SPITFIRE SOFTWARE®

sfNews

August 2014
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In This Issue

***Note**: Features mentioned in this newsletter are available in V4.4 as noted*

Next Client Webinar!

August 14, 1 PM EDT

SOV and Pay Applications!

Join us to review SOV and Pay Application basics and learn about newer options.
Registration is free! To register, go to

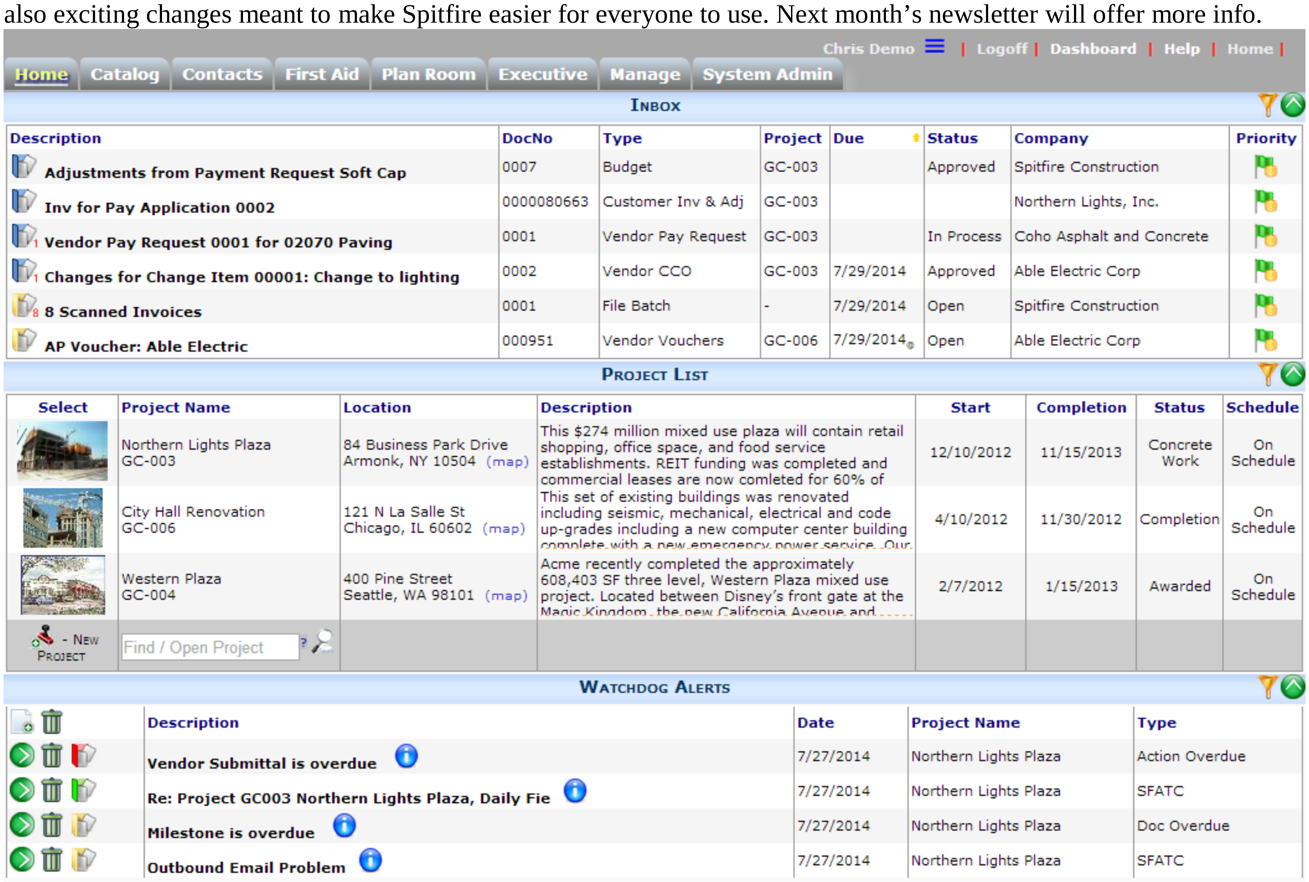
https://www.eventbrite.com/event/12207487925

Register soon; tickets are limited!

Announcing sfPMS V4.5!

This year we will be unveiling our latest release (V4.5) at Acumatica's Partner Summit in Colorado on August 25 and 26. We will then dedicate our September client webinar (on September 11) to showing you the new look and functionality of this latest release!

