SPITFIRE SOFTWARE®

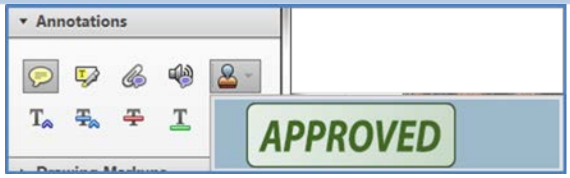
sfNews

August 2012
Vol. V, Issue 08

In This Issue

***Note**: features mentioned in this newsletter are available in V4.2.4589*

Support Announcement



Due to the significant interest in the tracking and annotation tools offered by PDF and Microsoft Office files, usage of Oracle AutoVue (formerly jVue and also known as the Spitfire Viewer in sfPMS) has declined dramatically.

Therefore, the integration between sfPMS and Oracle AutoVue will be discontinued in future releases. sfPMS v4.2 and Oracle Autovue v20.1.1 will be the last versions to support integration.

For more information or assistance, contact support@spitfiremanagement.com.

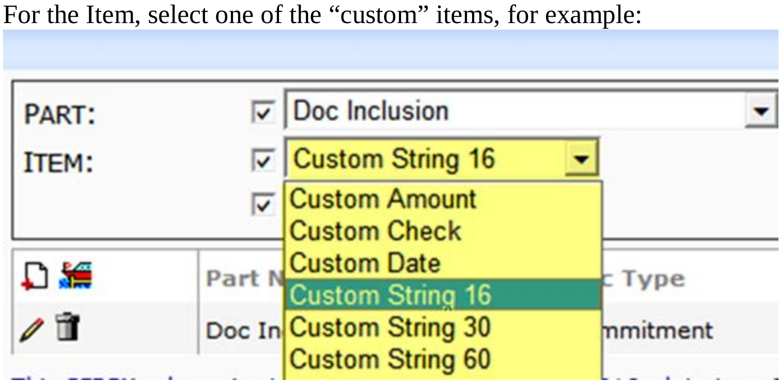
Feature Spotlight: Custom Fields on Documents

The Details tab, Attendee tab and the Incl/Excl tab on documents now allow for certain custom fields – 3 alphanumeric text fields, 1 amount field , 1 date field and 1 checkbox.

You can add any of these fields to your documents through the Customization tool, found on the System Admin Dashboard. You will likely want to re-label the fields.

To add a custom field to a Doc type:

1. On the Customization tool, select the **Doc Detail – Standard**, **Doc Attendee**, or **Doc Inclusion** part.
2. For the Item, select one of the “custom” items, for example:



Note: the number after “Custom String” indicates the length of the text box.

3. Click to add the row.
4. Select a **Doc Type**.
5. Give the field an appropriate **Label**.

6. Click ✓ to accept the row.
7. Repeat the process to add other custom rows.
8. Click to save the Customization tool.

You Asked For It, You Got It : Improved Team Contacts

Request: Can there be a way to remove a person from the Project Team Contact list?
Request: Sometimes a team member has multiple roles/responsibilities on a project. Can there be a way to include all roles?

The Contacts part of the Project Dashboard has been renamed Team Contacts in sfPMS V4.2. Two new options give you greater functionality when managing the team members on a project.

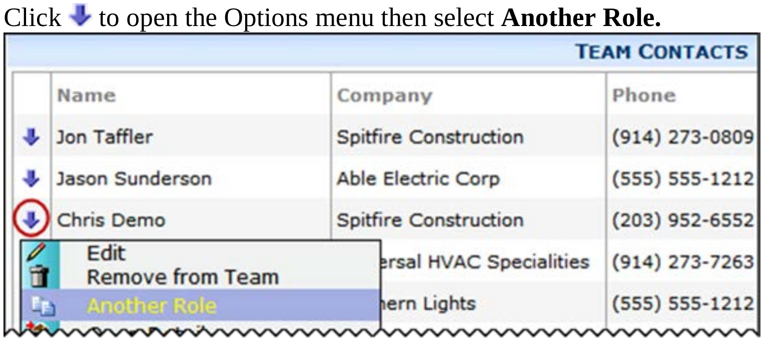
Remove from Team
While it is still possible to merely hide or deactivate a Contact and have him/her not appear on the Project Dashboard, you can now also remove a Contact from the Team Contact list altogether.

