



**Auditor of State
Betty Montgomery**

TO: UAN CLIENTS
FROM: UAN STAFF
DATE: DECEMBER 22, 2006
SUBJECT: VERSION 11.1 OVERVIEW

THE VERSION 11.1 UPDATE CONTAINS THE FOLLOWING ENHANCEMENTS

ACCOUNTING

- The ability to print multiple copies of PO's and BC's has been added.

PAYROLL

- The Social Security Administration has approved the advanced copy of the Copy A Blank Paper and W-3 Blank Paper forms; however, the final copy for these forms has not been released. The advanced copy is available in 11.1. We will send an email informing you when the blank forms are released and if you can file the advanced copy of the Copy A Blank Paper and W-3 Blank Paper forms. Wait until you receive our email before printing blank W-2 and W-3 forms.
- The Internal Revenue Code places limits on compensation upon which OPERS and OP&FPF retirement contributions may be taken and these limits are indexed annually. During 2007, contributions cannot be taken on earnable salary which exceeds **\$225,000** for employees or elected officials who became members of OPERS on or after January 1, 1994. For those employees or elected officials who were OPERS members prior to January 1, 1994, contributions cannot be taken on earnable salary which exceeds **\$335,000**.
- The Federal Tax and Earned Income Credit Tables for 2007 have been added.

GASB

- The following reports have been updated to state the checking account balance on the **Cash** line and the investment balance on the **Investments** line: Net Assets (Statement and Detail), Assets and Fund Balance – Governmental, Fund Net Assets – Proprietary

and Fiduciary Net Assets. On the UAN Support Information Input screen a selection of **GASB Cash Basis** or **GASB Modified Cash Basis** is required.

The cash presents cash and cash equivalents only. Whenever a government presents more than cash and cash equivalents, then the government is preparing modified cash basis statements.

So if a government treats investments as part of a pool (and does not assign investments to a specific fund) and uses the account 'Equity in Pooled Cash and Cash Equivalents', then the government may title the statement cash basis.

However, if a government elects to present investments in a separate account, by fund, on the financial statements, or elects to include other assets or liabilities, then the government must identify the statement as modified cash.

OTHER

- The incoming Auditor of State, Mary Taylor's, logo and picture will be displayed in all UAN software once your UAN computer date is January 8, 2007 or later.
- As a part of our agreement with Qwest, all UAN clients will now have email provided by UAN. As part of the Version 11.0 update process, Microsoft Outlook was added to your system. To configure Microsoft Outlook to work with the Qwest email, please refer to Microsoft Outlook Email Instructions included with this release. You do not have to use Qwest ROVA to be able to check the email account provided by Qwest (i.e. high speed users). Outlook functions mostly the same as Outlook Express, but with more capabilities (i.e. calendar, tasks,...etc.). **The email provided by UAN will not be backed up, and it will be the responsibility of the client to back it up.** We recommend that you try to limit the amount of emails that you keep to allow for optimum performance. If you have any questions, please contact the UAN Support Line.
- **Printing Reminder:** When selecting the Printer option in the Printing Utilities window of the software, a **Printer Setup** selection box will also be displayed. If a checkmark is placed in the Printer Setup selection box, additional print options will be made available after the 'Ok' button is chosen. These additional options include the ability to indicate **a selected page range to print, the number of copies to print, the paper size (letter or legal), and the paper orientation (portrait or landscape).**
- Many clients have migrated to high-speed internet and can no longer use a standard phone line to connect to UAN support. To accommodate this upgrade, UAN has implemented a new process to provide support for those with high-speed internet. A program named GoToAssist will be used through a common web page to allow UAN to take control of the UAN PC. To make this connection, a link on the 'UAN Link' web page will take you to a specific web page where UAN personnel can perform all of the usual remote support functions. Once you are on the website page, you will type in a code provided to you by UAN. For the remote connection to be established,

UAN personnel may also require you to grant permission to the GoToAssist website to download secured connection software. If you do not have high speed internet, you will continue to use PCAnywhere through your standard phone line for all remote support functions.

- We have received numerous requests for the printer paper size to be setup as the default and all reports automatically print on the paper size setup as the default. We currently do not have the capability to accommodate this request.

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