V4.5 offers integration with the Acumatica Cloud ERP accounting system, hence its release at the Summit. But there are also exciting changes meant to make Spitfire easier for everyone to use. Next month's newsletter will offer more info.



Description	DocNo	Type	Project	Due	Status	Company	Priority
Adjustments from Payment Request Soft Cap	0007	Budget	GC-003		Approved	Spitfire Construction	
Inv for Pay Application 0002	0000080663	Customer Inv & Adj	GC-003			Northern Lights, Inc.	
Vendor Pay Request 0001 for 02070 Paving	0001	Vendor Pay Request	GC-003		In Process	Coho Asphalt and Concrete	
Changes for Change Item 00001: Change to lighting	0002	Vendor CCO	GC-003	7/29/2014	Approved	Able Electric Corp	
8 Scanned Invoices	0001	File Batch	-	7/29/2014	Open	Spitfire Construction	
AP Voucher: Able Electric	000951	Vendor Vouchers	GC-006	7/29/2014	Open	Able Electric Corp	

Select	Project Name	Location	Description	Start	Completion	Status	Schedule
	Northern Lights Plaza GC-003	84 Business Park Drive Armonk, NY 10504 (map)	This $274 million mixed use plaza will contain retail shopping, office space, and food service establishments. REIT funding was completed and commercial leases are now comleted for 60% of	12/10/2012	11/15/2013	Concrete Work	On Schedule
	City Hall Renovation GC-006	121 N La Salle St Chicago, IL 60602 (map)	This set of existing buildings was renovated including seismic, mechanical, electrical and code up-grades including a new computer center building complete with a new emergency power service. Our	4/10/2012	11/30/2012	Completion	On Schedule
	Western Plaza GC-004	400 Pine Street Seattle, WA 98101 (map)	Acme recently completed the approximately 608,403 SF three level, Western Plaza mixed use project. Located between Disney's front gate at the Magic Kingdom, the new California Avenue and	2/7/2012	1/15/2013	Awarded	On Schedule
- New Project	Find / Open Project						

	Description	Date	Project Name	Type
	Vendor Submittal is overdue	7/27/2014	Northern Lights Plaza	Action Overdue
	Re: Project GC003 Northern Lights Plaza, Daily Fie	7/27/2014	Northern Lights Plaza	SFATC
	Milestone is overdue	7/27/2014	Northern Lights Plaza	Doc Overdue
	Outbound Email Problem	7/27/2014	Northern Lights Plaza	SFATC

You Asked For It, You Got It: Quicker Access

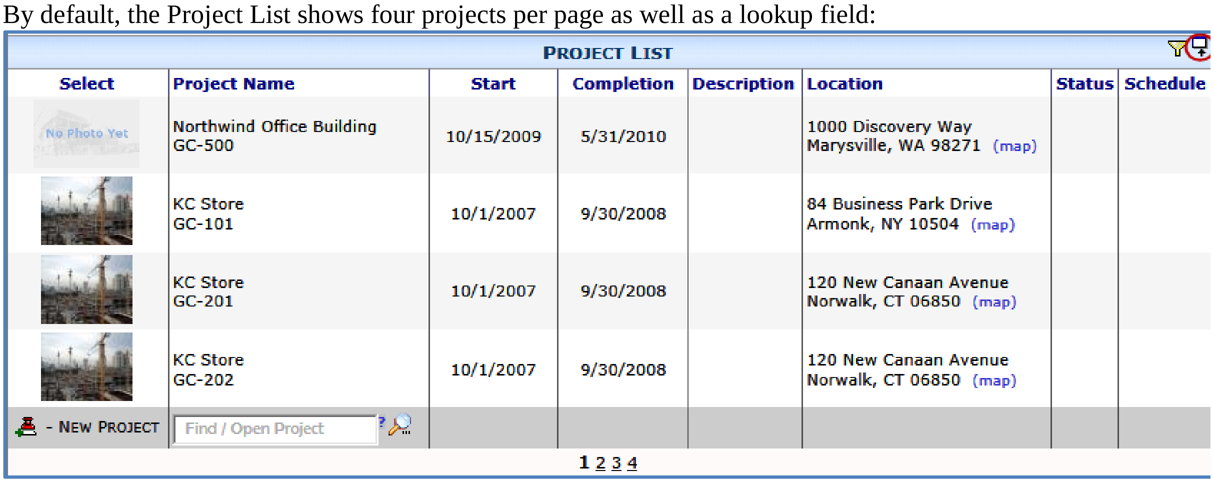
Request: Sometimes, when someone encounters a "you do not have access to this project" message, it is a mistake and our System Administrator quickly gives that person the proper permissions. Can you make it easier for that person to continue while still logged in?

