

## Webinar DPAS Releases 2.3.01-2.6.01 Transcript

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We have a lot of folks signing in, so we will start in a few more minutes. Good afternoon. Welcome to the webinar. We still have several users signing in, so we're going to give them a few moments here to get into the meeting space and we will begin in a few moments. Thank you for your patience.

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Good afternoon. Welcome to the DPAS Releases 2.3.01-2.6.01 webinar. My name is Tina Frazier. I'm the DPAS Columbus branch lead and one of your user advocates, and I'll be presenting this webinar along with miss Terry Hatcher, one of our subject matter experts (or SME) and she is replacing Roland Smith as he has moved on to another project. We also have Jud Crook. He is pivotal in our quality assurance efforts. It has been awhile since we held a webinar. Terry and I are excited to share updates of system requests. You may not be aware of them, and we'll now be able to learn and take advantage of these new features. Before we get started, we'd like to cover some ground rules for this presentation. First, we ask that you submit questions through the question pod which again is called topic question and answer down below in the center where we can discuss them throughout the session. Next, you can turn up your volume and let the presentation team know if you have trouble hearing the presentation and you can let us know by using the pod there to the left called presentation issues chat. Next, you can maximize the presentation pod by using the toggle Full Screen, which is to the upper right of your presentation. You can also download the presentation from the file sharing pod, which is on the bottom left hand side. To do this, you can select the file and choose the save to my computer button, then select the Click to Download hyperlink. Next choose the Save button, then choose a location to save a document and select the save button once again. Okay. With that we're going to get started and next, we're going to look at the agenda for the presentation.

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We will start with the minor release 2.3.01 and discuss the other .02 and .03 and move on to the major release. Then we'll discuss functionality discussed in 2.4, 2.5 and 2.6 along with their associated minor releases. Then, of course, we will leave time at the end for any questions you may have and weren't able to ask during the presentation.

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So the first release 2.3.01 was released in December, on December 18, 2012, and the first System Change Request that was incorporated in this release was the Inquiry Accounting Add DOD Serial Number. We added the DOD serial number field to the Capital Asset Inquiry field selection screen. So this is the second screen. You first have the search criteria screen and the field selection screen is where it allows you to choose from a list of available fields to be displayed on your inquiry. This is required for financial transactions and used by several users to display this type of information on their accounting report. Then we also incorporated SCR 540, Asset Transfer Radio Button Option. The default was set to

return only noncapital assets. Prior to the 2.0 release, the default of radio button was set to both, so both capital and noncapital assets were returned. The agencies requested the process to go back to the default of 'Both' or to have the capability to determine which radio button will be the default option for their agency. The problem was erroneously the user could be transferring noncapital and not realize it. With the SCR we allow the agency user to be able to determine what default option they want and this can be chosen under My DPAS, User Preferences and then it's called Asset Transfer Search Criteria, Capital, Noncapital or Both.

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We also incorporated SCR 535 and this was a new FEDLOG Inquiry that was added to the DPAS under the Catalog submenu. The reason for this, when users were required to dispose of excess property, the items must be properly identified and cataloged by the National Stock Number. Prior to this SCR users didn't have access to FEDLOG so they were spending hours for turn-ins and utilizing additional databases such as "WEBFLIS". So the user requested the FEDLOG application be available in DPAS under the Catalog menu and therefore we did put it as you can see on this screen shot under Catalog a submenu called FEDLOG. This provided a resourceful tool for asset disposal equipment identification and research.

Next we have released 2.3.02 which was implemented March 4th, 2013.

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This incorporated the SCR 538, Catalog Cleanup to identify stock numbers with no assets and provided a new process in Catalog/Mass Updates to allow catalog users to remove any unused catalog records. This is called Catalog Records Available for Delete. We captured a screen shot there for you to see the Catalog menu and sub menus Mass Updates and Catalog Clean Up.

