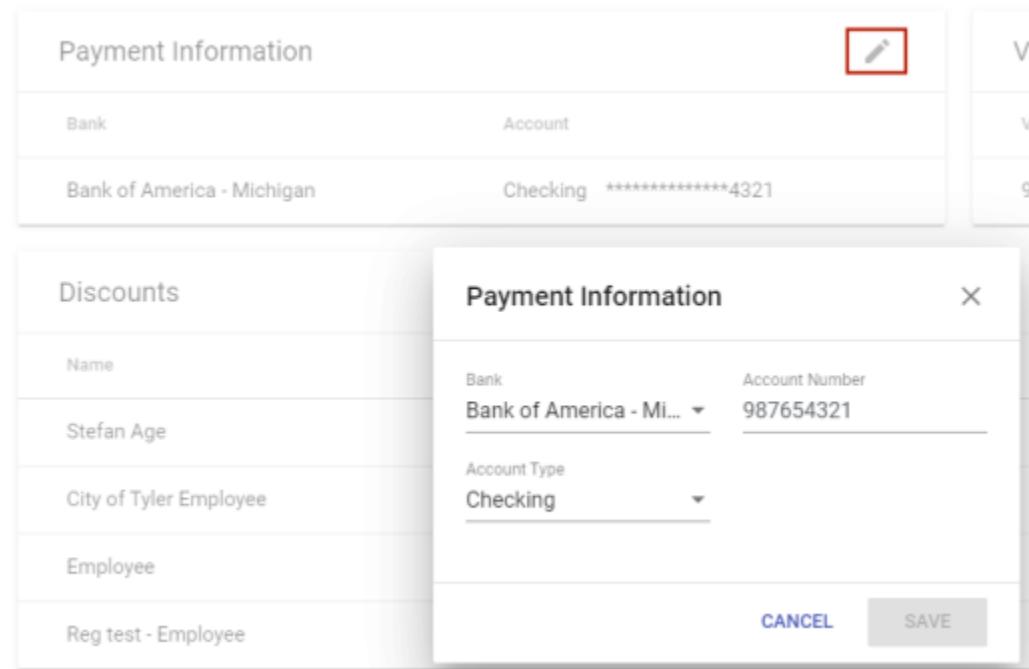
This tab contains individual cards showing payment, vendor, discount and instructor information:



The screenshot shows the Contact Management interface with the Financial tab selected. The left sidebar displays a family structure with members: Josey Wales (Age 54), Jake Wales (Age 18), Leopold Blooms (Age 13), Fundevogel Andersen (Age 11), and Dart Buddies (Age 10). The main area contains several cards: Payment Information (Bank: Bank of America - Michigan, Account: Checking ****4321), Vendor (Vendor Number: 9876, Rent Number: 6794), Discounts (multiple entries for Stefan Age, City of Tyler Employee, Employee, and Reg test - Employee), and Instructor Information (Type: Youth-Sports, Status: Inactive, Start Date: 9/2/2019, End Date: 9/24/2019). Each card has a pencil icon in the top-right corner for editing.

To edit information on any card, click the pencil icon  in the top-right corner of the card.

The **Payment Information** card shows the family member's bank and account used for payments:



The screenshot shows two views of the Payment Information card. The top view is a summary card with a pencil icon in the top-right corner. It displays the bank (Bank of America - Michigan) and account (Checking ****4321). The bottom view is a modal dialog with a close button (X) in the top-right corner. It shows the detailed form with the bank (Bank of America - Michigan), account number (987654321), and account type (Checking). There are 'CANCEL' and 'SAVE' buttons at the bottom.

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After you save an account number, it is masked up to the last four digits on the **FINANCIAL** tab.

Payment information allows ACH setup for the auto-renewals of memberships.

The **Vendor** card shows the family member's vendor number and remit number:

The screenshot shows the software interface for managing vendor information. On the left, a card labeled 'Vendor' displays the vendor number (9876) and remit number (6789). On the right, an edit dialog for the 'Vendor' card is open, showing the same information. Below the edit dialog, a table lists discounts applied to the family member. The table has columns for Type (Age, Employee), Discount (1.40 %, 100.00 %, \$7.00, \$2.00), and a checkbox column. The 'Age' discount row has a checked checkbox, while the other three rows have unchecked checkboxes. Buttons for 'CANCEL' and 'SAVE' are at the bottom of the edit dialog.

Type	Discount
Age	1.40 %
Employee	100.00 %
Employee	\$7.00
Employee	\$2.00

Vendor information helps with exports to Tyler financial systems.

Only discounts that have been applied to the family member appear on the **Discounts** card.

Using the check boxes, you may select and deselect custom discounts on the edit dialog:

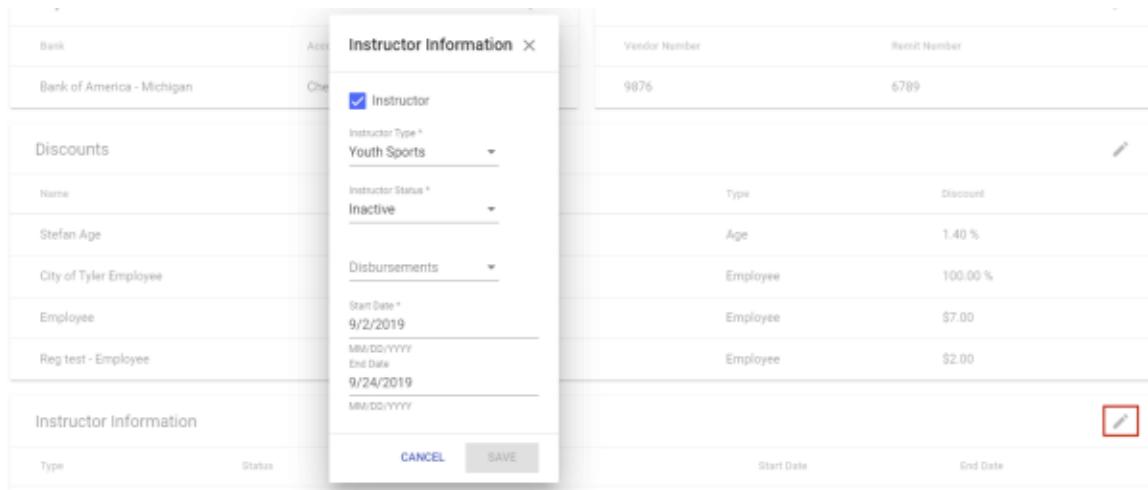
The screenshot shows the software interface for managing discounts. On the left, a card labeled 'Discounts' lists several discounts with their names, descriptions, types, and discounts. The discounts listed are: Boy Scouts (Custom, 5.00 %), AAA (Custom, \$5.00), Reg test - Custom (Custom, 5.00 %), Scholarship (Custom, 100.00 %), Good Grades (Custom, 12.99 %), and Stefan Age (Age, 1.40 %). The 'Stefan Age' discount has a checked checkbox in the edit dialog, while the others have unchecked checkboxes. Buttons for 'CANCEL' and 'SAVE' are at the bottom of the edit dialog. On the right, a card labeled 'Discount' shows the same information as the 'Discounts' card, with the 'Stefan Age' discount having a checked checkbox.

Name	Description	Type	Discount
Boy Scouts	Boy Scouts abc abode	Custom	5.00 %
AAA	AAA Membership Th...	Custom	\$5.00
Reg test - Custom		Custom	5.00 %
Scholarship	Scholarship Fund	Custom	100.00 %
Good Grades	Good Grades Discount	Custom	12.99 %
Stefan Age	Stefan Age	Age	1.40 %

Check boxes do not appear next to non-custom discounts that already have been applied.

The **Instructor Information** card shows the instructor type, status, expense disbursement, start date and end date:

What's New in Tyler Parks and Recreation 2019.3

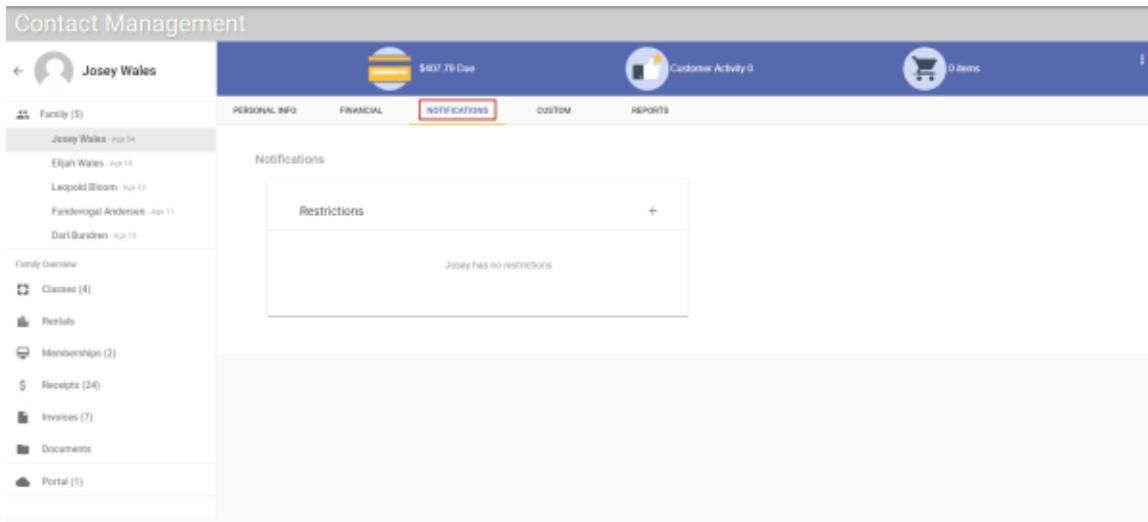


The screenshot shows a 'Instructor Information' dialog box overlaid on a main application window. The dialog box contains fields for 'Instructor Type' (set to 'Youth Sports'), 'Instructor Status' (set to 'Inactive'), and 'Disbursements' (with start date 9/2/2019 and end date 9/24/2019). Below the dialog is a table of discounts:

Type	Discount
Age	1.40 %
Employee	100.00 %
Employee	\$7.00
Employee	\$2.00

NOTIFICATIONS

This tab contains restrictions and associated comments that have been applied to the family member:

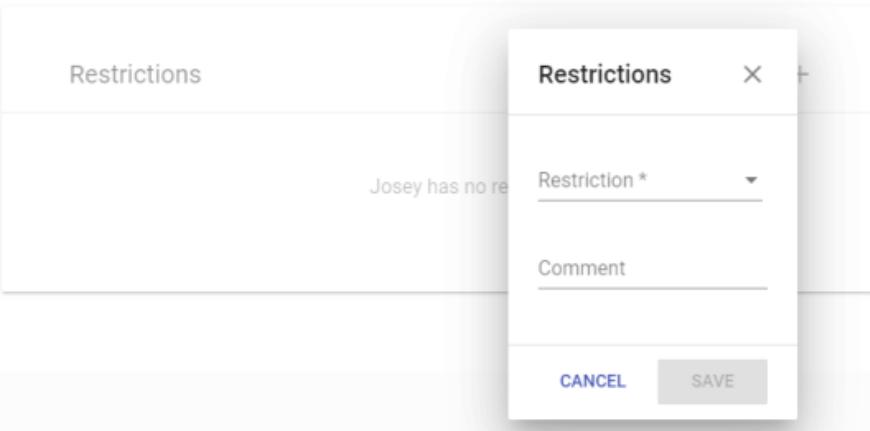


The screenshot shows the 'Contact Management' interface with the 'Notifications' tab selected. On the left, a sidebar lists family members: Josey Wales (Age 54), Elijah Wales (Age 18), Leopold Bloom (Age 13), Fandango Andersen (Age 11), and Dart Bundren (Age 10). The main area displays a 'Notifications' card with a sub-card titled 'Restrictions' containing the message 'Josey has no restrictions'.

To add a restriction, click the plus sign (+) in the top-right corner of the **Restrictions** card. A Restrictions dialog displays:

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Notifications



Restrictions

Josey has no re

Restrictions

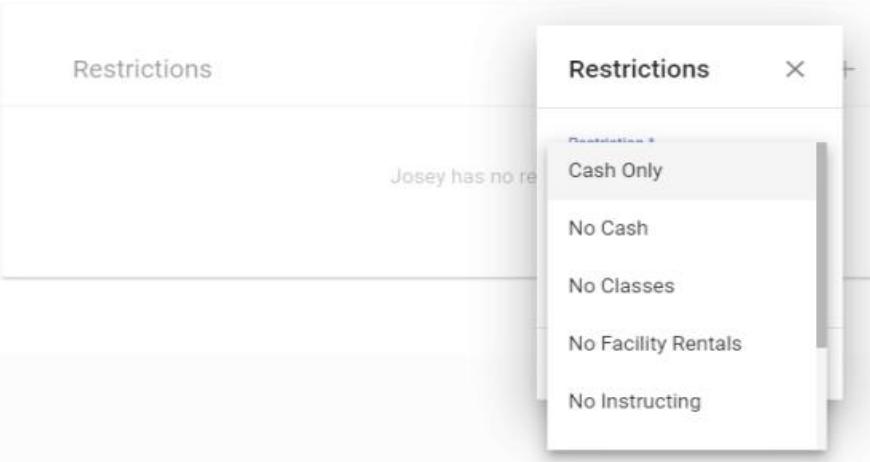
Restriction *

Comment

CANCEL SAVE

Select the applicable restriction from the *Restriction* drop-down, and type a *Comment* if necessary:

Notifications



Restrictions

Josey has no re

Restrictions

Restriction *

Cash Only

No Cash

No Classes

No Facility Rentals

No Instructing

To edit or delete a restriction, click the vertical ellipses on the far-right side of the corresponding row:



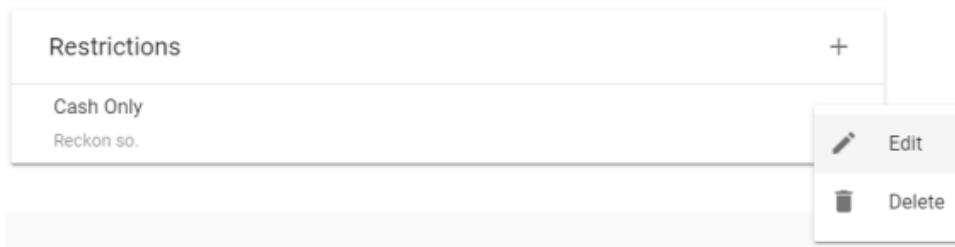
Restrictions

+

Cash Only

Reckon so.

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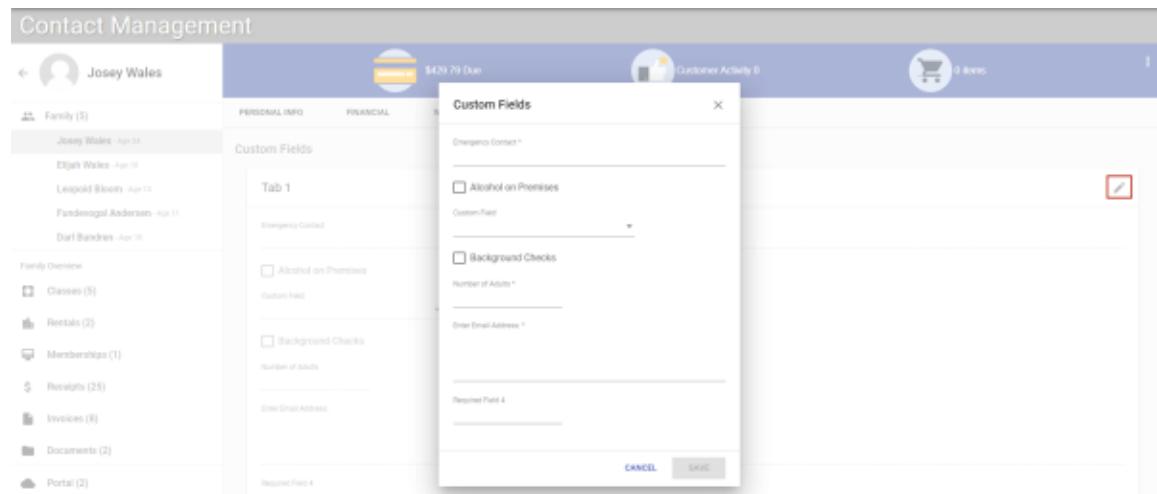
Note: Set up restrictions at Administration > Parks & Rec. Setup > Restrictions.

CUSTOM

This tab contains fields that have been created in Administration to manage additional activity, team or rental information. Fields are grouped on individual cards corresponding with the tab names selected in Custom Field Layouts (Administration > Parks & Rec. Setup > Custom Field Layouts):

To edit information on any card, click the pencil icon  in the top-right corner of the card:

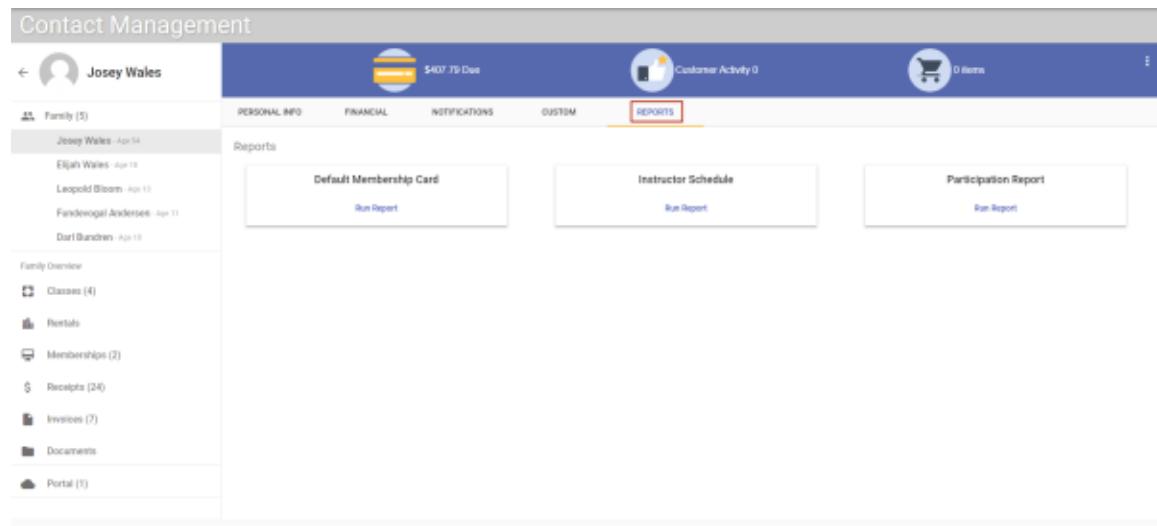
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The screenshot shows the Contact Management interface for a user named Josey Wales. The left sidebar lists family members and various service categories. The main area shows a 'Custom Fields' dialog box. The 'Emergence Contact' field is checked. Below it, 'Alcohol on Premises' and 'Background Checks' are listed with checkboxes. The 'Background Checks' section includes fields for 'Number of Adults' and 'Enter Email Address'. At the bottom are 'CANCEL' and 'SAVE' buttons. A red box highlights the 'Background Checks' section.

REPORTS

This tab gives you options to run the Default Membership Card, Instructor Schedule and Participation reports:



The screenshot shows the Contact Management interface with the 'REPORTS' tab selected. The left sidebar is identical to the previous screenshot. The main area displays three report options: 'Default Membership Card', 'Instructor Schedule', and 'Participation Report', each with a 'Run Report' button. A red box highlights the 'REPORTS' tab.

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SAMPLE PARTICIPATION REPORT

St. Louis County Parks and Rec
Participation Report for Josey Wales
Displaying Classes Starting Within Date Range 9/25/2018 - 10/1/2019

Class Member	Class Name	Class Dates	Participation	Registration/Hours	Payer	Paid Status	Days
Wales, Josey	83-2018-000338 Summer Camp Week 7	09/03/19 - 09/29/19	Payer: Registrant	Wales, Josey	Wales, Josey	Paid in Full	Unknown
	83-47-2018-000999 Project Class	09/26/19 - 09/26/19	Payer: Registrant	Wales, Josey	Wales, Josey	Paid in Full	Unknown

These reports used to be on the **Documents** tab of the former Contact Details page.

Classes

The **Classes** tab shows class registrations for each family member. Active classes show by default:

Class Name	Class Type	Start Date	End Date	Location
Marties	Grouped Individual	9/2/2019	10/31/2019	Hemlock Park

Class Name	Class Type	Start Date	End Date	Location
Marties	Grouped Individual	9/2/2019	10/31/2019	Hemlock Park

Class Name	Class Type	Start Date	End Date	Location
Adolescent Flag Football	Flag Football	9/11/2018	12/31/2018	Foreside Field
Starlets Membership Class	ART CENTER	9/5/2018	5/7/2019	Afton Community Center (ACC)

The number of active classes displays to the right of the family member's name.

To view past classes, select the *Show History* check box in the top-right corner. Past classes are shaded gray:

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Contact Management

Josey Wales

Classes

Show History

Class Name	Class Type	Start Date	End Date	Location
Marbles	Grouped Individual	8/2/2019	10/31/2019	Hemlock Park

Class Name	Class Type	Start Date	End Date	Location
Marbles	Grouped Individual	8/2/2019	10/31/2019	Hemlock Park

Class Name	Class Type	Start Date	End Date	Location
Adolescent Flag Football	Flag Football	5/11/2018	12/31/2019	Foreside Field
Stefans Membership Class	ART CENTER	5/8/2018	5/7/2020	Affton Community Center (ACC)
Zero to Hero	AC - Individuals	5/30/2018	10/30/2018	Foreside Recreational Facility
Baseball Fundamentals	None	8/27/2018	5/17/2019	Affton Community Center (ACC)

Family Overview

- Family (5): Josey Wales (Age 14), Elijah Wales (Age 10), Leopold Bloom (Age 13), Fandevogal Andersen (Age 11), Dart Bandren (Age 10)
- Classes (4)
- Rentals
- Memberships (2)
- Receipts (24)
- Invoices (7)
- Documents
- Portal (1)

Rentals

The **Rentals** tab shows rental registrations for each family member. Active rentals show by default:

Contact Management

Josey Wales

Rentals

Show History

Rental Number	Rental Name	Start Date	End Date	Duration
RNTL-09-2019-001360	Gathering Room A	9/26/2019 10:00 AM	9/26/2019 11:30 AM	Hourly

Family Overview

- Family (5): Josey Wales (Age 14), Elijah Wales (Age 10), Leopold Bloom (Age 13), Fandevogal Andersen (Age 11), Dart Bandren (Age 10)
- Classes (4)
- Rentals (1)**
- Memberships (2)
- Receipts (25)
- Invoices (7)
- Documents
- Portal (1)

The number of active rentals displays to the right of the family member's name.

