



## I-Suite 8.01.02 Release Notes

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**Date:** May 20, 2008  
**Version:** I-Suite 8.01.02

**Description:** The primary focus of this release is to improve the Cost processes, implement additional security requirements and to fix various application issues.

### **Important things to know prior to installing I-Suite (General)**

- The Full install and the Update can both be installed mid-incident. Run a backup of your database prior to updating I-Suite.
- System Administrative privileges are not required to run the application.
- The password to attach the 2008 training database and training user accounts is **Isuitetraining1!**
- The new database version is 8.01.16. Attached databases will be automatically updated to the new database version the first time the application is run on the server computer. This may take several minutes depending on the size and number of databases attached.
- Install the same version of I-Suite on all server and client computers.
- Close the I-Suite application and all related windows on the local computer before installing this program.

### **Important things to know prior to installing version 8.01.02 (Full)**

- Caution: If you will be using a 2007 database and have run the Full Server Install, you must create a user account with a User Name that is NOT in the 2007 database.
- System Administrative privileges are required to properly install the full I-Suite Server and full Client installations. You must reboot after the installation is finished and re-login with System Administrative privileges for the install to complete.
- I-Suite Full Server and Full Client installers will not install on a computer with I-Suite 2006 or 2007 already installed. Either uninstall the previous version or run the Update install if applicable.
- 2005 and earlier versions of I-Suite are not compatible with this version. There is no conversion process for 2005 to 2008.
- To set up the I-Suite server, on the Login Screen, click the "Initial Server Setup" button. This will launch a New User screen where you must create the initial Admin User.

### **Important things to know prior to installing version 8.01.02 (Update)**

- Only install this update on a computer with I-Suite version 7.01.00 or newer already installed.
- System Administrative privileges are required to properly install the update. A computer reboot is optional and you do NOT need to re-login with System Administrative privileges.

- To use the Update file, I-Suite must be installed in the default path of C:\Program Files\Isuite. If I-Suite was installed to any other path, the user must uninstall and reinstall using the full installer.
- The update installations of I-Suite version 8.01.02 will replace all report files (\*.rpt), ISuite.exe, ISuiteBlank.mdf.gpg, and the I-Suite\_Help.chm files. It will add the 2008\_Training.mdf.gpg and the 2008\_Training\_ROSS\_Import.txt files.
- Passwords for existing user accounts prior to this update will continue to work until they expire or are changed. All passwords for new user accounts and databases created after this update will require the new password requirements. (See Summary Release Information)
- All locked Cost accrual codes will be unlocked to allow the accrual code to be recalculated based on the new accrual matrix.

Please visit the I-Suite Web site for addition information on the installation process and user documentation (<http://isuite.nwcg.gov>).

## Summary Release Information

The following table contains a summary of the changes included in this release:

| QC #       | Module | Process           | Description  |
|------------|--------|-------------------|--|
| 194        | Cost   | Accruals          | <ul style="list-style-type: none"> <li>• The Accrual Matrix was redefined to simplify the Accrual Process. The Incident Jurisdiction field in Data Admin allows I-Suite to more accurately code Accruals. The updated Accrual Codes are as follows:               <ul style="list-style-type: none"> <li>○ CONT: Contract Resources</li> <li>○ AD: Forest Services AD's</li> <li>○ AMD: Aviation Management Directorate Resources</li> <li>○ NOAA: National Weather Service Resources</li> <li>○ States: Each State has a two letter designator as the Accrual Code, based on the Agency or Home Unit. This also includes Guam, Puerto Rico and the Virgin Islands.</li> <li>○ EXCL: All resources that should not accrue costs.</li> <li>○ INTL: International Resources</li> </ul> </li> </ul> |
| 211<br>360 | Cost   | Add/Edit Resource | <ul style="list-style-type: none"> <li>• The Contract Agency field in the Cost module was renamed to Payment Agency to better reflect the functionality of the field.</li> <li>• Editing a resource with manage as one selected now</li> </ul>   |

