



Release Notes

Release Date: 6 September 2022

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Release Notes Summary

Feature	Release Type	Setup Required	User Guide	Contact Support	Admin Access	Supervisor Access	User Access
Claim <ul style="list-style-type: none">New Status DesignClaim Status ChangeFinance Approval Status <i>New</i>	Enhancement	–	–	–	√	√	√

New Status Design

The status list displayed in **Claim Submission History**, **Claim Approval Summary**, **HR/Claim Person in-Charge Approval Summary**, **Processing** and **Finance Approval Summary** has been changed to a more easily understandable design. User can hover over the icon to view whether item is **Pending**, **Incompleted**, or **Rejected** by **Supervisor/HR**, **Processor** or **Finance**. User can also view whether the item is **Paid** or **Canceled**.

Before:



After:

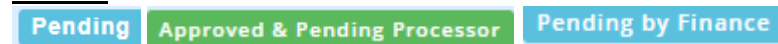


Claim Status Change

Claim Status for items in **Claim Submission** and **Summary** have been changed to reflect the status displayed in Claim Report. **Pending**, **Incompleted**, **Rejected** and **Canceled** status will now indicate who is pending/taken action for the respective item.

Pending Status:

Before:



After:



Incompleted Status:

Before:

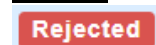


After:

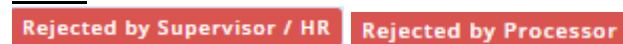


Rejected Status:

Before:

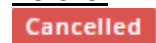


After:

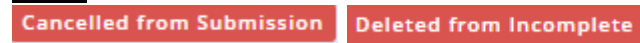


Canceled Status:

Before:



After:



Finance Approval Status ^{New}

Two new status for Finance Approval has been added to **Claim Submission, Summary** and **Report**. **Incompleted by Finance** and **Rejected by Finance** will now be shown when claim item is marked as incomplete/rejected by Finance admin.

Incompleted by Finance

Rejected by Finance

Incompleted by Finance and **Rejected by Finance** status is also added to all claim approval summary and report filtering.

Before:

Claim Approval Summary filtering and Claim Report filtering **without** new Finance Approval Status icon

Employees * :

Status : ☒ All

- ☐ Pending Payable
- ☐ Incompleted by supervisor / HR
- ☐ Rejected
- ☐ Paid
- ☐ Incompleted by processor
- ☐ Rejected by processor

Status

To

To

Receipt / Invoice Date To

Filter

✓ Check all ✕ Uncheck all ✕

- ☐ Deleted from incomplete
- ☐ Pending Payable
- ☐ Paid
- ☐ Incompleted by supervisor / HR
- ☐ Rejected by processor
- ☐ Incompleted by processor
- ☐ Pending by Finance

After:

Claim Approval Summary filtering and Claim Report filtering **with** new Finance Approval Status icon

Employees * : [Select options](#)

Status : ☒ All

- ☐ Pending Payable
- ☐ Incompleted by supervisor / HR
- ☐ Rejected
- ☐ Paid
- ☐ Incompleted by processor
- ☐ Rejected by processor
- ☐ Incomplete by Finance
- ☐ Rejected by Finance

Status

☐ To

☐ To

Receipt / Invoice Date To

Approval Date To

[Select options](#)

Filter

☒ Check all ☒ Uncheck all

- ☐ Paid
- ☐ Incompleted by Supervisor / HR
- ☐ Rejected by Processor
- ☐ Incompleted by Processor
- ☐ Pending Finance
- ☐ Rejected by Finance
- ☐ Incompleted by Finance