To view past rentals, select the *Show History* check box in the top-right corner. Past rentals are shaded gray:

What's New in Tyler Parks and Recreation 2019.3

Contact Management

Rentals

Rental Number	Rental Name	Start Date	End Date	Duration
RMTL-09-2019-0013M0	Gathering Room A	9/26/2019 10:00 AM	9/26/2019 11:30 AM	Hourly
RMTL-09-2019-0002570	Butler Rental	9/25/2019 6:00 AM	9/25/2019 7:30 AM	Hourly

Memberships

Membership Name	Start Date	Expiration Date
Wyoming Membership	9/1/2019	9/30/2019
Red Sun	9/3/2019	9/3/2028

Memberships

The **Memberships** tab shows memberships for each family member. Active memberships show by default:

Contact Management

Memberships

Membership Name	Start Date	Expiration Date
Wyoming Membership	9/1/2019	9/30/2019
Red Sun	9/3/2019	9/3/2028

The number of active memberships displays to the right of the family member's name.

To view past memberships, select the *Show History* check box in the top-right corner. Past memberships are shaded gray:

What's New in Tyler Parks and Recreation 2019.3

Contact Management

←  Josey Wales

 \$437.79 Due

 Customer Activity 0

 0 Items

Show History

Memberships

 Josey Wales 2 active memberships

Membership Name	Start Date	Expiration Date
Wyoming Membership	5/1/2019	9/30/2019
Red Sun	9/3/2019	9/3/2020
Winter membership	5/1/2018	4/30/2019

 Elijah Wales 0 active memberships

Membership Name	Start Date	Expiration Date
Park and Music	3/7/2019	2/6/2019

Receipts

Receipts (25)

Invoices (7)

Documents

Portal (1)

Receipts

The **Receipts** tab shows all receipts for a family:

Contact Management

←  Josey Wales

 \$437.79 Due

 Customer Activity 0

 0 Items

Receipts

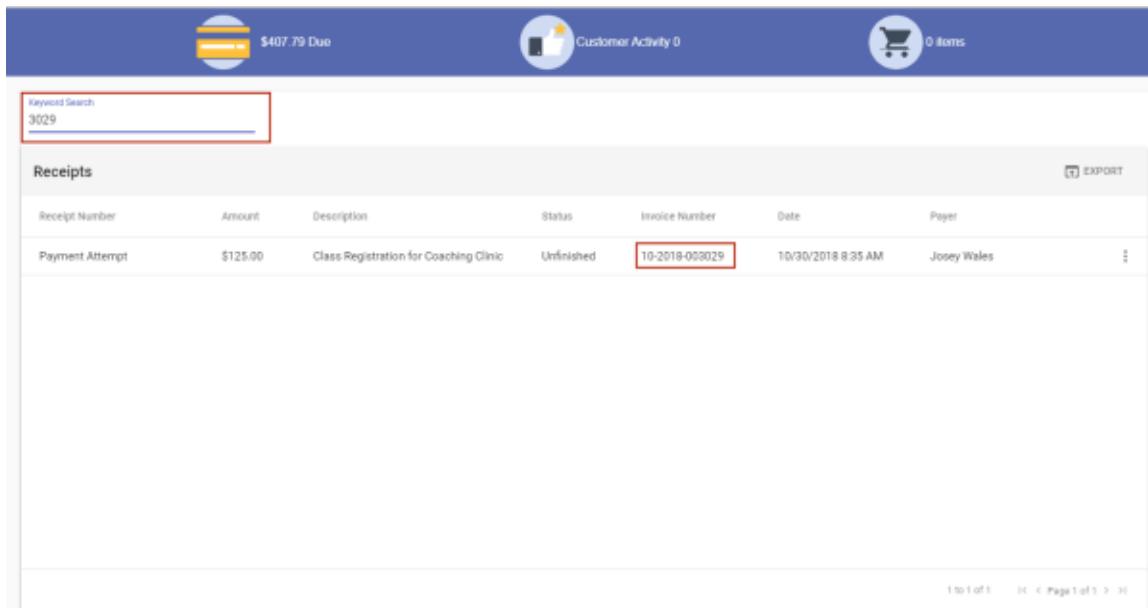
Keyword Search

Receipt Number	Amount	Description	Status	Invoice Number	Date	Payer
RECEIPT-69-2019-008638	\$82.50	Rental Payment for Gathering Room...	Completed	BB-2019-004990	9/25/2019 10:56 AM	Josey Wales
RECEIPT-69-2019-008592	\$75.00	Membership Payment for Red Sun	Completed	BB-2019-004968	9/24/2019 11:40 AM	Josey Wales
RECEIPT-69-2019-008591	\$16.99	Membership Payment for Wyoming ...	Completed	BB-2019-004967	9/24/2019 11:38 AM	Josey Wales
RECEIPT-68-2019-005496	\$60.00	Class Registration for Muttles	Completed	BB-2019-004893	8/21/2019 8:45 AM	Josey Wales
RECEIPT-68-2019-005494	\$60.00	Class Registration for Muttles	Completed	BB-2019-004890	8/19/2019 2:27 PM	Josey Wales
RECEIPT-68-2019-005493	\$48.00	Class Registration for Muttles	Refunded	BB-2019-004888	8/18/2019 2:26 PM	Josey Wales
RECEIPT-68-2019-005492	\$60.00	Class Registration for Muttles	Completed	BB-2019-004889	8/18/2019 1:39 PM	Josey Wales
RECEIPT-68-2019-005492	\$60.00	Class Registration for Muttles	Completed	BB-2019-004889	8/18/2019 1:39 PM	Josey Wales
RECEIPT-68-2019-005491	\$60.00	Class Registration for Muttles	Completed	BB-2019-004888	8/18/2019 11:55 AM	Josey Wales

1 to 85 of 85  Page 1 of 1 

Use the *Keyword Search* field to find a particular receipt:

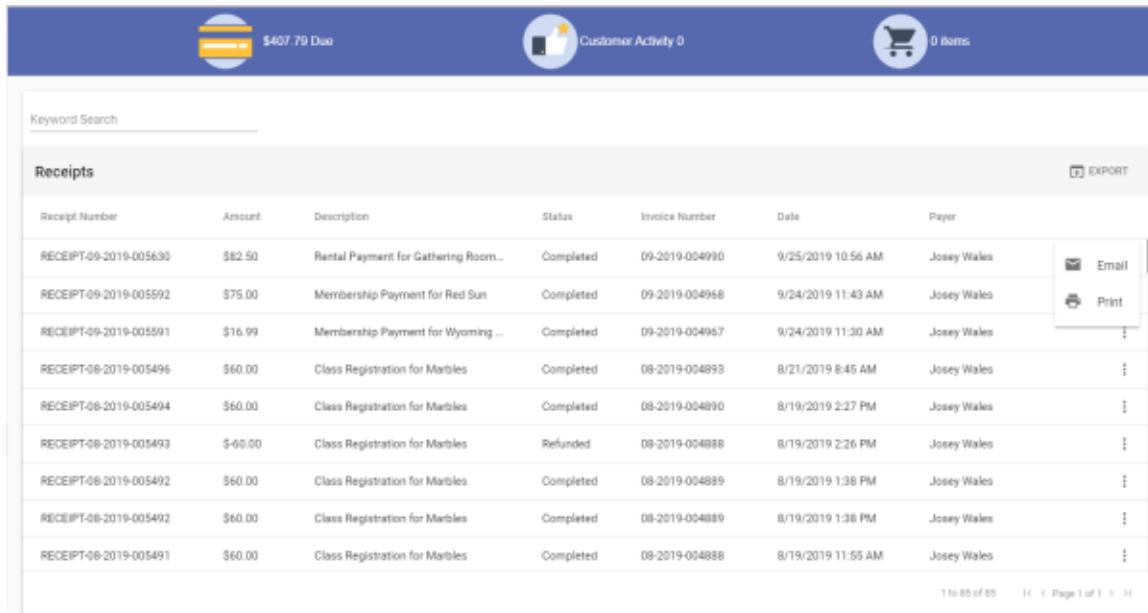
What's New in Tyler Parks and Recreation 2019.3



Receipt Number	Amount	Description	Status	Invoice Number	Date	Payer
Payment Attempt	\$125.00	Class Registration for Coaching Clinic	Unfinished	10-2018-003029	10/30/2018 8:35 AM	Josey Wales

To export the receipts to Excel, click the **EXPORT** icon on the far-right side of the **Receipts** header.

To email or print a receipt, click the vertical ellipses  on the far-right side of the receipt row:

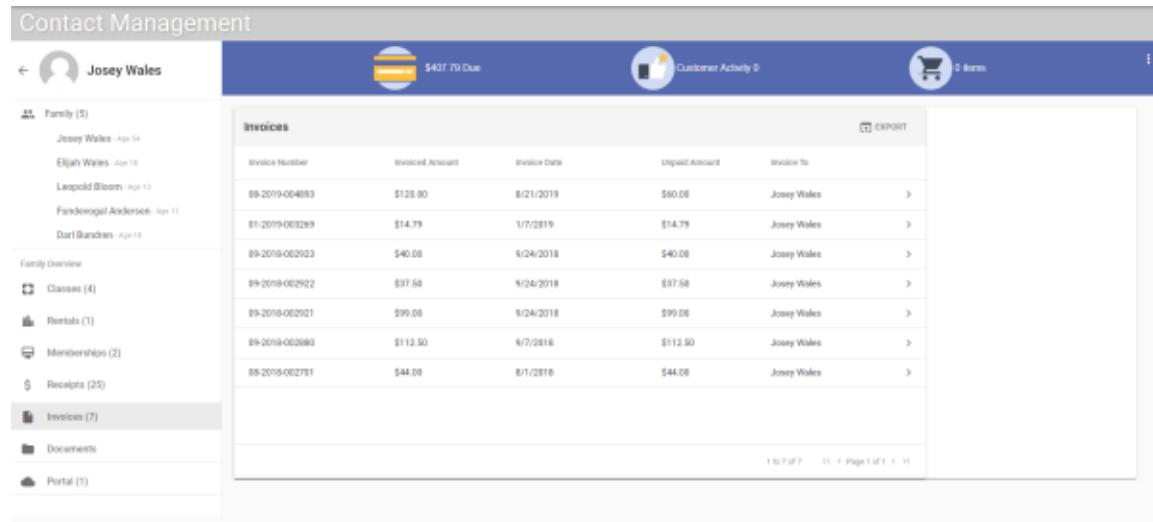


Receipt Number	Amount	Description	Status	Invoice Number	Date	Payer
RECEIPT-09-2019-005690	\$82.50	Rental Payment for Gathering Room...	Completed	09-2019-004990	9/25/2019 10:56 AM	Josey Wales
RECEIPT-09-2019-005592	\$75.00	Membership Payment for Red Sun	Completed	09-2019-004968	9/24/2019 11:43 AM	Josey Wales
RECEIPT-09-2019-005591	\$16.99	Membership Payment for Wyoming ...	Completed	09-2019-004967	9/24/2019 11:30 AM	Josey Wales
RECEIPT-08-2019-005496	\$60.00	Class Registration for Marbles	Completed	08-2019-004893	8/21/2019 8:45 AM	Josey Wales
RECEIPT-08-2019-005494	\$60.00	Class Registration for Marbles	Completed	08-2019-004890	8/19/2019 2:27 PM	Josey Wales
RECEIPT-08-2019-005493	\$60.00	Class Registration for Marbles	Refunded	08-2019-004888	8/19/2019 2:26 PM	Josey Wales
RECEIPT-08-2019-005492	\$60.00	Class Registration for Marbles	Completed	08-2019-004889	8/19/2019 1:38 PM	Josey Wales
RECEIPT-08-2019-005492	\$60.00	Class Registration for Marbles	Completed	08-2019-004889	8/19/2019 1:38 PM	Josey Wales
RECEIPT-08-2019-005491	\$60.00	Class Registration for Marbles	Completed	08-2019-004888	8/19/2019 11:55 AM	Josey Wales

Receipts used to be on the **Transactions** tab of the former Contact Details page.

Invoices

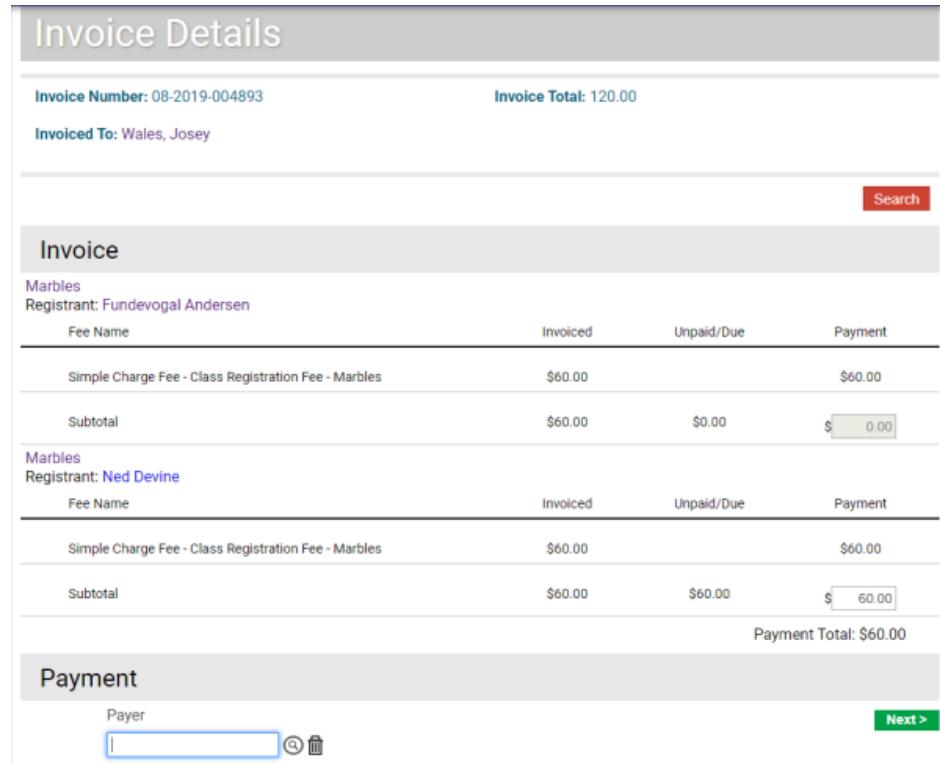
The **Invoices** tab shows all invoices for a family:



Invoice Number	Invoiced Amount	Invoice Date	Unpaid Amount	Invoice To
08-2019-004893	\$120.00	8/21/2019	\$60.00	Josey Wales
08-2019-005219	\$14.79	1/7/2019	\$14.79	Josey Wales
08-2019-002923	\$40.00	8/24/2018	\$40.00	Josey Wales
08-2019-002922	\$37.58	8/24/2018	\$37.58	Josey Wales
08-2019-002921	\$99.00	8/24/2018	\$99.00	Josey Wales
08-2019-002983	\$112.50	8/7/2018	\$112.50	Josey Wales
08-2019-002781	\$44.00	8/1/2018	\$44.00	Josey Wales

To export the invoices to Excel, click the **EXPORT** icon on the far-right side of the **Invoices** header.

To view or edit the details of an invoice, click the chevron  on the right side of the invoice row. The Invoice Details page opens:



Invoice Details

Invoice Number: 08-2019-004893 **Invoice Total:** 120.00

Invoiced To: Wales, Josey

Search

Invoice

Fee Name	Invoiced	Unpaid/Due	Payment
Simple Charge Fee - Class Registration Fee - Marbles	\$60.00	\$60.00	\$60.00
Subtotal	\$60.00	\$0.00	\$ 0.00

Marbles
Registrant: Fundevogal Andersen

Fee Name	Invoiced	Unpaid/Due	Payment
Simple Charge Fee - Class Registration Fee - Marbles	\$60.00	\$60.00	\$60.00
Subtotal	\$60.00	\$60.00	\$ 60.00

Ned Devine
Registrant: Ned Devine

Fee Name	Invoiced	Unpaid/Due	Payment
Simple Charge Fee - Class Registration Fee - Marbles	\$60.00	\$60.00	\$60.00
Subtotal	\$60.00	\$60.00	\$ 60.00

Payment Total: \$60.00

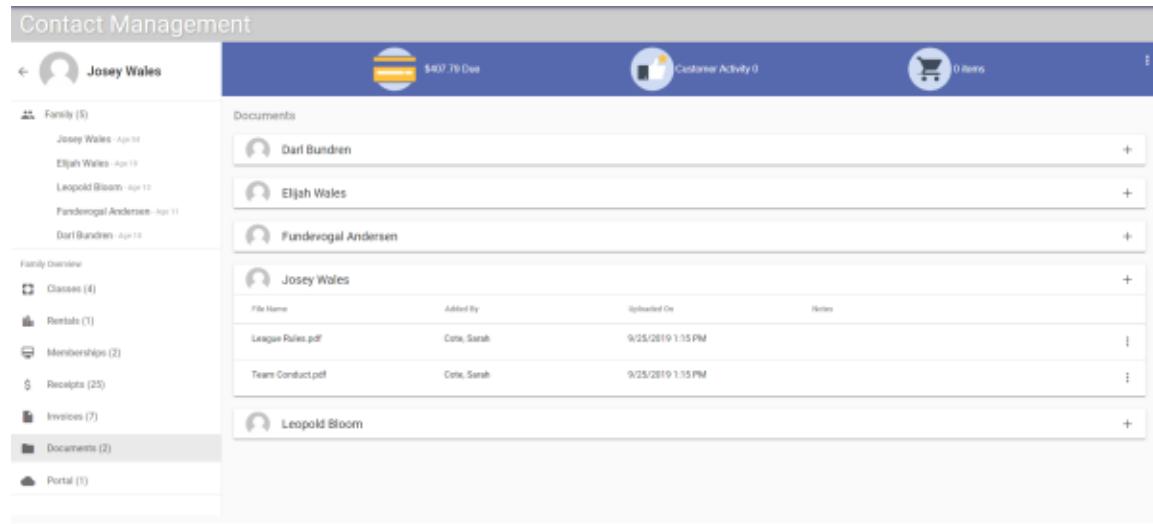
Payment

Payer  

What's New in Tyler Parks and Recreation 2019.3

Documents

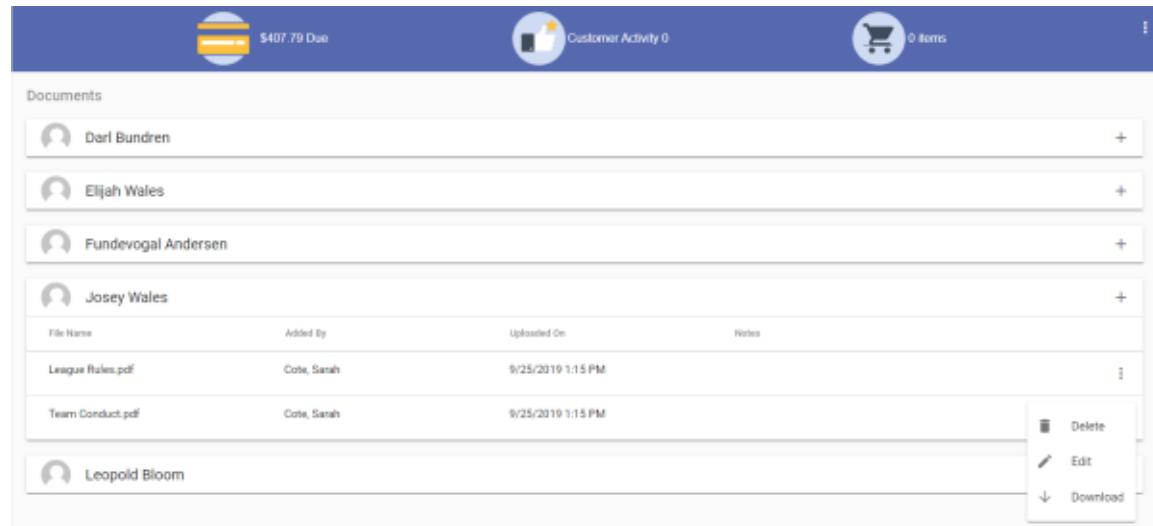
The **Documents** tab contains documents that have been uploaded for each family member:



The screenshot shows the Contact Management interface with the 'Documents' tab selected. On the left, a sidebar lists family members: Josey Wales (Age 14), Elijah Wales (Age 10), Leopold Bloom (Age 13), Fundevogal Andersen (Age 11), and Darl Bundren (Age 12). The main area displays a list of documents for Josey Wales, including 'League Rules.pdf' and 'Team Conduct.pdf', both uploaded by Cote, Sarah on 9/25/2019 1:15PM. There are '+' buttons next to each member's name and a detailed view table for Josey Wales.

To upload a document for a family member, click the plus sign (+) in the top-right corner of the member's card.

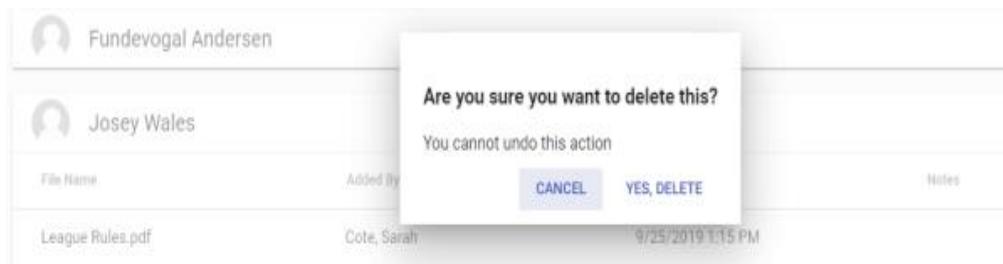
To delete, edit the title or download a document, click the vertical ellipses ⋮ on the far-right side of the document row:



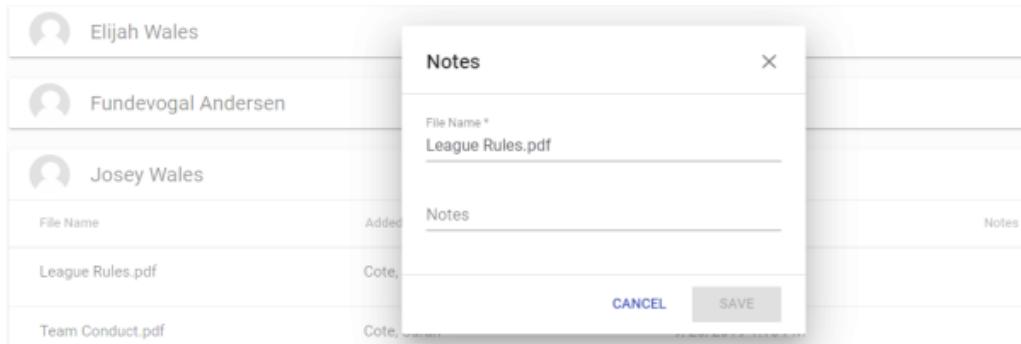
The screenshot shows the Contact Management interface with the 'Documents' tab selected. The same family members and document list are visible as in the previous screenshot. A context menu is open over the 'Team Conduct.pdf' row for Josey Wales, showing options: Delete, Edit, and Download.

The **Delete** option opens a delete confirmation dialog:

What's New in Tyler Parks and Recreation 2019.3



The **Edit** option opens the Notes dialog:



The **Download** option opens the document for viewing.

