*AL 16.2.**

Admin/General

- Text size for narratives within the modules can now be increased. Most multi-line text boxes can be affected, which includes narratives, comments and other note type fields. For this to take affect adjust the Text Size option on the Appearance page located on the application settings screen.
- The attachment notification feature was added. This will show a small notification icon in the shape of an exclamation point near the top of the screen whenever the opened record has any files, images, or scanned documents attached. In addition to these, notifications for case notes and statements apply to incident as well. Clicking the exclamation icon will open a summary showing the counts and types of attachments. This feature is available in all modules that have potential for attachments.
- The MDIS name/vehicle interface is now available. Name and vehicle NCIC returns can now be 'pushed' from MDIS to RMS for use in reports. Modules with this feature include incident, accident, citation, warning tickets, ordinance tickets, activity log and processing. In order to use this feature, the latest version of MDIS must be installed. Please contact Southern Software support to assist in enabling this feature.
- The Two Factor Authentication feature has been added. When this feature is enabled users will be required to use a secondary authentication method to log into RMS in addition to the standard user/password requirement. One of three authentication methods can be chosen. Choices include: Google Authenticator or similar application, SMS text messaging, and YubiKey. Please contact Southern Software support to assist in enabling this feature.
- There is now the ability to have user passwords expire. To enable this feature, check the "Require Users To Change Passwords?" setting on the "General (cont)" page in the Application Settings screen found in the Administration section. There is also a setting to indicate the desired expiration timeframe and a setting to control notifications to the user.
- An option has been added to allow requiring strong passwords. To enable this feature, check the "Require Strong Password?" setting on the "General (cont)" page in the Application Settings screen. Strong passwords are based on the following policy:
    - Must be at least 8 characters in length
    - Must contain at least 3 of the following
        - Lower case characters (i.e. a-z)
        - Upper case characters (i.e. A-Z)
        - Numbers (i.e. 0-9)
        - Special characters (e.g. !@#$%^&*()_+|~-=\`{}[]:";'<>?,./)
- A feature has been added that will enable requiring a user to change their password at next login. To use this feature, check the "Require Password Change At Next Login?" setting found on the Personnel Records screen in the Administration section. Once this is set for a specific user, then they will be required to change their password before their

next login. Also added near this same setting is a display showing the date and time of the last password change.

Inbox

- There is now an option to have overdue assigned cases show highlighted in the warning color (red). To enable this feature for accident, incident, or arrest check the "Highlight Overdue Cases In User Inbox For Assigned Users" that is found in the accident, incident, and arrest settings screens respectively.

Incident

- The "Copy Incident" feature was added to the File menu. This feature allows for copying the currently open incident. Once the menu option "Copy Incident" is clicked the user is presented with a screen that allows for specifying what sections of the incident should be copied. Once the sections are chosen and the copy is made, the user is then presented with the option to immediately open the newly created incident record for editing.

Evidence

- Item status can now be searched in the module search. Searches can now more easily be created to determine items that are disposed, in custody or released.

Criminal Papers

- "Paper Location" was added to the Serve Criminal Papers screen in order to allow setting this when multiple papers are served.
- New service fields "Time Served", "Service Location" and "Reason For Non-Service" were added to the General page on the Criminal Papers screen. "Reason For Non-Service" is based on a lookup that can be customized if desired. These fields were also added to the Serve Criminal Papers screen, the module search, and the appropriate Criminal Paper printed reports.
- A new field "Assigned Zone" was added to track the zone the criminal paper is assigned to. This field is based on a customizable lookup and appears next to the "Officer With Paper" control on the General page. The field was also added to the module search, the "main" criminal paper report, and the service attempts report.
- A new feature was added providing the ability to inventory criminal papers. It is intended to help track all active criminal papers using a barcode system. The inventory screen is accessed via the File -> Inventory menu option found within the criminal papers screen. The inventory screen allows for narrowing down the papers to be inventoried, then these can be scanned with the barcode scanner. Once the scans are completed then the verification should be performed which will print the verification report showing any missing papers.
- Also as part of the new inventory feature Print Barcode and Print All Barcodes menu options were added to the File menu in order to print barcode labels. These will print either a single barcode of the displayed criminal paper or all papers that are currently open respectively. These barcodes then can be attached to the paper for future tracking with the inventory feature.

Civil Papers

- "Paper Location" was added to the Serve Civil Papers screen in order to allow setting this when multiple papers are served.
- "Affidavit Of Service", "Affidavit Of Non-Service", and "Affidavit Of Execution" reports were added. These can be found under the new Service option located under the File menu.
- Additional fields were added to the Civil Papers screen. "DSS Number" was added for use with family court papers near the existing "File Number" field and was also added to the Open Civil Papers screen to assist in searching for papers. New service fields "Time Served", "Service Location" and "Reason For Non-Service" were added on the General page. "Reason For Non-Service" is based on a lookup that can be customized if desired. These new service fields were also added to the Serve Civil Papers screen. "Nulla Bona Reason" was added to the Levy Info screen and it is also based on a customizable lookup. Each of these new fields were added to the appropriate Civil Paper printed reports and the module search.
- A new field "Assigned Zone" was added to track the zone the civil paper is assigned to. This field is based on a customizable lookup and appears next to the "Officer With Paper" control on the General page. The field was also added to the module search, the "main" civil paper report, and the service attempts report.
- A new feature was added providing the ability to inventory civil papers. It is intended to help track all active civil papers using a barcode system. The inventory screen is accessed via the File -> Inventory menu option found within the civil papers screen. The inventory screen allows for narrowing down the papers to be inventoried, then these can be scanned with the barcode scanner. Once the scans are completed then the verification should be performed which will print the verification report showing any missing papers.
- Also as part of the new inventory feature Print Barcode and Print All Barcodes menu options were added to the File menu in order to print barcode labels. These will print either a single barcode of the displayed civil paper or all papers that are currently open respectively. These barcodes then can be attached to the paper for future tracking with the inventory feature.

Gun Permit Applications

- Added feature to enable changing the date expires more easily. Buttons for increasing and decreasing the year were added next to the date expires field on the Permit(s) Issued page. Each button press will increase or decrease the year by one.

Officer Activity Log

- The "Others Involved" page was added to the "Event Details" screen. This section is intended to hold additional persons involved beyond the primary victim, complainant, or accused. A person type field was also added to allow for indicating the type of person involved. An additional section was added to the Operations Report to enable printing these additional people when needed.

Summary Reports

- "Arrest Details" report was added that lists arrest date, arrestee, age, arrest address, arresting officer, and offense for all arrests occurring within the specified date range.
- Added Court Date to the three "outstanding" civil paper reports.

- "Civil Papers Service/Non-Service Detail By Officer" and "Civil Papers Service/Non-Service Detail By Status" reports were added. These show details of the papers that were served or returned during the specified date range. The former groups by the serving/returning officer and the later groups by the status of the paper.
- "Criminal Papers Service/Non-Service Detail By Officer" and "Criminal Papers Service/Non-Service Detail By Status" reports were added. These show details of the papers that were served or returned during the specified date range. The former groups by the serving/returning officer and the later groups by the status of the paper.
- "Gun Permit Fee Summary By Permit Length" report was added. This shows a summary of the total fees collected, grouped by permit length, for permits issued during the specified date range.