eMACS 24.3 Release

Feature Snapshot – Updates to All Modules

IMPORTANT:

The eMACS 24.3 release upgrade will be promoted to the eMACS Production environment beginning Friday, November 1, 2024, at 7 PM MDT/MST through Sunday, November 3, 2024, at 10 AM MDT/MST. The Production environment WILL NOT be available to agencies or vendors during this time frame.

Agencies are asked to review events they may have opened during or around this time frame and consider if any action is necessary, i.e., extending the Open Date, and if applicable, the Q&A Submission Close Date. The Q&A Submission Close Date for the Q&A Board is often missed in this review.

Listed below are changes taking immediate effect on Monday, November 4, 2024. These changes should NOT affect existing functionality, permissions, or access rights.

State Procurement Services Division

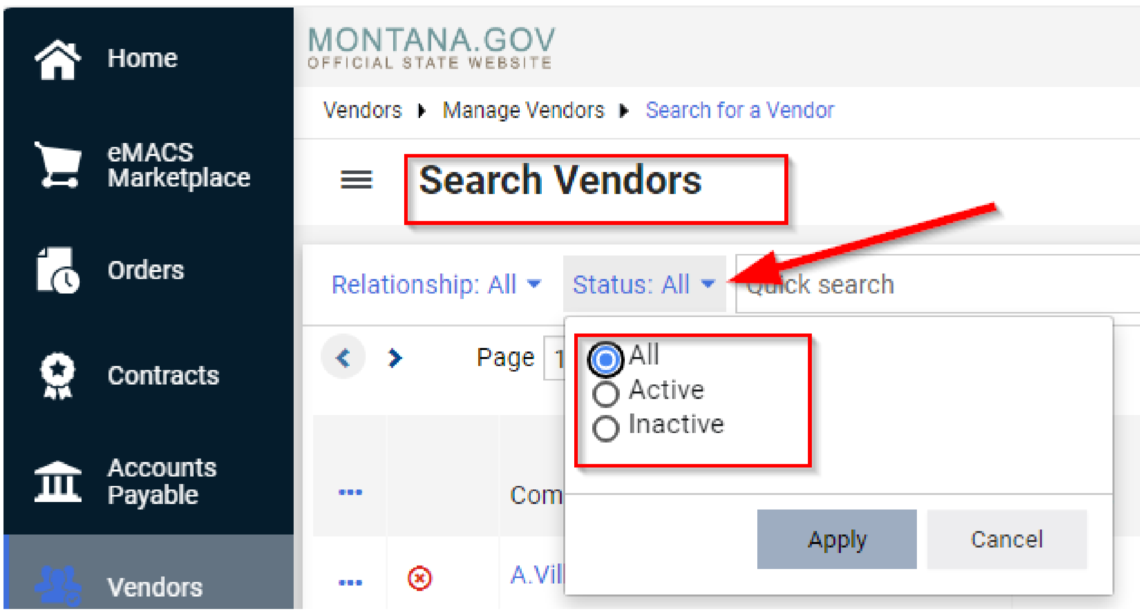
Mitchell Building, Rm 165
PO Box 200135
Helena, MT 59620
406-444-2575

Vendor Management Enhancements

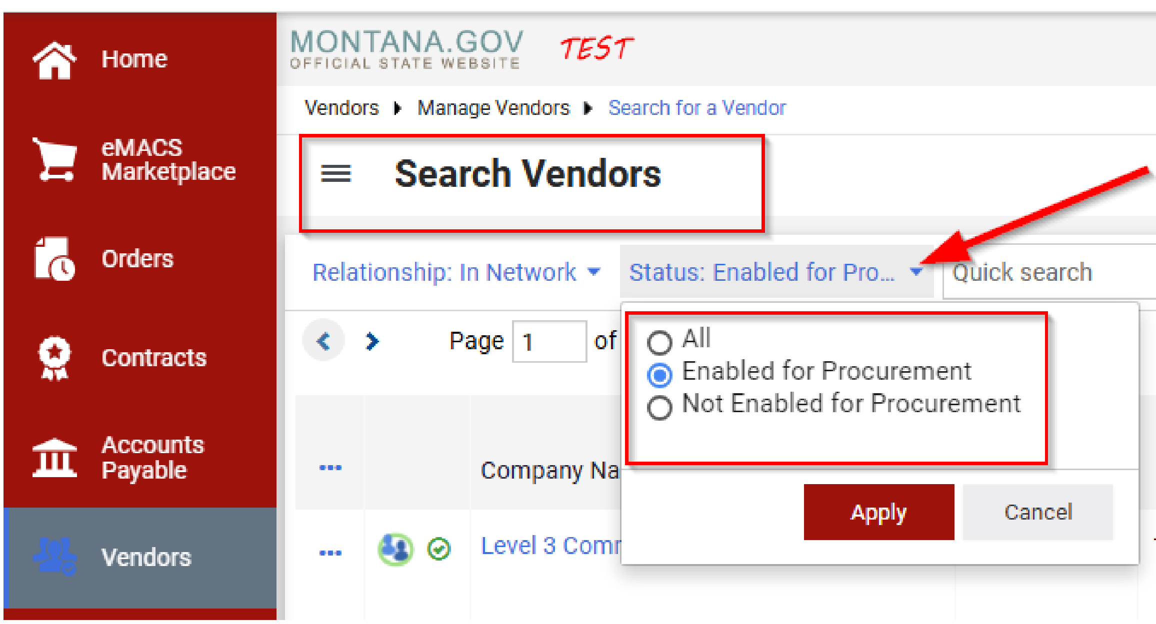
Supplier Synchronization - Renamed "Active for Shopping" Label

