

# Gemini 2022

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# Released Dec-2021 Release: Gemini 2022a Version: 2022.01.2112.041

#### Copy-Paste password

Software Report: APEGB-27a

Added the ability to COPY and PASTE a user's password when logging into Gemini. This is designed to assist builders with transitioning to a more complex password configuration.

#### View password

Software Report: APEGB-27b

Added the ability to VIEW a password to confirm you have entered the password correctly. Click the icon immediately to the right of the password field to view your password. Unclick to mask the password.

| 👌 Company Login |                                    |      | -     |       | ×    |
|-----------------|------------------------------------|------|-------|-------|------|
|                 | Astor Homes                        |      |       |       |      |
| User Name:      | supervisor                         |      |       |       |      |
| Password:       | ••••••                             |      | Reset | Passw | vord |
| Date:           | 11/30/21                           |      |       |       |      |
|                 | OK Can                             | icel |       |       |      |
|                 |                                    |      |       |       |      |
| 🧔 Company Login |                                    |      | -     |       | ×    |
|                 | Astor Homes                        |      |       |       |      |
| User Name:      | supervisor                         |      |       |       |      |
| Password:       | <mark>*ujMBh^5rd<b>#</b>4</mark> ● |      | Reset | Passv | word |
| Date:           | 11/30/21                           | _    |       |       |      |
|                 | OK                                 | ncel |       |       |      |



#### **Invoke Complex Password**

Software Report: APEGB-27c

Builder customers can now choose to invoke complex password requirements. Contact our office if you would like to turn ON this feature. There is no additional cost and we strongly encourage all customers to increase their password security.

When complex passwords are turned on users will be required to update their passwords to match or exceed the following complexity requirements.

- Minimum of 8 characters
- One upper case (A-Z)
- One lower case (a-z)
- One number (0-9)
- One special character

|  | Password Check Failed X  |
|--|--|
| Company Login –  X Astor Homes   | Password does not comply with required password parameters.<br>• The password does not have an upper case character.<br>• The password does not have a special character.<br>• The password does not have a number.  |
| User Name: supervisor<br>Password: October 20 Reset Password<br>Date: 12/06/21 | The password must be at least 8 characters long.<br>The password must also contain at least:<br>One upper case character (A - Z)<br>One lower case character (a - z)<br>One number (0 - 9)<br>One special character (! " # \$ % & () * + : ; < = > ? @ [\]^_{} ) |
| OK Cancel  | ОК   |

#### User can update their Password

Software Report: APEGB-27d

When a builder customer invokes complex passwords. Each individual user will have the ability to update their own passwords upon their next login.

| User Name:        | Supervisor      |        |    |
|-------------------|-----------------|--------|----|
| Old Password:     | 1               |        | 94 |
| New Password:     |                 |        |    |
| Confirm Password: |                 |        |    |
|                   | Change Password | Cancel |    |



#### E-Filing for 1099

Software Report: GEM-162

The E-Filing format has been updated for all 1099 types (1099-NEC, Rents, Other Income, Medical & Health, Proceeds Attorney)

#### **Payroll-ACH modifications**

Software Report: GEM-161

Added a new configuration check box to the ACH-Direct Deposit to enable configurations required by certain banks.

| 😄 ACH will be Changed            |                          |
|----------------------------------|--------------------------|
| Batch Header Company Name:       | Astor Homes              |
| Batch Header Company EIN:        | (From Configuration)     |
| Bank Routing (Offset PPD):       | Account #:               |
| Immediate Origin Routing Prefix: |                          |
| Immediate Origin Routing Number: |                          |
| Immediate Origin Name:           | Astor Homes              |
| Immediate Destination Routing #: | Record Type 5-8          |
| Immediate Destination Name:      |                          |
| Batch Routing Number:            |                          |
| ACH Filename:                    |                          |
| Bank Login String:               |                          |
|                                  |                          |
| Bank Defined EIN Prefix:         | Create Offset PPD Record |
| Bank Defined Service Class:      | 220 Include CR/LF        |
|                                  | OK Cancel                |

#### PO Legal Text

Software Report: GEM-160

We made a change to the PO Legal Text field at the Add/Edit PO. When creating a new purchase order with a vendor that does not have a DEFAULT LEGAL TEXT setting the legal text field will always remain blank unless specifically selected by the user.

#### Printing 1099-NEC

Software Report: GEM-159 The 1099-NEC changed to allow 3 per page. This has been updated.

