



# Camp & Class Manager 9.17 Release Notes

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Release Date	Tuesday, January 7 <sup>th</sup> , 2020
Release Overview	Parent-level Custom Questions CUI Color Scheme Customization Session-specific Deposits
Market/Strategic Goals	Product milestones and usability enhancements
Target Customers	Lite and Plus Customers

# Camp and Class Manager Release Notes

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# Camp and Class Manager Release Notes

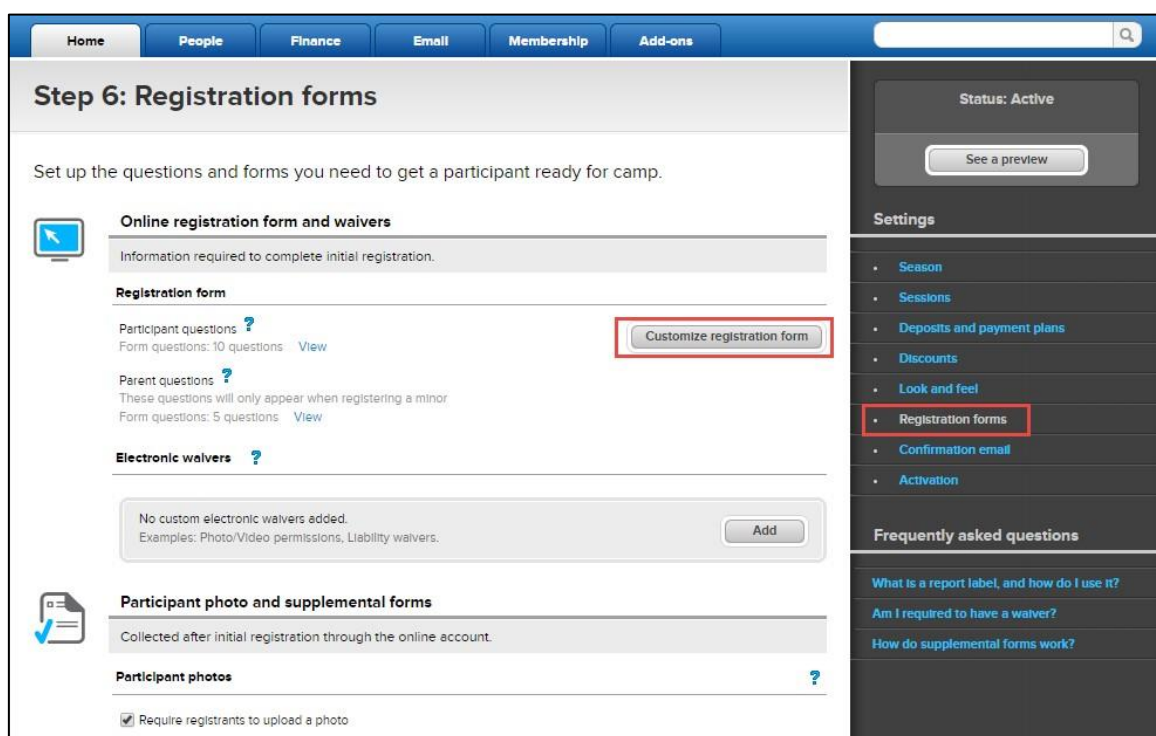
## Parent-level Custom Questions

To allow agencies to collect information that is relevant at the family/parent level, agency users can now add custom questions directly to the parent/guardian section on a registration form. For example:

- A question that is relevant only when asking a parent/guardian, such as “Do you have children that require daycare assistance during the session?”.
- A question that applies to all participants under a family and thus only needs to be answered once, such as “Is your family eligible for financial aid?”.

## Adding Parent-level Custom Questions

To add parent-level custom questions to a season’s registration form (AUI > **Home** tab > a season > **Setup** > **Registration forms** > **Customize registration form**), click the **Parent/Guardian questions** section > new **Add form element** dropdown > **Custom question** option.



# Camp and Class Manager Release Notes

## Customize Registration Forms

Select, edit, and order the participant and parent/guardian questions you would like to include on the registration form for this season.

### Participant questions

These are the questions that will be asked about people being registered.

\* First name  Required by ACTIVE

\* Last name  Edit

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### Parent/Guardian questions

These are the questions that will be asked of the person entering the registration.

\* First name

\* Last name

Gender  Male  Female Remove Edit

\* Date of birth  Required by ACTIVE Edit

**Add form element** dropdown menu:

- Custom question
- Subheader
- Text block

Similar to the existing participant-level custom question feature, on the **Add custom question** popup, agency users can select questions from existing custom questions or create a new custom question and then add it to the **Parent/Guardian questions** section on the registration form.

### Add custom question

#### Custom questions library

- test of dropdown question  
Multiple choice - choose one View answer choices | Delete
- Can you do the splits ?  
Multiple choice - choose one View answer choices | Delete
- Do you have any medical conditions?  
Multiple choice - choose many View answer choices | Delete
- Do you need childcare service during this session?  
Multiple choice - choose one View answer choices | Delete
- Is your family eligible for financial aid?  
Multiple choice - choose one View answer choices | Delete
- Do you have a family-discount (for registering more than 2 people)?  
Multiple choice - choose one View answer choices | Delete
- Do you need pickup service for your kids?  
Multiple choice - choose one View answer choices | Delete

