PaperTrl's Latest News and Updates

The team at PaperTrl would like to share what we have been working on! Keep reading to see what changes we have made to our platform.

New Features

Release Date: May 15th, 2023

Mandatory Fields

Where to find it: Settings / Field Configurations / Mandatory Field Configuration

You now have the option to choose to have Project Code/Task and Department be a mandatory field. You can choose if you would like these fields to be mandatory on each individual transaction, Bill, PO, or Expense Report.

Accounts Tied to Projects

Where to find it: Projects / Edit / Accounts

When editing a Project, you can select the accounts associated with that Project, so when you process a Bill or PO and select a Project, only the assigned Accounts will appear in the drop down at the line item level.

Users Assigned To Projects

Where to find it: Projects / Edit / Users

When editing a Project, you can assign Users to that Project, so only they will have visibility to transactions related to that Project.

Reminder Emails

Where to find it: Settings / Configurations / Reminder Configuration / Create Reminder

Users with Approval Override permissions will no longer receive reminders for Bills not assigned to them. If you would like to continue receiving all Reminder Emails you can configure that in Settings.

Please share our newsletter with any of your colleagues. If you have questions or need additional resources reach out to your customer success manager, support@papertrl.com. You can also reach out to me as well!

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