



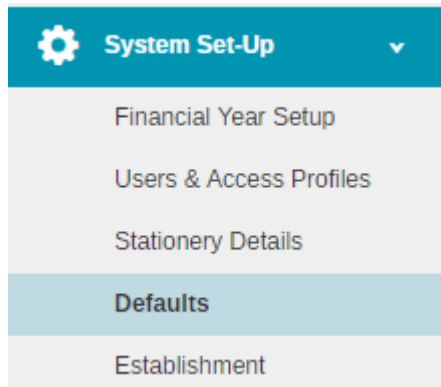
HCSS Accounting Release Notes

V1.7

1. Email Purchase Orders and BACS Remittance Advices

A new more robust email solution has been developed and is being implemented in this release.

The emails will be sent from no-reply@hcss-web.co.uk but will have the school name in front. The Supplier will not be able to reply to this email address but a school email address can be entered into the Reply to Address on System Setup>Defaults>Email tab

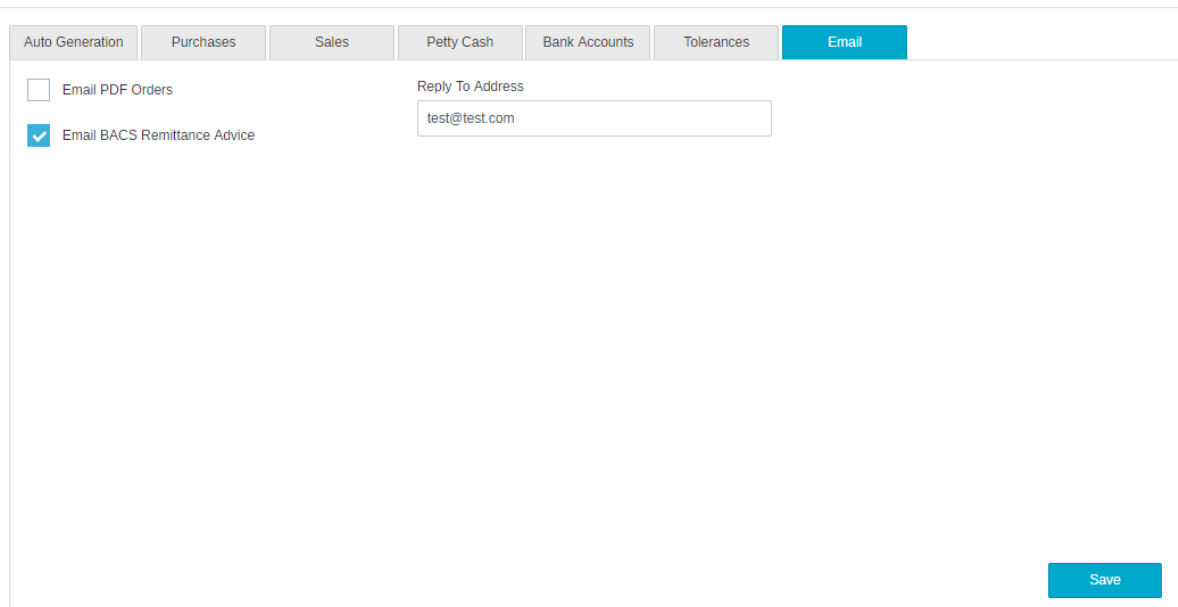


Click on the Email tab and the following screen will appear.

Ensure that both Email PDF Orders and Email BACS Remittance Advice are ticked and enter the relevant Reply to Address.

Click on Save

Default Settings



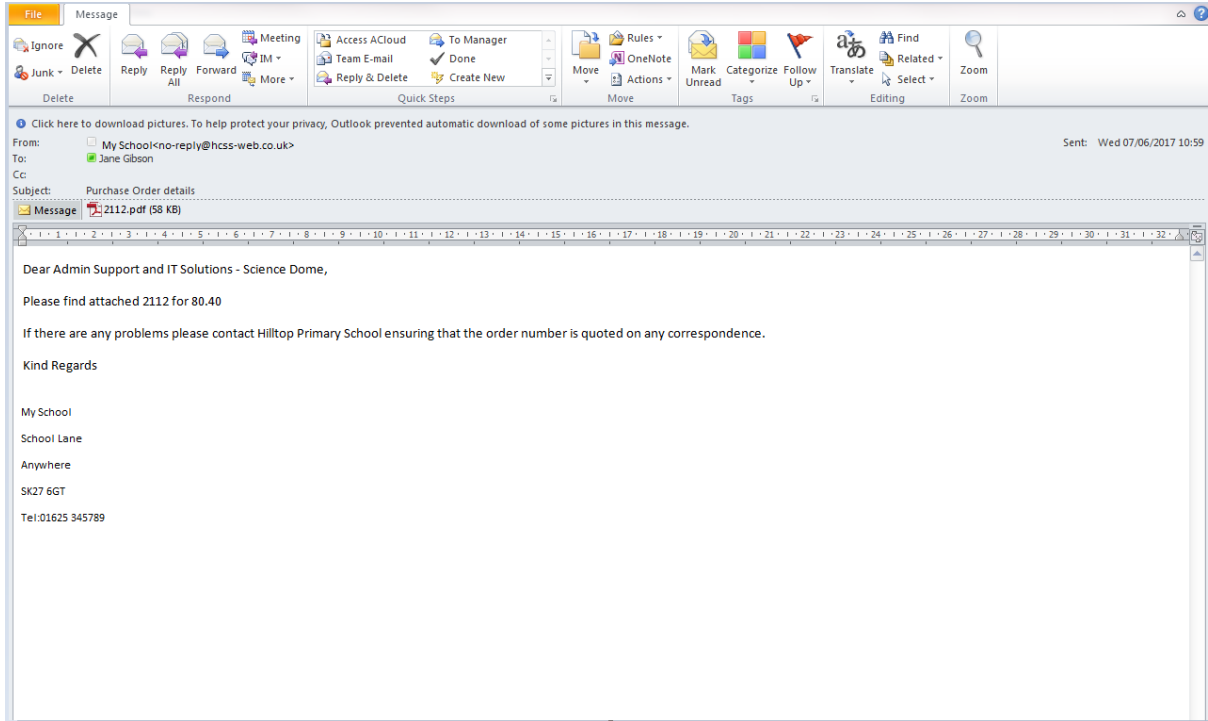
The image shows the 'Default Settings' configuration page for the 'Email' tab. The 'Email' tab is selected and highlighted in blue. The configuration options are:

- Email PDF Orders
- Email BACS Remittance Advice
- Reply To Address:

A 'Save' button is located at the bottom right of the configuration area.

The actual process of raising orders and BACS remittances have not changed.

The email that is sent is similar to the below:



NOTE: These emails may go into some Suppliers Spam or Junk Folders.