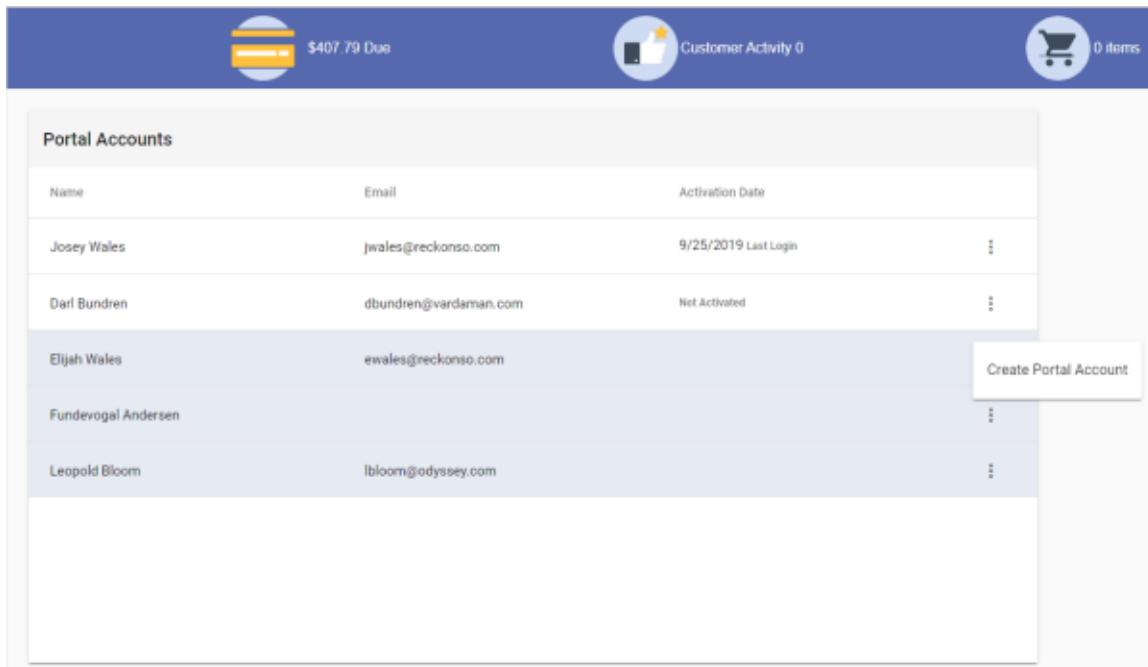
Portal

The **Portal** tab contains the names, email addresses, activation dates and last logins of family members who have portal accounts:

Name	Email	Activation Date
Josey Wales	jwales@recreation.com	9/25/2019 Last Login
Dart Bundren	dbundren@wardaman.com	Not Activated
Leopold Bloom	ebloom@recreation.com	
Fundevogal Andersen		

The rows of family members who do not have portal accounts appear in gray. Clicking the vertical ellipses on the far-right side of a member's row opens a menu with an option to create a portal account:

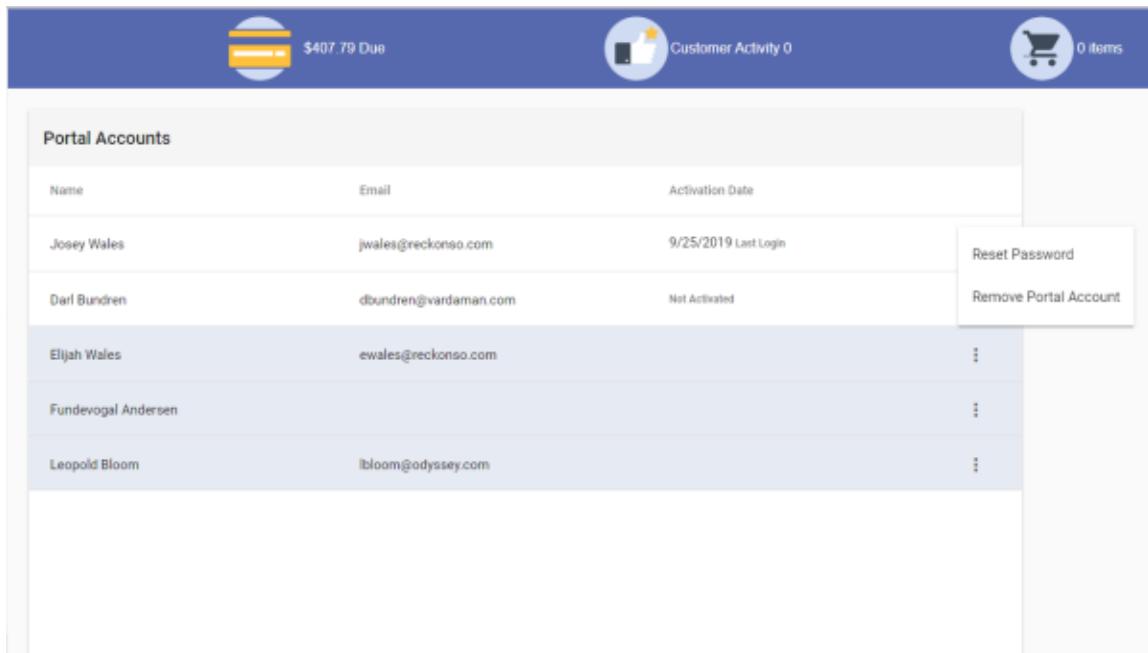
What's New in Tyler Parks and Recreation 2019.3



Name	Email	Activation Date	Actions
Josey Wales	jwales@reckonso.com	9/25/2019 Last Login	...
Darl Bundren	dbundren@vardaman.com	Not Activated	...
Elijah Wales	ewales@reckonso.com		Create Portal Account
Fundevogal Andersen			...
Leopold Bloom	lblloom@odyssey.com		...

If an account has been created but has not been activated, **Not Activated** shows in the *Activation Date* column.

To reset a family member's password or remove the portal account, click the vertical ellipses on the far-right of the member's row:



Name	Email	Activation Date	Actions
Josey Wales	jwales@reckonso.com	9/25/2019 Last Login	Reset Password
Darl Bundren	dbundren@vardaman.com	Not Activated	Remove Portal Account
Elijah Wales	ewales@reckonso.com		...
Fundevogal Andersen			...
Leopold Bloom	lblloom@odyssey.com		...

TEAM BUILDER

Parks & Rec > Class > Search > Create/Edit > Registrants > Team Builder

Parks & Rec > League Individuals > Leagues > Search > Vertical Ellipses > Team Builder

The overall management of teams just got a whole lot easier with the introduction of Team Builder in release 2019.3 of Tyler Parks and Recreation. Eliminating the need to navigate between multiple pages when building and managing teams, Team Builder lets you do it all from one location:

- View and filter lists of unassigned players and coaches
- Create and color-code the teams in a league
- Drag-and-drop players and coaches onto teams
- Designate team captains and head coaches

For any class that has a *Class Type Format* of *League Individuals*, a *Team Builder* link is available in the **Registrants** section of the Class Details page and from the new Leagues Overview page (Parks & Rec > League Individuals > Leagues):

Administration > Parks & Rec. Setup > Class Type

Class Type Details

Setup Search

Name <input type="text" value="Flag Football"/>	Prefix <input type="text"/>
Description <input type="text" value="Flag Football"/>	Class Type Format <input style="border: 2px solid red;" type="text" value="League Individuals"/>
<input checked="" type="checkbox"/> Active	
Custom Field Layout <input type="text" value="- Select -"/>	<input type="checkbox"/> Is Auto Number <input type="text"/>
Cashier Fee Template <input type="text" value="- Select -"/>	Custom Add-on Title <input type="text"/>
Expense Disbursement <input type="text" value="- Select -"/>	
Fee Name <input type="text" value="Flag Football Fee"/> 	Save and New 

What's New in Tyler Parks and Recreation 2019.3

Registrants

Export **Team Builder**

First Name	Last Name	Status	Group	Create Date	Notes	
Woodrow	Call	Paid in Full		08/19/2019 01:38:11 PM		   
Gus	McCrae	Paid in Full		08/19/2019 01:38:11 PM		   
Leopold	Bloom	Paid in Full		08/19/2019 11:55:49 AM		   
Jay	Carver	Paid in Full		08/19/2019 11:55:49 AM		   
Lorenzo	Starr	Paid in Full		08/19/2019 11:55:49 AM		   
Tom	Sawyer	Paid in Full		08/19/2019 11:55:49 AM		   
Jane	Eyre	Paid in Full		08/19/2019 11:55:49 AM		   
Jay	Gatsby	Paid in Full		08/19/2019 11:55:49 AM		   
Ignatius	Reilly	Paid in Full		08/19/2019 11:55:49 AM		   
Olan	Lung	Paid in Full		08/19/2019 11:55:49 AM		   
Dorothea	Brooke	Paid in Full		08/19/2019 11:55:49 AM		   
William	Chetham	Paid in Full		08/19/2019 11:55:49 AM		   

  Page of 1 > > 75

Leagues Overview

Individuals **Teams** **Leagues**

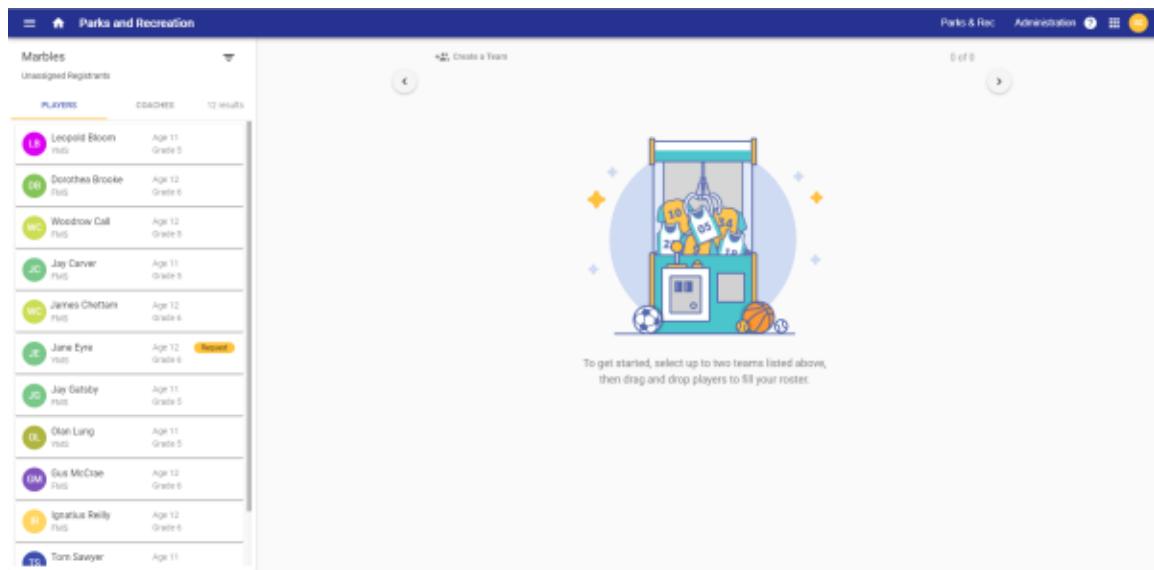
Search league name... 

Name	Start Date	End Date	Class Type	Category	Gender	Age Range
Coaching Clinic	6/6/18	6/12/20	Flag Football	Sports/Fitness	Male	1 - 70
KG Test Time	3/1/19	3/19/20	Youth Baseball League	Sports/Fitness	Coed	0 - 99
Adolescent Flag Football	5/11/18	12/31/19	Flag Football	Sports/Fitness	Coed	1 - 99
Ping Pong League 1	8/30/19	11/30/19	AC - Grouped Individuals	Sports/Fitness	Coed	0 - 99
Marbles	9/2/19	10/31/19	Grouped Individual	Educational Enrichment	Coed	0 - 99
Baseball League	5/6/19	8/31/19	League	Sports/Fitness	Coed	0 - 99
Ping Pong League 2	8/1/19	8/15/19	AC - Grouped Individuals	Sports/Fitness	Coed	0 - 99

Class Details **Team Builder**

Either link opens the Team Builder page:

What's New in Tyler Parks and Recreation 2019.3



PLAYERS	COACHES	12 Available
Leopold Bloom		Age 11 Grade 5
Dorothea Brooke		Age 12 Grade 6
Woodrow Call		Age 12 Grade 5
Jay Carver		Age 11 Grade 5
James Chettam		Age 12 Grade 6
Jane Eyre		Age 12 Grade 6
Jay Gatsby		Age 11 Grade 5
Olan Lang		Age 11 Grade 5
Sus McCaig		Age 12 Grade 6
Ignatius Reilly		Age 12 Grade 6
Tom Sawyer		Age 11

Viewing Lists of Players (Registrants) and Coaches

PLAYERS and **COACHES** tabs on the left side of the page contain lists of class registrants and volunteer coaches who are waiting to be assigned to teams:

What's New in Tyler Parks and Recreation 2019.3

Marbles		
Unassigned Registrants		
PLAYERS	COACHES	12 results
 Leopold Bloom YMS	Age 11 Grade 5	
 Dorothea Brooke FMS	Age 12 Grade 6	
 Woodrow Call FMS	Age 12 Grade 5	
 Jay Carver FMS	Age 11 Grade 5	
 James Chettam FMS	Age 12 Grade 6	
 Jane Eyre YMS	Age 12 Grade 6	Request
 Jay Gatsby FMS	Age 11 Grade 5	
 Olan Lung YMS	Age 11 Grade 5	
 Gus McCrae FMS	Age 12 Grade 6	
 Ignatius Reilly FMS	Age 12 Grade 6	
 Tom Sawyer	Age 11	

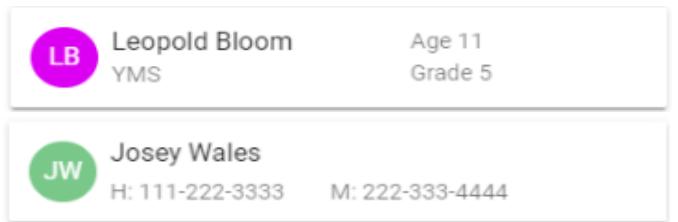
Marbles		
Unassigned Registrants		
PLAYERS	COACHES	2 results
	 Elijah Wales M: 333-444-5555	
	 Josey Wales H: 111-222-3333	

Note: For registered coaches, a **Coach** button has been added to the back office and citizen portal class registration processes.

Note: A *Coach Description* field has been added to the Class Details page.

Players and coaches appear on individual cards. Each player's card contains the player's name, affiliated school, age and grade; each coach's card contains the coach's name, home phone and mobile phone. An avatar of the player's or coach's initials, color-coded by first initial, also appears on each card:

What's New in Tyler Parks and Recreation 2019.3



LB Leopold Bloom
YMS Age 11
Grade 5

JW Josey Wales
H: 111-222-3333 M: 222-333-4444

If a player has made a special request during the registration process, it shows as a **Request** icon on the player's card. Hovering over the icon shows the text of the request:



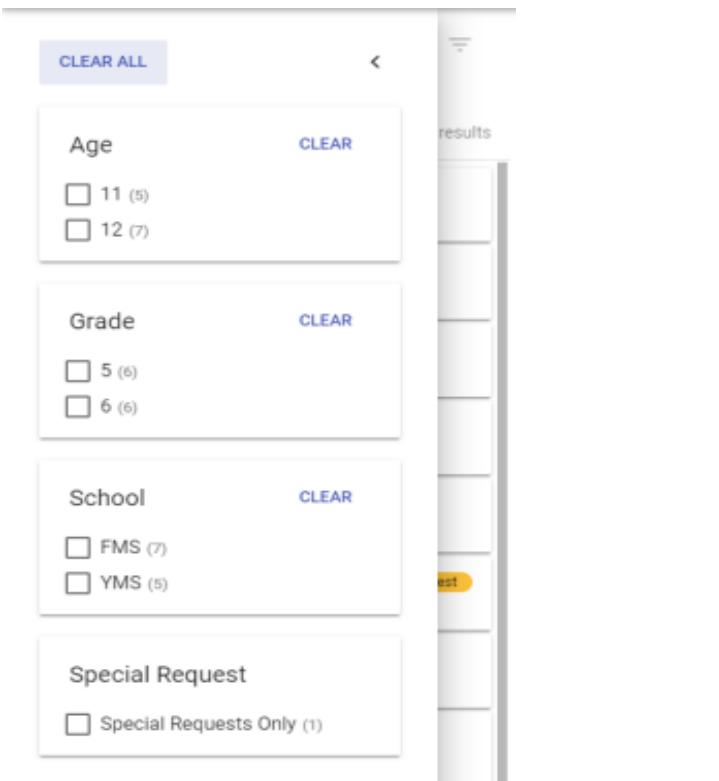
JE Jane Eyre
YMS Age 12
Grade 6

JE Jane Eyre
YMS Age 12
Grade 6

Does not want to play for Steelies.

Filtering Unassigned Players

To filter the list of unassigned players, click the filter icon  above the list of names. The filter gives you options to filter by age, grade, school and special request:



CLEAR ALL

Age **CLEAR**

11 (5)
 12 (7)

Grade **CLEAR**

5 (6)
 6 (6)

School **CLEAR**

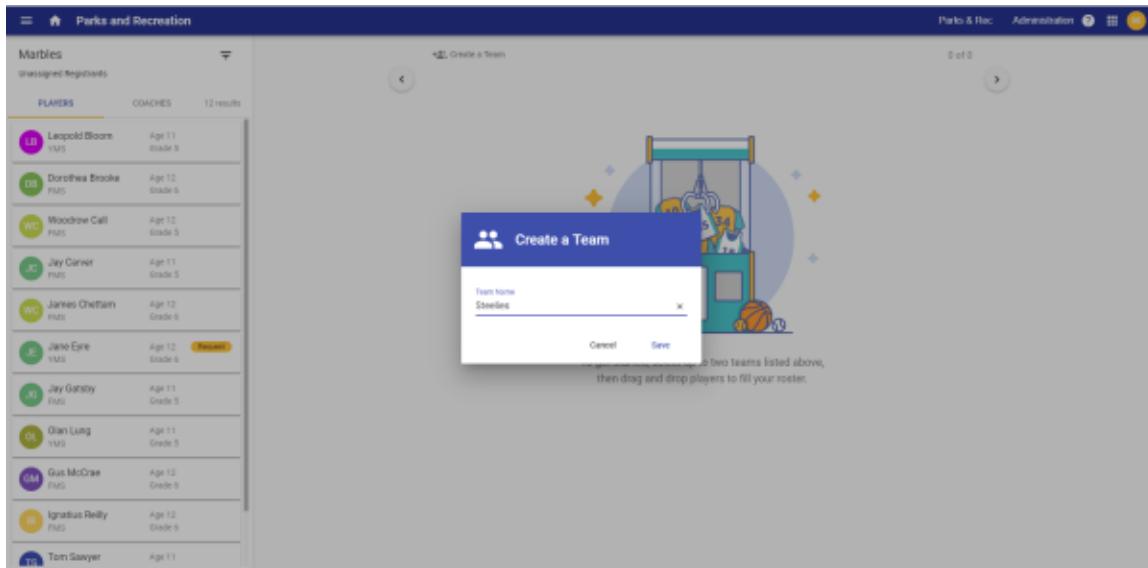
FMS (7)
 YMS (5)

Special Request

Special Requests Only (1)

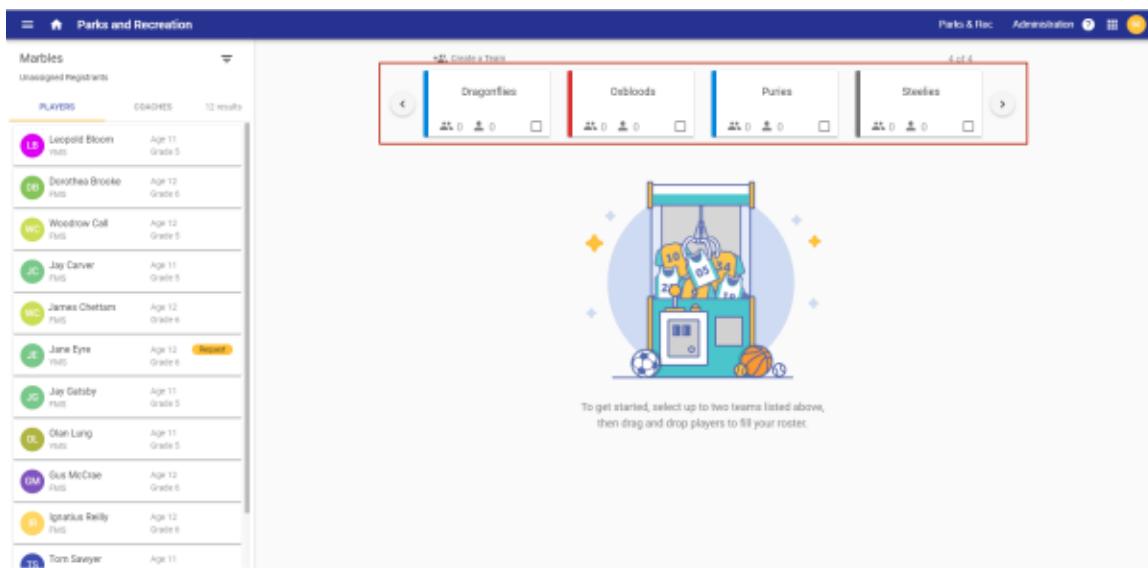
Creating Teams

To create a team, click the **Create a Team** button at the top of the right side of the Team Builder page. On the Create a Team dialog that opens, type the *Team Name* and click **Save**:



The screenshot shows the Parks and Recreation Team Builder page. On the left, a list of players is displayed with their names, ages, and grades. On the right, a 'Create a Team' dialog box is open, prompting the user to enter a team name ('Steelies') and click 'Save'. A large, colorful illustration of a team locker is centered on the page.

As you create teams, they are added as individual, color-coded cards on a carousel that spans the top of the right side of the page. Each card shows the name of the team, the number of players  and the number of coaches .

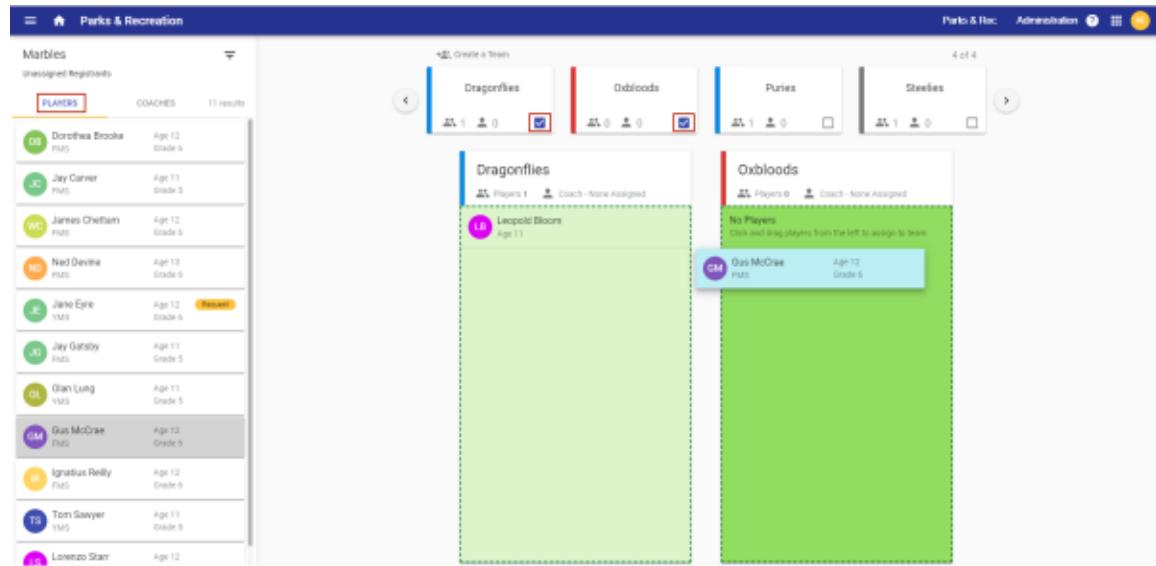


The screenshot shows the Parks and Recreation Team Builder page after creating four teams: 'Dragonflies', 'Debbolds', 'Putes', and 'Steelies'. These teams are now displayed on a horizontal carousel at the top right of the page. The list of players on the left remains the same. A large, colorful illustration of a team locker is centered on the page.