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Prior to implementing this process, the user had to submit a Remedy ticket through the Call center and wait until the developer ran a script to clean the agency's catalog for them. So this was very useful and saved a lot of time. We captured what this report looks like as well.

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Next, we have the Catalog Stock Number Browse List Size Extension and this added the functionality for the user to view more than the 250 records that were returned. So the user was having problem when searching a catalog, either their agency catalog or FEDLOG and they wanted the capability to view more than the current 250 records. They would have to do multiple searches. So DPAS provided the number of pages on the bottom of the page similar to functionality that was already in the Asset Update. If more than 10 Asset IDs were returned, it would have the numbered pages, page links that you could select a particular page from the results.

We also incorporated SCR 543 and I will turn it over to Terry Hatcher to continue on.

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SCR 543 is the LIN Asset Custodian and this is a great feature for the folks who use LIN. It allows multiple LINs to be transferred. Prior to this you could only transfer one LIN at a time. I've shown screen shots of the process. You can see the transfer has taken place and it's showing multiple lists.

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Next was SCR 554, Metric Graphics Phase One. We refer to it as Open Actions on the Dashboard, monthly processes that run at end of month in the M&U. It shows up in the dashboard as a statistics link.

Then we have SCR 556, Added Attribute Template Inquiries. This allows users to search for available attributes and templates. Prior to this they had to call one of the administrators. So this has helped a lot.

Then we have SCR 557, the Show Inquiry button on the Inquiry Search criteria page. This allows the users to bypass the Fields button if they don't want to edit any fields displayed on the inquiry and they can go straight to the Search Results page. So it quickens the search quite a bit.

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Now we'll talk about Release 2.3.03 which was released in April 2013.

The first SCR was 327, Logistics Modernization Program or LMP. It. That is the accounting interface for the Army users. Prior to this SCR this type of expense "funded/unfunded" was assigned during the Depreciation Update process. Now it is assigned for the asset during the receipt process.

Then we have SCR 380, Print the Custodian Name. Prior to this it had to be added manually, so this helps quite a bit.

Then we have SCR 503, the Multiple Custodian Report Print Capability. This allows users to select and merge multiple Custodian Reports into one .pdf file.

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Then we have SCR 552, the Multiple Capital Asset Trial Balance Report Scheduling. Prior to this SCR release, it was necessary to go into each Site ID if you had access to more than one, and schedule a Trial Balance report. Now since the release of this SCR if you have access to multiple Site IDs, you only need to go into one and you can schedule all reports for each Site ID, so this has been very beneficial for those who had access to multiple Site IDs.

Then we have SCR 566 Asset Update. This SCR took the functionality of being able to delete an attachment away from the Custodian role.

We have SCR 572 Maintenance Management Pre-built Inquiry. This is a new agency defined inquiry and it's used with the PA and the M&U Maintenance Activity process.

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Our next release was 2.4.00. That was released in July 23rd, 2013. In this release we had SCR 532, the Enterprise Business Accountability System (EBAS) Accounting Interface and this we added for the Joint Staff users.

Also, included was SCR 554, Add MyActions to DPAS. This was on the Property Accountability or PA side and similar to the MyActions we have on the M&U side. It allows the users to view actions needing attention as soon as they log into DPAS.

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Then the SCR 561, the Depreciation Forecast Report. This was available off of the Accounting menu.

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Another SCR in this release was 564, the Information Technology (IT) Software License Management Phase One and Phase Two is coming up shortly, so we will discuss both of these at the same time in a few minutes.

That leads us in SCR 582 which is the Add Attachment to Asset Management Inquiry and this is in the Inquiry menu on DPAS, and it's also in the search criteria in that page, and the search criteria section allows you to look for assets with attachments so you can search for those in your search. You can also view the attachment in the inquiry when you drill to the level where the attachments are.

