



Training References REST Professional Version 14.5 and fileSMART Version 7.0

REST Professional Version 14.5

Version 14.5 introduces some great new features highlighted below, for more information on all of the changes and enhancements in REST Professional 14.5 please see the [Release notes](#).

Additional Owner Contact Details

REST Professional Version 14.5 provides additional fields on the Owner screen, so you can capture more details for your owners, including additional contacts and preferred communication methods. For more information see [Additional Owner Contacts Setup and Use guide](#)

Enhancements to Property Details

A new tab called the information tab has been added to Property Details where you can store additional property details to be recorded, such as pool fence compliance and pet policy.

Portfolio Check Enhancements

You can now access Portfolio Check from the top toolbar and you can now also configure users to view other users Portfolio Checks.

Business Alerts for Principals

REST Professional Users flagged as a Principal/Director can be alerted if a Bank Reconciliation or System Backup hasn't been performed for a set period of time.

REST Mobile

REST Mobile Version 7 provides access to additional Owner contacts and Tenant Status information, as well as delivering improved performance of the app.

Additional Improvements

The Smoke Alarm report and Vacating Tenant list now display more details.

Enhanced Tenant Water Invoicing

REST Professional Version 14.5 delivers improvements to help streamline the process of creating tenant water invoices. You now have the ability to identify and record which Properties and Tenants are liable for water charges.

The new feature also allows you to create one Tenant Water Invoice which records two separate charges allowing you to charge the tenant both water usage and water supply on the one invoice.

Invoice processing is made faster because REST Professional can now auto populate Invoice descriptions with date ranges. The tenant water invoice has also had a make over so the information is clearer for your tenants.

For more information see [Enhanced Tenant Water Invoicing with REST Professional 14.5 Setup and Use guide](#)

fileSMART Version 7.0

Version 7.0 introduces some great new features highlighted below, for more information on all of the changes and enhancements in fileSMART 7.0 please see the [Release notes](#).

Tenant Water Invoicing Integration with REST Professional

Use fileSMART to further streamline the water invoice processing in your office. From the time you receive the water rate notices, through to the time you invoice the tenant and send copies of the water bill to both your owners & tenants, fileSMART can handle the process with a new workflow.

For more information see [Tenant Invoices with REST Professional 14.5 and fileSMART 7.0 Enhanced Integration Setup and Use guide](#)

For further Setup and Use information see:

- [fileSMART Tenant Invoices Setup and Use Guide](#)
- [fileSMART for Property Management – Owner and Tenant Water Usage Invoicing OCR Configuration](#)
- [fileSMART for Property Management Owner and Tenant Water Invoicing Enhanced BPAY QR Code Configuration](#)
- [Creditor Disbursements with REST Professional V14.5 and fileSMART Enhanced Integration](#)

Redact Information on Documents

Electronically white out information on collated documents you do not wish your Owners or Tenants to see.

For more information see [fileSMART PrintMail Collation and Document Redaction Setup and Use guide](#)

Change the Workflow Path of a Document

This handy feature allows you to change the workflow of your documents without you having to delete them and start again.

Microsoft Outlook Enhancements

REST Professional Owner and Tenant email addresses can now be selected from the contacts email addresses available in fileSMART to populate email addresses.

Create Duplicate Documents in the Pending Queue

Duplicate documents quickly and easily by using the new Pending Queue function.

06/05/2016 2:50 pm AEST