A: Yes. As of V4.4.5287, the Access Denied page has a new "retry" link so the user does not need to log out. In addition, there is now no delay between the granting of the permission and when it takes effect because the user's permission cache is automatically flushed whenever he or she clicks the link to "try again".

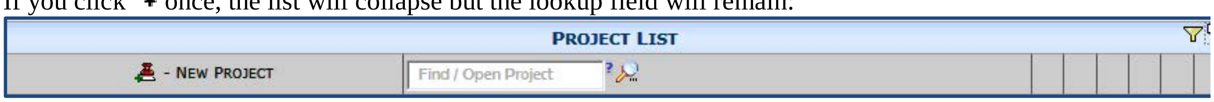
Project List Tip: Three Views

Depending on your preferences, you can have the Project List on your Home Dashboard displayed in one of three ways.

1) By default, the Project List shows four projects per page as well as a lookup field:



2) If you click once, the list will collapse but the lookup field will remain:



This view allows you to type in a specific Project ID or use the lookup in order to open a specific Project Dashboard, but takes up very little space on your Home Dashboard.

3) If you click again, the part will collapse completely:

4) If you then click the part will expand fully, as shown on top.

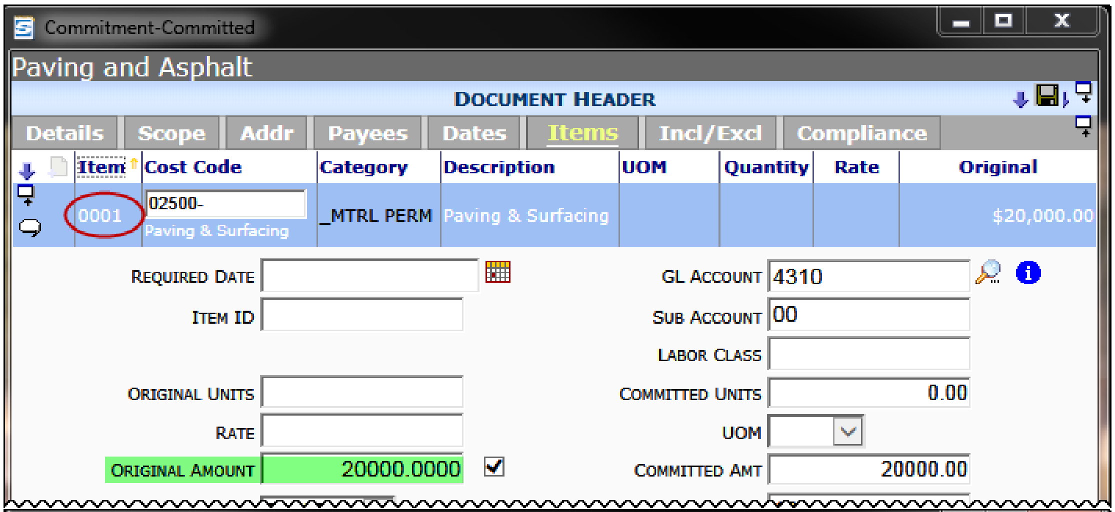
Spitfire Q&A: Unit and Rate on CCO Items

