



NEW FEATURES

Summit Event Manager Pro Version 9 (As at Version 9.20)

General and Event

- Rewritten in Microsoft Access 2000 and Microsoft Access 2002, you can now use all your Access 2000/2002 toolbars and have access to design view.
- All reports and correspondence can now be exported as report Snapshots. Now what you see is what they get!
- In Reporter you can now select based on multiple selections – multi-registration, multi-add-on and multi-session.
- The Contacts area has been expanded. You can produce a report grouped by contact type so you can follow up your marketing efforts more easily.
- You can now capture middle initial and postnominals (or suffix) for example, John X. Smith Ph.D.
- Added standard Microsoft Office right mouse click shortcut menu to all forms.
- You can now broadcast fax a document from the Reporter. Automatically fax out your brochures, invitations and registration forms (requires WinFax Pro Version 9 or later).
- The Usual has been replaced by a comprehensive Copy Activity function that enables you to copy parts from The Usual or copy details from another person on the database. You can selectively copy Registration Details and/or Travel and Accommodation details.
- Added display of date and time to function attendance list.
- Modified address formatting to better address Null values in required fields.
- New report: Organisation, Name and Event Details. Optional accompanying person name inclusion.
- Made random auto-tabling more random.
- Modified surname lookup to take given name and middle initial into account.
- Added the ability to import accompanying person name details when importing demographics.
- More shortcuts/quick jumps to other forms, e.g. from the Register screen, go direct to the Tabling and Seating screen, assign delegates to tables and return to the Register screen.
- More Mail Merge information to MS Word - now includes user defined fields.
- Added PIN to list of report field options in Reporter listings.
- Modified import from master database to also import matching profiles.
- Added participation record to Event Reports.
- Added the ability to display post nominals on name badges and tickets.
- Removed Auto Correct from Given Name and Family Name entry on Personal Details screen to allow certain names that were automatically corrected (e.g. Teh to The).
- New Tabling and Seating report: Table number, seat number, name and organisation.
- Updated Australian postcodes to 2003 settings.
- New Report: Payments by Date Banked
- Modified Fill function to not overwrite an existing phone or fax number.
- Added Avery L7418 stationery to name badges and tickets.
- Modified Presenter Abstracts report to give same naming method as draft programme.
- Added primary person salutation to standard export.
- Added the ability to add new contact people from within Contact screen by double-clicking on Contact With.

- Modified the Registration Desk Worklist screen to search on the same surname, first name basis as the Personal Details screen.
- Added the ability to open the Tabling and Seating screen from the event registration form.
- Added the ability for any of the following combinations to be displayed in a single column on the Name Plus... reports. Add-On and Session Details, Add-On Details, Registration and Add-On Details, Registration and Session Details, Registration, Add-On and Session Details, Session Details
- Added the ability to add new supplier from within Payments Out screen by double-clicking on Supplier pull-down list.
- Updated address/postcode lookup functions. On any form with an address user can double-click on Suburb/City field to choose from pull-down list (also updates state, postcode and presort if applicable). User can also double-click in postcode. This will lookup postcode if suburb and state are present or lookup suburb and state if they are blank and postcode is present.
- New function to globally change form and report time formats. Called from Run Macro screen.
- New function to globally change form and report currency formats. Called from Run Macro screen.
- Added category to organiser tasks and added a report where organiser tasks can be grouped by category.
- Integrated with Express ClickYes so that bulk e-mails from Summit using Outlook 2000 or higher can be completed without the need for the user to click the "a program is trying to send e-mail on your behalf" dialog box as each e-mail is sent. Express ClickYes can be downloaded free-of-charge from the MIE Software web site.
- Added new field for Secretariat ABN as well as Tax Invoice ABN.
- Modified tabling and seating feature extensively. Can now capture the position, organisation and notes for guests and includes 4 new reports and namebadges.
- New Report: Name list in Family Name order with space for signature.
- New Report: Abstract Booklet.
- Added web address to Personal Details screen
- New Report: Outstanding Exhibitor Amounts.
- Modified GST handling so that after modifying or entering registration types and add-ons the user is not prompted to recalculate GST if no monies are in the event.
- Added the ability to define the default correspondence type in Global Options.

Financials

- Credit card validation - Summit will now automatically check that the credit card number you are typing in is a valid credit card number for that card type.
- You can now put people into Financial Groups. While individual members of the group still get their own confirmation letters and participation reports, only the group leader gets a group receipt, a group invoice or a group Tax/VAT Invoice covering all the members of the group.
- Tax Invoices now display Amount Due, Amount Paid and Amount Owing.
- Added the ability to the Payments Out Reporter to select based on payments with no GST component. This is to make it easier to identify and summarise payments to suppliers who have an ABN but are not required to collect GST.
- Improved handling of GST on all financial reports and budget and standardised GST display and calculations on budget and profit and loss reports.
- Added additional GST on exhibition components to exhibitor confirmation letter with registration details.
- Modified discount and extra charges GST to allow entry of decimal prices.
- Modified income reconciliation report correction process to eliminate add-on allocations that are not related to anyone in the event file.
- Modified payment type entry so that a payment type can not be entered without specifying a summary report format.
- Added detailed breakdown of GST Free sales to the GST Receipts and Payments report.

Accommodation and Travel

- Added the ability to display hotel details directly from a person's Hotel Booking Details screen.
- Added class of travel to itineraries.
- New report: Arrivals by Flight.
- Added PNR display to flights pull-down list on travel screen.
- New reports: Travel Requirements by PNR with Accompanying People: New, Altered and Total. These reports total the number of passengers by PNR regardless of the number of flight legs and show the accompanying people next to the primary person. The number of passengers is based on the number of tickets.
- Altered reports: Changed 'Number of Pax' to 'Number of Tickets' in the 3 reports Travel Requirements by PNR: Total, Altered and New to better reflect the actual status.
- Added passport details for main and accompanying person and user defined fields to available fields for mail merge from the Reporter.
- Added special diet and contact phone numbers to the Passengers by PNR report. Also added the ability to restrict the report to a particular departure point.
- New report: Accommodation By Primary Person. Includes the ability to define one person as the primary person when sharing.
- Modified hotel booking screen so that focus starts at most appropriate control when moving between records.
- Modified Copy Usual and Copy Activity to perform overbooking checks on travel and accommodation.
- Added primary person travel requirements to Transfers By Date report.

Internet and Web Registration

- MIE WebLink – Automatically created web registration pages, including the ability to take secure on-line payments. Requires web page creation and hosting on the MIE WebLink secure server.
- Modified Internet Assistant for better date checking of accommodation and travel bookings.
- Added passport details for main and accompanying person, user defined fields, membership number and session preferences as fields that can be collected via MIE WebLink registration pages.
- Added the ability to test Windows Messaging to the Internet Assistant.
- Modified the Internet Assistant to update position, division, organisation, address and/or contact information if the information received is different to the information already on file.
- Modified the Internet Assistant so that addresses in master database will get updated if address is changed as part of demographics update or registration