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Our next release was 2.4.01 and that is when our new Warehouse Management module was released. The release was 1.0. That was October 7th, 2013. The initial release of the Warehouse Management module was a big enhancement for our system and we have two webinars coming up real soon to tell you more information about those. So please look at this slide. Both start at 1:00 or 1300 Eastern Time. The first one is March 11; the DPAS Warehouse Management Overview and then the Maintenance and Utilization for Warehouse Maintenance. Please sign up. There's a lot of good information and we're excited to have you attend those also. The URL is at the bottom of this page or you can go to our support site and sign up for those.

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We also released the Capital Asset Threshold update, and it increased it to \$250,000. DPAS still records Military Equipment but it's treated as General Property with our interface partners, and this was in the signed memorandum "Elimination of Military Equipment Definition and Increase to Capitalization Thresholds for General Property Plant and Equipment" on September 20th, 2013.

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Next was Release 2.5.00 and that was March 3rd, 2014. In this release we had SCR 349 which is Multiple Signature Blocks on the Inventory Report. Previous to this we had only one signature block that was available and if you wanted to change it, you had to change that signature block each time. Now we have multiple signature blocks and you can choose which one you want to use for which purpose. They are assigned at the Agency level and are available for the APO and PA level to use.

Next is SCR 413, Custodian Inventory Listing Redesign. This reduces the number of pages on the Custodian report. It took the report that we had prior to this and added a second level and inserted a subtotal and cost line.

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The next SCR is 550, the User Account Inquiry display of results for non-PA users only. This SCR is used by our Account Management team and APOs and allows them to see activity and verify users with levels of access and in the Maintenance Activity MNU module, and the PA.

Next is SCR 560, the interface with DLA Transaction Services for list of Department of Defense Address Activity Codes or DODAAC. This is under the Inquiry menu under Master Data. It allows you to enter a DODAAC. It supplies the address information for that DODAAC.

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The next SCR for release 2.5.00 was 564 and this was the Phase Two for the Information Technology IT Software License Management and we have supplied some screen shots so you can see the process of this. The first part of this SCR is the File Upload, and it allows you to upload IT software license management files and as you can see from the screen shots, it has its own menu item under the menu header Asset Management and it steps you through the steps.

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What it does, it pulls the spreadsheet from DPAS and it has the Asset ID and description of each software license that you have. Then it allows several columns of additional information that you can put in an Excel spreadsheet and once you have that information loaded to the spreadsheet, mass uploads all of your license information, so it's a very handy feature for the IT software users.

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The next portion of this phase two SCR was the IT asset characteristic and we have the screen shots of that also. It's in the same IT management area under Asset Management. And you can search several different ways and once you find it, you can update the information and put in the needed information for that specific asset.

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And, lastly, the third part of that phase two SCR was the IT File Upload Exception Report and this is a report that if you have any errors that require correction, it shows those to you so you can correct those.

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Another SCR was 580, the Equipment Utilization Sort Enhancement, to sort the following categories that you can see listed on here for the Equipment Utilization form: Equipment Pool, Dispatch Category or Subcategory and this sort is a great feature for those using that module. Before that they would have to manually sort over 1200 forms every month to put in their subcategories.

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Another SCR was 587, the Capital Asset Threshold phase two. What this did is it added the million dollars; it changed from \$250,000 to \$1 million for the Department of Air Force and the Department of Navy general fund assets. Also Real Property was increased to \$250,000.

Also, SCR 602, the M&U Warranty Service Subscription Issue was in 2.5.0. Prior to this SCR you could see all of the Warranty Service Subscriptions which were available, not only the ones for the specific assets being worked. This helps a lot. Now you see the ones specific to that asset instead of everything that's available.

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Next, we have release 2.5.01, which was released on June 20th, 2014. The first SCR for this release was 327 and it was the support for Motorola MC9190 scanner. SCR 327 is a catchall SCR which encompasses many changes. This release it is used for the scanner and this scanner is used in the PA or Property Accountability. The second change with 327 is the M&U Inbound Resolution. This helps resolve errors when there are transaction errors for various reasons.