#### Can't find the question you're looking for? Create a custom question

\* Question

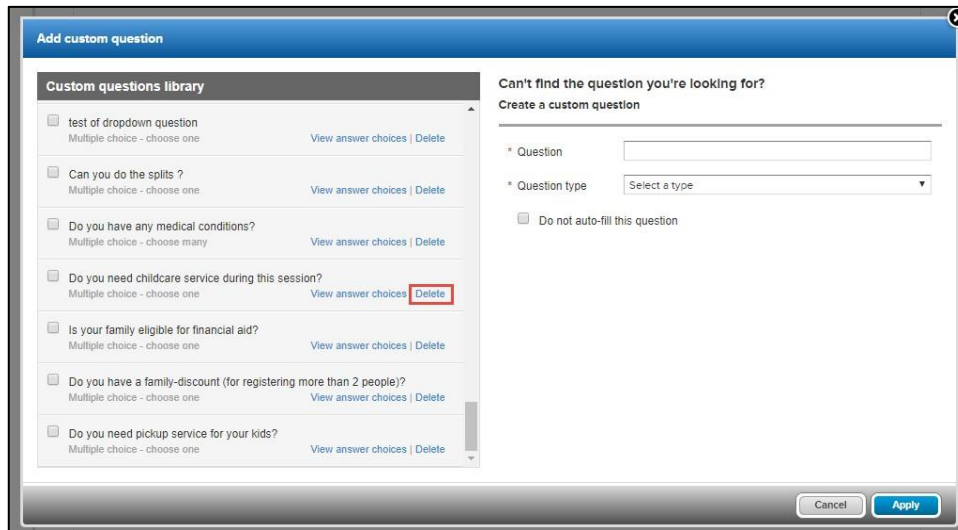
\* Question type

Do not auto-fill this question

Cancel Apply

## Camp and Class Manager Release Notes

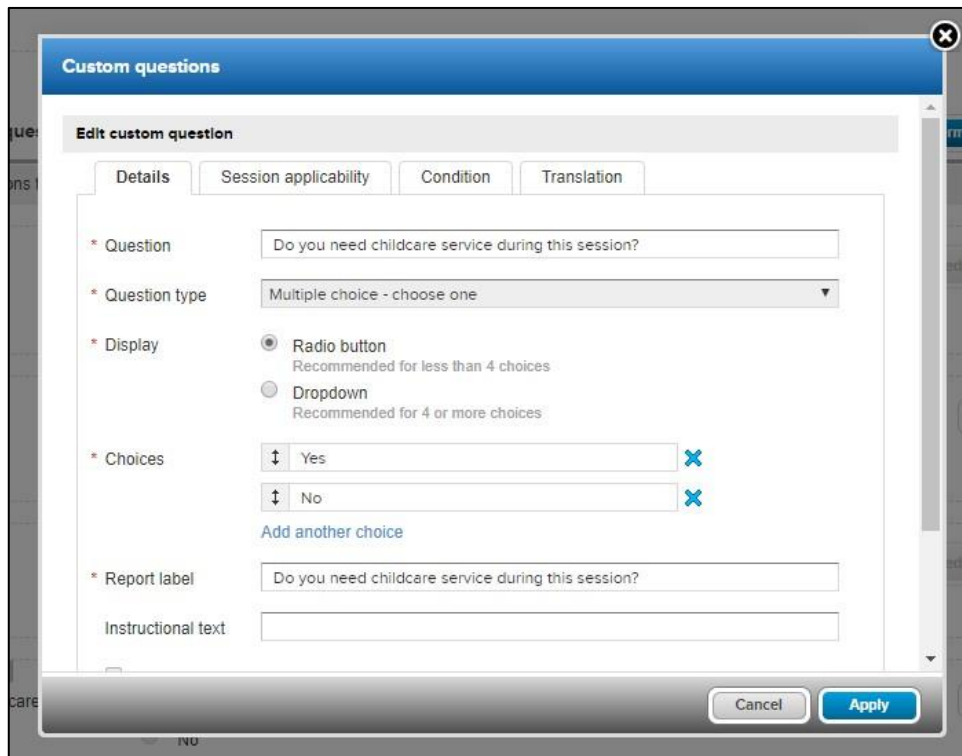
Agency users can also permanently delete a parent-level custom question from the question library by clicking **Delete** on the **Add custom question** popup (note: if a question is being used in any registration forms or follow-up forms, then users must remove the question from all these forms before deleting it from the library).



After a question is added, agency users can then drag-and-drop the question to its required location (within the **Parent/Guardian questions** section).

Similar to the existing participant-level custom question feature, to edit the details, session applicability, display condition or translation information of a parent-level custom question, click **Edit** to open the **Custom questions** popup.

# Camp and Class Manager Release Notes

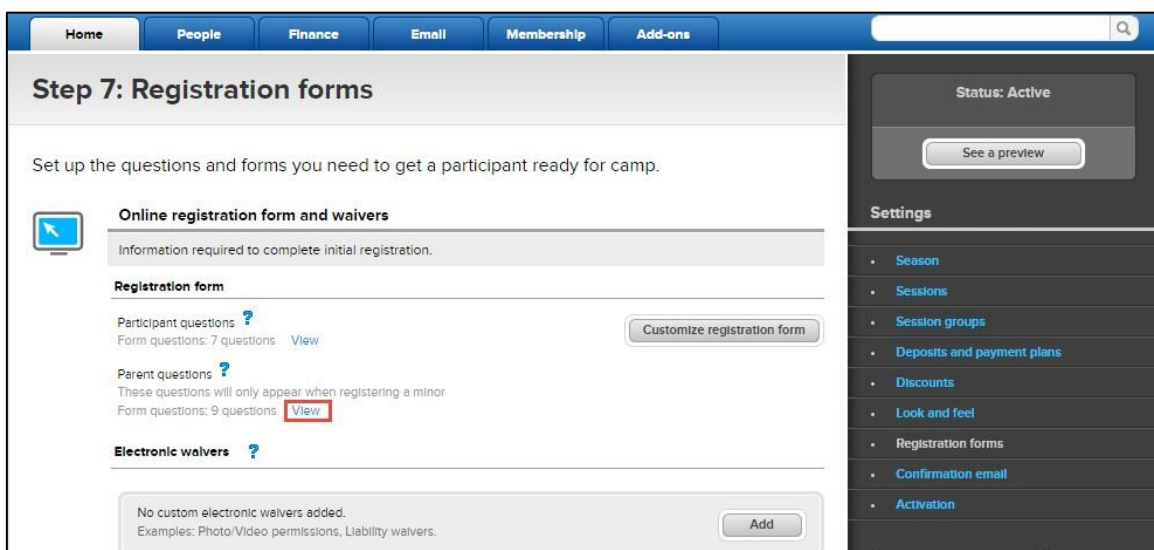


**Note:** By default, a parent-level custom question is displayed in all sessions in this season. If a question only needs to be displayed in specific sessions, then select the required sessions under the **Custom questions** popup > **Session applicability** tab.

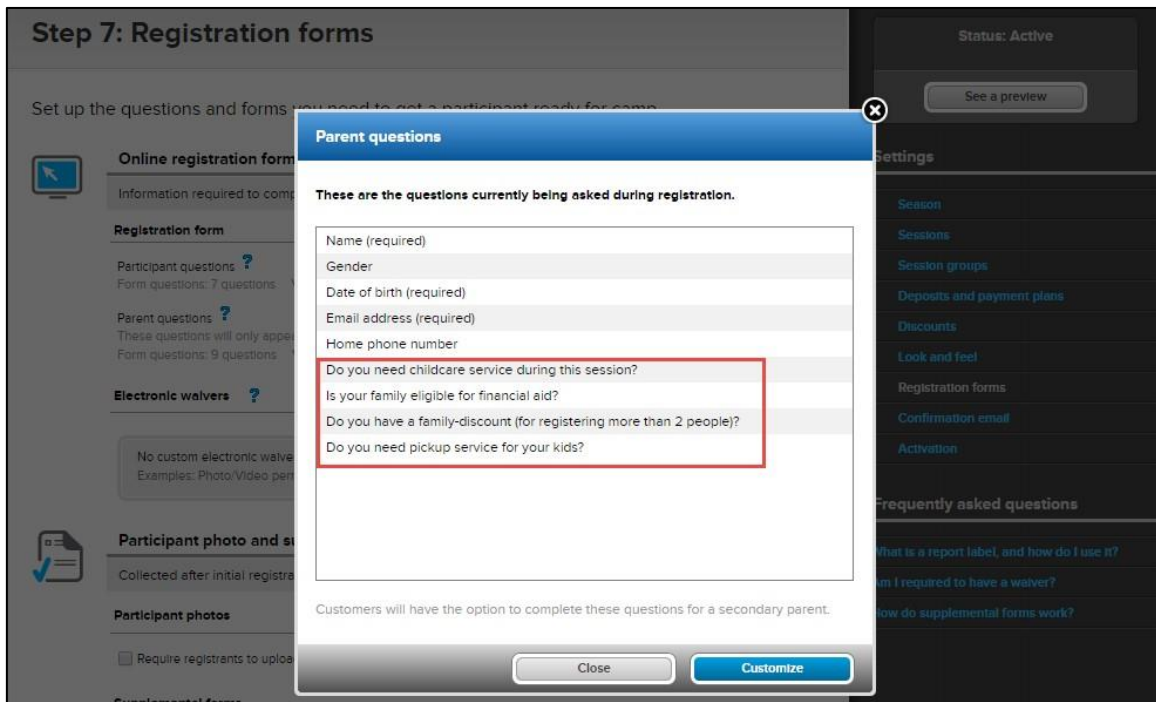
To hide a parent-level custom question from the registration form, click **Remove**.



