RECFIND

VERSION 5.0.0B

SERVICE PACK 2
RELEASE NOTES

INTRODUCTION

Service packs add improvements and provide fixes to problems discovered by GMB and our customers. Note that the symptoms (problems) described below may not be experienced by your site. Many of these symptoms are due to a unique set of circumstances that your site may not experience. Not all of the 'fixes' are because of faults in the RecFind code; many are 'work-arounds' for problems found in network, operating system or database products used by RecFind but not supplied by GMB.

The service pack accompanying these release notes provide corrections and improvements for RecFind Version 5.0.0B.

APPLIES TO

This service pack applies to customers who have the following products installed:

- RecFind Corporate/RecFind Professional/RecQuery/ RecQuery TC/RecFind Button version 5.0.0B **or** version 5.0.0B with Service Pack 1.

Note: This service pack includes all fixes and changes that were distributed in service pack 1. You do not have to install service pack 1 prior to loading service pack 2.

Customers currently using RecFind 5.0.0A or earlier must first upgrade to RecFind 5.0.0B prior to applying this service pack.

INSTALLATION

NOTE! In order for the service pack to update the RecFind application files, please ensure that there are no users running RecFind prior to installing the service pack.

To install the service pack, double-click the service pack file that you have downloaded (eg. '**RF500B2_A4.EXE**' or '**RF500B2_US.EXE**'). This file will self-extract and load the installation program. When prompted, enter the directory where RecFind is installed, and select 'Continue'.

Repeat this process on any local installations of RecFind that you have.

Please note that the RecQuery TC service pack must be installed using the IIS web server. Prior to installing the service pack the IIS services must be stopped and then restarted after installation.

NEW FEATURES & CHANGES

This service pack includes all changes distributed in Service Pack 1. For information on the changes included with Service Pack 1, please refer to the Service Pack 1 release notes.

This service pack includes the following changes:

- Removed the RCID column from text search result lists, report writer if the Record Category ID field is hidden.
- When an action officer exists in multiple databases, we only show the action officer once in To Do list function.
- When performing a file text search and the search result window is maximise, when viewing a record it would restore the window to it's original size causing it to refresh the list.
- When viewing files in a box, the file's security code and "Now At" date would not be displayed.
- Increased the size of the Box and File Now At fields in the Search module.
- When performing a file text searches and view documents attached to the files, if you don't close the attached documents window, the next file you view will not update the attached documents window correctly.
- The document abstract field didn't provide scroll bars when there are more lines than what can be displayed.
- After performing a text search, the default button is now OK instead of Cancel.
- When printing the results of a text search, hidden fields were included on the report and if you had customised the title line caption, the title line data may overlap the captions.
- When viewing the results of a global search, the records were displayed using the field settings of the current database, rather than the database that the record belongs to.
- Whenever a global search is performed on box description & other content, boxes in the STANDARD database will now be

displayed even though the STANDARD database wasn't selected.

- When performing an ISYS text search with attachment security enabled, the hit results were not displayed in red. (Oracle)
- If you had a WAN installation you would be unable to view images in the Search module. It stated "*** Version n – This version does not exist".
- When printing from the pick list for the second time, the file title information wouldn't be printed, it would be blank.
- Pick list is now resorted after adding any record.
- If you selected to install US Letter report templates, when printing some reports on some printers you may receive an error stating to insert A4 paper.
- The reporting module would only accept dates in the format DD/MM/YYYY.
- Added a new report called "Outstanding Document Summary" which is based on the "Outstanding Project Summary" report. It shows less statistics but more detail on the documents (eg. Author, dated fields, etc).
- When running a detailed User Box No Report, only one line of the description was displayed on the report.
- Improved the performance of Files Located with AO reports, especially for Oracle sites.
- Incorrect sorting on the Box Number Order report (Oracle).
- Report Writer incorrectly stated no records match the criteria when a user box number range was supplied (Oracle).
- If field captions are changed, some of these changes were not reflected in the Report Writer and Reporting modules.
- When moving an archived file to Registry, the message on whether to make the file active only appears if the file is within a box and also added additional clarification to the message. Also changed the default response to 'No', therefore by default giving the same result as previous versions of RecFind.
- If you had similar action officer codes, you would be prevented from selecting the code that appears second in the list. It would always select the first record.

- Changed the DELETE button in Pick List and barcode module to be REMOVE to avoid confusion amongst users. It will only remove the record from the Pick List or barcode list, it will not delete the record from the system.
- When updating the location of loose documents using the portable barcode reader, the report would incorrectly state "Superseeded by movement with same/later date" (but the movement would be processed correctly).
- When posting data collected with the portable barcode reader, the number of movements posted can be incorrect.
- If the document retention field was hidden, you would receive an error when adding a Document stating "Disposal code you specified is different from disposal code of file. Do you want to proceed?"
- When adding a document, you may receive errors that the file already contains a document with the same folio number. Changes were made to provide the same functionality offered in previous versions of RecFind.
- If automatic barcode allocation is enabled, after modifying a foreign file, the next standard file added would not be allocated a barcode number.
- If automatic barcode allocation is enabled, if you selected the file titles the barcode would not be completed correctly.
- The change file number function would incorrectly apply the file number format rules to foreign files.
- File Maintenance prevented typing a space in the file number field even though the file number format permitted a space.
- If you modify a box to become destroyed (via Box Maintenance, not Retention), the space didn't become available for use by another box.
- When adding a box, the security code defaults to the user's nominated security code in the STANDARD database, rather than the current database.
- If you had similar box type codes, you would be prevented from saving a record with the code that appears second in the list.

- When moving multiple boxes from a space to an action officer, introduced the function to "Keep spaces allocated" and also addressed problem where the "boxes present" wasn't updated.
- Added a keyboard shortcut for the spell-check option in Thesaurus maintenance.
- When adding scope notes to a term, words may become joined after saving your changes.
- Increased the calendar from only supporting 1986-2005 to support up to 2085.
- When using the Button in Outlook 2000+ to enter more than 30 e-mails, you may receive an error stating "Can't generate image number (PIDS)".
- The Filter Capture Filter would fail if you had more than 32,766 attachments within RecFind.
- The AIM splash screen showed the incorrect version number.
- Unable to logon to RecQueryTC when using Internet Information Server version 4. After entering your user name and password, it would display a blank page.
- Added the ability to view resubmits from the To Do list within RecQueryTC.
- When viewing boxes through RecQueryTC, only the first 500 characters of the Other Contents field would be displayed.
- If you performed a file text search for a hyphenated word and applied additional criteria, it would incorrectly say no records found.
- Added the ability to view Resubmit information from within the RecQueryTC To Do list.

GETTING HELP

Should you experience difficulties during the upgrade, please contact our International Support Center by:

Email: support@gmbsupport.com

Phone: 1888 325 1614   (United States toll free)
           1800 221 061   (*Australia toll free)
           1888 405 9019   (Canada toll free)
           0800 445 438   (New Zealand toll free)

           * Please note, the Australian toll free number excludes Sydney customers. Sydney customers please phone 9420-8511.

To speed the technical support process, please have ready the following information before contacting the International Support Center:

- GMB Customer Number
- GMB Incident PIN Number (If you have purchased support 'Incidents')
- Product Version
- Type of Database Server (Oracle/MSSQL Server) and Version

GMB Web Site
Visit our web site at www.gmbsupport.com for information on the latest GMB products, support issues and training dates.