

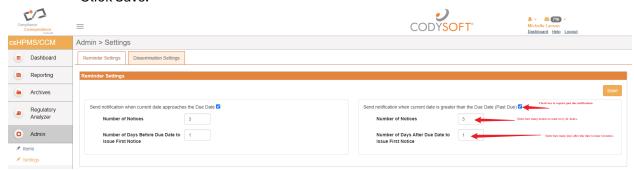




CodySoft® October 3rd 2024 release notes

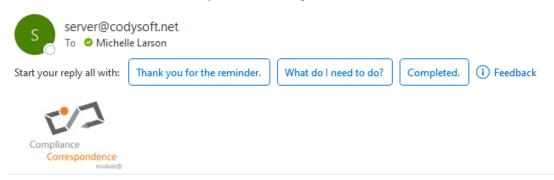
HPMS/CCM Module:

- A Past Due notification reminder option has been added to the Reminder Settings within the Admin section. Past Due notification emails may be sent to the Memo/Correspondence Owner and Business Owner when the External Response Due Date on an action has passed.
 - Within the Admin > Settings menu navigate to "Send notification when current date is greater than the Due Date" and check off box to require notifications.
 - Enter the number of notices to be sent every 24 hours.
 - Enter the number of days after the due date to issue the first notice.
 - Click Save.

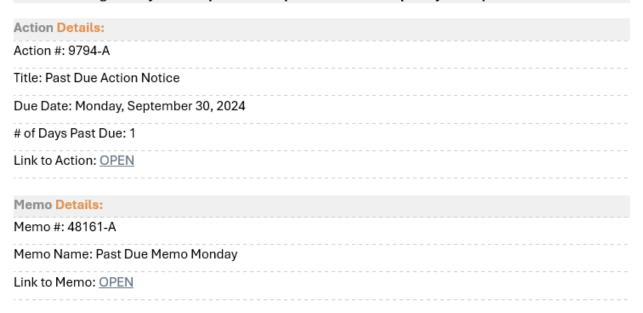


2. Past Due Notification email that will be sent to the Business Owner of the action.

Past Due Action Notice Response is 1 days Past Due

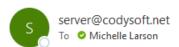


An action assigned to you has a past due response. Please complete your required action ASAP.



3. Past Due Notification email that will be sent to the Memo or Correspondence Owner.

Past Due Action Notice Response is 1 days Past Due



Start your reply all with:

Thank you for the reminder.

What do I need to do?

What is the message?

(i) Feedback



An action attached to your Memo has a past due response.

Action Details:

Action #: 9794-A

Title: Past Due Action Notice

Due Date: Monday, September 30, 2024

of Days Past Due: 1

Link to Action: OPEN

Memo Details:

Memo #: 48161-A

Memo Name: Past Due Memo Monday

Link to Memo: OPEN