After saving the configuration, parent-level custom questions are listed on the season setup > **Registration forms Online registration form and waivers** section > **Parent questions** > **View** > **Parent questions** popup:



# Camp and Class Manager Release Notes

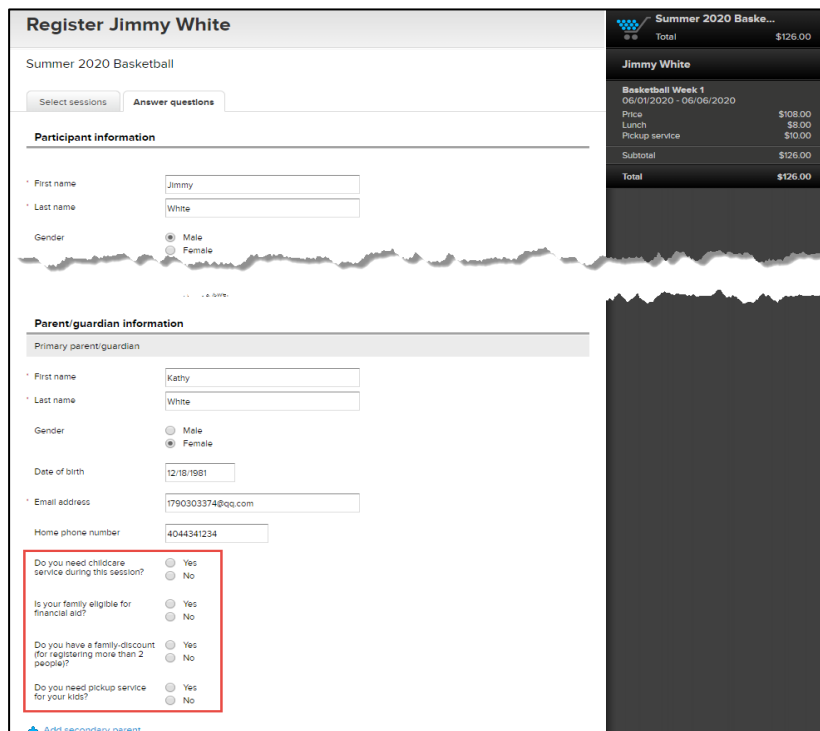


When copying a season that has parent-level custom questions, the questions are also copied to the new season.

## AUI: Display of Parent-level Custom Questions

Parent-level custom questions are displayed in the AUI Front Desk Registration (FDR) workflow and relevant reports:

Parent-level custom questions are displayed in the **Register someone** > required session > **Answer questions** tab > **Parent/guardian information** section:



## Camp and Class Manager Release Notes

After registration, agency users can change the answer to a parent-level custom question by clicking **People** tab > required participant > **View** > **Forms** section > **Registration forms** tab > **Edit** and then editing the answer to the required question.

**Credit balance info**

**\$508.00**  
Available credit

[Refund](#)

**Contact Information**

**Kathy White** [Edit](#)  
Primary parent  
home: 404-434-1234  
[1790303374@qq.com](mailto:1790303374@qq.com)  
123 test dr.  
United States, NE 12345

### White family

[Make payment](#) [Send email](#) [Register](#) [Download financial statement](#)

**Jimmy White** Male, Age 14, DOB: 12/18/2005 [Edit](#)

**Current seasons**

Summer 2020 Basketball [View](#)

Basketball Week 1 - 06/01/2020 - 06/06/2020

[Buy membership](#) [Authorized pickup](#)

**Family participants**

**Jimmy White**  
Male, Age 14  
1 registration

**June White**  
Female, Age 14  
1 registration

## Summer 2020 Basketball

Home > People > Jimmy White > Summer 2020 Basketball

**Jimmy White**  
Male | Age 14

[Make payment](#) [Send email](#) [Run reg form report](#) [Buy membership](#)

[Add photo](#)

**Registrations and attendance**

Registration information and attendance tracking for sessions in this season.

[Add registration](#)

**Actions** ▾ **Basketball Week 1**

🕒 06/01/2020 - 06/06/2020

📍 Innovation Tower

**Tuition**  
Price - \$108.00

**Session options**  
Pickup service - \$10.00  
Lunch - \$10.00

**\$0.00**  
Balance

**Season balance**

**\$0.00**  
Jimmy White

**\$447.50**  
Family

[View family finances](#)

**Waivers** [Edit](#)

Use permit3 Not received

Use permit Not received

Use permit 2 Not received

**Parent information**

**Kathy White** [Edit](#)  
Primary parent  
home: 404-434-1234  
[1790303374@qq.com](mailto:1790303374@qq.com)  
123 test dr.  
United States, NE 12345

**Forms**

**Registration forms**

<b>First name</b>	Jimmy	<a href="#">Edit</a>
<b>Last name</b>	White	
<b>Gender</b>	Male	
<b>Date of birth</b>	12/18/2005	
<b>Email address</b>	kjiang@one.com	
<b>Home phone number</b>	404-434-1234	
<b>Address</b>	123 test dr. United States, NE 12345	

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# Camp and Class Manager Release Notes

**Edit registration answers**

**Participant information**

\* First name: Jimmy  
\* Last name: White  
Gender:  Male  Female

**Parent/guardian information**

Primary parent/guardian

\* First name: Kathy  
\* Last name: White  
Gender:  Male  Female  
Date of birth: 12/18/1981  
\* Email address: 1790303374@qq.com  
Home phone number: 4044341234

Do you need childcare service during this session?  Yes  No

Is your family eligible for financial aid?  Yes  No

Do you have a family-discount (for registering more than 2 people)?  Yes  No

Do you need pickup service for your kids?  Yes  No

[+ Add secondary parent](#)

## Segment report:

When exporting a segment report (**People** tab > **Segments** section > **All segments** > required segment > **Export report** button), agency users can now add parent-level custom questions (listed under the **Choose columns** popup > **Available columns**) as exported columns in the report.

**Choose columns**

Search for a column

**Available columns**

- Participant: what kind of bike do y...
- Participant: why do you like biking
- Primary P/G: Do you have a family...
- Primary P/G: Do you need childcar...
- Primary P/G: Do you need pickup ...
- Primary P/G: Email address
- Primary P/G: Home phone number
- Primary P/G: Is your family eligible...
- Secondary P/G: Do you have a fa...
- Secondary P/G: Do you need child...