Four teams at a time appear on the carousel. To view additional teams, click the buttons on either end of the carousel:

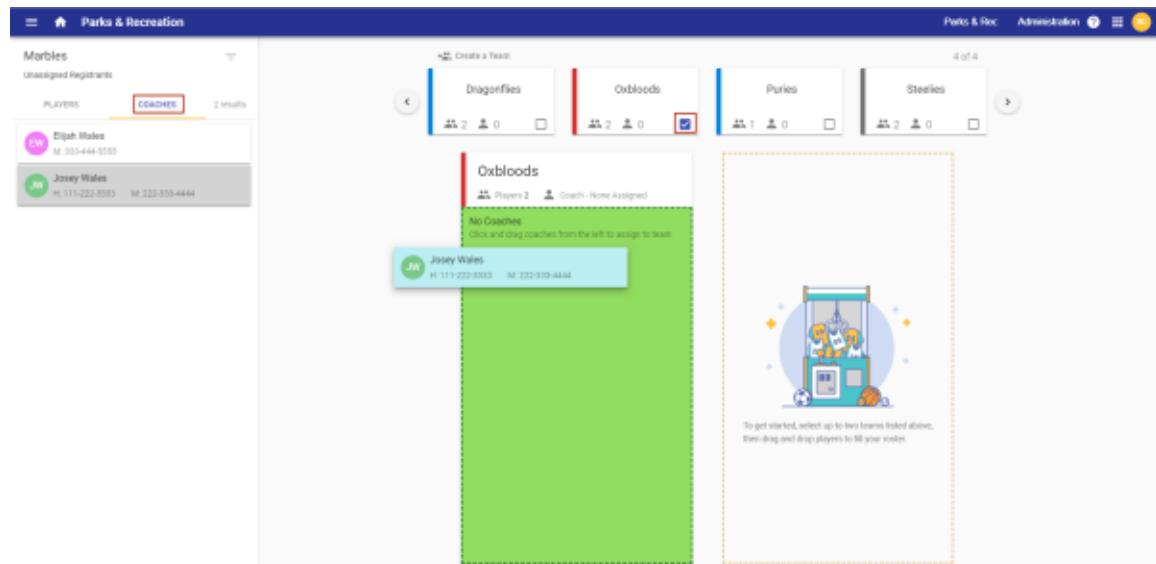
Assigning Registrants and Coaches to Teams

To assign registrants to a team, select the check box on the team card to expand it below the carousel, drag cards from the **PLAYERS** tab on the left side of the page, and drop them onto the roster portion of the expanded team card. (As a player's card nears the expanded team card, the drop zone turns a bold green.) Two team cards at a time may be expanded below the carousel:



The screenshot shows the 'Create a Team' interface. On the left, a sidebar lists 'Unassigned Registrants' with a 'PLAYERS' tab selected, showing 11 results. The main area displays four team cards: 'Dragonflies' (1 player, 0 coaches), 'Oxbloods' (0 players, 0 coaches), 'Puries' (1 player, 0 coaches), and 'Steelies' (1 player, 0 coaches). The 'Oxbloods' card is expanded, showing 'Leopold Bloom' (Age 11) and 'Gus McCrae' (Age 12, Grade 6). A green dashed box highlights the drop zone for assigning players to the 'Oxbloods' team. The 'Steelies' team card is also partially visible with a green dashed box around its drop zone.

Follow the same process for coaches, dragging cards from the **COACHES** tab to the appropriate teams:

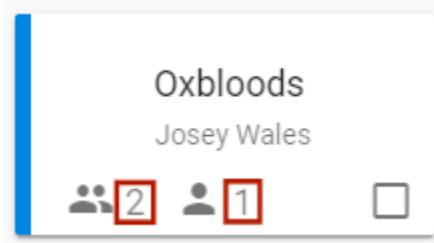


The screenshot shows the 'Create a Team' interface. On the left, a sidebar lists 'Unassigned Registrants' with a 'COACHES' tab selected, showing 2 results. The main area displays four team cards: 'Dragonflies' (2 players, 0 coaches), 'Oxbloods' (2 players, 0 coaches), 'Puries' (1 player, 0 coaches), and 'Steelies' (2 players, 0 coaches). The 'Oxbloods' card is expanded, showing 'No Coaches' and 'Jossey Wales' (Age 11, Grade 5). A green dashed box highlights the drop zone for assigning coaches to the 'Oxbloods' team. A callout box with a cartoon character provides instructions: 'To get started, select up to two teams listed above. Then drag and drop players to fill your roster.'

Note: To switch views between players and coaches on an expanded team card, select the corresponding **PLAYERS** or **COACHES** tab on the left side of the page.

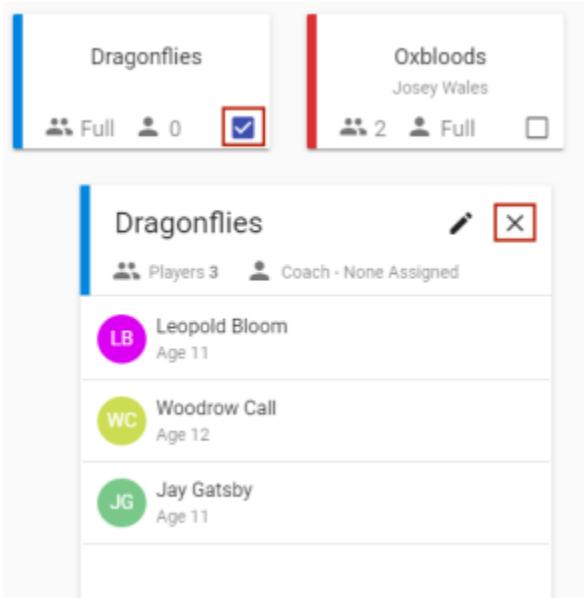
What's New in Tyler Parks and Recreation 2019.3

As you assign players and coaches, the numbers next to their avatars increment:



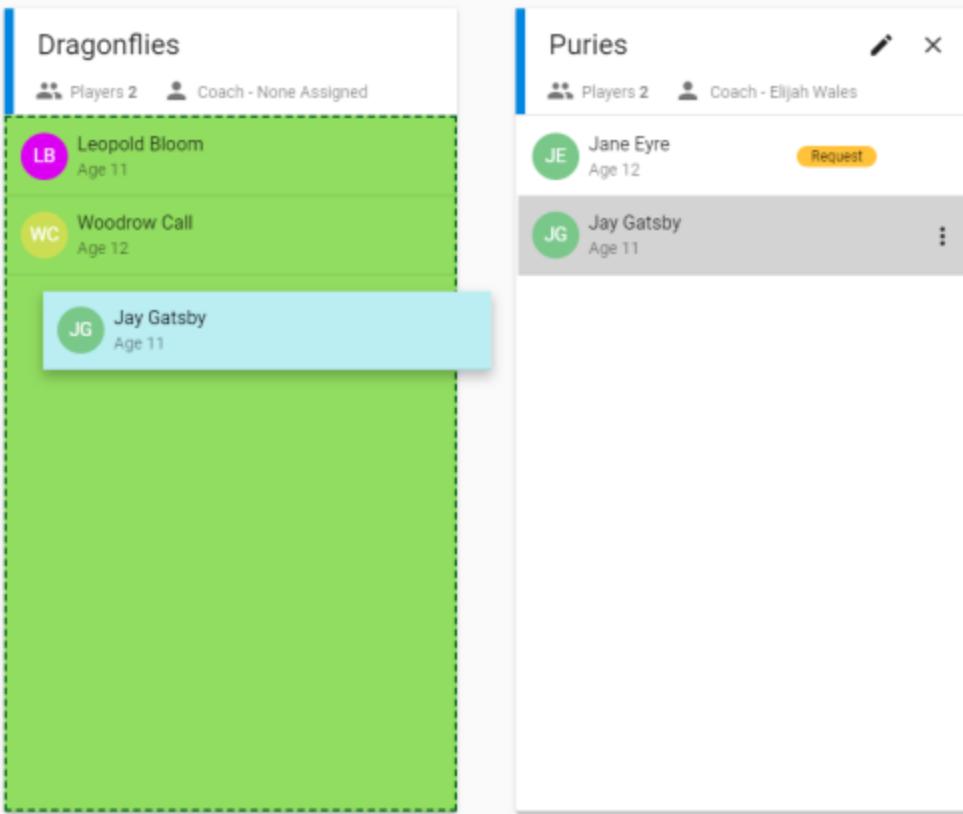
Note: Changes to team cards are saved automatically.

To close an expanded team card, deselect the check box in the bottom-right corner of the collapsed team card, or click the X in the top-right corner of the expanded card:



To move a player or coach from one team to another, select the two teams to expand their cards side-by-side, and drag and drop the player's or coach's card from the current team to the new team:

What's New in Tyler Parks and Recreation 2019.3



The screenshot displays two team rosters side-by-side. The left roster is for the "Dragonflies" team, which has 2 players and no coach assigned. The right roster is for the "Puries" team, which has 2 players and a coach named Elijah Wales. In the Dragonflies roster, the card for "Jay Gatsby" is being moved, as indicated by a light blue highlight and a dashed green border around the card. The Puries roster shows a "Request" button next to the card for "Jane Eyre".

Team	Players	Coach
Dragonflies	2	None Assigned
Puries	2	Elijah Wales

Player	Age	Team
Leopold Bloom	11	Dragonflies
Woodrow Call	12	Dragonflies
Jay Gatsby	11	Dragonflies
Jane Eyre	12	Puries
Jay Gatsby	11	Puries

To remove a player or coach from a team, drag the card back to the appropriate tab on the left side of the page:

What's New in Tyler Parks and Recreation 2019.3

The screenshot shows the Tyler Parks and Recreation software interface. On the left, a list of players and coaches for the 'Marbles' team is displayed. A player named 'Dorothea Brooke' is highlighted with a blue box. On the right, a 'Create a Team' dialog is open for the 'Dragonflies' team, showing it is full with 0 coaches. Below it, the 'Steelies' team list shows three players: 'Dorothea Brooke', 'Gus McCrae', and 'Ignatius Reilly'.

Team	Player	Age	Grade
Marbles	James Chettam	12	6
Marbles	Olan Lung	11	5
Marbles	Lorenzo Starr	12	6
Marbles	Dorothea Brooke	12	
Dragonflies			
Steelies	Dorothea Brooke	12	
Steelies	Gus McCrae	12	
Steelies	Ignatius Reilly	12	

In building a team, if the maximum number of players or coaches is reached according to the *Maximum Players per Team* or *Maximum Coaches per Team* value on the Class Details page, the word *Full* displays next to the player or coach avatar, and the drop zone for adding players or coaches is disabled (remains white):

What's New in Tyler Parks and Recreation 2019.3

The image shows two screenshots of the Tyler Parks and Recreation software. The left screenshot displays the 'Marbles' team page, showing four unassigned registrants: Dorothea Brooke, James Chettam, Olan Lung, and Lorenzo Starr. The right screenshot shows the 'Create a Team' process for the 'Dragonflies' team, which is currently full (0 players assigned) and has 0 coaches assigned. It also shows a list of three players assigned to the team: Leopold Bloom, Woodrow Call, and Jay Gatsby, along with a summary of the team's current status (3 players, 0 coaches).

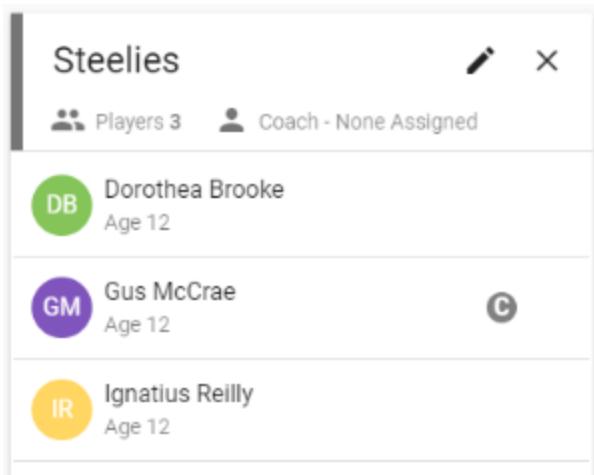
Designating Team Captains and Head Coaches

To designate one or more team captains, click the vertical ellipses on the right side of an assigned player's card, and select **Assign Captain**:

The image shows the 'Steelies' team page. It lists three players: Dorothea Brooke, Gus McCrae, and Ignatius Reilly. The card for Gus McCrae has a vertical ellipsis icon on the right. A callout box is shown over this icon, containing the text 'Assign Captain'.

A captain icon  appears on the card:

What's New in Tyler Parks and Recreation 2019.3

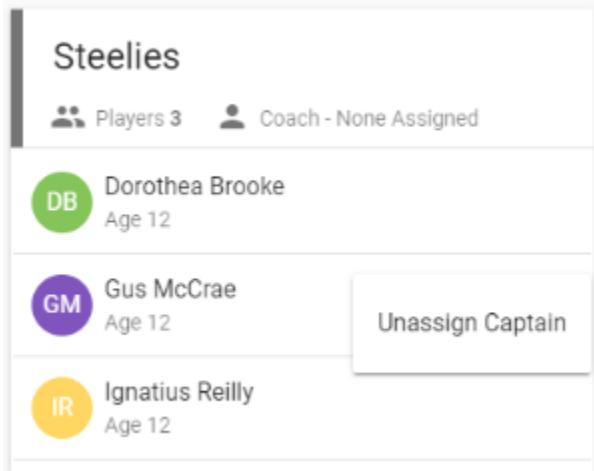


Steelies

Players 3 Coach - None Assigned

DB	Dorothea Brooke Age 12
GM	Gus McCrae Age 12
IR	Ignatius Reilly Age 12

To remove a captain designation, click the vertical ellipses, and select **Unassign Captain**:



Steelies

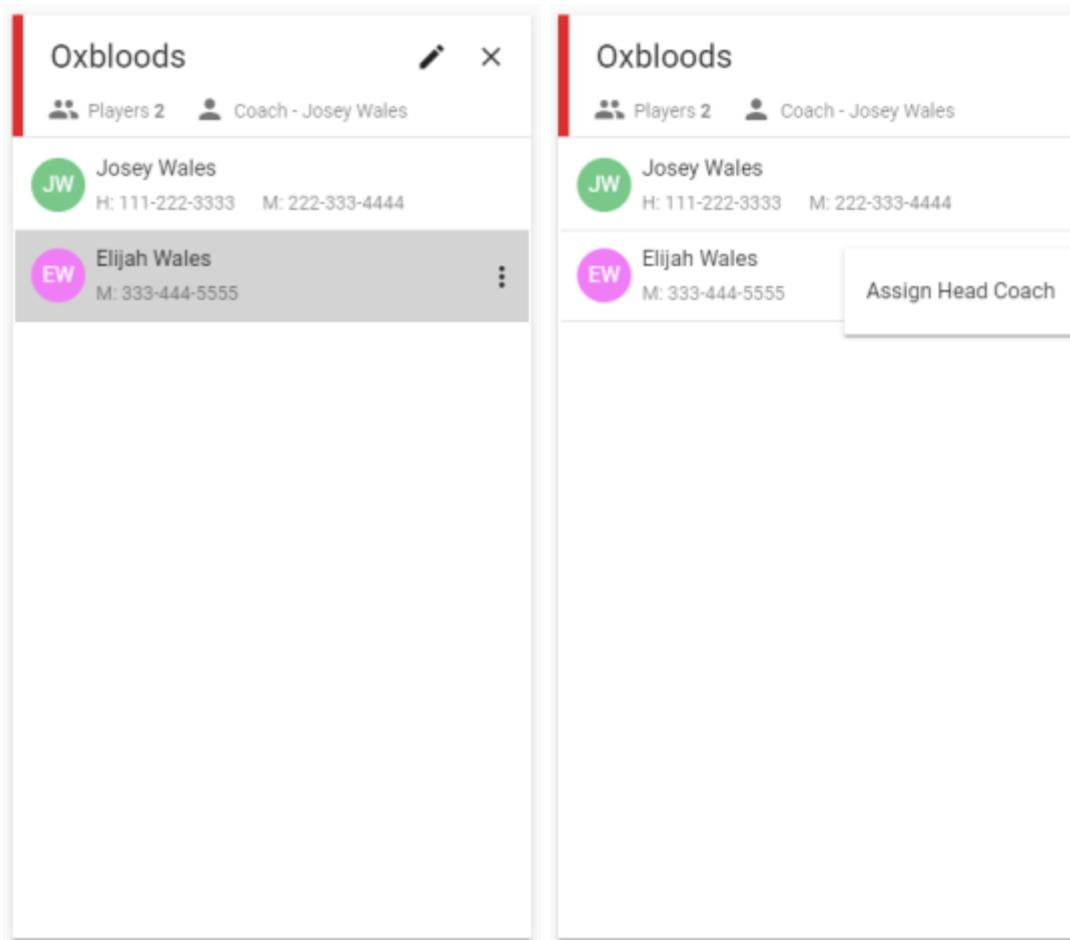
Players 3 Coach - None Assigned

DB	Dorothea Brooke Age 12
GM	Gus McCrae Age 12
IR	Ignatius Reilly Age 12

Unassign Captain

When you drag and drop coach cards onto the expanded team card, the name you place at the top of the list becomes the head coach by default. To assign a different head coach, click the vertical ellipses on the right side of another coach's card. An option to assign as head coach appears:

What's New in Tyler Parks and Recreation 2019.3



Oxbloods Players 2 Coach - Josey Wales

Josey Wales
H: 111-222-3333 M: 222-333-4444

Elijah Wales
M: 333-444-5555

Oxbloods Players 2 Coach - Josey Wales

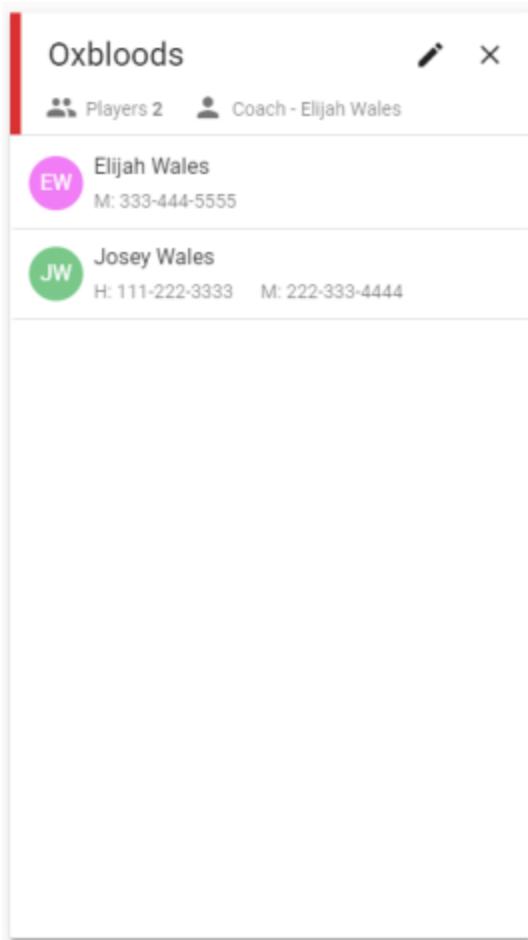
Josey Wales
H: 111-222-3333 M: 222-333-4444

Elijah Wales
M: 333-444-5555

Assign Head Coach

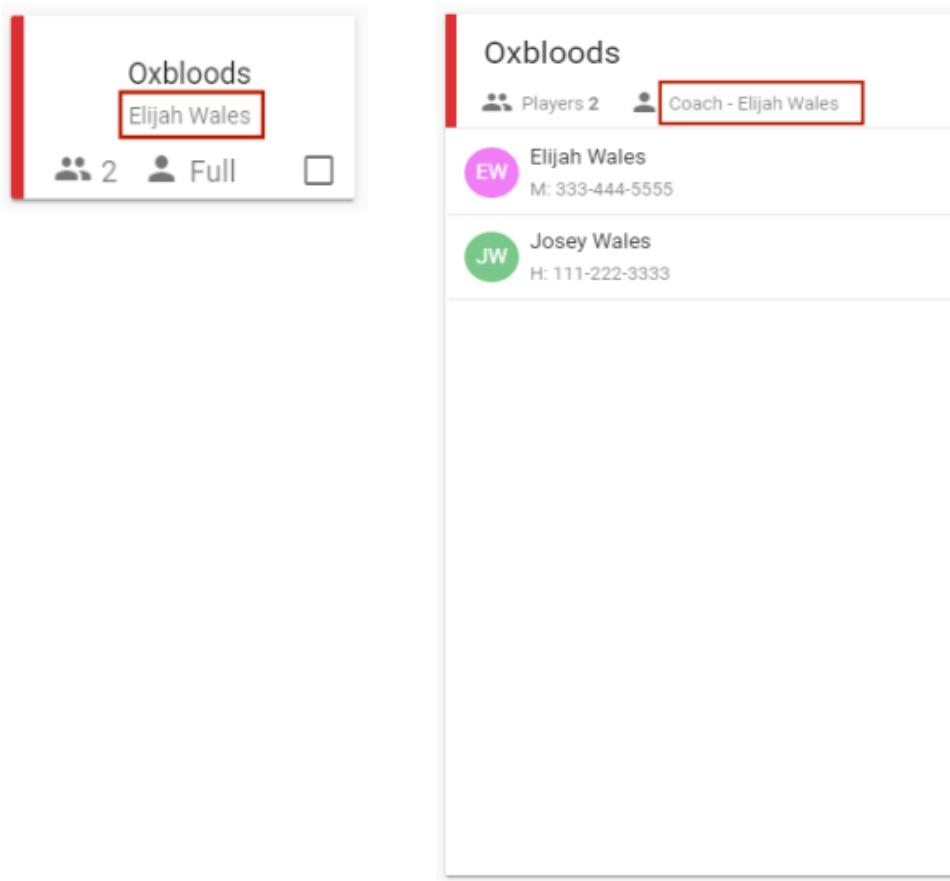
When assigned as head coach, the coach's card moves automatically to the top of the list:

What's New in Tyler Parks and Recreation 2019.3



Note: The card of a head coach does not provide the vertical ellipses.