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SCR 581, Information Assurance Tracking, automated the current Department of Defense Instruction DoDI 8500.2 reporting requirement, which was previously a manual process. What this does is it allows all of you as users to upload your annual required IA or CA certificates, so they're sent directly to the Account Management Team. We put some screen shots in to show you the process, and it has helped users a lot so they can put their own certificates out there and it gets them to our Account Management team quicker.

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The place to find this is under the My DPAS menu header and it's the User Info Update. This is where you update your information. You can see the Add button beside the item on the left that says IA Training Certificate Attachment.

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Select the Add button and upload your file by browsing your computer and describing it and then clicking the Add button. Then as you can see it shows the one attachment is there.

And for your viewing pleasure, I showed you the email that goes to our Account Management Team once you have uploaded that file. So I'm going to turn it over to Tina and she will talk about it some more.

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Thank you, Terry. The last SCR is 613 and release 2.5.01 is SCR Work Plan Name Enhancement. What this SCR allows the user to do is search an entire text field for a name in their work plan they've created. So, for example, if you have a work plan that's called "charging system amp meter" you can search for the word "amp meter" not just the word "charging" or type in the entire "charging system amp meter". Most importantly it's a time saver for the user in opening their work orders.

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Next we have 2.5.02 which was implemented last year on August 8th. SCR 546 which is called XML Federal Automotive Statistical Tool, or FAST, Interface to the General Services Administration GSA, phase one. That's when we added an interface with the FAST to enable DPAS to report vehicle assets in its inventory to GSA.. It provides a link between the Vehicle Characteristics established in DPAS such as the vehicle's maintenance and utilization, acquisition and disposition information to GSA's FAST. Once it's submitted to GSA through FAST, any errors will be resubmitted back to DPAS for correction. Once corrected, it's resubmitted to FAST for validation. These updates can only be accomplished between October 16th through November 30th of each calendar year.

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Next we have Release 2.6.00 which was released October 17, 2014. As Terry mentioned earlier, we have SCR327 which is used for multiple processes. In this release with SCR 327 we added support for two new PDCD's or the automated technology of the CN70 series and the CK71. We also currently support the Motorola for both the Property Accountability and Warehouse modules. We no longer support the 700 series hand held computers. For more information on the DPAS PDCDs, visit the Support Site and once you get to the Support Site you click the "Support" menu and "Software and Hardware" submenu option.

We also have SCR 479 that was incorporated in this release 2.6. The reason for this SCR, the agency requesting it needed to receive equipment in which the Serial Numbers are more than 20 characters and they could not modify the Serial Numbers by dropping characters to make this fit. Before this SCR and until the field was expanded they could not add these assets. This affected several of our custodians and DPAS as they could not include these items for accountability in the system.

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Next we also have SCR 527, Detail Data for the Chief Financial Officer or CFO and Capital Asset Trial Balance. The current CFO Accounting Statement Report and the Capital Asset Trial Balance Report did not provide detailed asset record data that that would apply to each category on the report. So due to the requirement of ensuring that the CFO and Trial Balance Report balanced monthly, the user thought it would be extremely helpful if the reports would identify the Asset ID. This will assist in identifying records are out of balance. This was built at the request of the Navy to facilitate their research and this process had been done by our developers and now the user can do the research instead of having to rely on a system from the developer. The CFO Out Of Balance Detail Report has to be scheduled under Forms and Reports. And this report is available at the Agency level, APO role for those interested in balancing their financial.

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We also incorporated SCR 530, Department Code and Line of Accounting Field Expansion and the reason for this SCR; it accommodates current directives and the department codes. Back in January of 2013 the Government-Wide Treasury Account Symbol Adjusted Trial Balance System, that's a mouth full, also known as GTAS, replaced the functionality of the Federal Agencies' Centralized Trial balance system, FACTS I, and FACTS II, the Intragovernmental Fiduciary Confirmation System, and the Intragovernmental Reporting and Analysis System as the primary means of reporting agency trial-balance data. And this system GTAS required all agencies to submit their accounting data only in this new format, so DPAS changed it to be able to meet this directive.