Reset to default Add a blank column

Search for a column

**Selected columns**

- Participant: Name
- Age today
- Participant: Home phone number
- Participant: Email address
- Primary P/G: Name
- Participant: Address
- Participant: City
- Participant: Gender

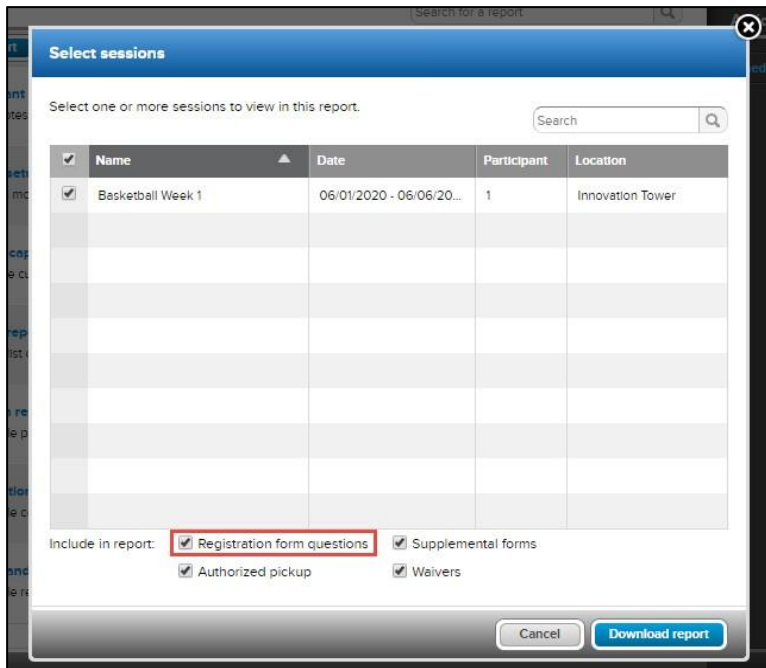
Column label

Cancel Save and download report

# Camp and Class Manager Release Notes

## Registration form report:

In the PDF-formatted registration form report (**Home** tab > a season > **Reports** > **Registration form report**), if the **Select sessions** popup > **Registration form questions** checkbox is checked, then parent-level custom questions are included in the report.



### Basketball Week 1

06/01/2020 - 06/06/2020  
Innovation Tower, Hong Kong, Hong Kong

Item	Total
Price	\$108.00
Pickup service	\$10.00
Lunch	\$8.00

**Jimmy White**  
Age 14 as of 06/01/2020

**Reg #:** 26312402  
**Balance:** \$0.00  
**Reg Date:** 10/28/2019  
**Status:** Confirmed  
**Dosha:** Not assigned

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### Parent/Guardian Information

Primary Parent/Guardian

**Name:** Kathy White  
**Gender:** Female  
**Date of birth:** 12/18/1981  
**Email address:** 1790303374@qq.com  
**Home phone number:** 404-434-1234

**Do you need childcare service during this session?:**

**Is your family eligible for financial aid?:**

**Do you have a family-discount (for registering more than 2 people):**

**Do you need pickup service for your kids?:**

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### Participant Information

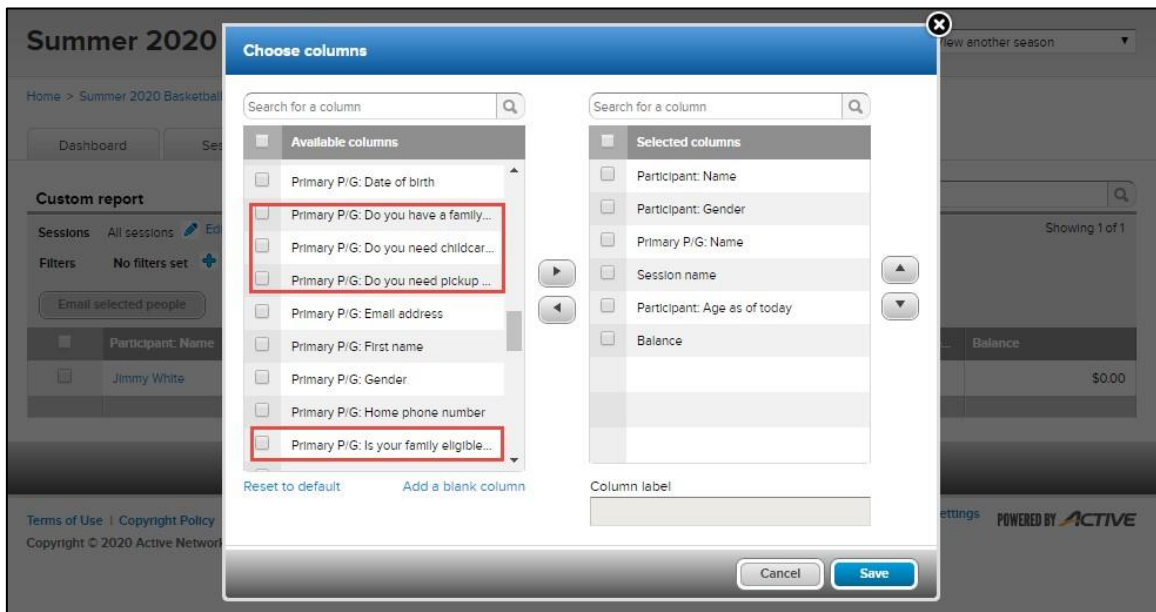
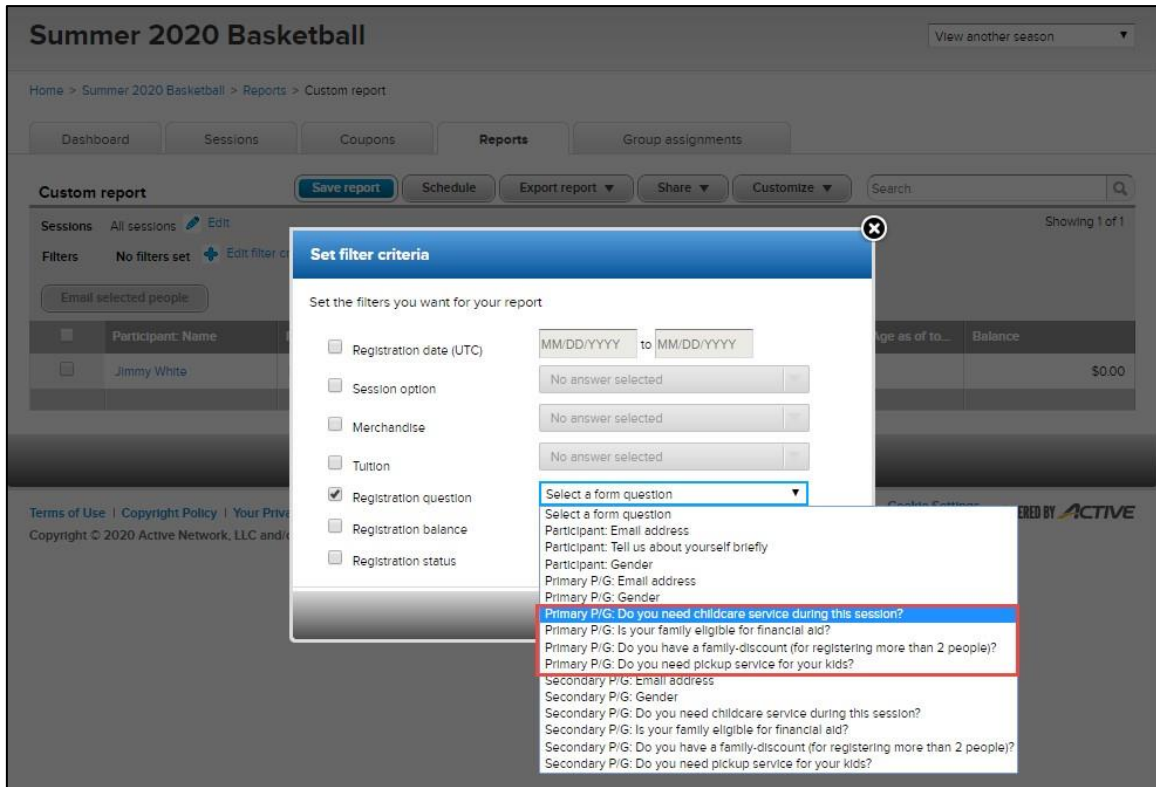
**Name:** Jimmy White  
**Gender:** Male  
**Date of birth:** 12/18/2005  
**Email address:** kjiang@one.com  
**Home phone number:** 404-434-1234  
**Address:** 123 test dr.  
United States, NE 12345  
United States

**Tell us about yourself briefly:**

# Camp and Class Manager Release Notes

## Custom season reports:

When creating custom reports (**Home** tab > a season > **Reports** > an existing custom report or **New custom report**), agency users can now filter results by parent-level custom questions (listed under **+ Edit filter criteria** > **Registration question** > the **Select a form question** dropdown) or add parent-level custom questions as columns in a report (listed under **Customize** > **Edit columns** > **Available columns**).



