

### 3.0 Appendix B – Project Aspire Enhancement Functional Design

|                         |                                                                         |
|-------------------------|-------------------------------------------------------------------------|
| <b>ADML ID</b>          | <b>181</b>                                                              |
| <b>ADML Description</b> | <b>Agency indicator for customer requirement of a security deposit.</b> |
| <b>ADML Tech #</b>      | <b>175</b>                                                              |

#### 3.1 Background

##### 3.1.1 Functional Requirements

Agencies need the ability to indicate that an accounts receivable customer is required to have a security deposit or some other form of collateral in lieu of extending credit.

Requirement: FAR-038

FAR-039

##### 3.1.2 Delivered Functionality

Aspire provides a number of user define fields that can be associated with each customer. The delivered fields are as follows:

- 4 Cust Char30
- 4 Cust Char1
- 4 Cust Char10
- 1 Cust Char2
- 1 Cust Char4
- 1 Cust Char6
- 1 Cust Char8
- 4 Cust N12.3

4 Cust Nbr15

### **3.1.3 Gap Description**

ASPIRE as delivered does not support identifying customers requiring a security deposit in lieu of extending credit.

## **3.2 Description of New Functionality**

A software modification will be made to two (2) of the delivered user defined fields in ASPIRE to indicate that a security deposit is required in one field and the type of deposit required in the second field.

The fields will be available to the users for input on the General Info page. The first field will be label “Security Deposit Required” and require a selection of checkbox by the user to indicate that a deposit is required. If the first field is selected it will enable the second field labeled “Type of Deposit” and allow the user to enter up to 30 characters of text describing the type of deposit required.

When customers are required to have a security deposit and engage in business with the state for reasons that do not require a deposit, a new customer record will need to be created to distinguish between the activities.

There will not be any business process or validation functionality associated with security deposits fields.

## **3.3 Navigation path**

Navigation to the customer record to enter the security deposit type is as follows:

- >Customers
- >Customer Information
- >General Information

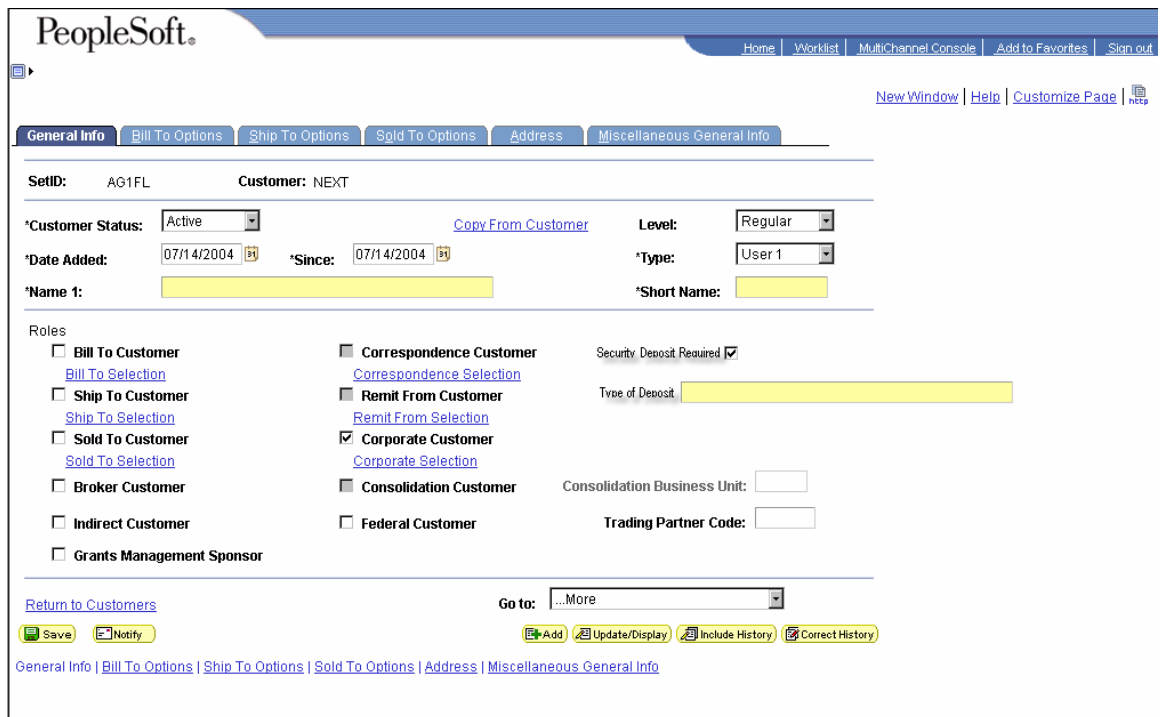
## **3.4 Set Up/Control Data**

N/A

### 3.5 Application Changes (e.g., Pages, Components, Menus, Records, App Engines, SQRs, etc.)

To implement the software modification described above the following modification will need to be made.

- A custom fields on the CUSTOMER record will be modified and labeled as “Security Deposit Required” and have a Table Edit type of “Yes/No”. When the field is selected, it will enable the second field. When customers are created, the “Security Deposit Required” field should default in as “No”.
- A custom field on the CUSTOMER record will be modified and labeled as “Type of Deposit”. The field should have a field type of “Character” and a field length of “30”
- The modified fields above will be added to the page “CUST\_GENERAL1”



### 3.6 Unit Test Considerations

The Unit test for this modification will include accessing the customer general information page entering the data.

- Select an existing customer record and do not select the “Security Deposit Required” checkbox
  - Result: The “Type of Deposit” field should be disabled and unavailable for data input.
- Select an existing customer record and select the required security deposit checkbox
  - Result: The selection of the security required checkbox should enable the “Type of Deposit” field for data input.
- Select an existing customer record and select the security deposit required checkbox, enter the type of deposit and save the record.
  - Result: The selection of the checkbox should enable the deposit type field allowing data input. The input data should be saved on the CUSTOMER record.
- Add a new customer record and do not select the “Security Deposit Required” checkbox.
  - Result: The “Type of Deposit” field should be disabled and unavailable for data input.
- Add a new customer record and select the requires security deposit checkbox.
  - Result: The selection of the security required checkbox should enable the “Type of Deposit” field for data input.
- Add a new customer record and select the security deposit required checkbox, enter the type of deposit and save the record.
  - Result: The selection of the checkbox should enable the deposit type field allowing data input. The input data should be saved on the CUSTOMER record.

**3.7 Miscellaneous**

Training;

Need to ensure that method to record and consistently account for advance deposits and security deposits are incorporated in the agency training curriculum.

**3.8 Assumptions**

- There will be no process or validation functionality associated with either of the added fields above.
- The process of verifying that a security deposit is still on file will be manually performed by the agency and managed through specific on-account payment types.

## Document Version Control

| <b>Version Number</b> | <b>Release Date</b> | <b>Version Number Description</b> | <b>Description of Changes</b>     |
|-----------------------|---------------------|-----------------------------------|-----------------------------------|
| v1_DEF                | 7/22/04             | Revisions                         | JSB- Comments, requested changes  |
| 02                    | 07/29/04            | Add'l comment                     | JSB- Added training note in s.3.7 |
|                       |                     |                                   |                                   |