| QC #                       | Module         | Process             | Description   |
|----------------------------|----------------|---------------------|---|
|                            |                |                     | opens in edit mode.   |
| 4<br>170/147<br>236<br>348 | Cost           | Create Daily Cost   | <ul style="list-style-type: none"> <li>The Weekly and Monthly Rates now calculate correctly in the Cost module.</li> <li>In an effort to speed up the Cost Process, I-Suite now allows resources to be excluded from the Cost Process by archiving the resources in the Cost module.</li> <li>The accounting code for subordinate costs is correctly rolling up to the parent record.</li> <li>When running cost processes with the "Resources Selected in Grid" checked, the processes will now run for all subordinate resources of the selected resource.</li> </ul> |
| 212                        | Cost           | Edit Daily Cost     | <ul style="list-style-type: none"> <li>The Quantity field was removed from the Daily Cost Details area.</li> </ul>  |
| 5                          | Cost           | Rates               | <ul style="list-style-type: none"> <li>New Rates that are added to the Default Rate Table are now being properly applied to the appropriate resources.</li> </ul>   |
| 54                         | Cost           | Accrual Extract     | <ul style="list-style-type: none"> <li>The previous day totals now report correctly.</li> </ul>   |
| 195                        | Cost           | All Cost Reports    | <ul style="list-style-type: none"> <li>Cost reports are now calculated based on accounting code not incident assignment.</li> </ul>   |
| 214                        | Cost           | Cost Weekly Summary | <ul style="list-style-type: none"> <li>The header on the Cost Weekly Summary is no longer being truncated when there are multiple incidents included in the report.</li> </ul>  |
| 28                         | Cost           | Projection          | <ul style="list-style-type: none"> <li>An error no longer occurs in Cost Projections when the user selects a projection in the top grid, clicks the Add button, then clicks the Update Projection w/ Current Days Cost button.</li> </ul>   |
| 135<br>136<br>115<br>117   | Custom Reports | General             | <ul style="list-style-type: none"> <li>The Fax Number is now included in the Personnel View.</li> <li>An OF288 view and an OF286 view are now available.</li> <li>The fields that are necessary for creating a Demob Glide Path were added to the Resources view.</li> <li>An AgencyResources view is now available that can be used to group resources by agency.</li> <li>All fields included in the Resources Table are now available in the Resources view.</li> </ul>  |
| 185                        | Data Admin     | Incident            | <ul style="list-style-type: none"> <li>An Incident Jurisdiction field was added to the Add/Edit</li> </ul>  |

| QC #                   | Module     | Process       | Description   |
|------------------------|------------|---------------|---|
|                        |            | Add/Edit      | Incident screen. This new field will facilitate the proper coding of Accruals.  |
| 208/174                | Data Admin | Lookup Tables | <ul style="list-style-type: none"> <li>• The following Tables were updated with the current data for 2008. <ul style="list-style-type: none"> <li>○ *Kind Codes</li> <li>○ Home Units</li> <li>○ *Rates</li> <li>○ *Region / Unit Codes</li> <li>○ Accrual Codes</li> <li>○ AD Rates</li> <li>○ Agency</li> <li>○ **Injury/Illness Categories</li> <li>○ ROSS Description</li> <li>○ **Supply Catalog</li> </ul> </li> </ul> <p>*These updates will not apply to an updated 7.01.xx database</p> <p>**Will only update a 7.01.xx database if module has not been previously used.</p> |
| 126<br>185             | Data Admin | Merge         | <ul style="list-style-type: none"> <li>• The IMS button in Database Admin was renamed Merge.</li> <li>• After merging two databases, random OF-288s no longer show duplicate time postings.</li> </ul>  |
| 177                    | DB Admin   | Export        | <ul style="list-style-type: none"> <li>• The Create Repository, Financial Export and Injury/Illness Export functions were combined on one screen and can be accessed by clicking the button labeled Export in the Database Admin module.</li> </ul>   |
| 122<br>200             | DB Admin   | ROSS Import   | <ul style="list-style-type: none"> <li>• When importing a ROSS file, I-Suite will automatically match crew members to the appropriate parent.</li> <li>• When importing a ROSS file that includes NFES Supply items, those items will no longer be imported.</li> </ul>   |
| 104<br>213<br>55<br>19 | Demob      | Reports       | <ul style="list-style-type: none"> <li>• Additional Sort parameters are now available when generating the Last Day Worked Report.</li> <li>• Data in the Last Day Worked Report header is no longer</li> </ul>  |