# Camp and Class Manager Release Notes

## CUI: Display of Parent-level Custom Questions

Parent-level custom questions are displayed in the CUI session registration workflow:

### CUI:

Location: a session > **ADD TO CART** > **CONTINUE** > log in > **Registration Information** > **Your Information** section

#### Desktop

#### Mobile

**Sattvic Retreats**

## Registration Information

COMPLETE THE FOLLOWING INFORMATION TO REGISTER

**1 | ENTER YOUR EMAIL ADDRESS**

**Kathy White**  
1790303374@qq.com [Sign Out](#)

**2 | PARTICIPANTS & OPTIONS** [Add sessions](#)

**Tracy White**

**Basketball Week 1**  
06/01/2020 - 06/06/2020  
Innovation Tower **Subtotal: \$108.00**

Price \$108.00

**3 | REGISTRATION FORMS**

**Your Information**

\* First name

\* Last name

Gender  
 Male  
 Female

\* Date of birth

\* Email address

Home phone number

Do you need childcare service during this session?  
 Yes  
 No

Is your family eligible for financial aid?  
 Yes  
 No

Do you have a family-discount (for registering more than 2 people)?  
 Yes  
 No

Do you need pickup service for your kids?  
 Yes  
 No

**Your Information**

\* First name

\* Last name

Gender  
 Male  
 Female

\* Date of birth

\* Email address

Home phone number

Do you need childcare service during this session?  
 Yes  
 No

Is your family eligible for financial aid?  
 Yes  
 No

Do you have a family-discount (for registering more than 2 people)?  
 Yes  
 No

Do you need pickup service for your kids?  
 Yes  
 No

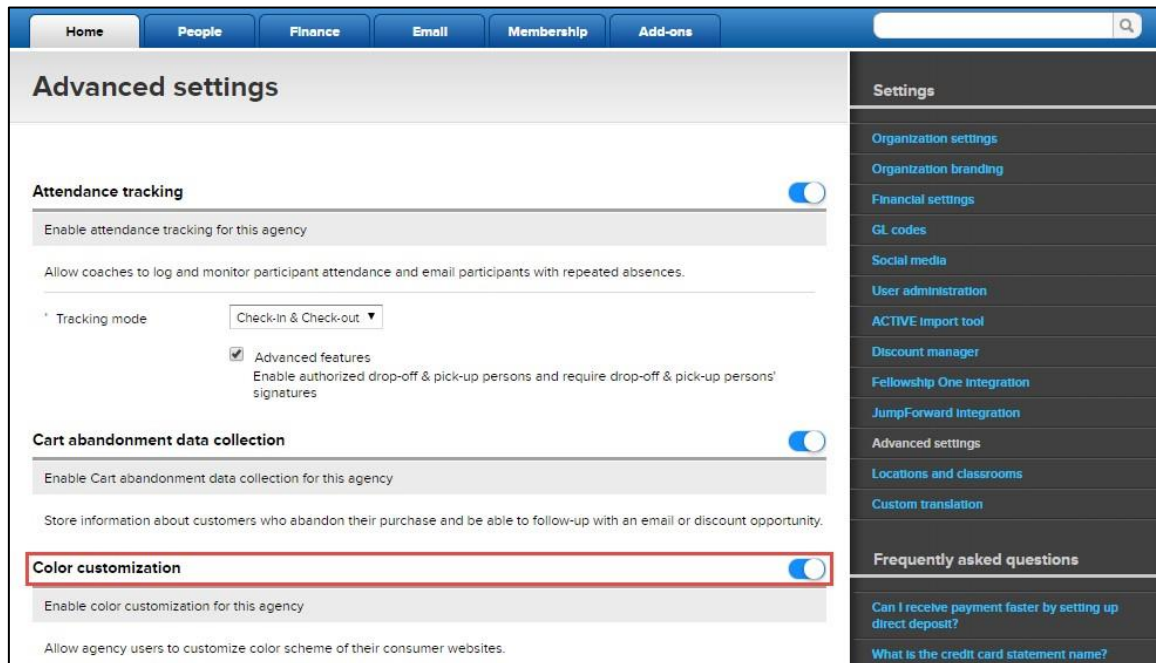
# Camp and Class Manager Release Notes

## Color Scheme Customization

To allow agencies to configure their consumer websites with an attractive color scheme that is consistent with their branding, ACTIVE administrators can now turn on the **Color customization** feature for agency users to customize the CUI color schemes at both agency and season levels.

## Enabling Color Customization Feature

Location: **Settings > Advanced settings > Color customization** switch (defaults to ON)



### Notes:

- The agency-level color scheme applies to ALL seasons including existing CUI color display. Users can configure the color scheme for a particular season that overrides the agency-level colors.
- Customized color scheme affects the CUI **Session selection** page, **SESSION INFORMATION** popup and Calendar view, but does not affect the CUI home page (**Programs** list page).
- After agency users have configured their agency-level and season-level color schemes, if this switch is turned off, then the color schemes will reset to the default ACTIVE color scheme.
- When copying a season/session with a customized color scheme, the color scheme configuration is also copied to the new season/session.
- This feature is not available on CCM Lite.

# Camp and Class Manager Release Notes

## Customizing Agency-level Color Scheme

Once the **Color customization** switch is turned on, a **Customize color** button appears on the **Settings > Organization branding** page. Agency users can customize the overall color scheme of their consumer websites by clicking this button. Users may also choose to use the default ACTIVE color scheme at the agency-level and only change colors for a particular season.

The screenshot displays the 'Organization branding' settings page. At the top, there are three buttons: 'Change background image', 'Change logo', and 'Customize color' (which is highlighted with a red box). Below these buttons is a 'Season list' section with a preview window showing a website header with the 'ACTIVE' logo and 'the Y Life' logo. The main content area of the preview is a grid of grey placeholder boxes. Below the preview is a 'Customer account page' section with another preview window showing a website header with the 'ACTIVE' logo and 'Sattvic Retreats' text, and a sidebar with the 'the Y Life' logo. At the bottom of the page, there are two checkboxes: 'Hide ACTIVE branding on registration form.' and 'Use agency branding on financial statement.'

**Organization branding**

Customize the appearance of your consumer websites where your customers purchase and manage registrations.

Change background image Change logo **Customize color**

**Season list**

**Customer account page**

Hide ACTIVE branding on registration form.  
 Use agency branding on financial statement.