1. On the Team Contacts list, find the Contact you want to remove.
2. Click to open the Options menu then select **Remove from Team**

3. Click (which appears on the Team Contacts part) to complete the removal of the Contact from the list. **Note**: removing a Contact from the Project Dashboard does **not** remove the Contact from the Contact list. It does, however, remove the corresponding project role from that Contact.

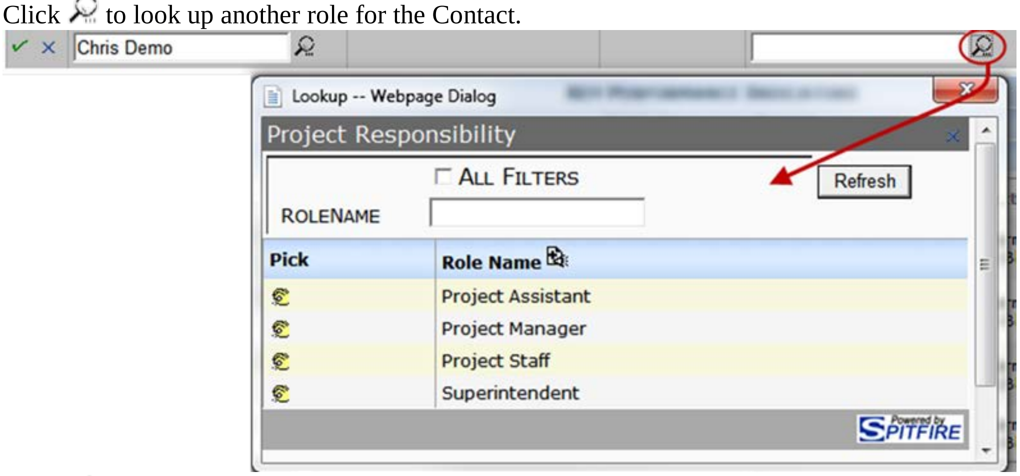
Another Role
You can now indicate that a Contact has more than one role on a project by adding a Contact to the list more than once.

1. On the Team Contacts list, find the Contact who needs another role.
2. Click to open the Options menu then select **Another Role.**



The Contact will appear on a new row.

3. Click to look up another role for the Contact.



4. Click to accept the new row. The Contact will appear twice on the Team Contacts list, once for each role.

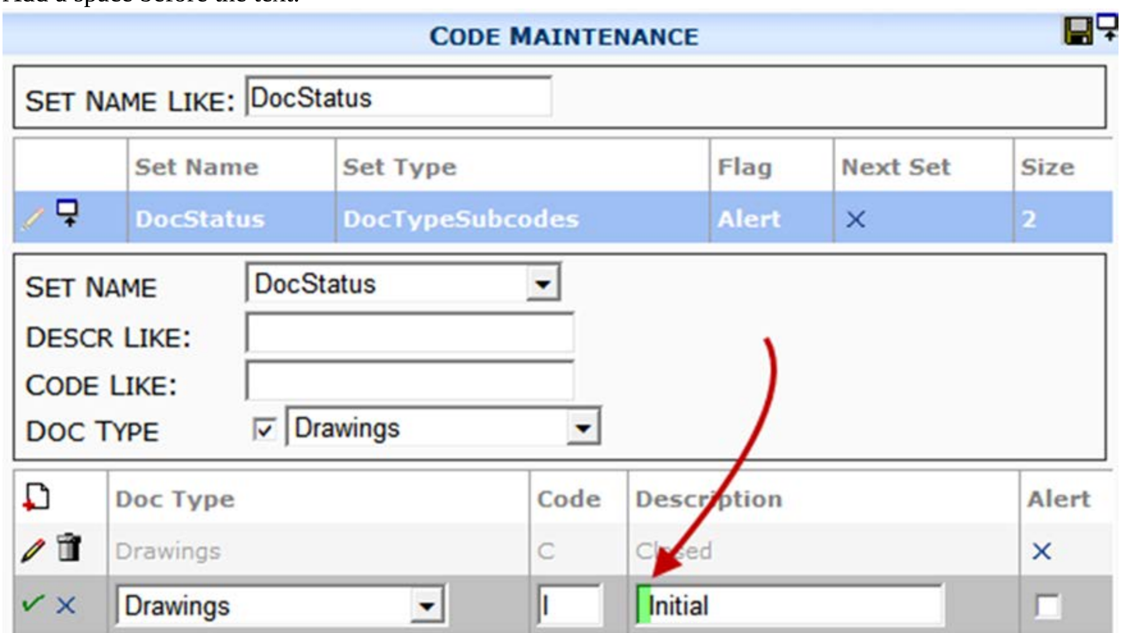
Spitfire Q&A: How to Set Initial Default Doc Statuses