#### SSL improve error reporting

Software Report: GEM-157 Improved error reporting logic between the Gemini program and the WebPortal.



#### Added DOC and DUE DATE columns to the Add/Edit AP Invoice window

#### Software Report: GEM-156

Added the DOC DATE and the DUE DATE to the Add/Edit AP browse list.

| dd/Edit | AP Invoid | es        | Q      | Rev  | verse Posted | Load R <u>e</u> cur | rring    | Receive <u>I</u> | <u>2</u> 0 |          |             |
|---------|-----------|-----------|--------|------|--------------|---------------------|----------|------------------|------------|----------|-------------|
| Batch   | Туре      | Post Date | Vendor | Name | Invoice #    | Invoice Amount      | Pay Code | Ref Code         | Doc Date   | Due Date | Description |
|         |           |           |        |      |              |                     |          |                  |            |          |             |
|         |           |           |        |      |              |                     |          |                  |            |          |             |

#### Update Job table after job is ARCHIVED

Software Report: GEM-155

When a job is archived via PSClient the Gemini job is also updated to reflect the archive was completed, when, and by whom.

| Changing | Job ASG100 - A | SG100-Sn | nith-Alaf        |           |                 |          |          |           |       |        |     | • |
|----------|----------------|----------|------------------|-----------|-----------------|----------|----------|-----------|-------|--------|-----|---|
| General  | Additional     | Legal    | <u>U</u> ser Val | Loan      | <u>Q</u> /E Val | Comments | PO Notes | Bal Sheet | Liens | N.T.O. | Web |   |
|          |                |          |                  |           |                 |          |          |           |       |        |     |   |
|          |                |          | Job has ber      | en Archiv | ved in Porta    | 1        |          |           |       |        |     |   |
| Archi    | ived Date/Ti   | me:      | Decembe          | 03, 20    | 21 at 06:33     | 3:51PM   |          |           |       |        |     |   |
| Archi    | ived By:       |          | Superviso        | r         |                 |          |          |           |       |        |     |   |
|          |                |          |                  |           |                 |          |          |           |       |        |     |   |
|          |                |          |                  |           |                 |          |          |           |       |        |     |   |
|          |                |          |                  |           |                 |          |          |           |       |        |     |   |
|          |                |          |                  |           |                 |          |          |           |       |        |     |   |



#### Doc Management logic added to Gemini Job Project

Software Report: GEM-153

Added controls to the Gemini PROJECT CODE to indicate if the project should be displayed in the WebPortal. The PROJECT CODE organizes the job documents that are viewed by vendors and field personnel. Each individual job folder is located under each related PROJECT CODE. Therefore we wanted to provide the ability to control which projects are displayed.

|          | escription      |      |        |
|----------|-----------------|------|--------|
| Project  | Description     |      | Portal |
| •        | •               | Incl | Show   |
| ASG      | Astor Gardens   | YES  | YES    |
| CCP      | Concord Pointe1 | YES  | YES    |
| ECR      | Echo Ranch      | YES  | YES    |
| MHN      | Morning Haven   |      |        |
| SVB      | Silver Brook    | YES  | YES    |
| TES      | Test Project    |      |        |
| Project: |                 |      |        |

Additionally we added the "ALLOW EDIT" check box to ensure there are no unintentional changes to the Project Description and the other attributes.

Checking ON the ALLOW EDIT will activate the menu and also present a caution message regarding changes in the Web Portal.

| Job Cost Project Cod | les 🗖 🖸          |    | 👶 Job Cost Project Coo | les 🗖 🖬 💌                                |
|----------------------|------------------|----|------------------------|--|
|                      | Allow Edit       | ed |                        | Allow Edit                               |
| Project:             | ASG              |    | Project:               | ASG                                      |
| Description:         | Astor Gardens    |    | Description:           | Astor Gardens                            |
| Bank Account:        | 1012010          |    | Bank Account:          | 1012010                                  |
|                      | 🗹 Include In Web |    |                        | ☑ Include In Web                         |
|                      | Show In Portal   |    |                        | ✓ Show In Portal                         |
|                      | OK Cancel        |    |                        | OK Cancel                                |
|                      |                  |    |                        |  |
|                      |                  |    |                        |  |
|                      |                  |    |                        |  |
| llow Editing - Affe  | ects Web Portal  |    |                        |  |
| v                    |                  |    |                        | ill also undete the colleted DBOILCT (Su |





