ACTIVE works. | CAMP & CLASS MANAGER

Release Notes 7.4
April 11, 2017

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Release Summary

The purpose of this Release Notes document is to provide a brief, educational summary of the items updated or added in this product release.

Besides providing this document, we will also update existing documentation in the Help Center to show updated workflows. If you have additional questions about this release, please contact the Support team.

Release 7.4 is comprised of product updates on the Contact Us feature. Organization users can now add a new contact person that will be listed on the registration form and the online account to answer any questions your customers may have. Now, users have the flexibility of assigning different contact for each season, or session, as needed.

The default payment amount for internal registration has been updated as well. Previously, "Pay in full" by "Check" was selected by default, which caused many organizations to process an internal registration and mark it as "Paid in full" by accident. From now on, "Custom amount" and "Credit/Debit Card" Payment type will be selected by default so that Organization users must enter a custom amount or select the pay in full or deposit options to proceed with the payment.

Enhanced Product Features

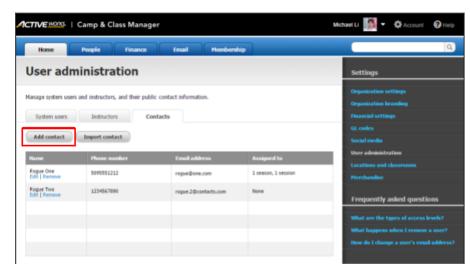## Assign Contact Person for Each Session

Organization users can create a new contact person, or add an existing system user or instructor as a contact person. They can be assigned to a season or session(s) they are responsible for. Their contact information will appear on the "Have Questions?" section on the registration form, and in the customer online account.
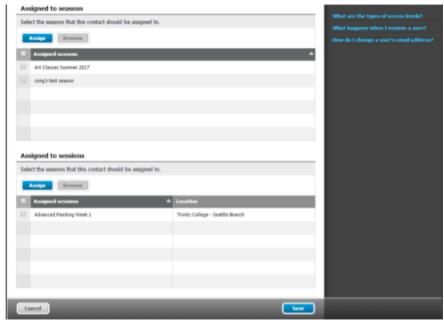
Add Contacts

1. From **Home** page, click Account on top right hand corner
2. Select **User administration**
3. Navigate to **Contacts** tab
4. **Add contact**
5. Enter required information:
   - First name
   - Last name
   - Phone number
   - Email address
6. **Save**

Assign Contacts

1. From **Home** page, click Account on top right hand corner
2. Select **User administration**
3. Navigate to **Contacts** tab
4. Click **Edit** under Contact name
5. **Assign** appropriate seasons and sessions to the contact
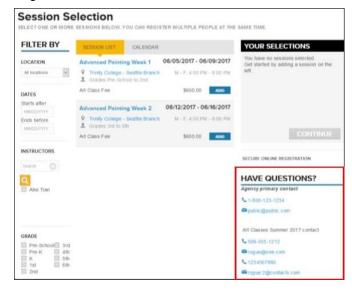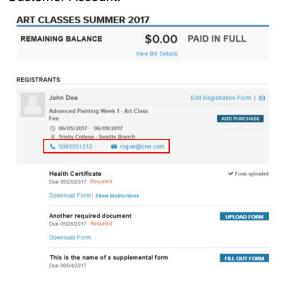6. **Save**

Customer Experience
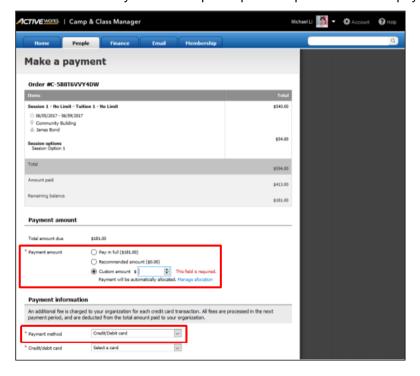
Registration Form:

Customer Account:

Default Payment Type and Amount Updated

During internal registration, the Payment method dropdown now defaults to Credit/Debit card, so that Organization Users cannot accidentally mark an order as being paid by Check or Cash without intentionally changing the Payment method to Check or Cash.

The Payment amount radio button now defaults to Custom amount, so that Organization Users must consciously enter a Custom amount or select the Pay in full or Deposit options to proceed with the payment.

http://support.activenetwork.com/camps | Release Notes

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