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Release 1.31 Overview

As part of our ongoing enhancements, we are pleased to announce our application was updated to our latest version 1.31 on the evening of Monday, August 18, 2009. All customers now have access to all updated features and capabilities, and no further action is required on your part.

Outlined below are some of the key enhancements and fixes you should know about. Please don't hesitate to contact us with any questions or issues, and as always, we truly appreciate your business.

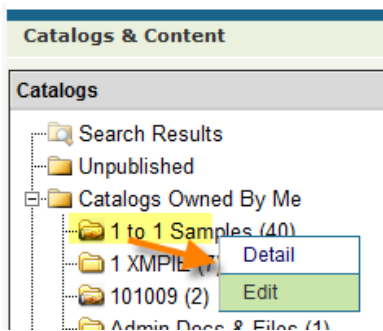
Sincerely, The Print Sf Support Team
support@printsfc.com
866-799-4773 x102

New Features and Capabilities

Ease of Navigation Features

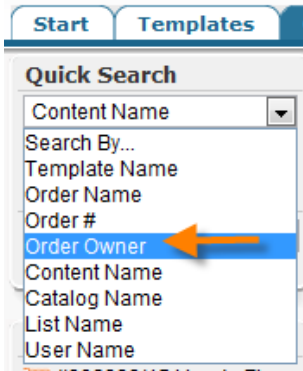
Jump to Catalog Edit or Detail pages

When browsing the Content Library, you may now mouse over any Catalog shown in the tree and RIGHT CLICK the mouse to click direct to the Catalog Detail or Catalog Edit pages (shown below).



Quick Search to Orders by Order Owner Name

To allow a marketing department User, for example, to quickly locate Orders owned by a specific sales rep or partner, the Quick Search panel now provides a search by “Order Owner” selection, which will search orders by the first and last names of the Order Owner (shown below).

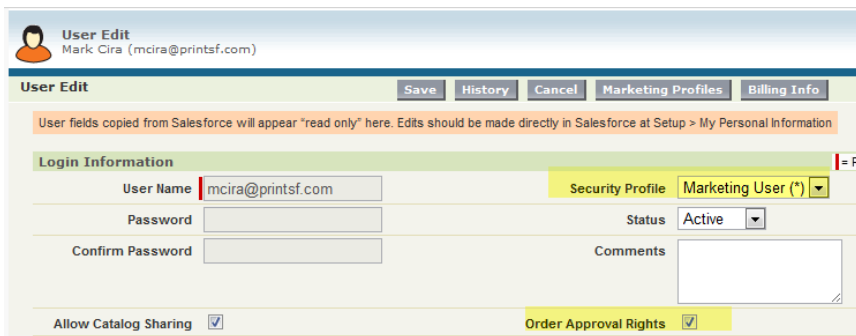


Order Management Features

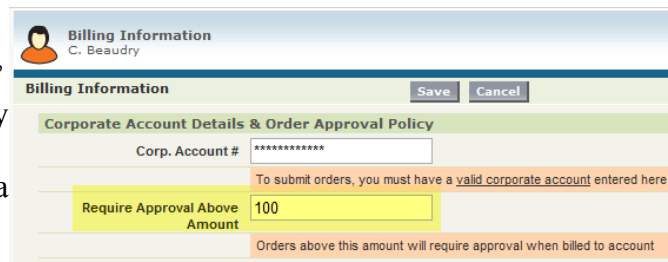
Order Approval Work Flow

To enable the marketing department to require approval on larger orders by sales reps or partners (or any order at all by setting a threshold of “\$0”), a new set of features related to Order approval work flow have been added. Any User with a Print Sf Security Profile of “Marketing User” may be given “Order Approval Rights”, which means they can set spending limits for “Sales Users”, with the Marketing User receiving a notification on Orders requiring approval. Marketing Users with Order Approval Rights can then review and submit the Order “as is” on behalf of the Sales User, or make adjustments to the Order and then submit.