With this release, the Active for Shopping field is renamed to "Enabled for Procurement" to better specify the current functional meaning and, at the same time, align this label across all our modules. Users will notice that the “Active for Shopping” field is renamed to “Enable for Procurement.”

Current View



Enhancement View



Total Contract Manager (TCM) Enhancements

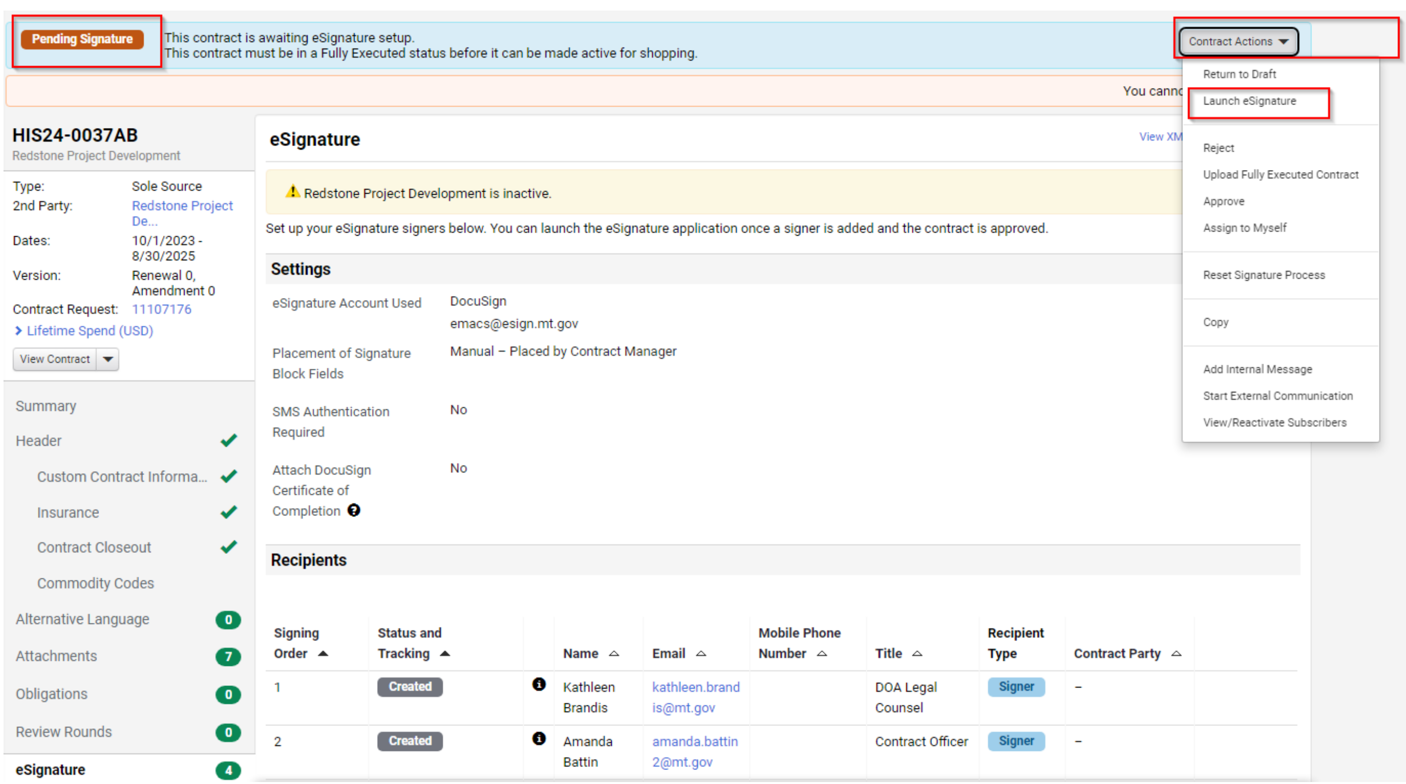
Improved Visibility for the Launch eSignature Function

