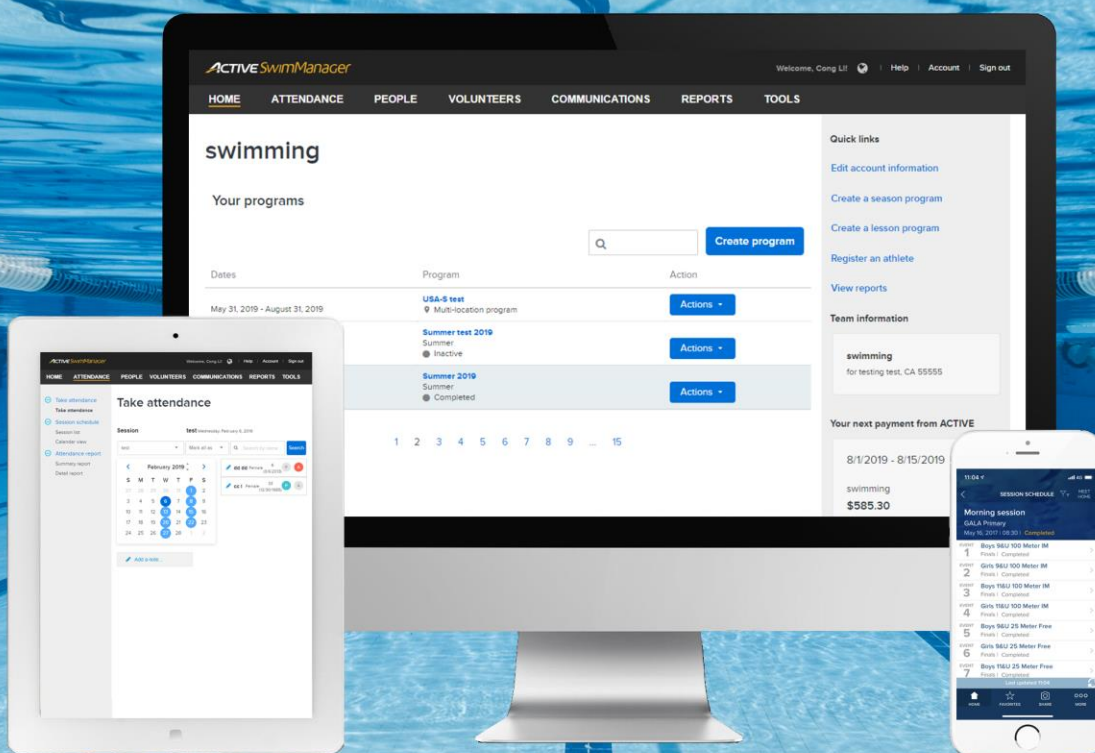




## Product Release Notes for ActiveWorks Swim Manager – May 12, 2020



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## Enhancements

### OME Enhancements

In the ACTIVE Swim Manager, once a team entry deadline has past and team entry is closed, you or your staff can no longer edit the team entry dates (the meet > **Actions** dropdown > **Edit meet** > **Team entry date(s)** fields are disabled):

HOME ATTENDANCE PEOPLE VOLUNTEERS COMMUNICATIONS REPORTS TOOLS

Meet Name: \*

2020 NESCAC Championships WOMEN

[Meet details](#) | [Eligibility requirements](#) | [Meet schedule](#)

**Meet details**

Meet date(s): \*

2/27/2020 to 2/29/2020 America/New\_York

Team entry date(s) for meet entry: (US/Eastern) \*

1/22/2020 12:00 a.m. to 2/26/2020 8:59 p.m.