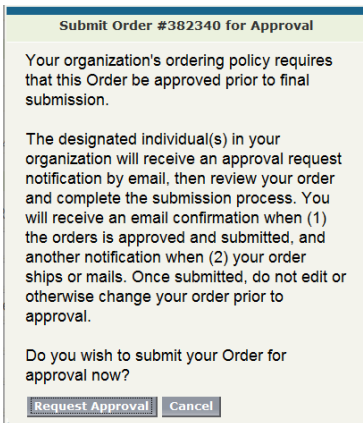
First, to grant a Marketing User “Order Approval Rights”, check the box shown below at the User Edit page. The User must have a Security Profile of “Marketing User” to be granted these rights (below):

A screenshot of a 'User Edit' page for a user named Mark Cira (mcira@printsf.com). The page has a header with the user's name and email, and a navigation bar with buttons for 'Save', 'History', 'Cancel', 'Marketing Profiles', and 'Billing Info'. Below the navigation bar is a warning message: 'User fields copied from Salesforce will appear "read only" here. Edits should be made directly in Salesforce at Setup > My Personal Information'. The main section is titled 'Login Information' and contains fields for 'User Name' (mcira@printsf.com), 'Security Profile' (Marketing User (*)), 'Password', 'Confirm Password', and 'Status' (Active). At the bottom of the form, there are two checkboxes: 'Allow Catalog Sharing' (checked) and 'Order Approval Rights' (checked).

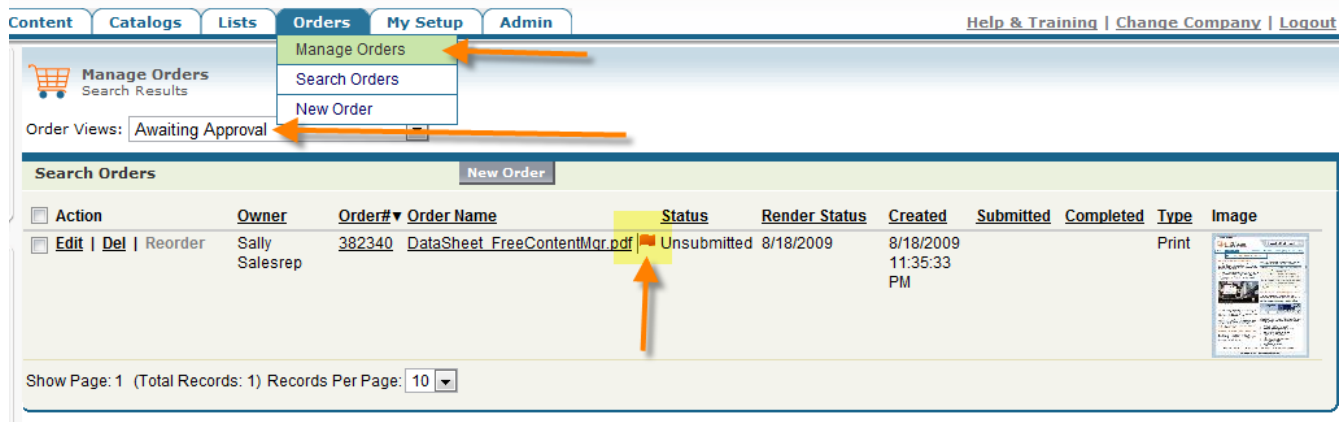
Second, to set a dollar amount above which a Sales User must get approval, enter a dollar amount in the “Require Approval Above Amount” field at a Users Billing Info page. A limit can only be imposed on Sales Users, not Marketing Users. Further, the limit only applies for orders billed to a Corporate Account, versus a user's own credit card.

A screenshot of a 'Billing Information' page for a user named C. Beaudry. The page has a header with the user's name and a navigation bar with buttons for 'Save' and 'Cancel'. Below the navigation bar is a section titled 'Corporate Account Details & Order Approval Policy'. It contains a 'Corp. Account #' field with a masked value (*****). Below that is a 'Require Approval Above Amount' field with the value '100'. A note below the field states: 'Orders above this amount will require approval when billed to account'. There is also a warning message: 'To submit orders, you must have a valid corporate account entered here'.