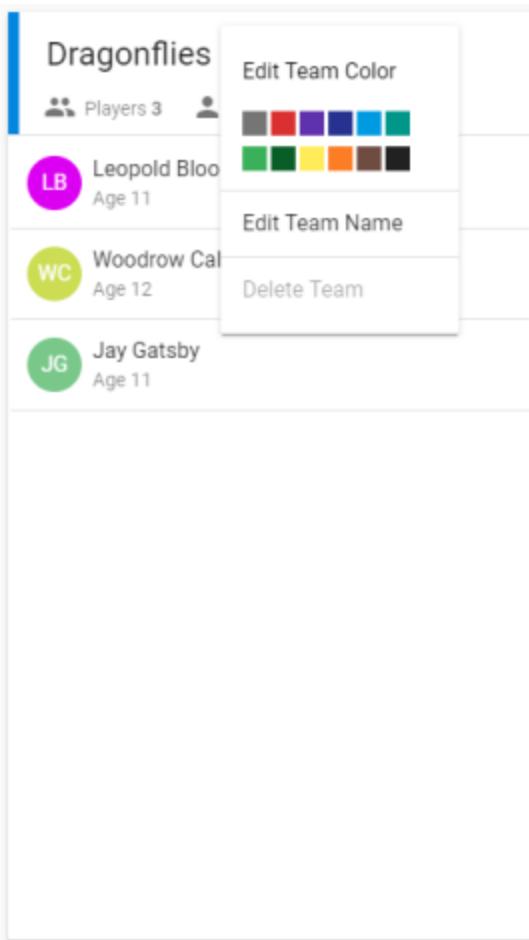
A head coach's name appears below the team name on the collapsed team card and in the header of the expanded team card:



Editing Team Color and Name and Deleting a Team

Clicking the pencil icon  in the top-right corner of an expanded team card gives you options to edit the color and name of the team and to delete the team:

What's New in Tyler Parks and Recreation 2019.3



The screenshot shows a team management interface for the 'Dragonflies' team. The team has 3 players: Leopold Bloo (Age 11), Woodrow Cal (Age 12), and Jay Gatsby (Age 11). Each player is represented by a colored circle (purple, green, and blue respectively) containing their initials (LB, WC, JG) and name. The interface includes a 'Edit Team Color' section with a color palette and buttons for 'Edit Team Name' and 'Delete Team'.

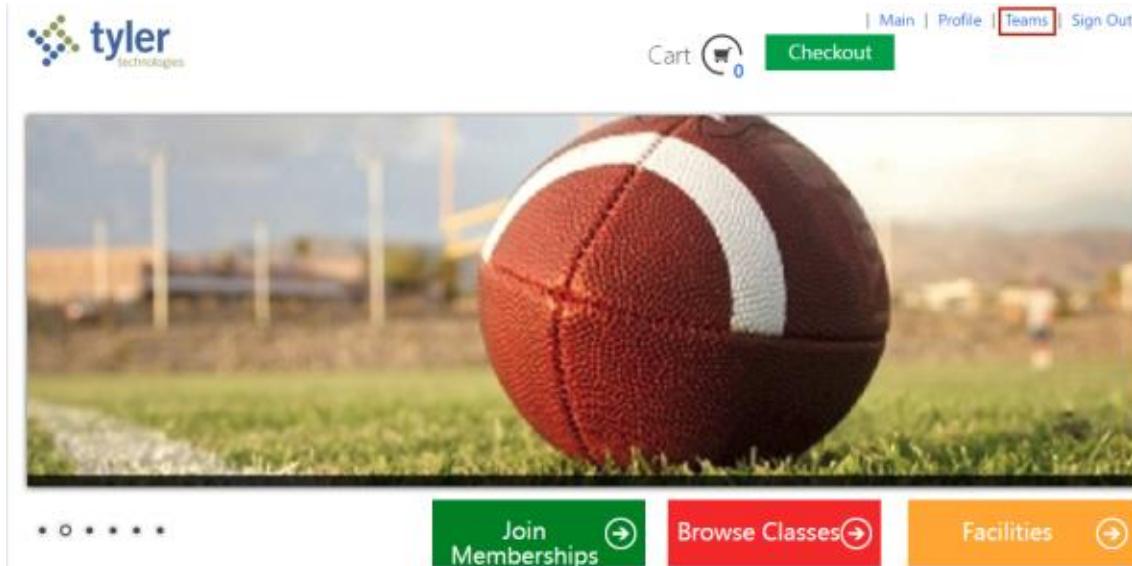
Player	Age
Leopold Bloo	Age 11
Woodrow Cal	Age 12
Jay Gatsby	Age 11

COACH'S CORNER

Citizen Portal > Sign In > Teams

The new Coach's Corner lets coaches view their rosters online, set up and maintain game and practice calendars, send messages to team members, share documents and print and export information, all from the same location.

A registered coach who logs into the citizen portal will see a *Teams* link in the top-right corner of the page:



Clicking the link takes the coach to a page containing his or her roster, event calendar, email messages and documents. If the coach has more than one team, active or inactive, the names, leagues and team start and end dates appear on individual cards on an intermediate page:

What's New in Tyler Parks and Recreation 2019.3

Clicking a card takes the coach to the page for that team:

Each team page contains a left panel with the name of the team and league in the header and the following three tabs below it: **Roster** , **Messages** , and **Documents** .

Selecting a tab loads the right panel with the corresponding information.

Roster

Name	Contact	Personal Information
Fundevogal Andersen	(777) 666-5555	YMS Age 11 Grade 5
Leopold Bloom	(444) 555-6666 lbloom@odyssey.com	YMS Age 11 Grade 5
Dorothea Brooke	(222) 333-4444 dbrooke@middlemarch.com	FMS Age 12 Grade 6
Jane Eyre	(777) 888-9999 jeyre@thornfield.com	YMS Age 12 Grade 6
Olan Lung	(333) 444-5555	YMS Age 11 Grade 5
Gus McCrae	(555) 666-7777	FMS Age 12 Grade 6

Name	Role
Josey Wales	Head Coach

The **Roster** tab contains a **Players** grid and a **Coaches** grid. The **Players** grid contains the names of the players, their phone numbers, email addresses, schools, ages and grades. The **Coaches** grid contains the names of the coaches, their phone numbers, email addresses and roles.

Clicking the chevron  on the far-right side of a player's row displays additional information, such as gender, player status, notes and emergency contacts:

What's New in Tyler Parks and Recreation 2019.3

Leopold Bloom X

 Home: (444) 555-6666	 Active Player: <input checked="" type="checkbox"/>
 Email: lbloom@odyssey.com	 Note: Marinated in the language of marbles.
 Gender: Male	
 Age: 11	
 School: YMS	
	Grade: 5

Emergency Contacts

Name	Phone	Email
Josey Wales	M: (222) 333-4444 H: (111) 222-3333	jwales@outlaw.com

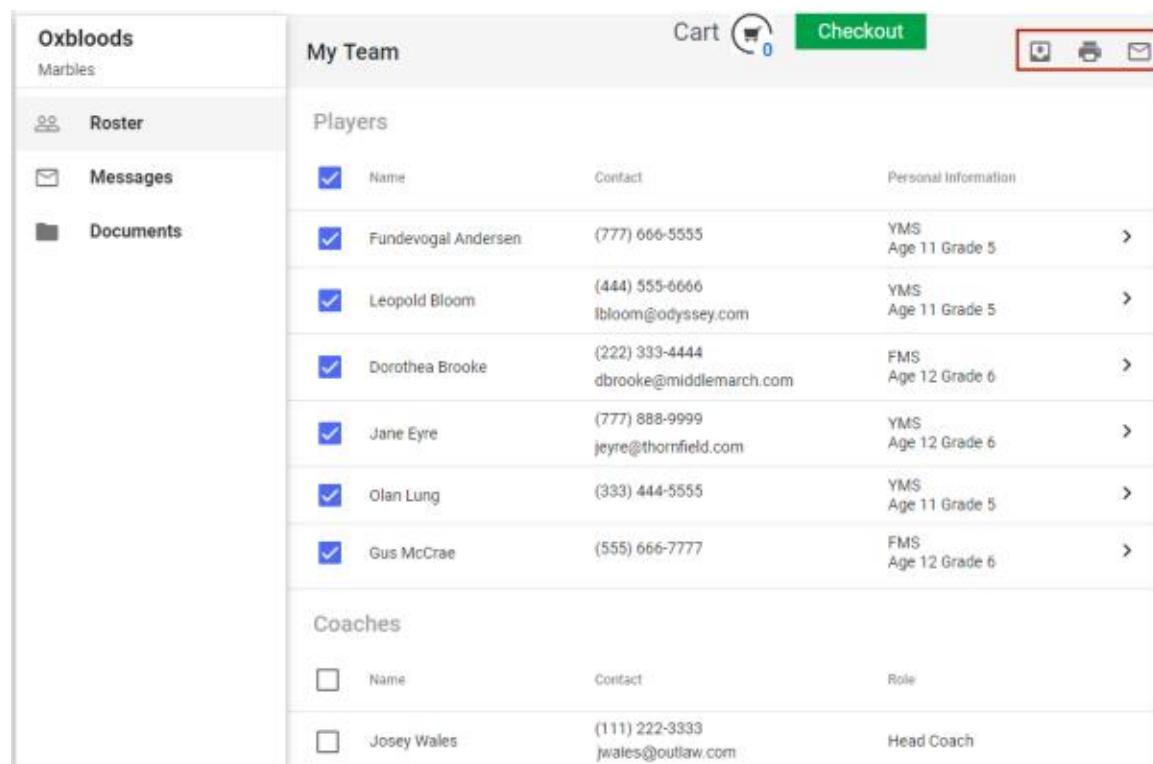
[Cancel](#) [Save](#)

The player's status as active or inactive may be updated, and notes may be added and edited.

Export, Print and Email

On the right side of the My Team header are options to export  and print  roster information and to email  players and coaches:

What's New in Tyler Parks and Recreation 2019.3



The screenshot shows the 'My Team' section of the Tyler Parks and Recreation software. On the left, a sidebar lists 'Oxbloods' and 'Marbles' under 'Roster', 'Messages', and 'Documents'. The main area is titled 'Players' and contains a table with the following data:

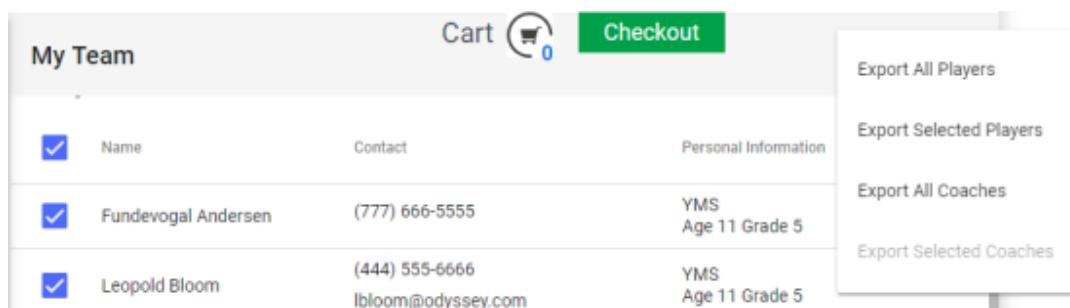
	Name	Contact	Personal Information
<input checked="" type="checkbox"/>	Fundevogal Andersen	(777) 666-5555	YMS Age 11 Grade 5
<input checked="" type="checkbox"/>	Leopold Bloom	(444) 555-6666 lbloom@odyssey.com	YMS Age 11 Grade 5
<input checked="" type="checkbox"/>	Dorothea Brooke	(222) 333-4444 dbrooke@middlemarch.com	FMS Age 12 Grade 6
<input checked="" type="checkbox"/>	Jane Eyre	(777) 888-9999 jeyre@thornfield.com	YMS Age 12 Grade 6
<input checked="" type="checkbox"/>	Olan Lung	(333) 444-5555	YMS Age 11 Grade 5
<input checked="" type="checkbox"/>	Gus McCrae	(555) 666-7777	FMS Age 12 Grade 6

Below the players is a section titled 'Coaches' with a table:

	Name	Contact	Role
<input type="checkbox"/>	Josey Wales	(111) 222-3333 jwales@outlaw.com	Head Coach

The check boxes are for selecting players and coaches to be included in the export, print or email. The check box in the grid header selects and deselects all.

- **Export**  opens a menu with options to import player or coach information to an Excel file:



The screenshot shows the 'My Team' section with the 'Export' menu open. The menu options are:

- Export All Players
- Export Selected Players
- Export All Coaches
- Export Selected Coaches

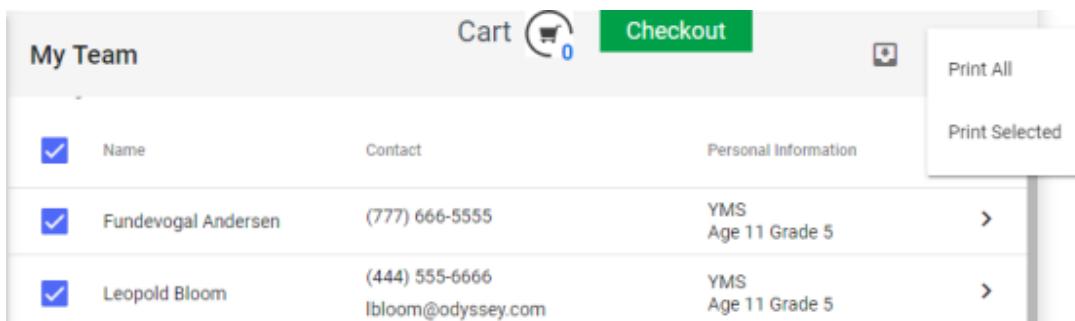
The table below shows the list of players and coaches with checkboxes for selection:

	Name	Contact	Personal Information
<input checked="" type="checkbox"/>	Fundevogal Andersen	(777) 666-5555	YMS Age 11 Grade 5
<input checked="" type="checkbox"/>	Leopold Bloom	(444) 555-6666 lbloom@odyssey.com	YMS Age 11 Grade 5

What's New in Tyler Parks and Recreation 2019.3

First Name													
A	B	C	D	E	F	G	H	I	J	K	L		
1	First Name	Last Name	Email	Role	Home Phone	Mobile Phone	Age	School	Grade	Gender	Active	Note	
2	Fundevogal	Andersen		Player	777-666-5555	222-333-4444	11	YMS	5	Male	TRUE		
3	Leopold	Bloom	lbloom@odyssey.com	Player	444-555-6666		13	YMS	5	Male	TRUE		
4	Ned	Devine		Player		999-888-7777	13	FMS	6	Male	TRUE		
5	Jane	Eyre	jwales@outlaw.com	Player	777-888-9999		12	YMS	6	Female	TRUE		
6	Olan	Lung		Player	333-444-5555		11	YMS	5	Female	TRUE		
7	Gus	McCrae		Player	555-666-7777		12	FMS	6	Male	TRUE		
8	Ignatius	Reilly		Player	555-666-7777	888-999-1111	12	FMS	6	Male	TRUE		
9													
10													
11													
12													
13													
14													
15													
16													

- **Print**  opens a menu with options to print information for all or selected players and coaches:

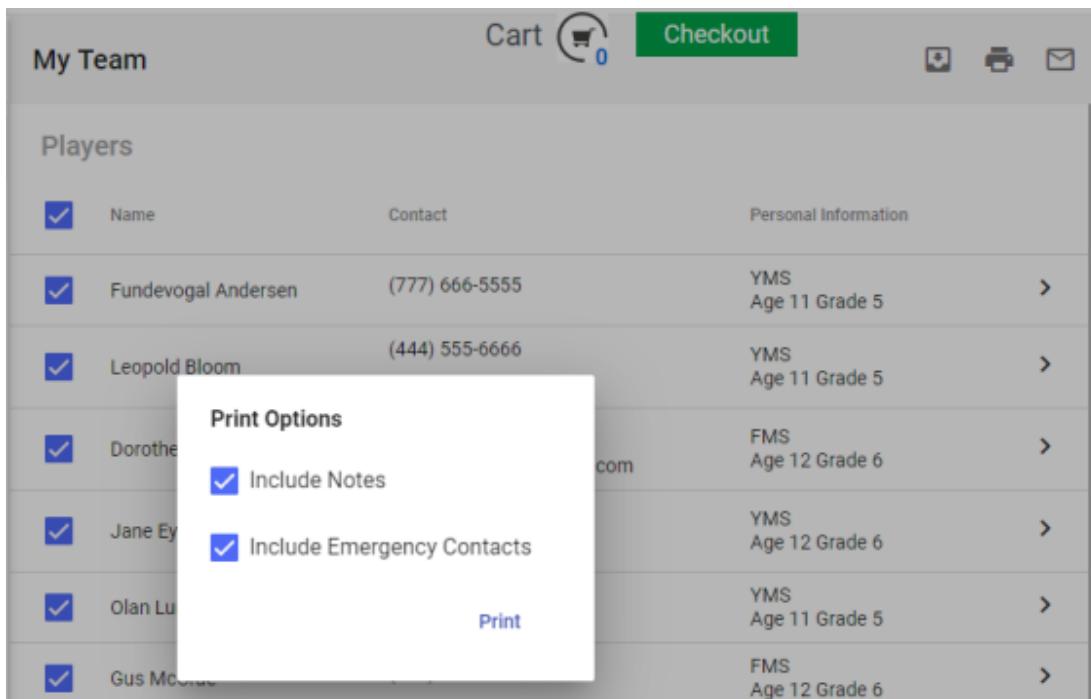


The screenshot shows a list of players under the 'My Team' section. Each player has a checkbox next to their name. The second and third players are selected. A context menu is open over the second player, with 'Print All' and 'Print Selected' options visible.

	Name	Contact	Personal Information
<input checked="" type="checkbox"/>	Fundevogal Andersen	(777) 666-5555	YMS Age 11 Grade 5
<input checked="" type="checkbox"/>	Leopold Bloom	(444) 555-6666 lbloom@odyssey.com	YMS Age 11 Grade 5

After making a selection, the coach has additional options to include emergency contacts and player notes in the printed output:

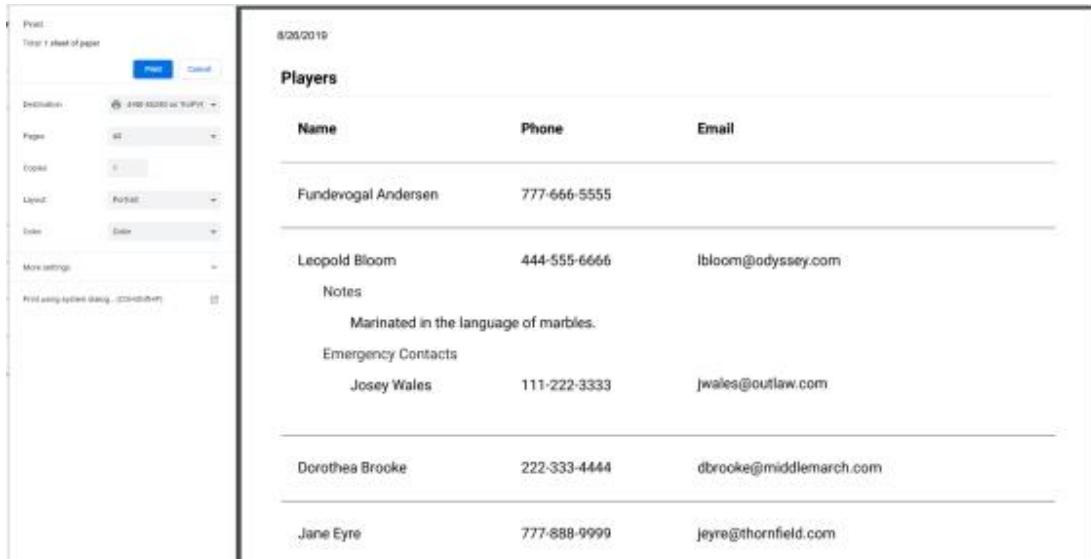
What's New in Tyler Parks and Recreation 2019.3



The screenshot shows a list of players under the 'Players' section. A 'Print Options' modal is open, showing checkboxes for 'Include Notes' and 'Include Emergency Contacts', both of which are checked. A 'Print' button is at the bottom of the modal. The list of players includes:

Name	Contact	Personal Information
Fundevogal Andersen	(777) 666-5555	YMS Age 11 Grade 5
Leopold Bloom	(444) 555-6666	YMS Age 11 Grade 5
Dorothea Brooke		FMS Age 12 Grade 6
Jane Eyre		YMS Age 12 Grade 6
Olan Lund		YMS Age 11 Grade 5
Gus McRaven		FMS Age 12 Grade 6

Clicking **Print** opens a preview of what will be printed:



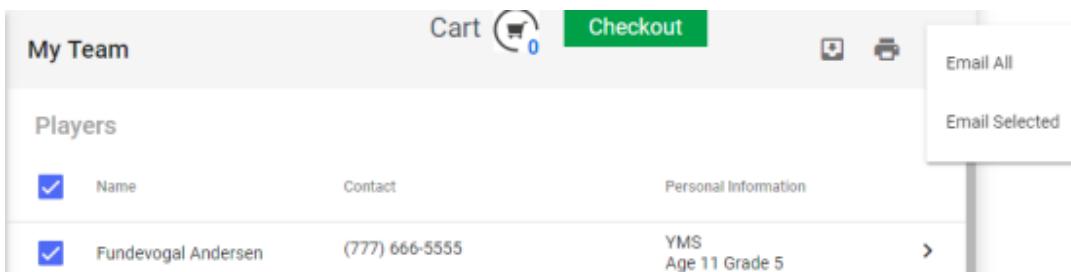
The print preview shows a list of players with their names, phones, and emails. It also includes a 'Notes' section with the text 'Marinated in the language of marbles.' and an 'Emergency Contacts' section with the details of Josey Wales. The left panel of the print preview interface shows various print settings, including 'Destination' (4000-00000 in TYPY), 'Pages' (4), 'Copies' (1), 'Layout' (Portrait), 'Order' (None), and 'More settings'.

Name	Phone	Email
Fundevogal Andersen	777-666-5555	
Leopold Bloom	444-555-6666	lbloom@odyssey.com
Dorothea Brooke	222-333-4444	dbrooke@middlemarch.com
Jane Eyre	777-888-9999	jeyre@thornfield.com

The left panel provides print settings and **Print** and **Cancel** buttons.

