

As part of our commitment to continuously updating and enhancing our Fundraising system, we have recently added the following features to the Artez product.

# Multiple Monthly Donation Plans

# Corporate Team Enhancements

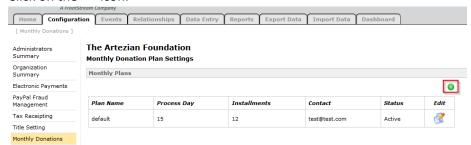
# Minor Enhancements

## **Multiple Monthly Donation Plans**

Administrators now have the ability to setup additional monthly donation plans. These plans can then be assigned to a specific event or donation form. This will provide you with greater flexibility in your campaigns.

#### Creating a Monthly Donation Plan

- 1. From the administration console, go to the **Configuration** tab.
- 2. Click on Monthly Donations.
- 3. Click on the icon.





- 4. In the Create Monthly Donation plan page, specify a plan name.
- 5. Continue with setting up your monthly donation plan.
- 6. Now that you have setup your monthly donation plan, you can then associate it to the event(s) of your choice.
- 7. From the **Events** tab, search the event.
- 8. Click on Payment Types and then click on Details next to Credit Card Monthly Payments.
- 9. Click on the check box next to Enabled.
- 10. Next to Plan, use the drop down and select the plan you want to associate to the event.



Note: Any events that had monthly donations enabled prior to this enhancement, will all be associated with the "default" plan.

# **Corporate Team Enhancements**

A few months ago, we introduced <u>corporate teams</u>. In this release, we have added the following enhancements to the corporate team functionality:

- Enable/Disable a Corporate Team
  - Admins now have the ability to disable a corporate team. It is important to note that when you disable a
    corporate team any teams and individuals that were previously affiliated with a corporate team will no
    longer be affiliated with the corporate team.
- Search Consent
  - When the Search Consent checkbox is checked, the Corporate Team will be displayed in the Team
     Search page. The Corporate Team name will also be displayed in the Affiliation column for any affiliated
     teams or individuals. When unchecked, Corporate Team will not be visible in the search page.





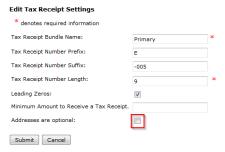
#### Minor Enhancements

In addition to the new features in this release, we have also added the following minor enhancements.

# Post Address Optional for Tax Receipting

For each tax receipt bundle, you can now specify whether a tax receipt can be issued without a post address. To do this, follow the steps below:

- 1. From the admin console, click on the **Configuration** tab.
- 2. Click on Tax Receipting.
- 3. Click on **Details** next to the bundle you would like to edit.
- 4. Click on Edit Tax Receipt Settings.
- 5. Place a check next to **Addresses are optional**.



6. Click Submit.

#### Postal Code and Phone Number Format Validation for New Zealand

To ensure that our clients are collecting better data, we have added validation to confirm that the values have been entered in the proper format for the phone number and postal code fields when the country selected is New Zealand.

#### Processing Fee Question on Mobile Donation Form

If you have the "donor pay the fee" option enabled for your event, the question will now also be visible on the mobile donation form.





### **New Keywords**

Two new keywords are available for use in the registration email.

- %RegistrationDetails% Populates the Registrant's name (including proxy registrants if applicable) as well as the registration fee that was paid.
- %RegistrationFeeTotal% Populates the total registration fee paid.

The keywords are now available for use in the following emails:

- Registration Confirmation Online (You've registered online)
- Registration Confirmation Data Entry (We've registered you, Data Entry)
- Registration Confirmation Imported (We've registered you)
- Registration Confirmation Registered By Another (You've been registered by Another)

# "Do Not Receipt" Option For Monthly Plans

Administrators can now decide if they would like monthly donations associated to a specific plan to receive an annualized tax receipt at the end of the year. To mark a monthly donation plan as "Do not receipt" follow the steps below:

- 1. From the administration console, go to the **Configuration** tab.
- 2. Click on Monthly Donations.
- 3. Click on the icon next to the plan you want to edit.
- 4. Click on the checkbox next to **Do not receipt**.
- 5. Click Submit.

#### ¡Query library loaded by default on microsite pages

You no longer need to load your own jQuery library for microsite pages. All microsite pages will now load the jQuery library.