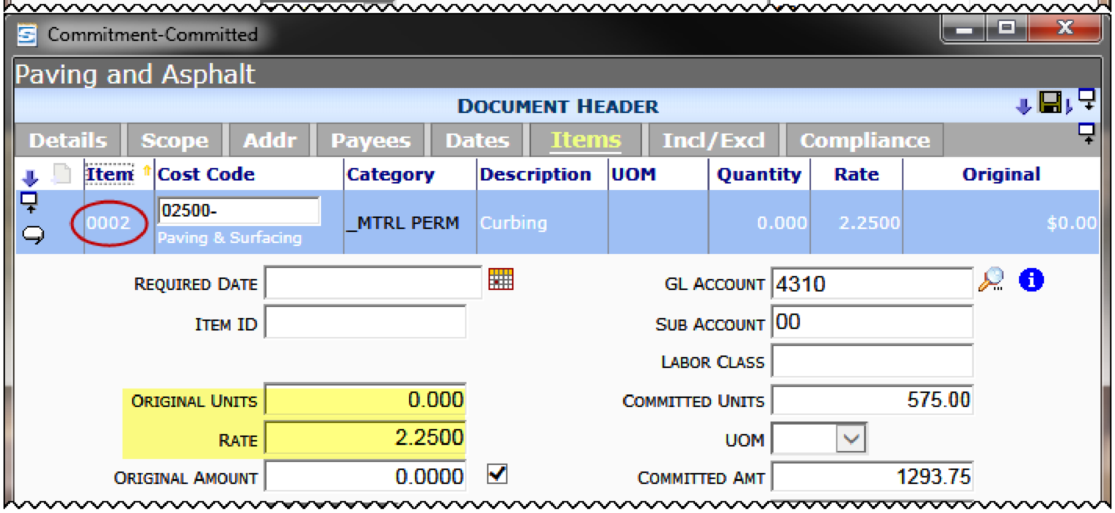
Q: I've noticed that on CCOs, I can enter Quantity and Rate for some of my Items, but not all of them. Why is this?

A: Remember that Items on CCOs (subcontract change orders) are linked to Items on the Commitment (subcontract) . Whether Quantity and Rates are allowed on CCO Items depends on how the Items were entered in the Commitment in the first place.

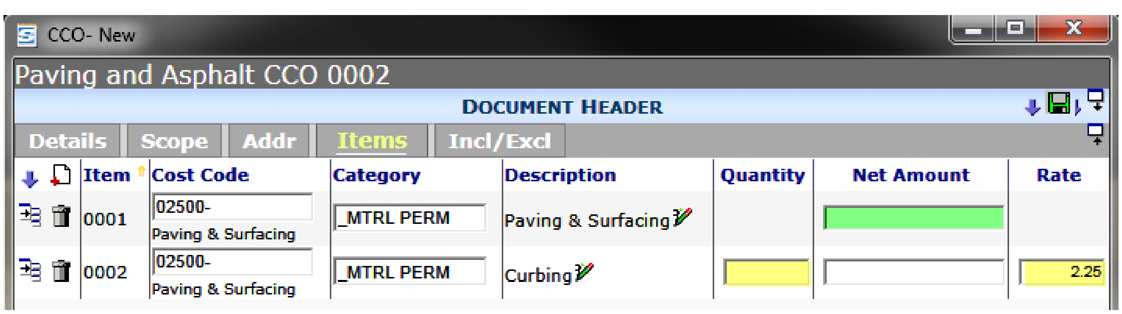
If the Commitment Item is entered with a Rate and Original Units (even if the Units start out as **0**), the CCO allows Quantity and Rate to be changed for that Item. However, if only an Amount is entered for the Commitment Item, then the CCO will not allow you to make a change to that Item through Quantity or Rate. This logic is in place to avoid problems in related Pay Requests due to inconsistencies in the Item.

Commitment:





CCO:



Have You Read?

The following focus guides and technical white papers have been reviewed and updated, if necessary, for V4.4 since July 1:

Focus on Document and Item Basics [some new info]

Focus on Doc Types and Project Workflow [minor new info]

TWP: *Spitfire Reports* [some new info]

The following article has been added to the Knowledgebase:

KBA-01577: BFA Import Wizard out of resources or not responding

We hope everyone is enjoying the summer and has a good Labor Day! As a reminder, our offices will be closed on September 1.

Contact Us

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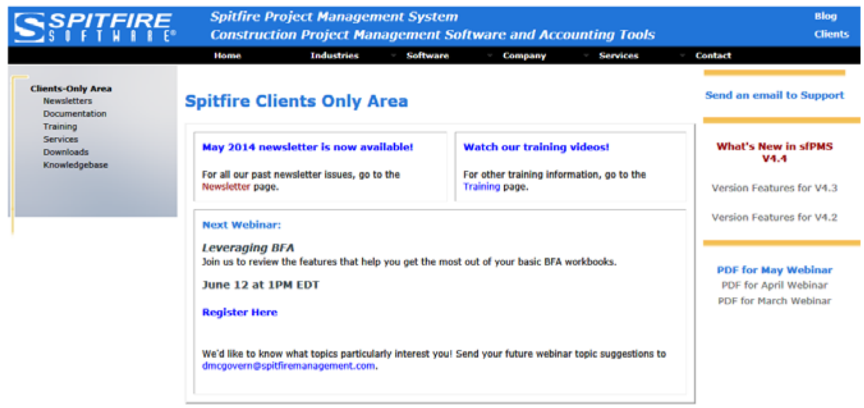
Your Clients Area

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 4.2, 4.3 and 4.4.