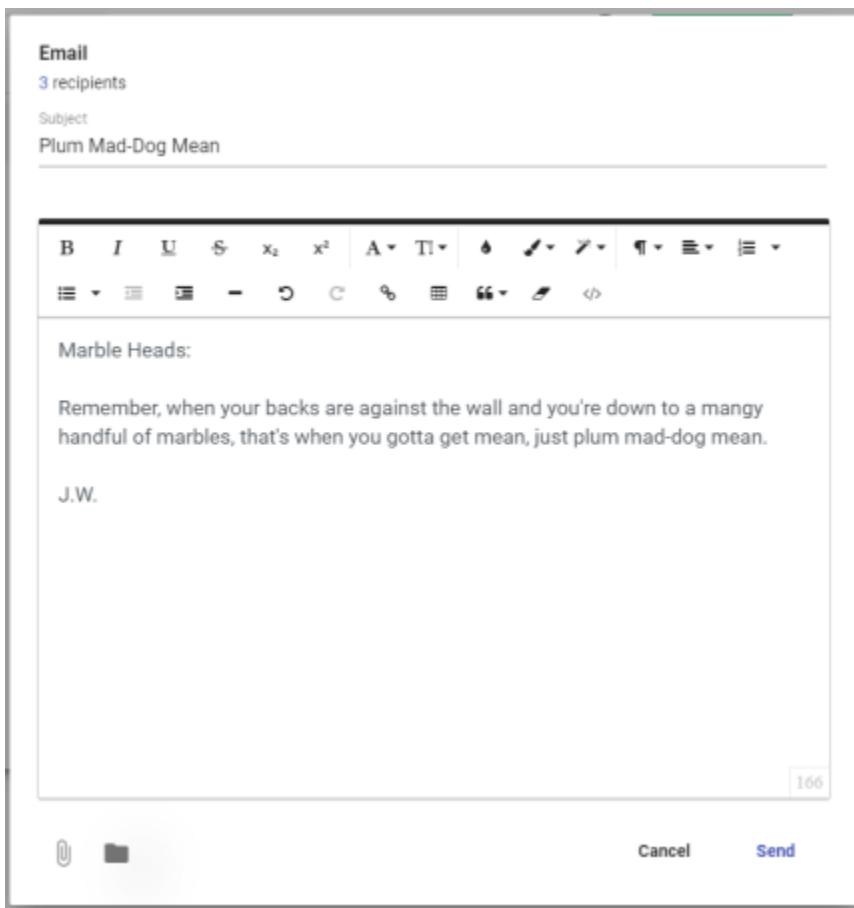
- **Email**  opens a menu with options to email all or selected players and coaches:

What's New in Tyler Parks and Recreation 2019.3



The screenshot shows a software interface for managing a team. At the top, there are tabs for 'My Team', 'Cart' (with a '0' icon), 'Checkout', and a menu icon. Below the tabs, a 'Players' list is displayed. A checkbox next to 'Name' is checked, and the list shows one player: 'Fundevogal Andersen' with contact '(777) 666-5555'. To the right of the list, there is a 'Personal Information' section showing 'YMS', 'Age 11', and 'Grade 5'. On the far right, there is a vertical toolbar with 'Email All' and 'Email Selected' options. A dropdown menu is open, showing 'Email All' and 'Email Selected'.

Once a selection is made, an email template opens, showing the number of recipients and providing a *Subject* field, body section and attachment and document links:

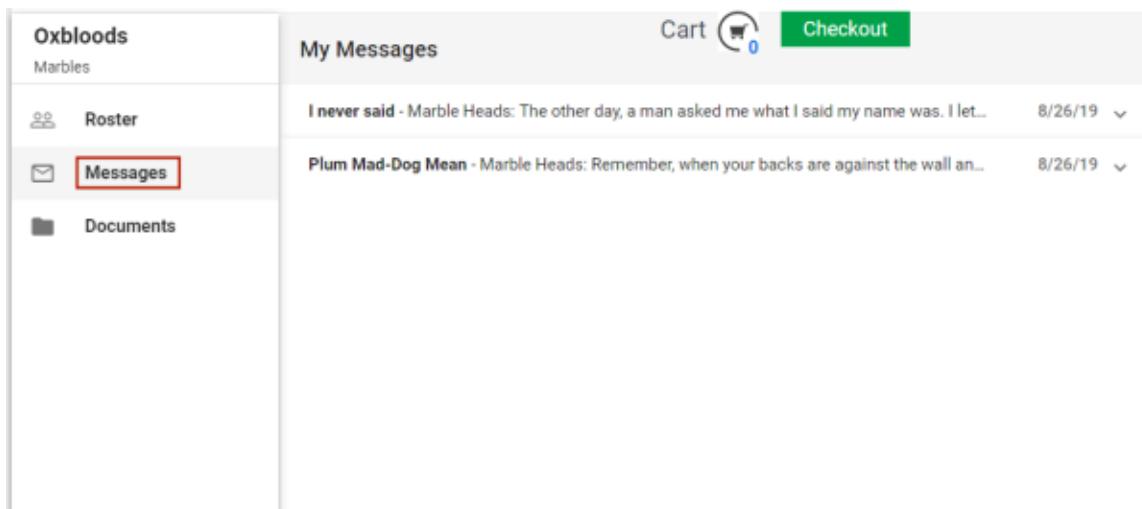


The screenshot shows an open email editor window. The subject line is 'Plum Mad-Dog Mean'. The body of the email contains the text: 'Marble Heads:
Remember, when your backs are against the wall and you're down to a mangy handful of marbles, that's when you gotta get mean, just plum mad-dog mean.
J.W.' Below the body text, there is a character count of '166'. At the bottom of the editor, there are 'Cancel' and 'Send' buttons, along with icons for attachments and a folder.

Messages

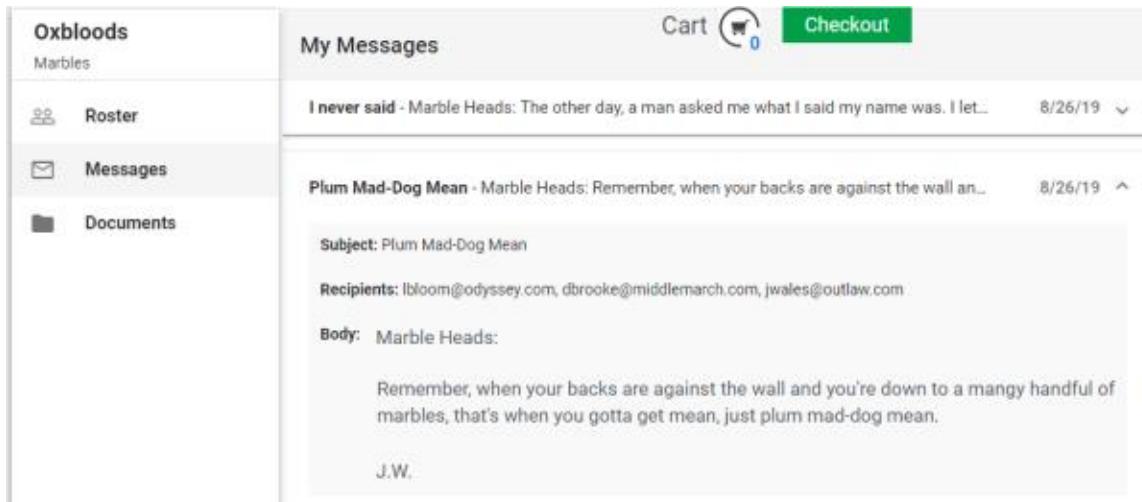
The **Messages** tab presents a list of all email messages that have been sent, including subjects, the first hundred characters of the body text and dates sent:

What's New in Tyler Parks and Recreation 2019.3



My Messages	
I never said - Marble Heads: The other day, a man asked me what I said my name was. I let...	8/26/19
Plum Mad-Dog Mean - Marble Heads: Remember, when your backs are against the wall an...	8/26/19

Expanding a message shows recipient email addresses, the complete body text and attachments:



My Messages	
I never said - Marble Heads: The other day, a man asked me what I said my name was. I let...	8/26/19
Plum Mad-Dog Mean - Marble Heads: Remember, when your backs are against the wall an...	8/26/19

Subject: Plum Mad-Dog Mean

Recipients: lbloom@odyssey.com, dbrooke@middlemarch.com, jwales@outlaw.com

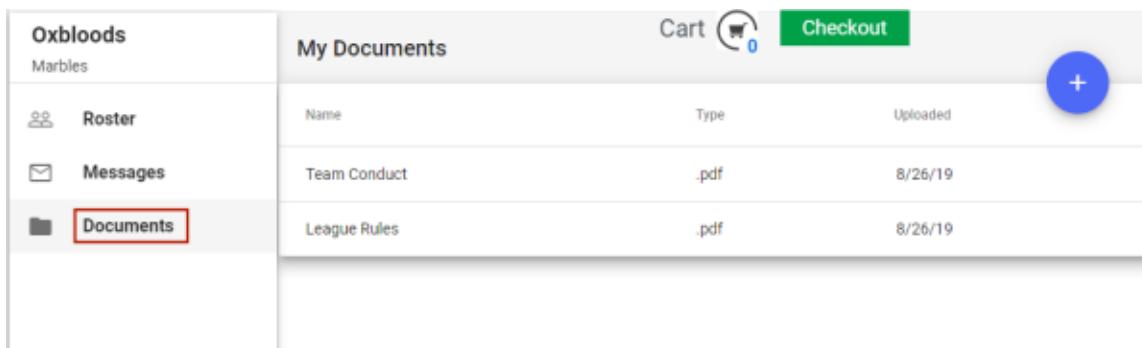
Body: Marble Heads:

Remember, when your backs are against the wall and you're down to a mangy handful of marbles, that's when you gotta get mean, just plum mad-dog mean.

J.W.

Documents

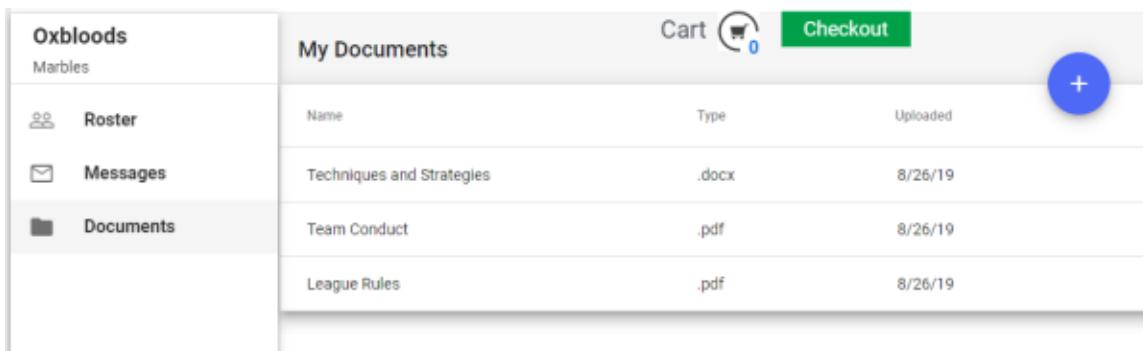
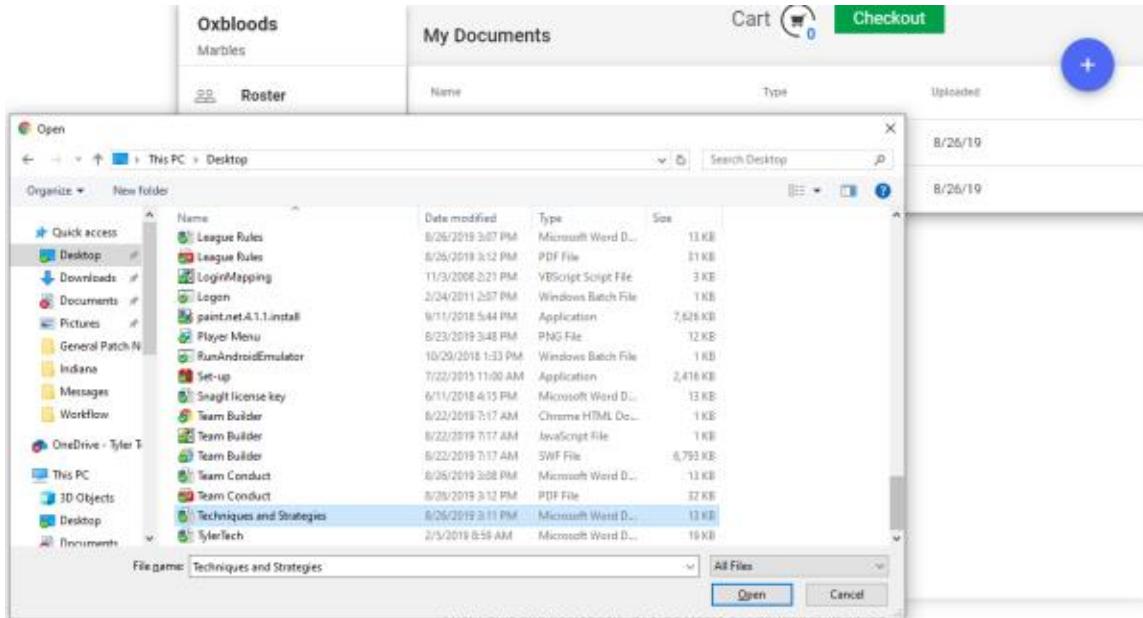
The **Documents** tab presents a list of documents that have been uploaded to Coach's Corner:



My Documents		
Name	Type	Uploaded
Team Conduct	.pdf	8/26/19
League Rules	.pdf	8/26/19

What's New in Tyler Parks and Recreation 2019.3

Documents may be uploaded by clicking the blue plus button  in the top-right corner of the right panel:

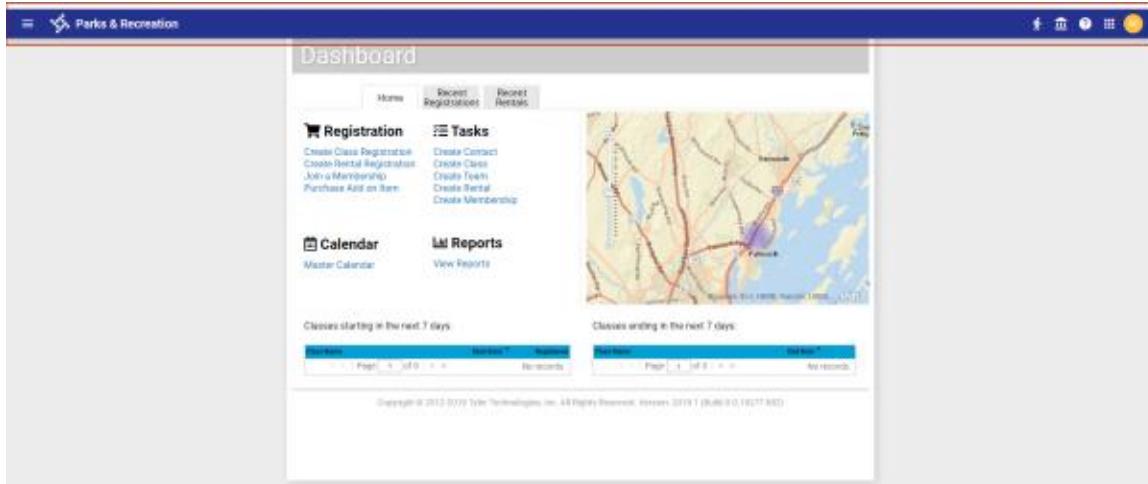


A screenshot of the Tyler Parks and Recreation software interface. The left sidebar shows 'Roster', 'Messages', and 'Documents'. The 'Documents' section is expanded, showing three files: 'Techniques and Strategies' (.docx), 'Team Conduct' (.pdf), and 'League Rules' (.pdf). The right panel shows a table of uploaded documents with columns for Name, Type, and Uploaded date.

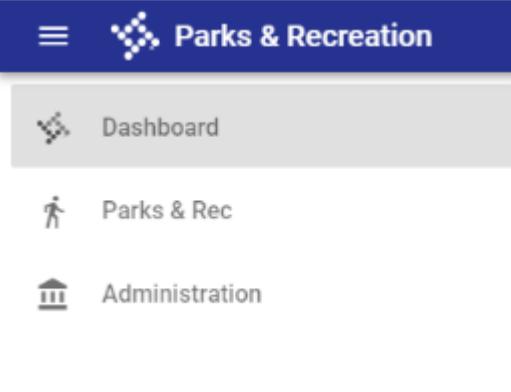
Name	Type	Uploaded
Techniques and Strategies	.docx	8/26/19
Team Conduct	.pdf	8/26/19
League Rules	.pdf	8/26/19

OMNIBAR

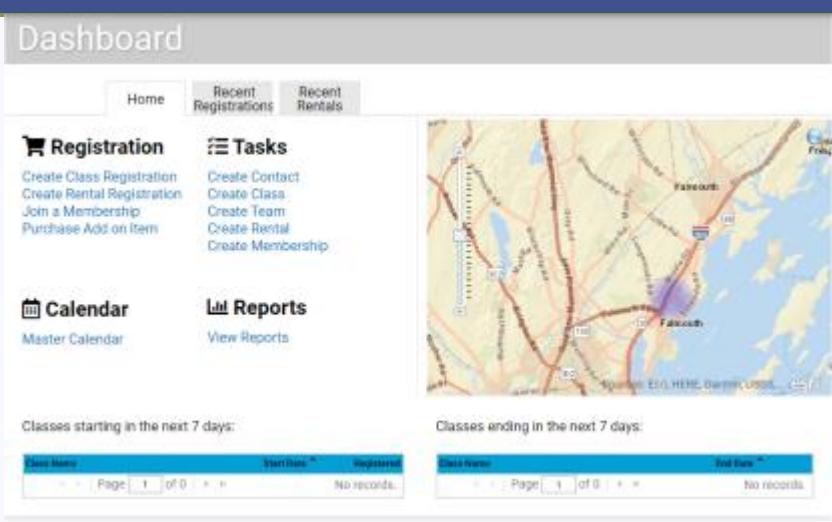
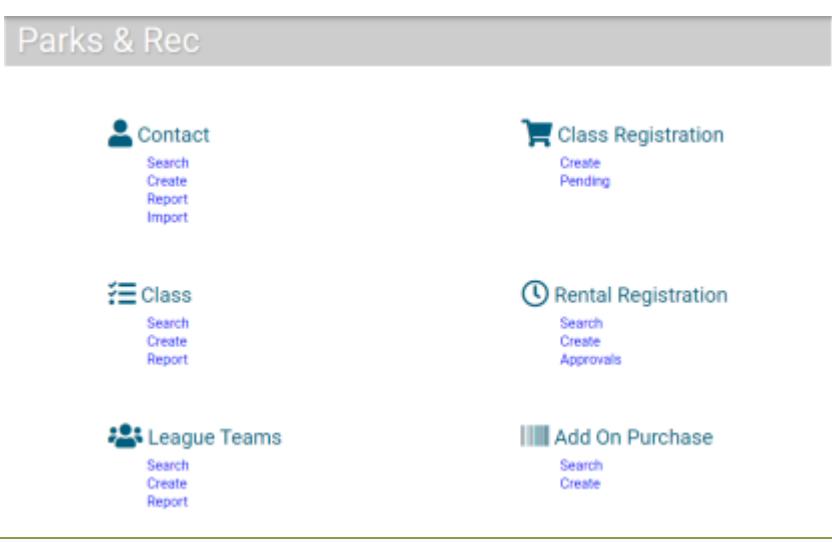
An omnibar has been implemented throughout the Tyler Parks and Recreation application:



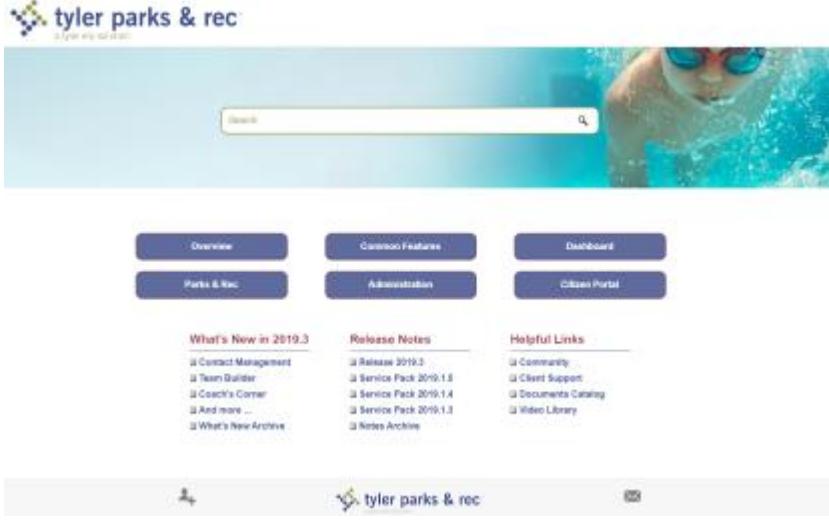
The omnibar replaces the previous page navigation header and contains the following items, from left to right:

Item	Name	When Clicked
	Hamburger icon	Opens a menu with options to navigate to the dashboard, the Parks & Rec menu and the Administration menu. 
	Company logo	Takes you to the dashboard.

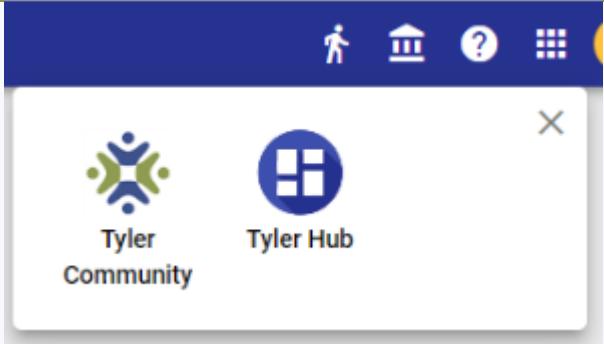
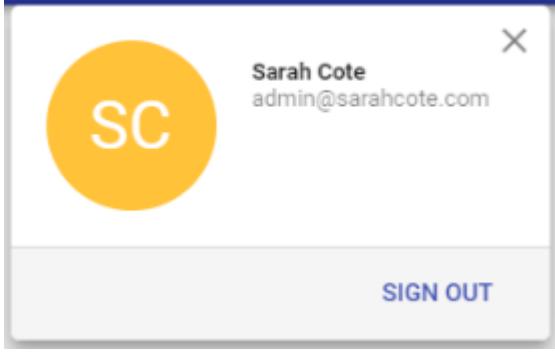
What's New in Tyler Parks and Recreation 2019.3

Item	Name	When Clicked
		
	Parks & Rec icon	<p>Takes you to the Parks & Rec menu.</p> 
	Administration icon	<p>Takes you to the Administration menu.</p>

What's New in Tyler Parks and Recreation 2019.3

Item	Name	When Clicked
		<p>Administration</p> <p> Parks & Rec. Setup</p> <ul style="list-style-type: none"> Add On Type Available Type Class Category Class Group Class Status Class Type Contact Role Type Contact Type Payment Plan Type Rental Status Financial Category Financial Group Instructor Type Instructor Status Location Status Item Status Item Type Location Type Disclaimer Schools Team Drills <p> Report Setup</p> <ul style="list-style-type: none"> Search Create
	Help icon	<p>Takes you to Tyler Parks & Rec Help Central.</p> 
	Nine-Box icon	<p>Opens a menu containing options to navigate to Tyler Community and, if installed, Tyler Hub.</p>

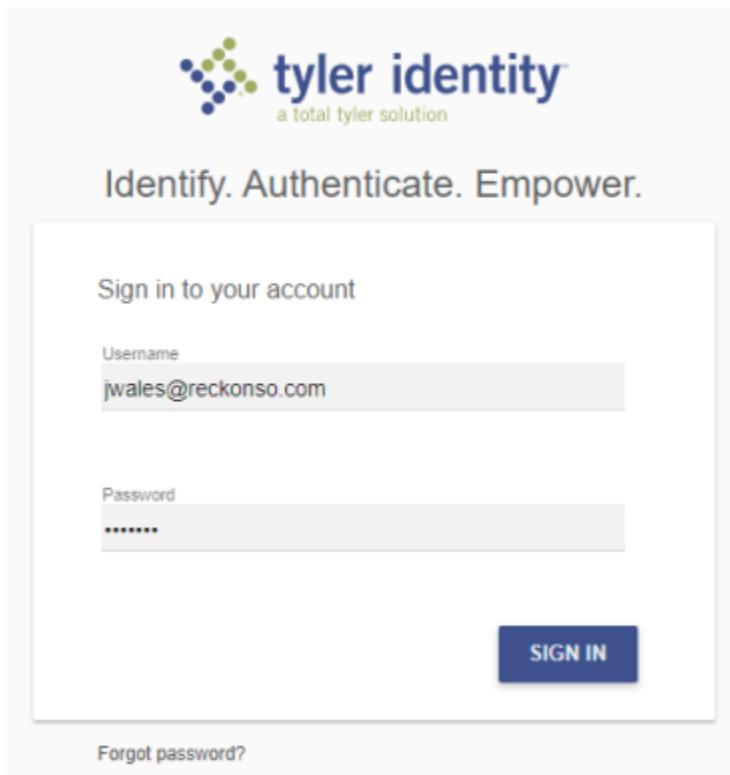
What's New in Tyler Parks and Recreation 2019.3

Item	Name	When Clicked
		
	User initials avatar	Displays user name, email address and SIGN OUT option. 