| QC #              | Module         | Process              | Description  |
|-------------------|----------------|----------------------|--|
|                   |                |                      | <p>truncated.</p> <ul style="list-style-type: none"> <li>Resources with the exact name and kind code are no longer being combined on the Demob reports.</li> <li>Resources with a Demobed status will no longer be included on the Qualifications Report.</li> </ul>   |
| 118<br>188        | Demob          | Add/Edit             | <ul style="list-style-type: none"> <li>A new First Work Day field was added to the Add/Edit Demob screen. I-Suite now uses this date plus the number in the Length of Assignment (Days) field to calculate the Demobilization Date.</li> <li>When the Status for a Resource changes to D (Demobed), an Actual Release Date is now required.</li> </ul> |
| 197<br>219<br>220 | General        | Messages             | <ul style="list-style-type: none"> <li>Messages for some areas were updated for clarity.</li> </ul>  |
| 205               | General        | Database             | <ul style="list-style-type: none"> <li>When a 7.01.xx database is updated to 8.01.xx the Incident Jurisdiction for all incidents in the database will be set based on the default accounting code agency. Note: Review the Jurisdictional Agency for accuracy on the Incident Management screen in the Data Admin Module.</li> </ul>                   |
| 322               | General        | Resources Grid       | <ul style="list-style-type: none"> <li>The ability to sort resources in the Resources grid is now available when there are over 1000 resources.</li> </ul>   |
| 379               | General        | Training             | <ul style="list-style-type: none"> <li>The password for the Training database is now Isuitetraining1!.</li> <li>The passwords for all user accounts in the Training database are now Isuitetraining1!.</li> </ul>  |
| 389               | General        | Quick Stats          | <ul style="list-style-type: none"> <li>Total number of personnel for strike teams now reports correctly.</li> </ul>  |
| 119               | IAP            | ICS-204              | <ul style="list-style-type: none"> <li>The ability to add the "Last Day Worked" to Block 6 on the ICS-204 form is now available.</li> </ul>  |
| 131               | IAP            | ICS-205              | <ul style="list-style-type: none"> <li>The ICS-205 form now allows 16 channels.</li> </ul>   |
| 209               | Injury/Illness | Add/Edit             | <ul style="list-style-type: none"> <li>The ability to identify an Injury or Illness as pre-existing is now available.</li> </ul>   |
| 206               | Injury/Illness | Injury/Illness Types | <ul style="list-style-type: none"> <li>The list that displays for Injury/Illness Types was updated to match the list of injuries and illnesses defined on the NFES 1815, Field First Aid Station Daily Summary.</li> </ul>   |