Q: How can we make a document default to a specific status when it is first created?

A: sfPMS lists document statuses in the drop-down in alphabetical order and displays the first alphabetical choice by default. The reason you see “In Process” as the starting status on many Doc types is because there is actually a space before the “I” in the Code Maintenance tool, making this DocStatus code the first code alphabetically.

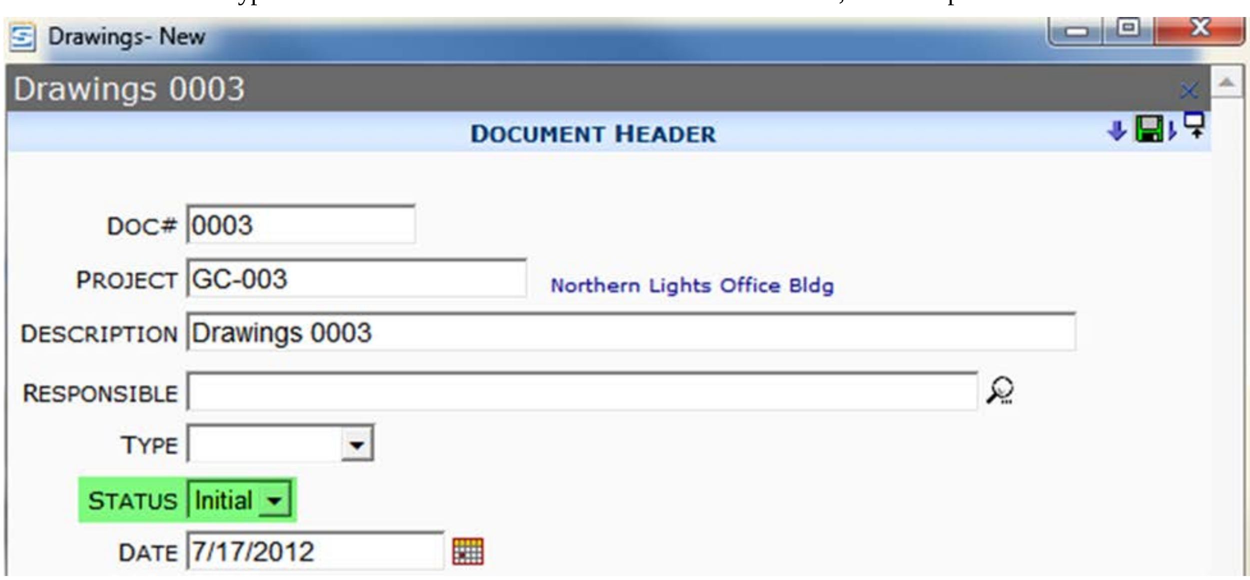
If you want to ensure that a specific status will show up by default on a specific Doc type:

1. Expand **DocStatus** in the Code Maintenance tool.
2. Filter on the desired Doc Type.
3. Add or edit the row with your desired default status.
4. Add a space before the text.



5. Click ✓ to accept the row and to save.

Documents of that Doc type will now show that status as the initial default status, for example:



Have You Read?

The following guides and white papers have been updated for sfPMS V4.2 since July 1.