#### Added the DELETE and MARKED AS DELETED to the User Maintenance window

Software Report: GEM-151

Added the ability to "MARK AS DELETED" in Gemini User Maintenance. The Gemini User Maintenance module also controls aspects of how the WebPortal users are connected in GEM-PSC-WEB.

| ę | User Will Be Changed |   |                                |            |
|---|----------------------|---|--------------------------------|------------|
|   | General Security     | Inherit                                       |                                |            |
|   | User Name:           | BobR  | Deleted                        |            |
|   | Password:            | *****   |                                |            |
|   | Initials:            | BR  |                                |            |
|   | Name for Fax:        | Bob Richards                                  |                                |            |
|   | E-Mail Address:      | bob.richards@build                            | lername.com                    |            |
|   | Superintendent:      | <u>,</u>                                      | (for PO Draft)                 |            |
|   |                      | Allow Prior Perio                             | d Entries                      |            |
|   |                      | Restrict User Ac                              | Cess                           |            |
|   |                      | Allow User Time                               | Card Entry                     |            |
|   | Passwor              | ds must be at least 8                         | character long.                |            |
|   |                      | ds must contain at le<br>se character and 1 s | ast 1 upper chase ch<br>ymbol. | aracter, 1 |
|   |                      | ОК  | Cancel                         |            |

|             |          |            |          |          | 🗹 Show Deleted |
|-------------|----------|------------|----------|----------|----------------|
| User Name   | Active   | Restricted | Password | Unposted |                |
| Adam        | N        | Y          | Y        |          |                |
| BobR        | N        | Y          | Y        |          |                |
| Darrel      | N        | N          | Y        |          |                |
| Dave        | N        | Y          | Y        |          |                |
| Dominique   | N        | Y          | Y        |          |                |
| 11          | <u>N</u> | Y          | Y        |          |                |
| John        | <u>N</u> | N          | Y        |          |                |
| Office      | <u>N</u> | Y          | Y        |          |                |
| OfficeAdmin | <u>N</u> | N          | Y        |          |                |
| Paul        | N        | Y          | Y        |          |                |
| Prosoft     | N        | N          | Y        | GL, AP   |                |



#### Added a Pop Up MARK ALL logic to the Categories

Software Report: GEM-149

Added a MARK method when selecting the Cost Code CATEGORY. This has been added to all Job Reports that utilize the CATEGORY filter. This makes it much easier to quickly select multiple categories.

| ¢ | ) JC C | ategory List          |  | ×   |
|---|--------|-----------------------|--|-----|
|   | X      | Category              | Description  | ^   |
|   |        | F                     | Prof. Fees & Insurance   |     |
|   | X      | L                     | Land   |     |
|   |        | м                     | Material   |     |
|   | X      | N                     | Builder Costs  |     |
|   |        | 0                     | Options  | _   |
|   | Х      | P                     | Permits & Fees   |     |
|   |        | R                     | Revenue/Draws  |     |
|   |        | S                     | Subcontract  | _   |
|   |        | U                     | Utilities  | - v |
|   | -      | nsert<br><u>M</u> ark | Change     Delete     Select     Close       UnMark     Mark <u>A</u> II     Clear AII | _ • |

#### CSS cleanup of AP Vendor List checkboxes

Software Report: GEM-148

The Vendor Maintenance window required some CSS clean up to prevent certain check boxes from overlapping.

#### Added the vendor filter to the Add/Edit Purchase Order window

Software Report: GEM-147

Added the VENDOR FILTER to the ADD/EDIT Purchase Order browse list. Users can now filter the listed Purchase Orders based on a vendor filter - facilitating a faster PO marking method and used in conjunction with AUTO-PAY.