When users access contracts that need eSignature manual launch in this release, a new alert will appear on every page of the contract to bring attention to the required action. These alerts will include a button to perform the Launch eSignature action directly from the alert for permissioned users.

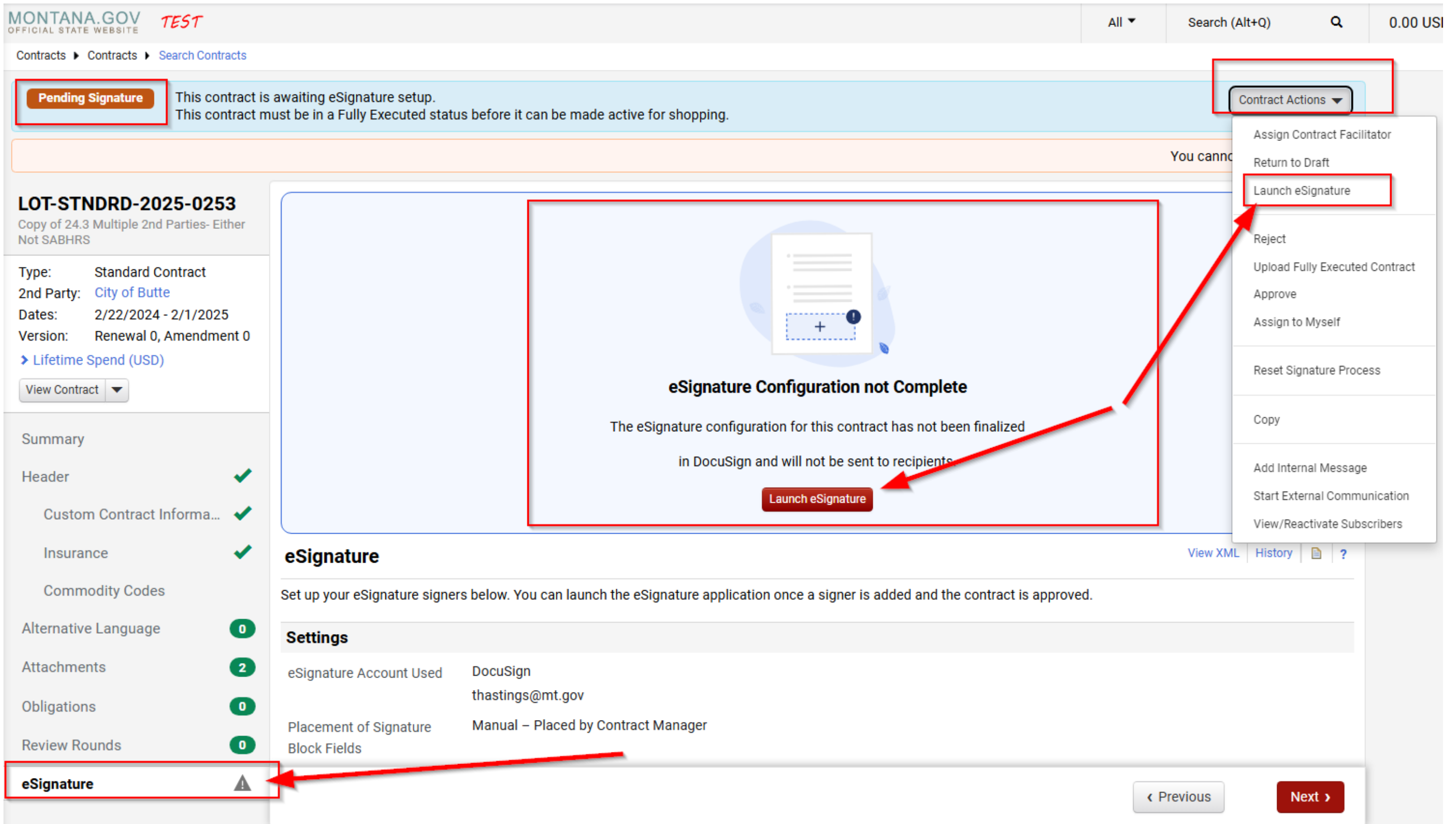
User Impact

- When viewing a contract that requires the eSignature process to be manually launched, a new alert will appear on every page of the contract indicating the issue.
- If users have the appropriate access to launch the eSignature process, they will see the Pending Signature button in the warning. Clicking this button will perform the Launch eSignature action directly.
- If users do not have the appropriate permissions, they may alert the proper person per their organization's rules.