TWP: *Data and Equipment Projects*

TWP*: Change Order Management*

TWP: *The Executive Dashboard and EDB Report Tool*

The following articles have recently been added to the Knowledgebase:

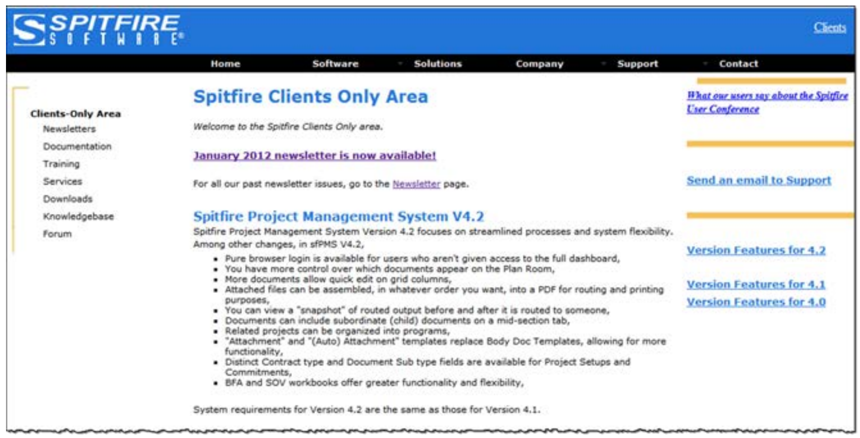
KBA-01527 – Spitfire API Demo Tool

KBA-01528 – Two Bookmarks for County data

HOPE YOU ARE ENJOYING YOUR SUMMER!

Your Clients Area

The Clients area on our website includes links to our documentation, our Knowledgebase, our forum, our downloads, and a list of what's new in versions 4.0 , 4.1 and 4.2:

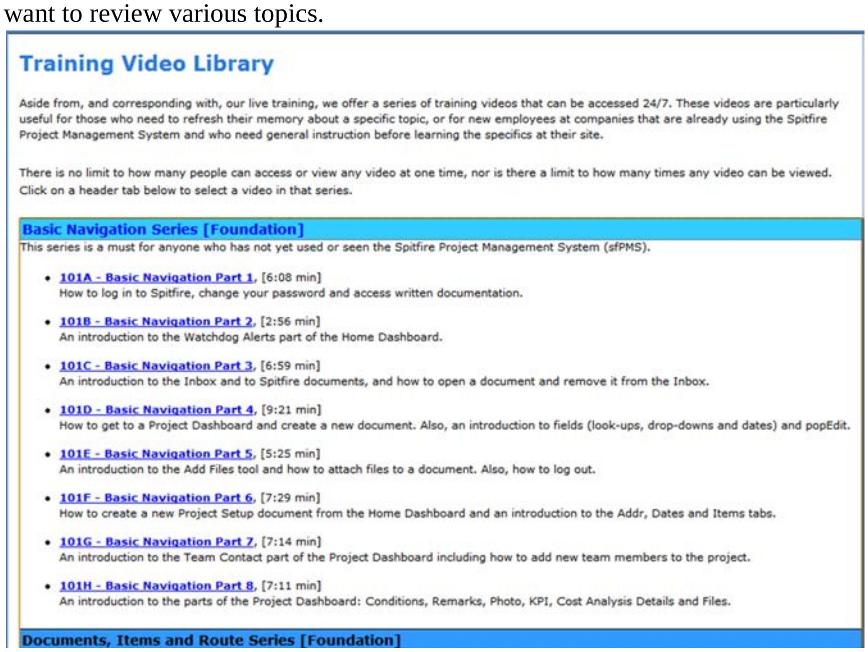


You will need your login and password to get to the Clients area. If you need or have forgotten your login and password, contact support@spitfiremanagement.com.

Training Classes and Videos

We offer live training classes by appointment for those who request them. Training class descriptions are available from the Clients area of our website.

We also offer training videos from the client area of our website for those who want to review various topics.



Contact Us

84 Business Park Drive, Suite 111, Armonk, NY, 10504

Phone:888-287-4603
Fax: 888-287-4603

Support:
support@spitfiremanagement.com

Training:
training@spitfiremanagement.com