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Finally, our most recent release just last month, January 30th of 2015 we released 2.6.10. And the one System Change Request that was implemented in this release was SCR 743, the Maintenance Utilization Module Vehicle Type Group Code Adds. What this did was this was able -- I'm sorry this incorporated more Vehicle Types and Group Codes to be able to help further define Vehicle Characteristics for the M&U user.

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Before we get to questions, I just want to point out on the last slide here for more information we list our Call Center and Training DPAS eLearning and DPAS Support Site URLs. Please note we have new email addresses as our email migrated to the DoD enterprise system. Also, we wanted to point out under the Columbus Call Center that if you could please select Option One when you call our system, that that will take you to the DPAS experts and we will now open it up for questions. We're going to allow time for questions and if you could hold tight for a few moments we'll be presenting you with some polls to be able to ask you what you would like to see in future webinars and ask if you found the updates that we gave you today helpful. We just want to thank you also for attending today's webinar and we'll continue to take your questions for at least another 15 minutes. And for those of you that do need to drop off the line, we want to let you know that this webinar has been recorded. It will be available along with the post webinar report in approximately one week on the DPAS Support website. As Terry mentioned we have some upcoming webinars, Wednesday March 11th coming up in a few

weeks, the DPAS Warehouse Management Module webinar and also the DPAS M&U for Warehouse Management webinar on Wednesday March 25th. So visit our support site and sign up today. Okay. So we will allow some time for questions and then we'll be presenting the polls. So we'll be back with you shortly.

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Hi. We are getting so many questions; we thought we would address some vocally here. One question that we got was asking if we have the capability in DPAS to run the Increase Decrease Report for Custodian. In DPAS this is by a date range, not per Custodian.

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What is a good way to receive an asset into DPAS when it's variance of unit cost is greater than 10%? That's just a warning message. You don't need to really worry about it. You click Continue and get past that message. That's letting you know the price you have listed in the catalog is different, at least 10% different.

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Just a couple items about your questions: For those that are specific and personal to your situation, the Call Center will definitely be more than happy to help answer these type of questions, and also, we'll be putting all of the questions and answers that are asked during the presentation in our Post Webinar Report that I explained would be published on our Support Site within the week and we will continue to answer questions. Please stay on.

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One of the questions says I'm using DPAS and I'm getting help or guidance from other DPAS users. Is there webinar training for new users in regards to adding property and removing property from DPAS?

But we have so many helpful things for users. We have our support site, which has a lot of information. It has questions. Your question might be addressed right there and we have our Call Center, which is open from 7:00 in the morning until 6:00 at night. So please use all those resources.

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Okay. I want to thank you for your submissions. It will be very helpful in allowing us to choose topics for our next webinar coming up. So I will close the poll now and we're going to put the last screen up there so you can see the URL for our eLearning Site and the Support Site and also our Call Center. So please write those down or make sure you download the presentation from the file sharing pod. As we mentioned earlier, also for the new users, something I forgot to mention on our Support Site we have a listing of all of our webinars that we've done in the past. If you go out there and watch those you can learn a lot of information from those, too.

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We have a lot more questions to answer. We thank you guys for sending in great questions and we really appreciate it but we're not going to have time in the next couple of minutes to answer all your questions so we will post this webinar and its follow-up report on our website within the next week. So please stay tuned for that. Keep asking questions and we really appreciate all of you attending our webinar today, and I just want to notice somebody from sunny Hawaii saying aloha and we wish we had some of that sunshine because we have lots of snow and cold weather. Once again, thank you for attending our webinar. Please keep asking questions. We'll be here for a couple more minutes and then we'll have to sign off. Thanks a lot.