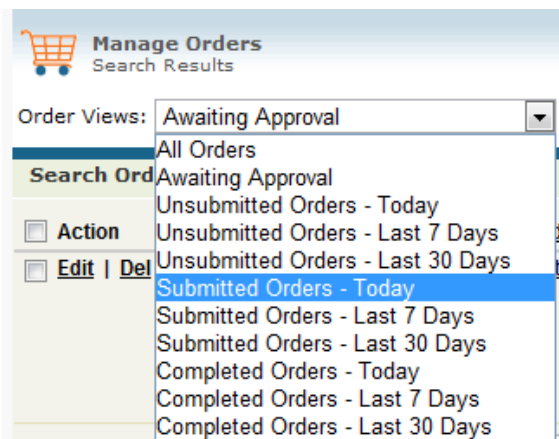
When a Sales User submits an Order, if the order total is above the specified limit AND it is being billed to account (versus credit card), they will see this notice:



Once the Sales User has submitted the Order for approval, Marketing Users with Order Approval Rights will receive an email notification. To allow Users to see a convenient list of all Orders awaiting approval, we have added a new “Manage Orders” page, which includes a “View” called “Awaiting Approval”. Orders awaiting approval will show an orange flag icon next to the Status field:



Note the Manage Orders page also includes a variety of other convenient views of your Orders:



Order Reports

To provide more visibility into who is ordering, spending amounts, and usage of your company's various collateral, our new release contains 3 new reports accessed under the Admin > Company Reports tab:

The screenshot shows the navigation menu with 'Admin' selected. Under 'Admin', there is a sub-menu for 'Company Reports' which includes 'Submitted Orders by Order Owner' and 'Completed Orders by Template'. The main content area shows a list of reports: 'Submitted Orders by Order Owner', 'Completed Orders by Template', 'Completed Orders by Order Owner', and 'Audit Trail Report'.

Reports allow you to set a date range and filter by All Users / All Templates, or report on a specific User or Template. Completed Orders by User (All Users) is shown below as an example:

The screenshot shows the 'Completed Orders by Order Owner' report interface. It includes a search filter for 'Complete Date between 3/1/2009 and 3/31/2009' and 'where Owner is All Users'. Below the search filter is a table of report results.

Order Owner	Complete Date	Order#	Order Name	Template	Quantity	\$ to Card	\$ to Account	Order Total
Athan Anas	3/13/2009	381319	OC20090422CMGDFrindt (Mailed)	Speaker	49	\$55.86	\$0.00	\$55.86
Athan Anas	3/13/2009	381321	OC20090422CMGD-Frindt (Extras)	Speaker	49	\$40.96	\$0.00	\$40.96
Athan Anas	3/19/2009	381337	BO20090428CMGD-Johnson-Smith(Extras)	Speaker	27	\$25.70	\$0.00	\$25.70
Athan Anas	3/19/2009	381332	BO20090428CMGD-Johnson-Smith	Speaker	98	\$111.72	\$0.00	\$111.72
Total of 4 Orders for Athan Anas					223	\$234.25	\$0.00	\$234.25
Direct Mail	3/5/2009	381247	MM20090416CMGD-Johnson	Speaker	46	\$68.03	\$0.00	\$64.98
Direct Mail	3/5/2009	381262	MM20090416CMGD-Johnson	Speaker	50	\$40.01	\$0.00	\$40.01
Direct Mail	3/11/2009	381305	SM20090423CMGD-Parr	Speaker	68	\$77.52	\$0.00	\$77.52
Direct Mail	3/19/2009	381306	SM20090423CMGD-Parr(extras)	Speaker	75	\$60.54	\$0.00	\$60.54
Total of 4 Orders for Direct Mail					239	\$246.10	\$0.00	\$243.05
Jennifer Prichard	3/24/2009	381406	CIE - Houston 5/5	CIE Postcard	412	\$0.00	\$387.28	\$387.28
Jennifer Prichard	3/24/2009	381401	CIE Cincinnati	CIE Postcard	156	\$0.00	\$146.64	\$146.64
Total of 2 Orders for Jennifer Prichard					568	\$0.00	\$533.92	\$533.92
Sean Towey	3/24/2009	381377	Folded Small Postcard April Workshop	Folded Small Postcard w/ List	16	\$21.60	\$0.00	\$21.60
Total of 1 Orders for Sean Towey					16	\$21.60	\$0.00	\$21.60
Grand Total of 11 Orders by 4 Users					1046	\$501.94	\$533.92	\$1,032.82

Fixed Bugs

List Import from Campaigns / Company or Account Name

In version 1.30, a bug was inadvertently introduced which, when building a direct mail list from a SF Campaign, caused the Contact Account Name to not show in the imprinted mailing address, even though it had been properly field mapped. This has been resolved in version 1.31.