TYLER IDENTITY

Tyler Parks and Recreation has been integrated with Tyler Identity (TID), allowing for a single sign-on (SSO) across all Tyler applications that are integrated with TID.

A new sign-in screen reflects this enhancement:



Sign in to your account

Username
jwales@reckonso.com

Password
.....

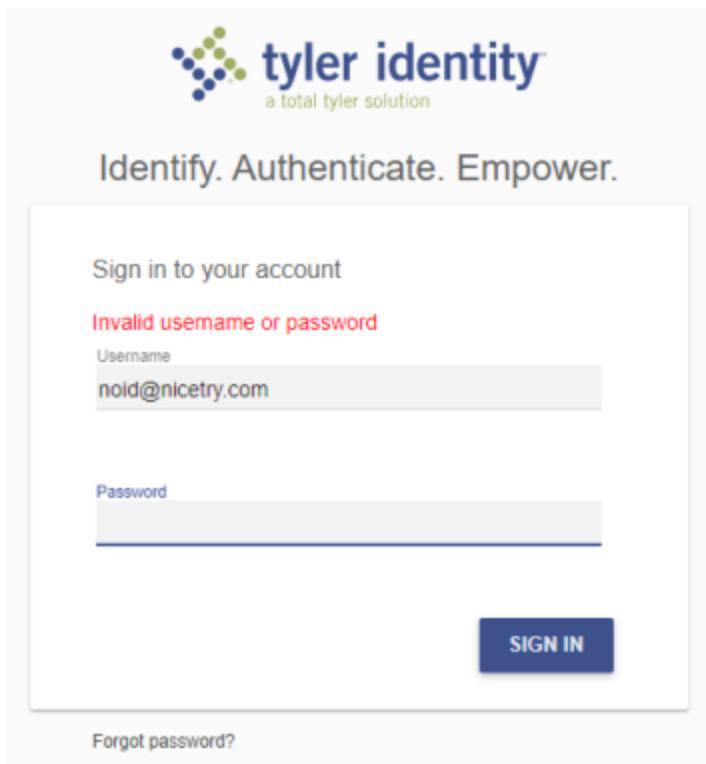
SIGN IN

Forgot password?

To sign in successfully, you need a valid Tyler ID and a linked Parks & Rec user account. After signing in once, you will not have to sign in again to access other applications that are integrated with TID.

TID Sign-In Scenarios

- Tyler ID does not exist (**error**)

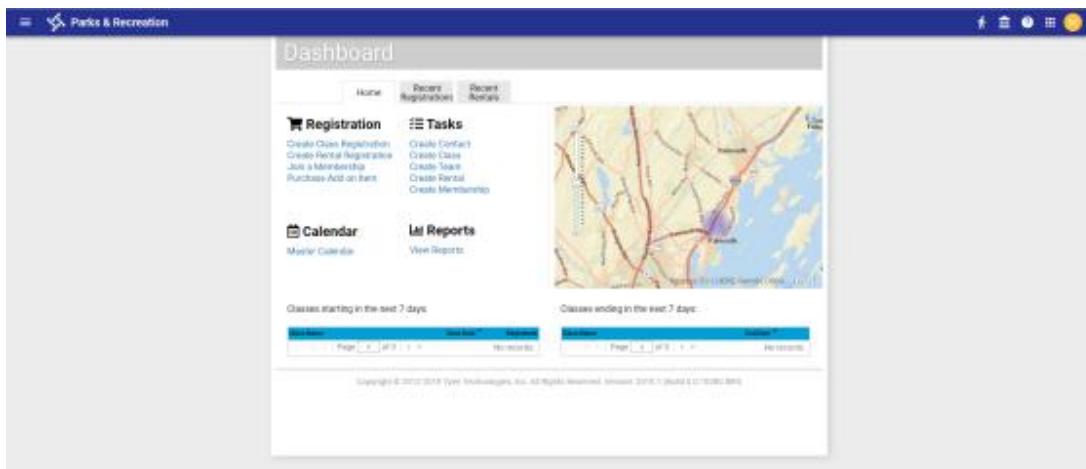


- Tyler ID exists but Parks & Rec user does not (**error**)



- Tyler ID and Parks & Rec user exist (**success**)

What's New in Tyler Parks and Recreation 2019.3



Setup

Here are the setup requirements when a Tyler ID does not exist and when it does:

- Create Parks & Rec user who has a Tyler ID

Administration > System Setup > User > Create

User Details

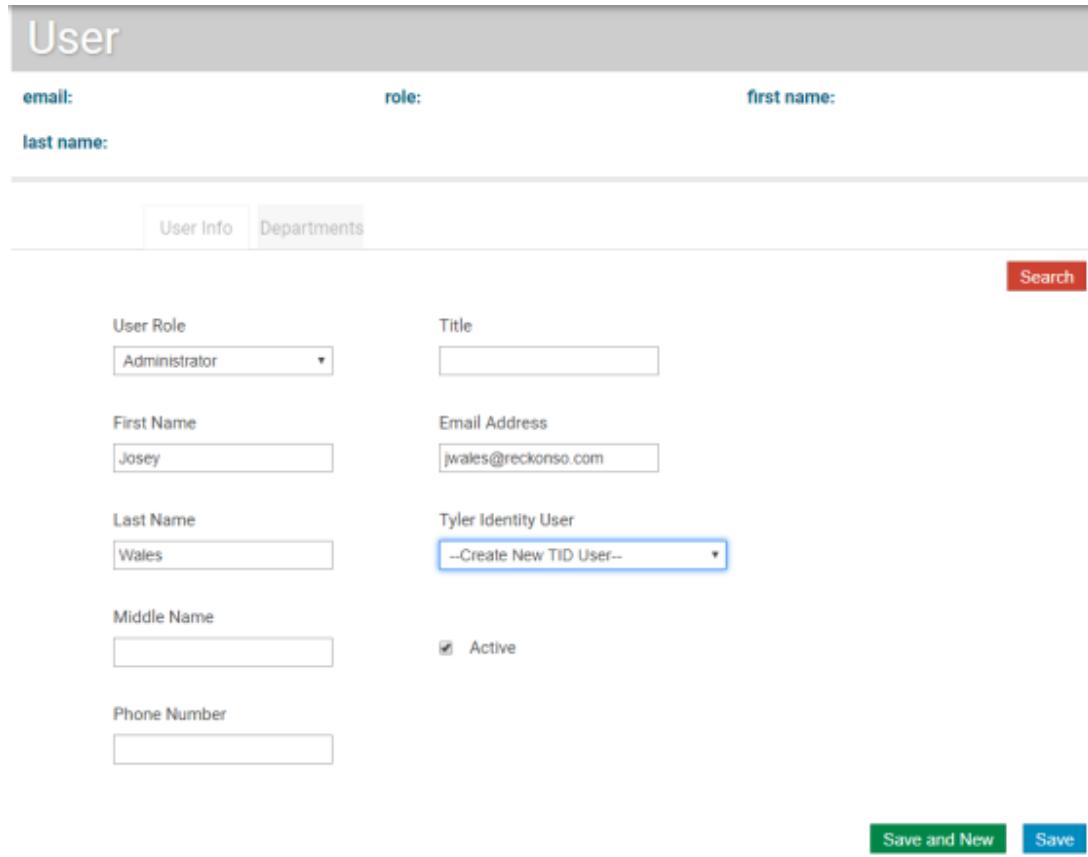
email: stefan.zaryczny@tylertech.com	role: Administrator	first name: Stefan
last name: Zaryczny		
<input type="button" value="User Info"/> <input type="button" value="Departments"/>		<input type="button" value="Search"/>
User Role <input type="button" value="Administrator"/>	Title <input type="text"/>	
First Name <input type="text" value="Stefan"/>	Email Address <input type="text" value="stefan.zaryczny@tylertech.co"/>	
Last Name <input type="text" value="Zaryczny"/>	Tyler Identity User <input type="button" value="stefan.zaryczny@tylertech.com"/>	
Middle Name <input type="text"/>	<input type="checkbox"/> Active	
Phone Number <input type="text" value="999-999-9999"/>	<input type="button" value="Save and New"/> <input type="button" value="Save"/>	

As soon as you enter the Parks & Rec user's email address, the system checks for a Tyler ID account associated with the same email address and, if it finds one, auto-fills the *Tyler Identity User* field with the email address.

Once you have made the required entries and saved them, the user is able to sign in.

- Create Parks & Rec user who does not have a Tyler ID

Administration > System Setup > User > Create



The screenshot shows the 'User' creation form. The 'User' tab is selected. The 'User Info' tab is active. The 'Role' field is set to 'Administrator'. The 'First Name' field contains 'Josey' and the 'Email Address' field contains 'jwales@reckonso.com'. The 'Last Name' field contains 'Wales' and the 'Tyler Identity User' dropdown is set to '--Create New TID User--'. The 'Middle Name' field is empty. The 'Active' checkbox is checked. The 'Phone Number' field is empty. At the bottom, there are 'Save and New' and 'Save' buttons.

If the system does not find a Tyler ID account associated with the same email address you enter for a Parks & Rec user, select the ***Create New TID User*** option from the *Tyler Identity User* drop-down.

Note: Active Directory (AD) does not have a ***Create New TID User*** option. In an AD environment, the administrator creates the user and leaves the *Tyler Identity User* drop-down blank.

When you click **Save**, the user receives an email saying a new Tyler ID has been created for the user, who must click a link to confirm the email address. After confirming, the user receives another email confirming the TID account and requesting the user to set up a password for the associated email address.

Note: Emails are not sent for TID in an AD environment.

- Parks & Rec email address is different from the Tyler ID email address

In the rare case a Parks & Rec email address is different from the Tyler ID email address, you may select the correct email address from the *Tyler Identity User* drop-down:

User

email:	role:	first name:
last name:		
<input type="button" value="User Info"/> <input type="button" value="Departments"/>		
<input type="button" value="Search"/>		
User Role	Title	
<input type="button" value="Administrator"/>	<input type="text"/>	
First Name	Email Address	
<input type="text" value="Josey"/>	<input type="text" value="jwales@reckonso.com"/>	
Last Name	Tyler Identity User	
<input type="text" value="Wales"/>	<input type="button" value="--Create New TID User--"/>	
Middle Name	<input type="text"/>	
Phone Number	<input type="text"/>	
<input type="button" value="Save and New"/> <input type="button" value="Save"/>		

The 'Tyler Identity User' dropdown menu is open, showing a list of email addresses. The item 'daniel.smith@tylertech.com' is highlighted with a red box.

- Create New TID User--
- admin@brianferry.com
- admin@christaffamme.com
- admin@documentation.com
- admin@support.com
- akshay.gandhi@tylertech.com
- another@tylertech.com
- arolin@hotmail.com
- art@teacher.com
- daniel.smith@tylertech.com**
- diane.clemanovskiy@tylertech.com
- dup@licate.com
- emailaddress@emailaddress.com
- example@tylertech.com

Note: If you use Active Directory (AD), a Parks & Rec user still needs a Tyler ID but will use his or her AD credentials to sign in.

Note: In the migration process for release 2019.3, the software automatically links Parks & Rec users who already have TID accounts. For users who do not have TID accounts, TID accounts are created automatically, and those users receive emails to confirm their email addresses and set up their TID passwords.

MEMBERSHIP ENHANCEMENTS

Parks & Rec > Memberships

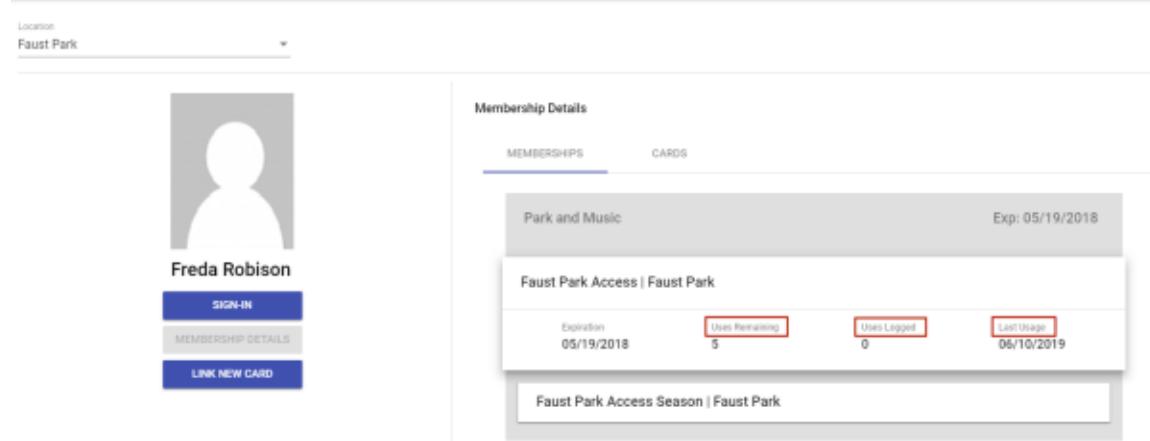
The following enhancements have been applied to the Memberships module:

Membership Details Column Titles

Parks and Rec > Memberships Sign-In > Location > Contact > SIGN IN > MEMBERSHIP DETAILS

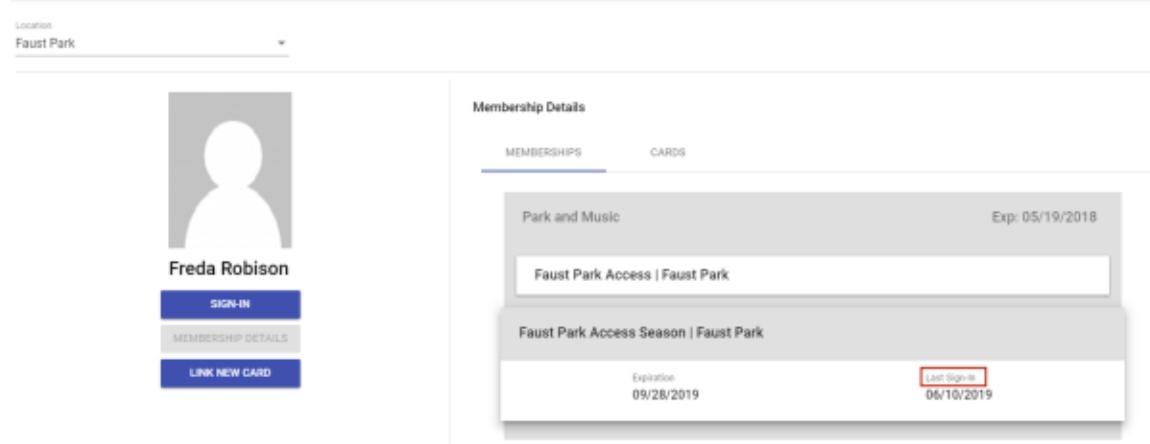
Column titles in the **Membership Details** section within Membership Sign-In have been updated for usage-based and unlimited location access.

Usage-Based Access



The screenshot shows the 'Membership Details' section for a user named Freda Robison at Faust Park. The 'MEMBERSHIPS' tab is selected. A card for 'Park and Music' is displayed, showing an expiration date of 05/19/2018 and a usage history table with columns for 'Expiration', 'Uses Remaining', 'Uses Logged', and 'Last Usage'. The 'Uses Remaining' column shows a value of 5, and the 'Last Usage' column shows a date of 06/10/2019. Below the card is a section for 'Faust Park Access Season | Faust Park'.

Unlimited Access



The screenshot shows the 'Membership Details' section for a user named Freda Robison at Faust Park. The 'MEMBERSHIPS' tab is selected. A card for 'Park and Music' is displayed, showing an expiration date of 05/19/2018. Below it is a card for 'Faust Park Access | Faust Park'. A third card for 'Faust Park Access Season | Faust Park' is partially visible. The 'Last Sign-In' field in the 'Last Usage' column of the first card is highlighted with a red box.

Sign-In Settings

Administration > System Setup > System Settings

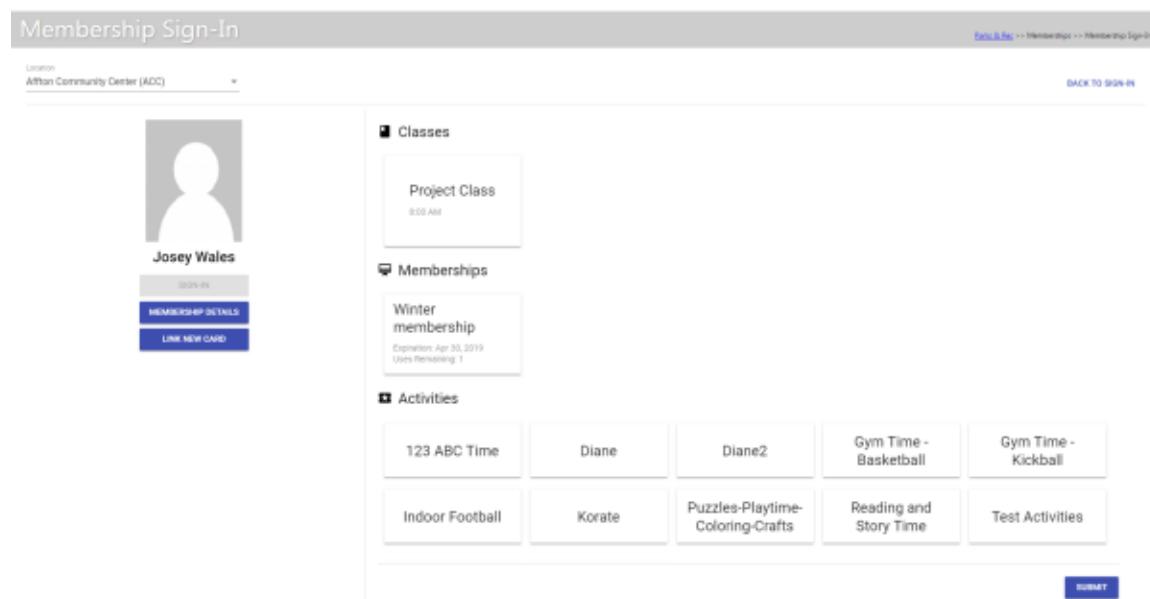
A new **Sign-In Settings** section in System Settings lets you set up the Membership Sign-In page to track non-membership sign-ins, class attendance and activities.



Membership, Class, Activity Selection at Sign-In

Parks & Rec > Memberships > Sign-In > Location > Contact > Sign-In

If *Allow Sign-In Without Membership*, *Allow Class Attendance Tracking*, or *Allow Tracking Activities* is enabled in the **Sign-In Settings** section of System Settings, a new Membership Sign-In page displays, allowing the user to select the memberships, classes or activities for which a contact is visiting a location:



Memberships, classes and activities appear on individual cards. Select the appropriate cards, and click **SUBMIT**:

What's New in Tyler Parks and Recreation 2019.3

Membership Sign-In

Location: Alton Community Center (ACC)

[Parks & Rec](#) >> [Membership](#) >> [Membership Sign-In](#)

[BACK TO SIGN-IN](#)

Josey Wales

[SIGN IN](#)

[MEMBERSHIP DETAILS](#)

[LINK NEW CARD](#)

Classes

Project Class
8:00 AM

Memberships

Winter membership
Expiration: Apr 30, 2019
Uses Remaining: 1

Activities

123 ABC Time	Diane	Diane2	Gym Time - Basketball	Gym Time - Kickball
Indoor Football	Korate	Puzzles-Playtime-Coloring-Crafts	Reading and Story Time	Test Activities

SUBMIT

A message displays to confirm the sign-in:

Activities

You are successfully Signed In

OK

123 ABC Time	Diane2	Gym Time - Basketball	Gym Time - Kickball
Indoor Football	Korate	Puzzles-Playtime-Coloring-Crafts	Reading and Story Time
			Test Activities

Activities

[Administration > Parks & Rec. Setup > Activities](#)

An **Activities** option has been added to the **Parks & Rec. Setup** section of the **Administration** tab:

Administration

Parks & Rec. Setup

- [Add On Type](#)
- [Available Type](#)
- [Class Category](#)
- [Class Group](#)
- [Class Status](#)
- [Class Type](#)
- [Contact Role Type](#)
- [Contact Type](#)
- [Payment Plan Type](#)
- [Rental Status](#)
- [Financial Category](#)
- [Financial Group](#)
- [Instructor Type](#)
- [Instructor Status](#)
- [Location Status](#)
- [Item Status](#)
- [Location Type](#)
- [Item Type](#)
- [Disclaimer](#)
- [Schools](#)
- [Team Role](#)
- [Team Type](#)
- [Custom Fields](#)
- [Custom Field Layouts](#)
- [Module Settings](#)
- [Restrictions](#)
- [Activities](#)

Selecting this option opens a new Activities page, where you may create activities and, in turn, associate them with locations:

Activities

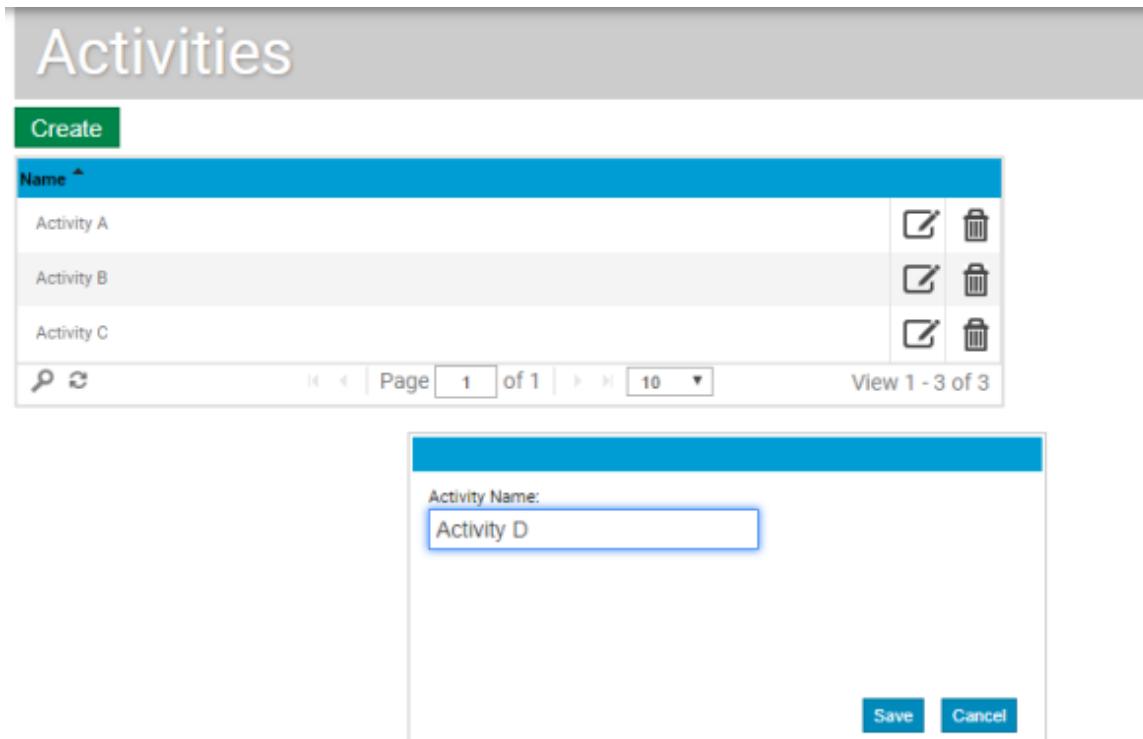
Create

Name	
Activity A	 
Activity B	 
Activity C	 

  Page of 1   10  View 1 - 3 of 3

What's New in Tyler Parks and Recreation 2019.3

Click the **Create** button to add an activity, the edit icon to edit one. In either instance, a dialog opens, containing a field for the *Activity Name*:



The screenshot shows a list of activities on a page titled 'Activities'. A 'Create' button is visible. The list includes 'Activity A', 'Activity B', and 'Activity C', each with edit and delete icons. Below the list is a search bar and a page navigation bar. A modal dialog is open, titled 'Activity Name:', containing a text input field with 'Activity D' typed into it. At the bottom of the dialog are 'Save' and 'Cancel' buttons.