|               | ALL<br>Submitted |    | ~<br>~ | ⊻en<br>Job |          | Ď        |      | Show Marked Only Date to Show: Document Date | Vendor Filte | r:       |          |
|---------------|------------------|----|--------|------------|----------|----------|------|--|--------------|----------|----------|
| Document      | В                | JD | v      | Add        | Vendor   | Document | Р    | Description                                  | Amount       | Pay Code | Ref Code |
| ASG100-06090  |                  |    | S      |            | APPL01   | 11/22/21 | Р    | P tEST po                                    | 150.00       | B30      |          |
| ASG101-06110  |                  |    | S      |            | SAND01   | 08/03/20 | P    | SURVEY-STAKE OUT                             | 115.00       | B40      |          |
| ASG101-06120  |                  |    | S      |            | SAND01   | 08/03/20 | P    | SURVEY-FORMBOARD                             | 143.75       | B45      |          |
| ASG101-06140  |                  |    | S      |            | SAND01   | 08/03/20 |      | SURVEY - FINAL                               | 143.75       |          |          |
| ASG101-08110  |                  |    | S      |            | SIDS01   | 08/03/20 | P    | LOT CLEARING                                 | 230.00       | C45      |          |
| ASG101-08150  |                  |    | S      |            | SIDS01   | 08/03/20 | P    | SITE-ROUGH GRADE                             | 402.50       |          |          |
| ASG101-081501 |                  |    | S      |            | SIDS01   | 08/03/20 | P    | SITE-CUT DRIVEWAY                            | 287.50       | C70      |          |
| ASG101-08170  |                  |    | S      |            | SIDS01   | 08/03/20 | P    | SITE-FINAL GRADE                             | 258.75       | C80      |          |
| ASG101-08230  |                  |    | S      |            | TORR01   | 08/03/20 | P    | PERIMETER TERMITE TREAT                      | 353.69       | D20      |          |
| ASG101-14130  |                  |    | S      |            | CONC01   | 08/03/20 | P    | P FOOTER CONCRETE                            | 1,192,21     | F50      |          |
| ASG101-16130  |                  |    | S      |            | CONC01   | 08/03/20 | P    | CONCRETE PUMP LABOR                          | 805.00       | G30      |          |
| ASG101-18100  |                  |    | S      |            | CONC01   | 08/03/20 | P    | WALL BLOCK MATERIAL                          | 4,137.96     | G35      |          |
| ASG101-18100  |                  |    | S      | 1          | CONC01   | 12/01/21 | P    |  | 12.00        | G35      |          |
| ASG101-18120  |                  |    | S      |            | BUIL01   | 08/03/20 | P    | WALL BLOCK LABOR                             | 3,984.96     |          |          |
| ASG101-18130  |                  |    | S      |            | CONC01   | 08/03/20 | P    | CONCRETE PUMP MAT'L                          | 1,124.99     | G50      |          |
| ASG101-18180  |                  |    | S      |            | DANDEB   | 08/03/20 | P    | P ROUGH CLEAN #1                             | 750.00       | G68      |          |
| ASG101-18200  |                  |    | S      |            | DAVI01   | 08/03/20 | P    | PULL DUMPSTER #1                             | 287.50       | G70      |          |
| ASG101-20100  |                  |    | S      |            | TRUS02   | 08/03/20 | P    | DELIVER ROOF TRUSSES                         | 7,539.00     | G80      |          |
| ASG101-20112  |                  |    | S      |            | THRE01   | 08/03/20 | P    | FRAMING DRAW #2                              | 3,703.50     | H05      |          |
| ASG101-20125  |                  |    | S      |            | THRE01   | 08/03/20 | P    | FRAMING DRAW #3                              | 3,703.50     | H20      |          |
|               |                  |    |        |            |          | 08/03/20 |      |  |              | H20      |          |
| İnsert        | <u>C</u> hange   | 0  | )eleti | •          |          | Mar      | kΑ   | Approved View <u>R</u> eceive                |              |          |          |
| Mark          | UnMark           | 0  | ear A  |            | Mark All | Bec      | oive | e Marked Insert Addendum                     | Close        |          |          |



#### Payroll Import - Home State

Software Report: GEM-145

The Payroll IMPORT MODULE was updated to provide better control related to an employees HOME STATE classification.

| SMI s | smith, Dave |   |       | Gross Pay |        |
|-------|-------------|---|-------|-----------|--------|
|       | smith, Dave | C | 80.00 |           | 960.00 |
|       |             |   |       |           |        |
|       |             |   |       |           |        |
|       |             |   |       |           |        |
|       |             |   |       |           |        |
|       |             |   |       |           |        |
|       |             |   |       |           |        |
|       |             |   |       |           |        |
|       |             |   |       |           |        |

#### Added initial upload and update to Purchase Order Reason Code in WebPortal

Software Report: GEM-144

Added the Reason Code logic to the Web Portal. In Gemini we also added code to perform an initial upload of Reason Codes as well as an automated sync anytime changes are made to the Reason Code table within Gemini.