**Settings**

- Organization settings
- Organization branding
- Financial settings
- GL codes
- Social media
- User administration
- ACTIVE Import tool
- Discount manager
- Fellowship One Integration
- JumpForward Integration
- Advanced settings
- Locations and classrooms
- Custom translation

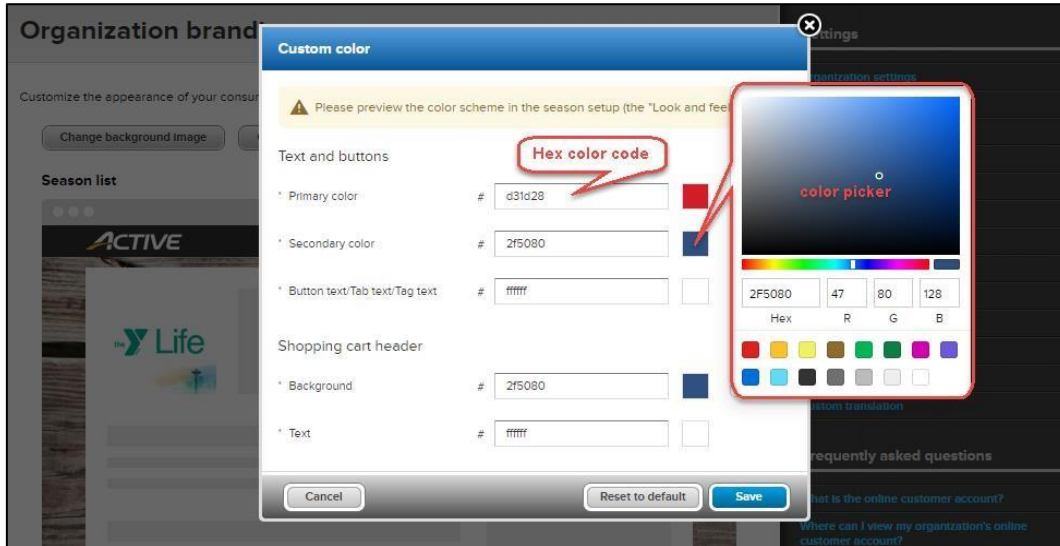
**Frequently asked questions**

- What is the online customer account?
- Where can I view my organization's online customer account?
- Why is my logo distorted?
- Why is my background image distorted?

## Camp and Class Manager Release Notes

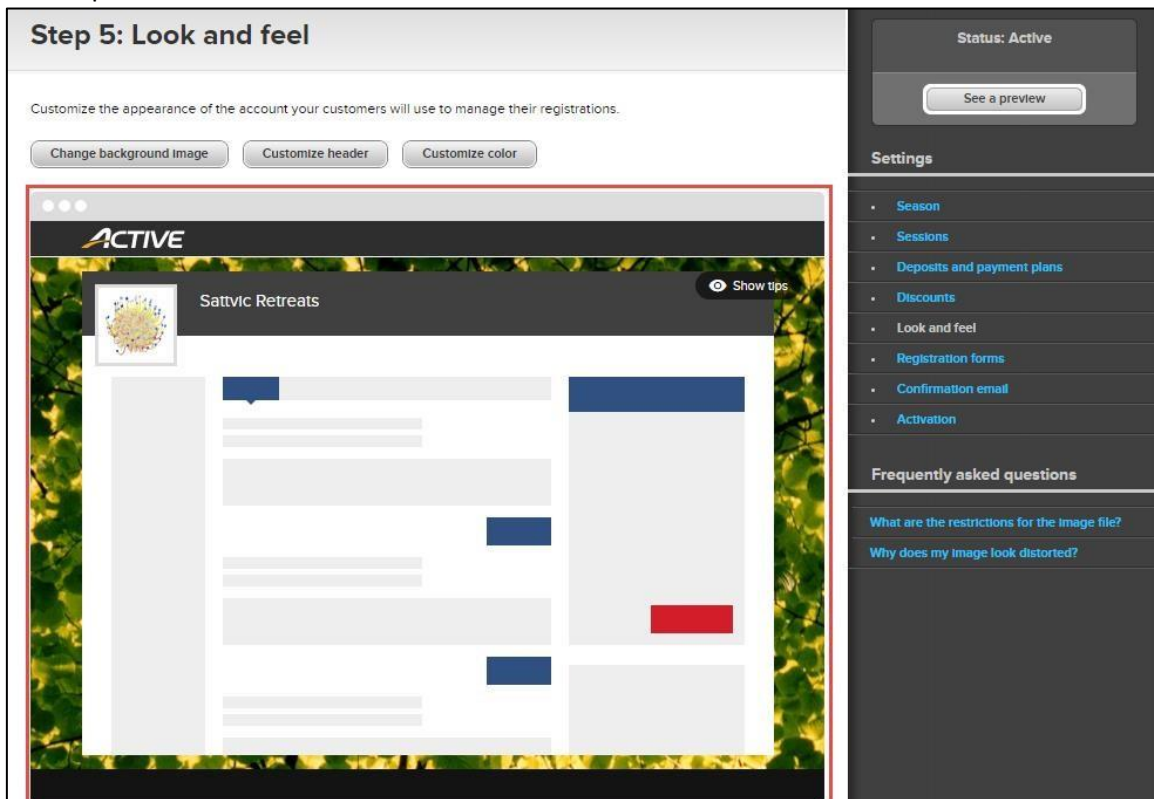
On the **Organization branding** page, since the uploaded logo and background image also apply to the CUI season-list page, a **Season list** template is now displayed for review (note: color scheme changes are not displayed for review in the **Season list** template).

Clicking the **Customize color** button opens the **Custom color** popup (defaults to the ACTIVE color scheme). Agency users can change the primary, secondary, shopping cart header, button text and shopping cart header text colors in their CUI websites by entering the required Hex color code or selecting a color in the color picker (users may use the color picker to check the equivalent Hex or RGB value and then edit as required).



To reset to the default ACTIVE color scheme, click **Reset to default**.

After saving the agency-level color scheme, users can preview the effect in the **Home** tab > any season > **Setup** > **Look and feel** step:



## Camp and Class Manager Release Notes

Note: Users can click **Show tips** to see a visual definition of the primary color, secondary color and shopping cart color.