- When this warning appears, the eSignature link in the left sidebar of the contract will display a warning icon.

Current View



Enhancement View



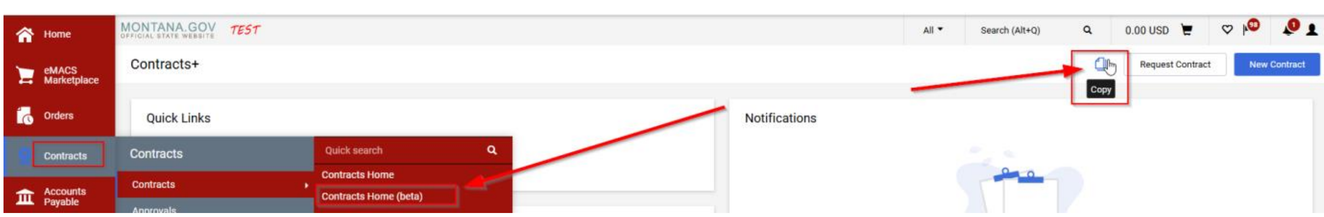
Enhancements to the New Contracts Home (Beta) Dashboard

In this release, users will benefit from several enhancements to the Contracts Dashboard, including the ability to create user dashboards and access additional filters.

User Impact

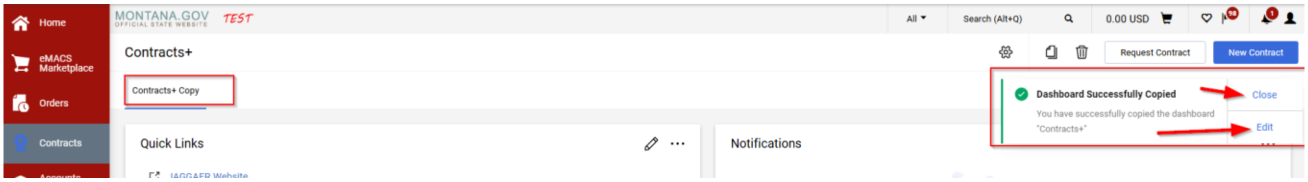
- Users with the Create New Personal Dashboard permission can copy Organizational dashboards and modify them for their own needs. To do so, perform the following procedure:

    1. Click the Copy icon on the dashboard. Note: This icon will not be visible if you do not have the Create New Personal Dashboard permission.