#### Added CLOSED checkbox to the AIA job list

#### Software Report: GEM-143

The SHOW CLOSE allows users to filter the AIA job list to display only OPEN jobs.

| AIA Job List       |            |                          |              |       |                           |
|--------------------|------------|--------------------------|--------------|-------|---------------------------|
| hy Number hy D     |            | h by Plan ID by Owner by | Cantractor   |       | ☑ Show Closed Jobs        |
| by Mulliber by Di  | escription | i by Plan D by Owner by  | Contractor   |       |                           |
| Job Number         | Status     | Description              | Plan ID      | Owner | Contractor                |
| ASG100             | С          | ASG100-Smith-Alafia      | Alafia - ASG |       | Contratctor               |
| ASG103             | 0          | ASG103-Rivera-Dresdin    | Alafia - ASG |       |                           |
|                    |            |                          |              |       |                           |
|                    |            |                          |              |       |                           |
|                    |            |                          |              |       |                           |
|                    |            |                          |              |       |                           |
|                    |            |                          |              |       |                           |
| Job Number:        |            |                          |              |       |                           |
| JOD Humber.        |            |                          |              |       |                           |
|                    |            |                          |              |       | Job Related Task          |
| lagast Ch          |            | Delete                   | Close        |       | G70 <u>1</u> Change Order |
| Insert <u>C</u> ha | ange       | Delete                   | CIUSE        |       | G70 <u>3</u> Worksheet    |
|                    |            |                          |              |       |                           |



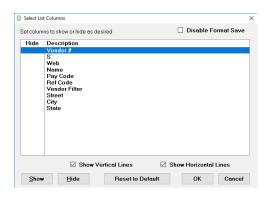
#### AP Vendor List Maintenance added several more tabs

Software Report: GEM-141a

Added the PAY CODE, REFERENCE CODE, VENDOR FILTER, STREET, CITY, STATE to the AP Vendor List.

| Vendor List        |              |               |                                |                |          |                   |   |
|--------------------|--------------|---------------|--------------------------------|----------------|----------|-------------------|---|
|                    |              | _             |                                |                |          | Show Deleted      |   |
| /endor# <u>N</u> a | ıme <u>[</u> | <u>)</u> /B/A | Pay Code Ref Code Vendor Filte | er Street City | State    | Show Lenders Only | ' |
| Vendor #           | S            | Web           | Name                           | Pay Code       | Ref Code | Vendor Filter     | ^ |
| 123FRA             | A            | Y             | 123 Framing test               | A05            | WK       | NoAuto            |   |
| 123NEW             | A            | Y             | New Vendor                     | A15            |          | Auto              |   |
| 100004             | A            | Y             | 123 Paint                      |                |          | S.M               |   |
| 123P01             | L O .        |               |                                |                |          |                   |   |
| 123P01<br>123SOL   | Â            | Ý             | 123 Solar Solutions            |                |          | o,m               |   |
|                    |              | •             |                                |                |          | 0,m               |   |

## AP Vendor List Maintenance added new columns to SELECT COLUMNS TO SHOW/HIDE Software Report: GEM-141b



#### AP Vendor List Maintenance added LOOKUP fields using CONTAINS

#### Software Report: GEM-141a

Added LOOKUP fields utilizing the CONTAINS lookup logic for each of the new tabs.

|                  |     |       |                                    |           |          | Show Deleted      |
|------------------|-----|-------|------------------------------------|-----------|----------|-------------------|
| endor # <u>N</u> | ame | D/B/A | Pay Code Ref Code Vendor Filter St | reet City | State    | Show Lenders Only |
| /endor#          | S   | Web   | Name                               | Pay Code  | Ref Code | Vendor Filter     |
| CORV01           | A   | Y     | Corvette Corian Co.                | 1         | 1        |                   |
| GRAN01           | A   | Y     | Granite Guys                       |           |          |                   |
| 3UIL01           | A   | Y     | Building Blocks Masons Co.         |           |          |                   |
| 23NEW            | A   | Y     | New Vendor                         | A15       |          | Auto              |
| #00D01           | A   | Y     | Woodcutters Lumber Co.             |           |          | В                 |
| SAND01           | A   | Y     | Sanders & Sanders Surveyors        |           |          | B,V               |
| CORK01           | A   | Y     | Corky's Slab Contractors Inc.      |           |          | Group2            |
| CONS01           | A   | Y     | Concrete Steel Products Corp.      |           |          | M                 |
| 123FRA           | A   | Y     | 123 Framing test                   | A05       | WK       | NoAuto            |
| /endor Filt      | er: |       |                                    | View —    |          |                   |