To associate one or more activities with a location, navigate to the Location Details page (Parks & Rec > Location > Search > Create/Edit), and scroll to the new **Activities** section:



The screenshot shows the 'Activities' section within the 'Location Details' page. It features an 'Add' button and a list of activities: 'Activity A', 'Activity B', and 'Activity C', each with a delete icon. A search bar and a page navigation bar are at the bottom. The 'Activities' section is highlighted.

Click the **Add** button. In the Add dialog that opens, select the activity or activities and click the **Add Selected** button:

What's New in Tyler Parks and Recreation 2019.3

Activities

Add

Name

	Name
<input type="checkbox"/>	Activity A
<input type="checkbox"/>	Activity B
<input type="checkbox"/>	Activity C
<input checked="" type="checkbox"/>	Activity D

Activity A

Activity B

Activity C

Activity D

Page 1 of 1 10 View 1 - 4 of 4

Add Selected Close

Note: Once an activity has been associated with one or more locations, it cannot be deleted from the Activities page in Administration until it has been deleted from the location(s).

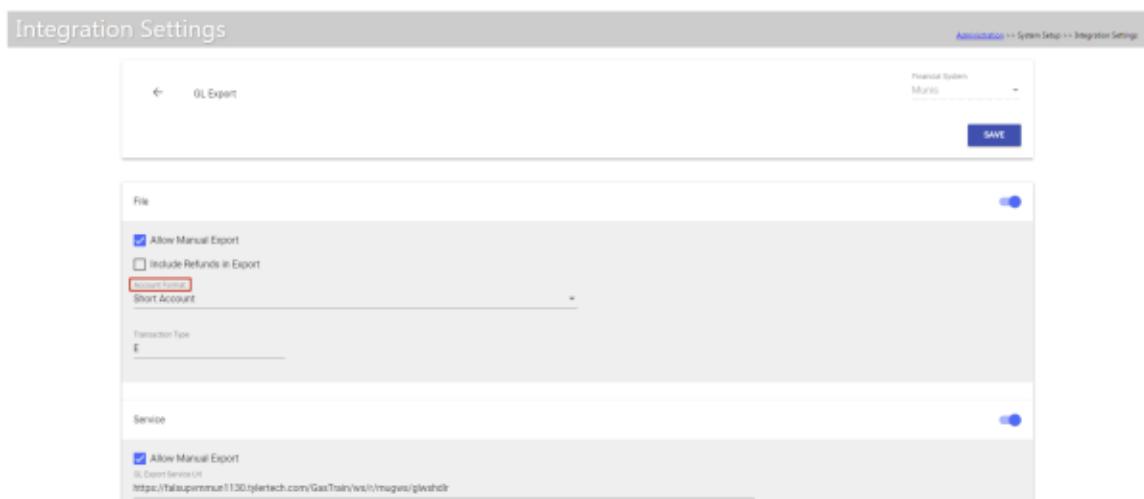
INTEGRATION SETTINGS ENHANCEMENTS

Administration > System Setup > Integration Settings

The following enhancements have been applied to Integration Settings:

Munis Financial System

For the Munis Financial System, an *Account Format* drop-down field has replaced the *Use Full Account* check box on the GL Export File card:



Integration Settings

File

Allow Manual Export

Include Refunds in Export

Account Format

Short Account

Transaction Type

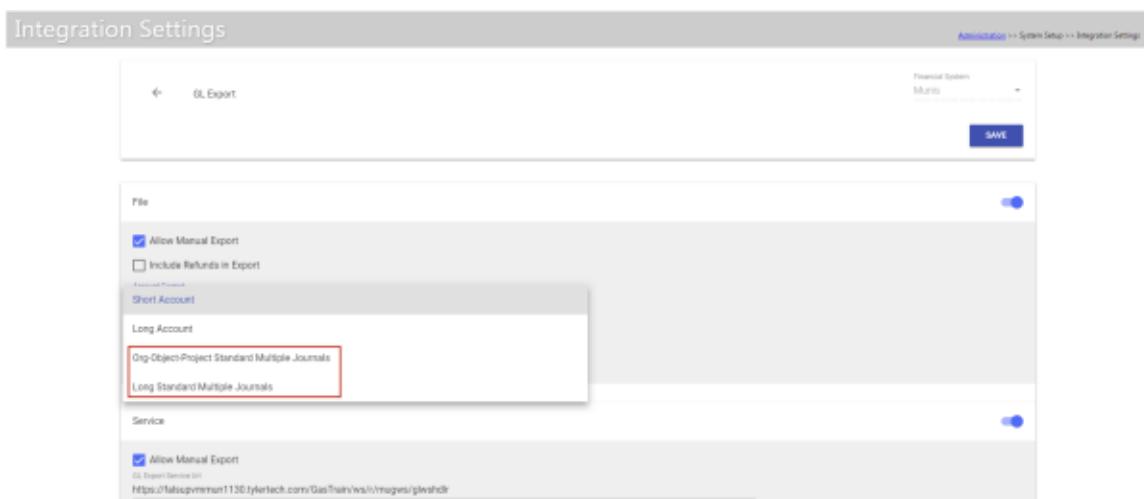
Service

Allow Manual Export

GL Export Service URL

<https://talus.prmunis1130.tylerTech.com/GasTrain/irs/n/mugva/glwshdr>

In addition to options for *Short Account* and *Long Account*, the drop-down contains options for *Org-Object-Project Standard Multiple Journals* and *Long Standard Multiple Journals*:



Integration Settings

File

Allow Manual Export

Include Refunds in Export

Account Format

Short Account

Long Account

Org-Object-Project Standard Multiple Journals

Long Standard Multiple Journals

Service

Allow Manual Export

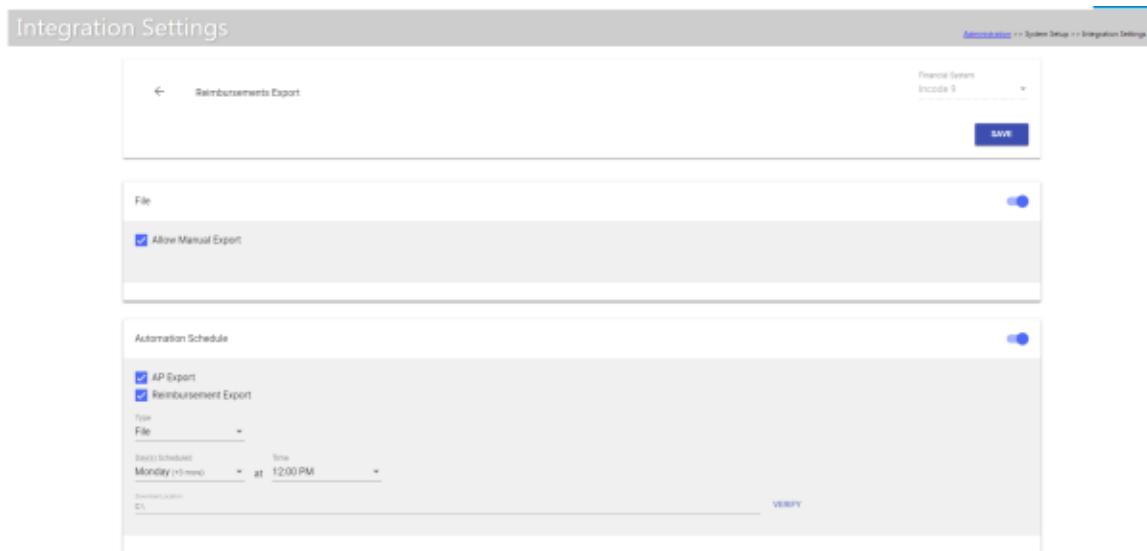
GL Export Service URL

<https://talus.prmunis1130.tylerTech.com/GasTrain/irs/n/mugva/glwshdr>

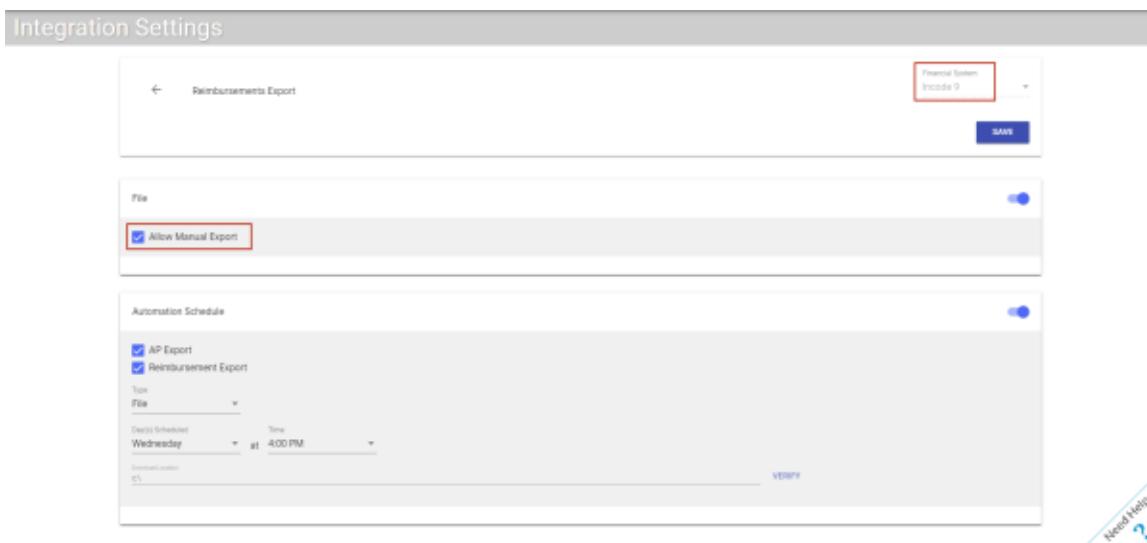
The new formats allow tracking of transaction effective dates that span multiple days.

Incode 9 Financial System

A **Reimbursements Export** option has been added to Integration Settings for the Incode 9 Financial System. This option provides the ability to export in the AP and Reimbursement Export pages or through the Automation Scheduler:



If **Incode 9** is selected as the *Financial System* in Integration Settings, selecting the *Allow Manual Export* setting on the **Reimbursements Export** card will enable the display of the file export button on the AP Export and Reimbursement Export:



What's New in Tyler Parks and Recreation 2019.3

AP Export

Parks & Rec > Transaction > AP Export

Transaction AP Export

AP Export

Start Date	End Date	Minimum Amount	Maximum Amount
8/22/2019 12:00 AM	8/23/2019 12:00 AM		
Type	Status	Receipt Number	Fee Name
Refund	Refunded		
Debit Account	Credit Account	Processed By	AP Export Status
			Not Exported
Payment Method	Paid By	Invoice Number	Keyword
All selected			
Registrant/Team	Reference Number	Department Name	
		All selected	

Include Zero Amount Transactions



Export **AP Export (File)**

Receipt Number	Type	Status	Debit Account	Credit Account	Amount	Date	Processed By
RECEIPT-08-2019-005903	Refund	Refunded	010-10100	1000-2800	9.99	8/22/2019 12:08:22 PM	admin@sarahcote.com

Page 1 of 1 75 View 1 - 1 of 1

Reimbursement Export

Parks & Rec > Reimbursement > Export

Reimbursement Export

Search Reimbursements

Start Date 08/05/2019	End Date 8/22/2019	Minimum Amount	Maximum Amount
Reimbursement Number	Status	Processed By	Payee Name
AP Export Status All			

Export **AP Export (File)** 

Invoice Number	Status Name	Name	Address 1	City	State	ZIP Code	Amount	Processed By
08-2019-000109	Reimbursed	Gadget, Instructor					50.00	stefan.zaryczny@
08-2019-000114	Reimbursed	Gadget, Instructor					50.00	admin@sarahcoti
08-2019-000116	Reimbursed	Gadget, Instructor					50.00	admin@sarahcoti
08-2019-000118	Reimbursed	Gadget, Instructor					0.83	admin@sarahcoti

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Incode 10 Financial System

A **Reimbursements Export** option has been added to Integration Settings for the Incode 10 Financial System. This option provides the ability to export from the AP and Reimbursement Export pages or through the Automation Scheduler:

Integration Settings

← **Reimbursements Export** 

File Allow Manual Export 

Automation Schedule 

AP Export
 Reimbursement Export

Time
File  at  

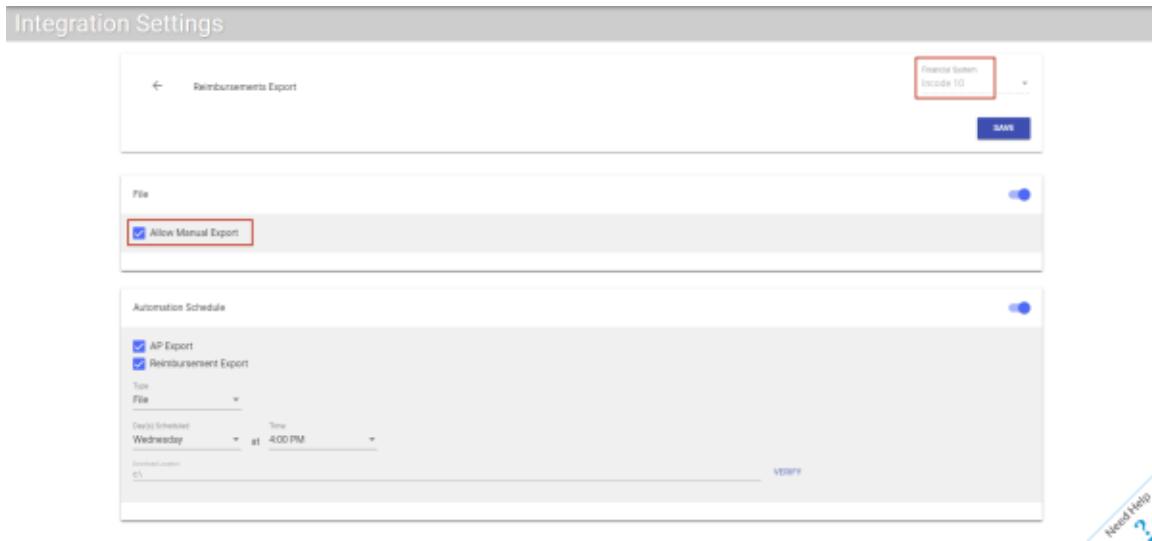
Day(s) Scheduled
Wednesday  at 

Comments
None 

Need Help 

What's New in Tyler Parks and Recreation 2019.3

If **Incode 10** is selected as the *Financial System* in Integration Settings, selecting the *Allow Manual Export* setting on the **Reimbursements Export** card enables the display of the file export button on the AP Export and Reimbursement Export:



AP Export

Parks & Rec > Transaction > AP Export

Transaction AP Export

AP Export

Start Date 8/22/2019 12:00 AM	End Date 8/23/2019 12:00 AM	Minimum Amount	Maximum Amount
Type Refund	Status Refunded	Receipt Number	Fee Name
Debit Account	Credit Account	Processed By	AP Export Status Not Exported
Payment Method All selected	Paid By	Invoice Number	Keyword
Registrant/Team	Reference Number	Department Name All selected	

Include Zero Amount Transactions



Receipt Number	Type	Status	Debit Account	Credit Account	Amount	Date	Processed By
RECEIPT-08-2019-005903	Refund	Refunded	010-10100	1000-2800	9.99	8/22/2019 12:08:22 PM	admin@sarahcote.com

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Reimbursement Export

Parks & Rec > Reimbursement > Export

Reimbursement Export

Search Reimbursements

Start Date 08/05/2019	End Date 8/22/2019	Minimum Amount	Maximum Amount
Reimbursement Number	Status	Processed By	Payee Name
AP Export Status All			

Export **AP Export (File)** 

Invoice Number	Status Name	Name	Address 1	City	State	ZIP Code	Amount	Processed By
08-2019-000109	Reimbursed	Gadget, Instructor					50.00	stefan.zaryczny@
08-2019-000114	Reimbursed	Gadget, Instructor					50.00	admin@sarahcoti
08-2019-000116	Reimbursed	Gadget, Instructor					50.00	admin@sarahcoti
08-2019-000118	Reimbursed	Gadget, Instructor					0.83	admin@sarahcoti

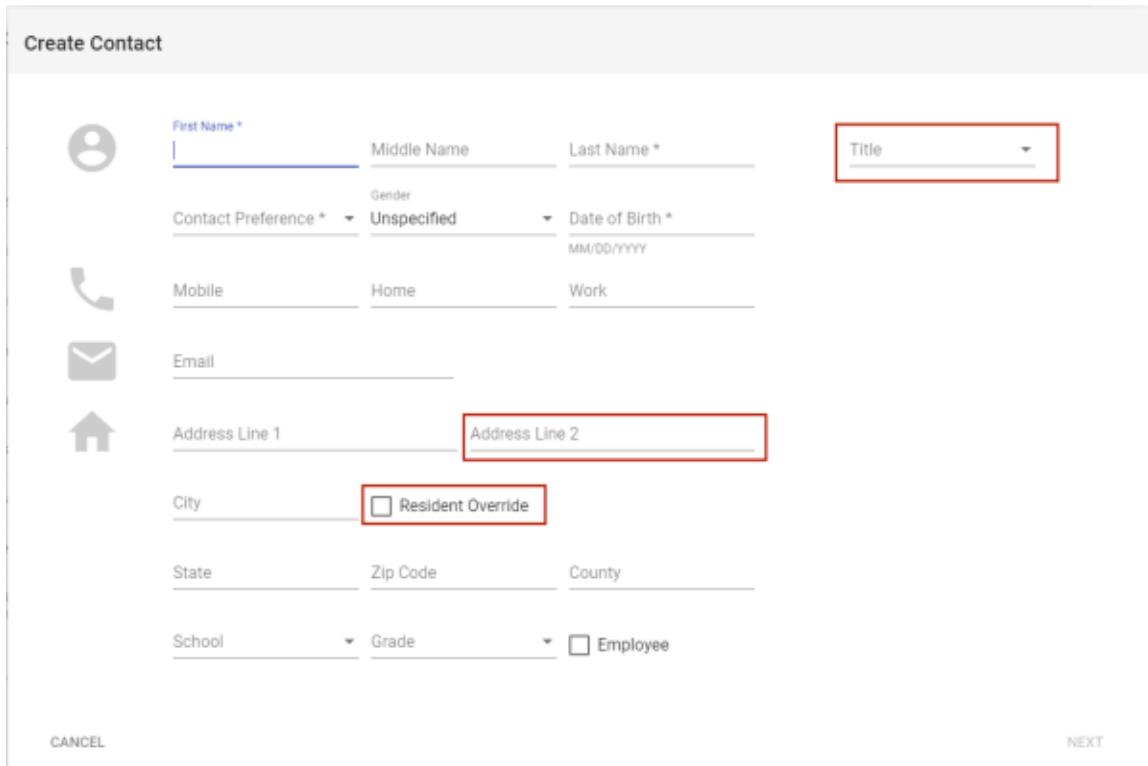
Page 1 of 1 75 View 1 - 4 of 4

CREATE CONTACT

Parks & Rec > Contact > Search > Create Contact

A *Title* field, an *Address Line 2* field and a *Resident Override* check box have been added to the Create Contact dialog:

Create Contact



The screenshot shows the 'Create Contact' dialog with the following fields:

- First Name * (input field)
- Middle Name (input field)
- Last Name * (input field)
- Title (dropdown menu, highlighted with a red box)
- Contact Preference * (dropdown menu, currently 'Unspecified')
- Gender (dropdown menu, currently 'Unspecified')
- Date of Birth * (input field, MM/DD/YYYY format)
- Mobile (input field)
- Home (input field)
- Work (input field)
- Email (input field)
- Address Line 1 (input field)
- Address Line 2 (input field, highlighted with a red box)
- City (input field)
- Resident Override (checkbox, highlighted with a red box)
- State (input field)
- Zip Code (input field)
- County (input field)
- School (dropdown menu)
- Grade (dropdown menu)
- Employee (checkbox)

CANCEL **NEXT**

Clicking in the *Title* field opens a drop-down that gives you the option to select **Child, Guardian/Parent, Spouse** or **None**:

What's New in Tyler Parks and Recreation 2019.3

Create Contact

 First Name * Middle Name Last Name *
First Name is Required

 Contact Preference * Gender Date of Birth *
Unspecified MM/DD/YYYY

 Mobile Home Work

 Email

 Address Line 1 Address Line 2

City Resident Override

State Zip Code County

School Grade Employee

CANCEL NEXT

 None
 Child
 Guardian/Parent
 Spouse