Meet host entry date(s): (Meet timezone) \*

1/22/2020 to 2/26/2020

### Automatic Address Correction

When an invalid address is entered during self-sign-up (**Create an organization** > **SwimManager**):

- If a system-suggested address is found, then the suggested address is displayed and you may click **Use this address** to use the suggested address:



**Address \***

6500 Bertner Avenue

**Address line 2**

**City \***

Houston

**State \***

Texas

**ZIP \***

12345

**Time zone \***

US/Central

**Suggested address**

6500 BERTNER AVE, HOUSTON, TX, 77030  
US  
[Use this address](#)

- If no suggested address is found, then you can use the entered address by clicking **Use it anyway**:

**Address \***

134 Test Road

**Address line 2**

**City \***

Houston

**State \***

Texas

**ZIP \***

20345

**Time zone \***

US/Central

**Error: Address Not Found. [Use it anyway](#)**



## Batch Pausing/Resuming All Billing Schedules

In the ACTIVE Swim Manager, you (administrators or treasurers) can now batch-pause all billing schedules for a program by clicking the required program > **Pause all billings** button (any previously scheduled, upcoming pause dates are overridden by the current date and time):

The screenshot shows the ACTIVE Swim Manager interface for the 'Swimming Fall 2020' program. The top navigation bar includes links for HOME, ATTENDANCE, PEOPLE, VOLUNTEERS, COMMUNICATIONS, REPORTS, and TOOLS. The program status is 'Active'. The 'Pause all billings' button is highlighted with a red box. The 'Resume all billings' button is also visible. The registration link, ACTIVE.com listing link, and Swim portal link are provided. A table lists the groups, with 'Group1' having '1 of Unlimited' registrations and a registration period from '2/25/2020 to 11/30/2020'. The right sidebar contains links for Status, Registration setup, Program summary, Program details, Groups, Prices and billing, Discounts and fees, Form questions, Additional purchases, Waivers, and Confirmation email.

You can also batch-resume all paused billing schedules by clicking the **Resume all billings** button to immediately resume all billing schedules (any previously scheduled, upcoming resume dates are overridden by the current date and time):

The screenshot shows the ACTIVE Swim Manager interface for the 'Swimming Fall 2020' program. The 'Resume all billings' button is highlighted with a red box. The 'Pause all billings' button is also visible. The registration link, ACTIVE.com listing link, and Swim portal link are provided. The right sidebar contains links for Status, Registration setup, Program summary, Program details, Groups, Prices and billing, Discounts and fees, Form questions, Additional purchases, Waivers, and Confirmation email.

If you wish to resume all paused billing schedules on a specific date, then you can:

- Click the **Resume all billings** button on that date.
- Schedule a resume date for each individual billing schedule on the **PEOPLE** tab > the required athlete's or parent's profile page.

## Program Page Improvements

For improved usability, the following enhancements have been implemented:

- When you or your staff create an email or text message in the ACTIVE Swim Manager, sessions listed on the **Filter recipients** popup > **Filter by** > **Session** > **Select sessions** dropdown are now listed in the following



order:

1. Sessions are primarily sorted by start date, with the most recent start date at the top.
  2. Sessions with the same start date are sorted again by end date, with the most recent end date at the top.
  3. Sessions with the same start date and end date are sorted again by name in alphabetical order.
- In the ACTIVE Swim Manager > **REPORTS** tab > **Registrations / Add-on products / Coupon / Remittance / Transactions / Custom / Payments/ Payment Method / Roster / Volunteer Points / Waivers** report > relevant program filter, non-archived programs are now listed first in the following order, followed by archived programs in the same order:
    1. Programs are primarily sorted by start date, with the most recent start date at the top.
    2. Programs with the same start date are sorted again by end date, with the most recent end date at the top.
    3. Programs with the same start date and end date are sorted again by name in alphabetical order
  - When parents or athletes review their registered programs on the parent portal > **VIEW PROGRAMS** or **VOLUNTEER SCHEDULE** pages, the registered programs are now listed in the following order:
    1. Programs are primarily sorted by start date, with the most recent start date at the top.
    2. Programs with the same start date are sorted again by end date, with the most recent end date at the top.
    3. Programs with the same start date and end date are sorted again by name in alphabetical order.