| QC #                            | Module        | Process            | Description  |
|---------------------------------|---------------|--------------------|--|
| 378                             | Installation  | Setup              | <ul style="list-style-type: none"> <li>• The admin/forests initial setup account is no longer required to setup the I-Suite application.</li> <li>• When the I-Suite application is initially installed, an Initial Server Setup button now displays on the Login window. When a user clicks this button, a New User window displays where the user can create an account.</li> </ul> <p><b>NOTE:</b> Once the Initial Server Setup button is used to create an initial user account, it no longer displays on the Login window.</p>   |
| 171<br>218<br>234<br>374<br>375 | Login         | Passwords          | <ul style="list-style-type: none"> <li>• The following new Password requirements were implemented: <ul style="list-style-type: none"> <li>○ All Passwords now expire in 60 days.</li> <li>○ Three days prior to the Password expiration a message displays indicating that the Password is about to expire when the user logs into the I-Suite application. The user is given the option to change the Password at that time.</li> <li>○ After three failed login attempts, a user will be locked out of the I-Suite system.</li> <li>○ The Password must now contain 12 characters.</li> <li>○ When a user changes their Password it cannot be the same as any of the five previous Passwords defined for their account.</li> </ul> </li> </ul> |
| 196                             | Login         | Security Statement | <ul style="list-style-type: none"> <li>• A user can no longer close the Security Statement without first selecting Yes or No.</li> </ul>   |
| 188<br>118                      | Resources     | Add/Edit Resources | <ul style="list-style-type: none"> <li>• When the Status for a Resource changes to D (Demobed), an Actual Release Date is now required.</li> <li>• A new First Work Day field was added to the Add/Edit Resources screen. I-Suite uses the date in this field plus the number in the Length of Assignment (Days) field to calculate the Demobilization Date.</li> <li>• Duplicate resources will no longer occur when the user clicks add while editing a resource.</li> </ul>   |
| 143                             | Plans Reports | ICS-209            | <ul style="list-style-type: none"> <li>• The Incident Name is now included on the ICS-209 Form.</li> <li>• The new First Work Day field now prints on most Plans reports in place of the Mobilization Date field.</li> </ul>   |

**Release Notes**

| QC #              | Module       | Process                           | Description  |
|-------------------|--------------|-----------------------------------|--|
| 154               | Resources    | Resource Options                  | <ul style="list-style-type: none"> <li>An Accounting Code column can now be added to the Resources grid. (This is the accounting code assigned to the resource)</li> </ul>   |
| 154               | Time         | Time Options                      | <ul style="list-style-type: none"> <li>An Accounting Code column can now be added to the Resources grid. (This is the accounting code assigned to the resource)</li> </ul>   |
| 201<br>360<br>417 | Time         | Add/Edit Resource                 | <ul style="list-style-type: none"> <li>When adding a Social Security Number for an AD resource, the number displays as asterisks (*) for privacy purposes.</li> <li>A new Verify SSN field was added.</li> <li>All Social Security Numbers are now encrypted in the database.</li> <li>Editing a resource with manage as one selected now opens in edit mode.</li> <li>After an original OF-286 invoice is printed, the system will not allow changing the agreement or contractor for that resource.</li> </ul> |
| 201               | Time         | Add/Edit Contractor               | <ul style="list-style-type: none"> <li>When adding a TIN for Contractor, the number displays as asterisks (*) for privacy purposes.</li> <li>A new Verify TIN field was added.</li> <li>All TINs are now encrypted in the database.</li> <li>The TIN will no longer print on the OF-286.</li> </ul>  |
| 61                | Time         | Post Time/<br>Crews               | <ul style="list-style-type: none"> <li>If members of a crew are missing an Employment Code, time cannot be posted to any members of the crew.</li> </ul>   |
| 210               | Time         | Post Time/<br>Personnel/<br>Crews | <ul style="list-style-type: none"> <li>When posting Guarantee hours for AD employees, the number of Hours are now required.</li> </ul>   |
| 15                | Time Reports | Personnel Time Report             | <ul style="list-style-type: none"> <li>The Region/Unit code now prints on the Personnel Time Report (Fax/Print), when applicable.</li> </ul>   |
| 94                | Time Reports | OF-286                            | <ul style="list-style-type: none"> <li>A new Final option was added to the OF-286 screen. When this option is selected, the word "Final" prints in block 22 on the OF-286. When this option is not selected, the word "Interim" prints on the OF-286.</li> </ul>   |
| 44                | Uninstall    | General                           | <ul style="list-style-type: none"> <li>The bin folder will now be removed when the user uninstalls the I-Suite application.</li> </ul>   |