#### Created logic to SYNC the Gemini Job list to the WebPortal

Software Report: GEM-135

The Web Portal has become the "go-to" resource for job specific information, especially for field and sales employees, not to mention the value to vendors. Therefore we decided to add an automated SYNC functionality from Gemini to the Web Portal to automatically update certain SQL tables immediately as those values are changed in Gemini. This keeps the Web Portal data current and greatly speeds up the user's experience in the Web Portal.

#### Added "CLOSE COST CODE" to the Process Purchase Order Window

Software Report: GEM-125

Added a CLOSE COST CODE check box to the Purchase Order Auto-Pay process. This will allow the users to close individual job cost codes at the time of processing purchase orders through to accounts payable. By closing individual cost codes the Project Cost reporting is enhanced.

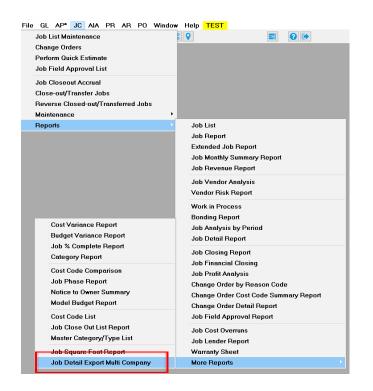
| 🚊 PO Document Marked Re                  | eceive                    |                               |
|--|---------------------------|-------------------------------|
| Total PO's & Adder<br>Marked Draft Docur |                           | (will be skipped)             |
| Invoice Date:                            | 11/30/21                  |                               |
| Posting Date:                            | 11/30/21                  |                               |
| Invoice Due Date:                        |                           |                               |
| Lowest Batch #:                          | Override Ver Close Cost C | ndor Default Due Date<br>Code |
|  | ОК                        | Cancel                        |

### Added the ability to export and combine multiple companies using the Job Detail Export Profile

Software Report: GEM-123

Created a new Job Detail Report with the ability to EXPORT data from multiple Gemini companies. When a builder utilizes a multi-company structure and desires to combine the job cost data from multiple companies into a single job data structure.





Select the JOB or JOBS you wish to export. Set the remaining other filters based on your reporting requirements. Set the EXPORT PROFILE as you would for other reports - define the columns to export and the path to save the data file.

| 😌 Print Job Detail Report                   |   |
|---|---|
| Filters Companies                           |   |
|   | Include Source  |
| Select Jobs to Export                       | <u>GL</u> AP<br>Job Status to Include                       |
| Beginning Post Date:                        | <u>Job Status to Include</u><br><u>Open Closed Inactive</u> |
| Ending Post Date:                           | Pay Code: Exclude Code                                      |
| Vendor #:                                   | Ref Code: Code  |
| AR Cost Plus Cycle: N/A V                   | AR Class:   |
|   | GL Group: Exclude Group                                     |
| Categories:                                 | •   |
| Cost Codes:                                 | IE  |
| Print Cost Code Notes     Show AP Payment I | Details 🗌 Show AR Payment Details                           |
| Print Job Comments     Print AP Dist. Notes | Print AR Dist. Notes  |
| Print Overruns Only     Consolidate PR Ent  | tries 🗌 Print AIA Summary                                   |
| Print GL Dist. Notes     Show CCode if Bud  | geted 🗌 Show Only Posting After Close                       |
| Export Profile:                             | Additional User Filters                                     |
| Export                                      | Cancel  |



Select the COMPANIES where the individual jobs exist.

|     | Detail Report            |  |  |
|-----|--------------------------|--|--|
| L   | Companies                |  |  |
| Com | panies to Include        |  |  |
| ×   | Number                   | Company  |  |
|     | 001<br>002<br>003<br>900 | Start Up<br>Start Up- Balances<br>Astor Development<br>Astor Homes |  |
|     |                          |  |  |
|     |                          |  |  |
|     |                          |  |  |
|     |                          |  |  |
|     |                          |  |  |
|     |                          |  |  |
|     |                          |  |  |
|     |                          |  |  |
|     |                          | Mark UnMark Mark All Clear All                                     |  |
|     |                          | Export Cancel  |  |