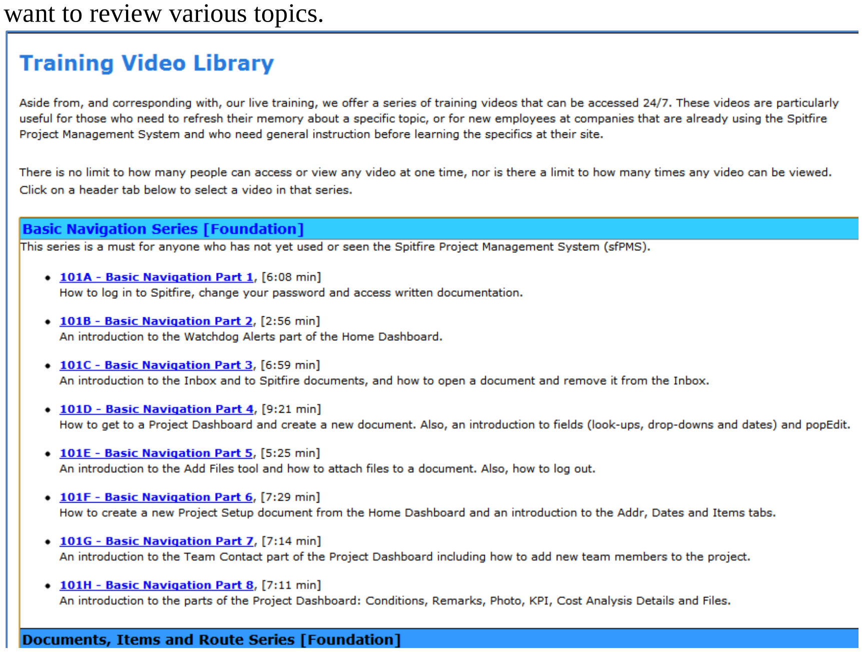


You will need your login and password to get to the Clients area. If you need or have forgotten your login and password, contact support@spitfiremanagement.com.

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.



Training Video Library

Aside from, and corresponding with, our live training, we offer a series of training videos that can be accessed 24/7. These videos are particularly useful for those who need to refresh their memory about a specific topic, or for new employees at companies that are already using the Spitfire Project Management System and who need general instruction before learning the specifics at their site.

There is no limit to how many people can access or view any video at one time, nor is there a limit to how many times any video can be viewed. Click on a header tab below to select a video in that series.

Basic Navigation Series [Foundation]

This series is a must for anyone who has not yet used or seen the Spitfire Project Management System (sfPMS).

- **101A - Basic Navigation Part 1**, [6:08 min]
  How to log in to Spitfire, change your password and access written documentation.
- **101B - Basic Navigation Part 2**, [2:56 min]
  An introduction to the Watchdog Alerts part of the Home Dashboard.
- **101C - Basic Navigation Part 3**, [6:59 min]
  An introduction to the Inbox and to Spitfire documents, and how to open a document and remove it from the Inbox.
- **101D - Basic Navigation Part 4**, [9:21 min]
  How to get to a Project Dashboard and create a new document. Also, an introduction to fields (look-ups, drop-downs and dates) and popEdit.
- **101E - Basic Navigation Part 5**, [5:25 min]
  An introduction to the Add Files tool and how to attach files to a document. Also, how to log out.
- **101F - Basic Navigation Part 6**, [7:29 min]
  How to create a new Project Setup document from the Home Dashboard and an introduction to the Addr, Dates and Items tabs.
- **101G - Basic Navigation Part 7**, [7:14 min]
  An introduction to the Team Contact part of the Project Dashboard including how to add new team members to the project.
- **101H - Basic Navigation Part 8**, [7:11 min]
  An introduction to the parts of the Project Dashboard: Conditions, Remarks, Photo, KPI, Cost Analysis Details and Files.

Documents, Items and Route Series [Foundation]