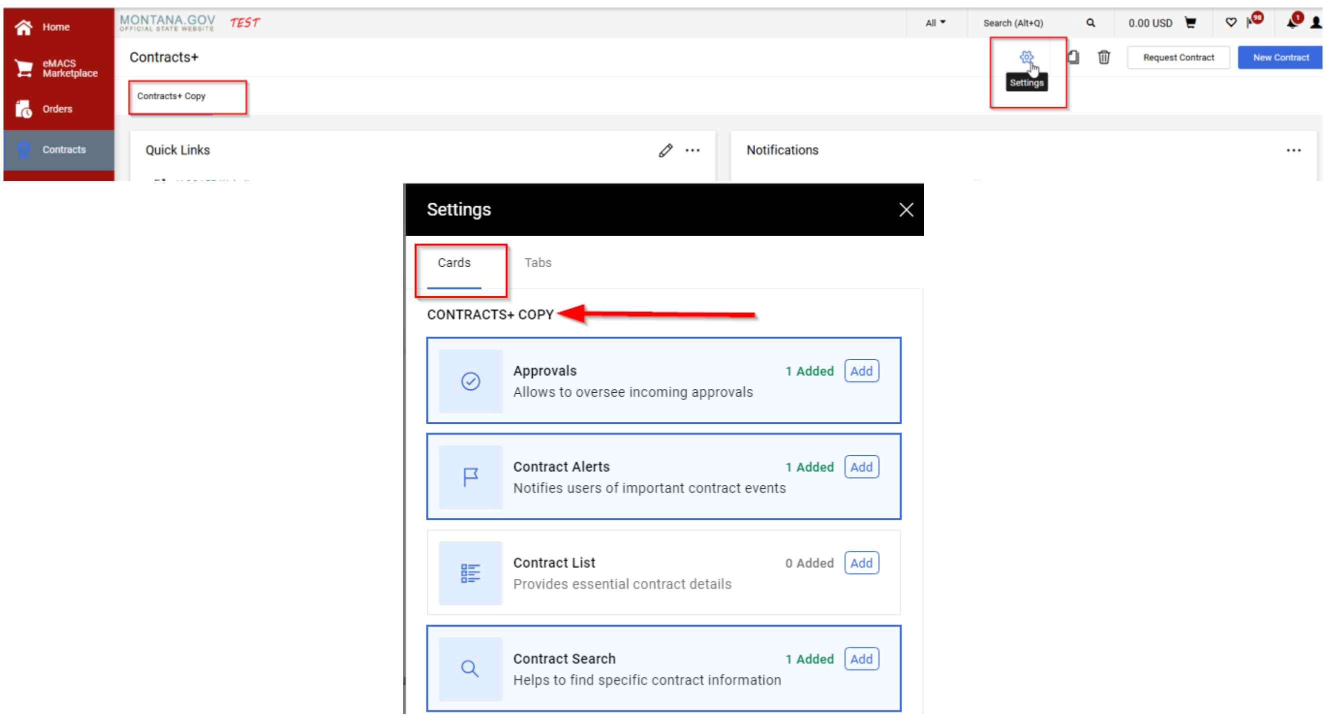
    2. The dashboard will be copied, and you will be taken to it. A pop-up message will appear.

In the pop-up message, click Close to close the message or Edit to go to the Cards side panel to begin editing the new dashboard.

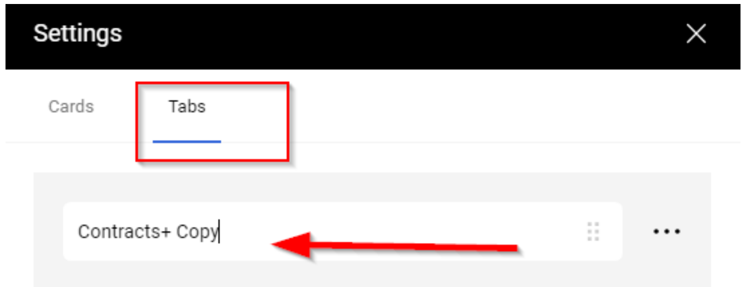


- When working with dashboards, new side panels will appear when appropriate:

    1. Cards - This panel shows all widgets that can be added to a dashboard based on the user's permissions. This panel is available when a user is on a personal dashboard, as well as when an administrator is editing an Organizational dashboard.



    2. Tabs - This panel shows all dashboards that are visible to the user, along with actions that can be taken for the specific dashboard, such as Hide/Unhide, Delete, and Copy (specific actions may vary based on user permissions). Users can drag and drop dashboards in this panel to change the order of the dashboards. Users may rename dashboards by clicking on the name of the dashboard and editing the text (only available on personal dashboards). This panel is available when a user is on a personal dashboard, as well as when a non-administrative user is viewing an Organizational dashboard.



- Copied dashboards are only visible to the users who created them.

- Users can now move around their dashboards thanks to new drag-and-drop functionality.

- Some widgets in the Contracts home (beta) dashboard have been renamed:

3. Contract Saved Search - This has been renamed to Contract List - This more accurately reflects the way this widget returns search results in a table/list format. The icon and description have also been updated.

4. Contract Status – This has been renamed to Contract Total - This more accurately reflects the way this widget returns a total/count of contracts based on the user's selected filters. The icon and description have also been updated.

- New filters have been added to the Contract List and Contract Total widgets:

5. Contract Status - In addition to filtering by status, this widget allows users to limit their search to contracts for which they are the Contract Manager.

6. Use Saved Search - This filter shows the Saved Searches available to be used in either the Contract List or Contract Total widgets.

- The Color filter has been added to the Contract Total widget. This color selected will appear on the left side of the Contract Total widget.

- On personal dashboards, the Information widget now has Save and Cancel buttons.

  - Save - Allows the user to save the text they've entered into the widget.
  - Cancel - Allows the user to discard the text they've entered into the widget.