## Meet Entry Fees Report

The ACTIVE Swim Manager > **REPORTS** > **Meet Entry Fees** report now includes relay entry fees:

- A **For relays, use meet results instead of entries** filter has been added (defaults to **Yes**).
- The **Fee** column header has been replaced by **IE Fee**.
- A **Relay Fee** column has been added.
- The **Total IE Fee + Surcharge** column header has been changed to **Total Fee + Surcharge**.

### Meet Entry Fees

Gender : Both
Show details: No
Totals on separate page: No
Charge athlete surcharge for relay alternate: No
Use Custom Fees instead of Meet Host Fees: No
For relays, use meet results instead of entries: Yes
View Report

1 of 1
100%
Find | Next

Go Tigers!; GoBear!; SWIM; Goldfishes; Goldfishes; test; USTS; USTS; USTS; Test Team; test; test; Frank's team; oi polpoi
PG / 1

#### Meet Entry Fees Report (meet host fee)

#### 2020 NESCAC Championships WOMEN

This meet has no results uploaded yet, relays are not included in this report.

Report date: 4/30/2020 3:45 Meet entry closed

Entry file has never been created before, it is recommended that this report be run AFTER the coach created the meet entry file. Athlete surcharge: \$ 0.00

Name	Age	IE	IE Fee	Relay	Relay Fee	Total Fee + Surcharge
cc l	34	3	\$ 0.00	0	\$ 0.00	\$ 0.00
<b>Team Totals</b>						
Individual entries:	3		\$ 0.00	Relays:	-	\$ 0.00
Athlete surcharge:	1		\$ 0.00			
<b>Totals:</b>			\$ 0.00			

POWERED BY ACTIVE

- If the **For relays, use meet results instead of entries** filter is set to **Yes**, then:
  - athletes with at least one relay result are included in the report.



- the **Charge athlete surcharge for relay alternate** filter setting is ignored.
- the **Relay** column displays the total number of relay events (multi-round results are considered as one event).
- the **Relay Fee** column includes 1/4 of the fee for each relay event and displays the sum of fees for all relay events.
- the **Team Totals** section displays the number of relay team results for each relay event, instead of for each person (but the fees are always zero).
- If the **For relays, use meet results instead of entries** filter is set to **No**, then there is no change to the current behavior to count relay events based on the latest entries.
  - the **Relay Fee** column includes 1/4 of the fee for each relay event and the total is calculated based on the **Use Custom Fees instead of Meet Host Fees** filter setting.
- The **Total Fee + Surcharge** column displays the sum of the **IE Fee**, **Relay Fee** and **Athlete surcharge**.

## Miscellaneous

On the ACTIVE Swim Manager > a program > **Prices and billing** page, a message has been added to remind you (administrators) that after registration begins, any changes on this page will only apply to future registrations and do not affect existing registrations:

**Prices and billing**

Setup prices and billing for your program.

After registration begins, any changes made on this page will only apply to new registrants and will not affect existing registrations.

**Price & billing options**

☐ Use same billing settings for all groups.

☐ Prorate the price when athletes register after the season start date. ⓘ

**Offline Payments Note** ⓘ

You can add a note to participants here about their offline payment. ex. Please make your payment to 12345 Street, City, State 75075. We accept cash, check, and cards (Mastercard and Visa only).

Deposit amount ⓘ \$ 50.00

**Payment Timing**

**Group1**

**Pay in Full**

☒ Allow Pay in Full for \$ 200.00

☒ Customers must pay in full in order to check out.

☐ Customers can check out without making any payment. ⓘ

**Registration setup**

[Program summary](#)

[Program details](#)

[Groups](#)

**Prices and billing**

[Discounts and fees](#)

[Form questions](#)

[Additional purchases](#)

[Waivers](#)

[Confirmation email](#)

[Registration dates](#)

[ACTIVE.com listing](#)



## Resolved Issues

No issues were resolved in this release.



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