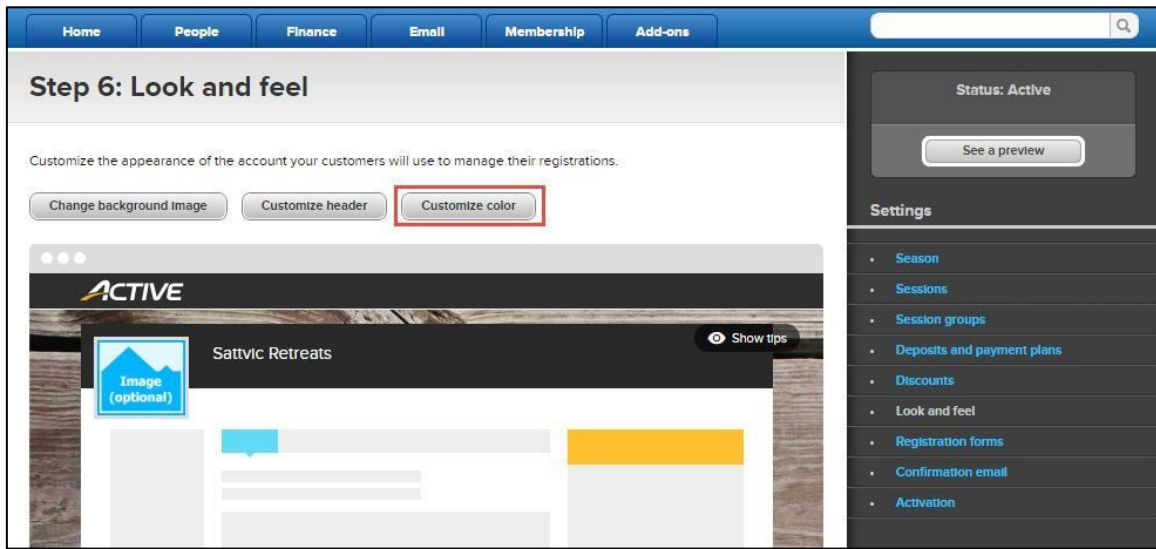
The image displays two screenshots of the Camp and Class Manager interface. The top screenshot shows a preview of a session page for 'Sattvic Retreats' with a 'Show tips' button highlighted. The bottom screenshot shows the 'Step 5: Look and feel' customization screen, which includes options to 'Change background image', 'Customize header', and 'Customize color'. A preview window shows the session page with color swatches for 'Shopping cart color' (dark blue), 'Secondary color' (medium blue), and 'Primary color' (dark red). A 'Close tips' button is visible in the preview window. The right sidebar contains a 'Status: Active' indicator, a 'See a preview' button, and a 'Settings' menu with options: Season, Sessions, Deposits and payment plans, Discounts, Look and feel, Registration forms, Confirmation email, and Activation. Below the settings is a 'Frequently asked questions' section with links for 'What are the restrictions for the image file?' and 'Why does my Image look distorted?'.

Users can then review color changes on the CUI **Session selection** page, **SESSION INFORMATION** popup and Calendar view.

# Camp and Class Manager Release Notes

## Customizing Season-level Color Scheme

Once the **Color customization** switch is turned on, a **Customize color** button also appears on the **Home** tab > a season > **Setup** > **Look and feel** page. Agency users can configure a season-level color scheme by clicking this button.



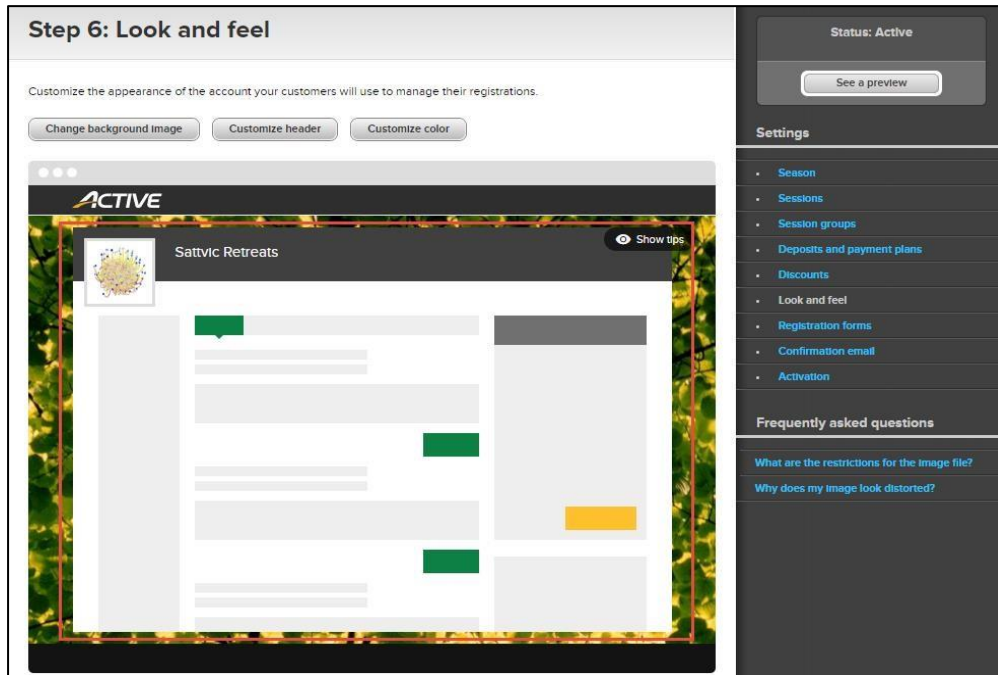
On the **Custom color** popup (by default, the color scheme inherits the agency-level color scheme), agency users can customize the primary, secondary, shopping cart header, button text and shopping cart header text colors that apply only to this season. This configuration will override the agency-level color scheme.

To reset to the agency-level color scheme, click **Reset to default**.



# Camp and Class Manager Release Notes

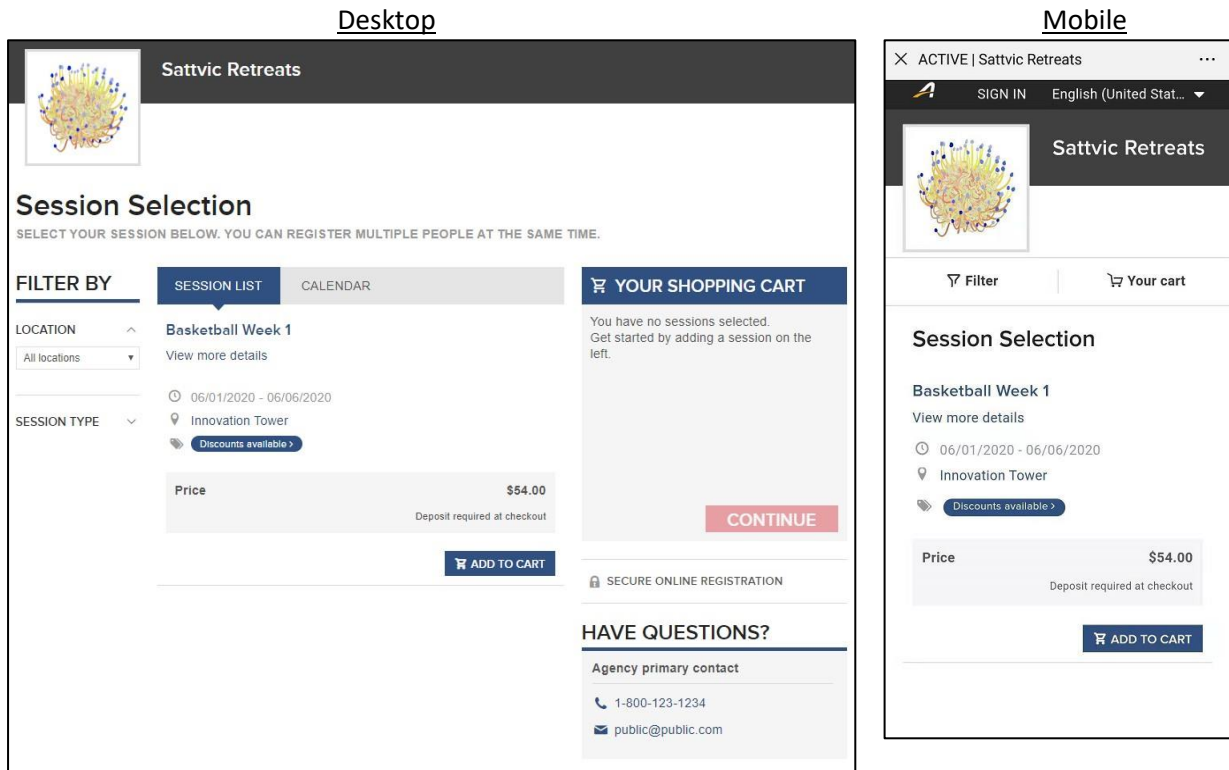
After saving the configuration, users can preview the season-level color scheme in the **Look and feel** step:



## CUI: Display of Customized Color Scheme

By default, the CUI sites display the default ACTIVE color scheme. Once agency users have configured and saved their customized color schemes, the configurations are then applied to both the normal and session-group CUI workflows on the following pages and popup:

**Session selection page:**



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**SESSION INFORMATION** popup (by clicking the session name, the **View more details** link or the discount tag (if available)):

Desktop

### SESSION INFORMATION ✕

**Basketball Week 1**

🕒 06/01/2020 - 06/06/2020  
📍 Innovation Tower  
🏋️ Athletics

\$27.00 off when you register 2 people

---

**Price** \$54.00 ADD TO CART

Deposit required at checkout

---

**Session Options**  
(Optional items chosen later in registration)

laundry service	\$5.00
extra-lunch box	\$10.00

CLOSE

Mobile

ACTIVE | Sattvic Retreats ⋮

### SESSION INFORMATION ✕

**Basketball Week 1**

🕒 06/01/2020 - 06/06/2020  
📍 Innovation Tower  
🏋️ Athletics

\$27.00 off when you register 2 people

---

**Price** \$54.00 ADD

Deposit required at checkout

---

**Session Options**  
(Optional items chosen later in registration)

laundry service	\$5.00
extra-lunch box	\$10.00

CLOSE

**Calendar view (desktop only):**

## Session Selection

SELECT YOUR SESSION BELOW. YOU CAN REGISTER MULTIPLE PEOPLE AT THE SAME TIME.

**FILTER BY**

LOCATION ^  
All locations v

SESSION TYPE v

SESSION LIST
CALENDAR

MONTH
DAY

< June 2020 >

SUN	MON	TUE	WED	THU	FRI	SAT
31	1 <span style="background-color: #0056b3; color: white; padding: 2px;">Basketball Week 1</span>	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

🛒 YOUR SHOPPING CART

You have no sessions selected. Get started by adding a session on the left.

CONTINUE

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🔒 SECURE ONLINE REGISTRATION

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**HAVE QUESTIONS?**

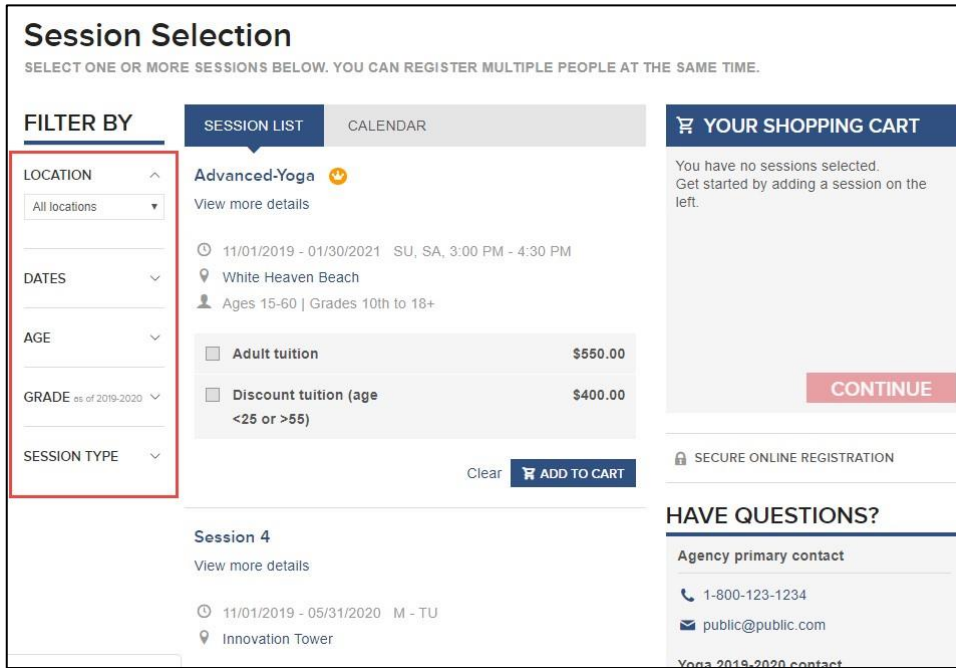
Agency primary contact

📞 1-800-123-1234

✉️ public@public.com

# Camp and Class Manager Release Notes

For improved usability, search filters on the CUI session selection page are now collapsible:



## Session-specific Deposits

Session-specific deposit information is now included in the season setup auditing report (**Home** tab > a season > **Reports** > **Season setup auditing report**):

- When a season deposit is changed to or from session-specific deposits, it is listed as *Deposit: Change initial deposit amount* in the **Type of change** column, and *blank* in the **Name of changed item** column.
- In the **Previous value** and **Final value** columns:
  - If the value is a session-specific deposit, then it is listed as *Different deposit amounts for different sessions*.
  - If the value is different from any session-specific deposits, then existing rules of previous and final values are applied (for example, *Pay deposit of \$10 or check out without making any payment*).

	A	B	C	D	E	F
	Type of change	Name of changed item	Previous value	Final value	Date of change (UTC)	User
2	Deposit: Chang deposit option available		08/15/2020	01/15/2020	12/09/2019 9:00:22 AM	Waiver001 Test002
3	Deposit: Chang deposit option available		08/15/2019	08/15/2020	12/09/2019 8:41:04 AM	Waiver001 Test002
4	Deposit: Change initial deposit amount		Pay deposit of \$30.00	check out without mak	11/28/2019 2:51:51 AM	Waiver001 Test002
5	Sessions: Change close registration date	Z-Session 11	11/30/2018	12/31/2019	12/09/2019 8:39:08 AM	Waiver001 Test002
6	Sessions: Change close registration date	Yoga for Girls!	09/30/2019	12/31/2019	12/09/2019 8:38:14 AM	Waiver001 Test002
7	Sessions: Change close registration date	Session 9	11/24/2018	12/31/2019	12/09/2019 8:37:21 AM	Waiver001 Test002
8	Sessions: Change close registration date	Session 8	11/30/2018	03/14/2020	12/09/2019 8:35:55 AM	Waiver001 Test002
9	Sessions: Change close registration date	Session 7	11/24/2018	02/15/2020	12/09/2019 8:35:20 AM	Waiver001 Test002
10	Sessions: Change close registration date	Session 6	11/24/2018	02/15/2020	12/09/2019 8:32:56 AM	Waiver001 Test002
11	Sessions: Change close registration date	Session 5	11/30/2018	01/01/2020	12/09/2019 8:32:12 AM	Waiver001 Test002
12	Sessions: Change close registration date	Session 4	11/30/2018	01/31/2020	12/09/2019 8:31:33 AM	Waiver001 Test002
13	Sessions: Change close registration date	Session 10	12/15/2018	12/31/2019	12/09/2019 8:30:35 AM	Waiver001 Test002
14	Sessions: Change close registration date	Beginner-Yoga	11/30/2019	12/31/2019	12/09/2019 8:30:05 AM	Waiver001 Test002