

## Release Summary Notes for Maestro Version 5.1.001 – 5.1.035

**\*\* All Incidents and Enhancements included in Release Summary Notes for Maestro Version 5.0.031 – 5.0.060 are also included in this release. Please refer to the appropriate Release Summary Document for full details on all new features. \*\***

Incident #	Prob Type	Description	Assigned	Project
51844	EN	<p><b>Maestro Message Integration with an Email Application</b></p> <p>Based on a new system option, Maestro Messaging (Trace Messages, Clerk Messages and Auto Generated Messages such as Password Changes) can now be sent to an email application.</p> <p>During each Night Audit, Maestro will review all traces that are marked as Unread and Undone, that are due the following day by user and send all traces via an email message to that clerk. The Clerk Code must have a valid email address on the Clerk Extra Information Screen.</p>	5.1.022	GB
51980	EN	<p><b>SMS Generated Alert Messages</b></p> <p>SMS Generated Alert Messages may now be configured for Staff Members with any Maestro Messages, Group Guests with any message and Guests belonging to a particular Guest Type or Rate Type.</p>	5.1.024	GB
52129	EN	<p><b>Ability to send Language Specific eForms</b></p> <p>A new option on the Email Setup screen now allows the user to set the entire eForm system to be language specific. If no option is filled in, Maestro will continue to send emails as expected.</p> <p>If the new option is turned on, eForms must be created for all valid languages. Languages are based on the Client Language Preference entered on each Client Profile. An eForm must then exist for all valid form languages as well as for a "Blank" Language to capture all profiles where a language has not been selected.</p>	5.1.018	GB
52179	EN	<p><b>Wild Card and Soundex Search Options for Guest Names</b></p> <p>The ability to perform a "Wild Card" Search from any Guest Name Look Up Screen, Reservation Look Up by Last Name, Guest History Profiles, Switchboard and the Dashboard. When using the Wild Card Search, users may enter a wild card character of * to replace many characters or may enter a ? to replace one character.</p> <p>For example, using a Wild Card Search with a * for Mc*, will return all guest names that start with Mc regardless of how they end. If a Wild Card Search with a ? was used for Mc?, Maestro would only return any guest names that were three characters long starting with Mc.</p> <p>The Soundex feature must be selected on the Search Screen. When in use, Maestro would return values that have the same phonetic sound. For example, if a Soundex Search was done for Smith, the Search results would return Smith, Smithe, Smythe, etc.</p> <p>Soundex and Wildcard Searches may be used together however only the Guest Name field should be used when performing this search. No other criteria should be entered.</p>	5.1.015	GB
52383	EN	<p><b>Advanced Housekeeping Management for Multi Property</b></p> <p>Maestro now supports allowing housekeeping to manage all rooms for all hotels as though they were a single property. A new system option must be turned on for this new feature.</p> <p>If this new feature is turned on, the Housekeeping Display Screen, Room Assignment Screen and Housekeeping Reports will show all rooms for all properties. All Maintenance Programs still require property specific Service Plan</p>	5.1.025	GB

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configuration.

52384	EN	<b>Housekeeping Cart Inventory</b>	5.1.029	GB
<p>A new configuration option is now available to setup a 'list' of inventory and supplies required when cleaning each room. Items are based on the Room Number, the type of service and the number of guests in the room.</p> <p>When in use, the Housekeeping Assignment sheets will show a summary of items required to be on the Housekeeper's Cart to clean all assigned rooms.</p> <p>Setup can be completed either from the Housekeeping Configuration Screen or by using the "Contents" Pulldown menu in Global   Setup   Buildings/Rooms.</p>				
52175	EN	<b>"Contact Us" Information under the Help Menu</b>	5.1.015	GB
<p>A new option has been added under the Help Menu in each Maestro screen, called Contact Us. When selected, users will see the Main Maestro Number and Maestro Support contact information.</p>				
52331	EN	<b>New Reports in CSV File Format / Able to be Emailed</b>	5.1.027	GB
<p>Two new reports have been created under the Management Reports Menu in Maestro for "Revenue to Budget and Pace" and "Call Production Report". These new reports require setup to generate in .CSV file that can be emailed. Email addresses can be setup for both Night Audit Report printing and Contingency Report printing. When the option for Email is chosen, no report will print to a printer.</p>				
52402	EN	<b>Default Business Date – Calendar vs. Audit Date</b>	5.1.024	GB
<p>A new global option is now available to allow properties to control whether the current business date is the audit date or the calendar date. For additional details on this feature, please contact a Maestro Team Member.</p>				
51067	EN	<b>Option to Show Just Vacant Ready Rooms During Check In</b>	5.1.018	FD
<p>A new Filter has been added to all Room Number Available Screens to allow the user to input a Room Status to display. If entered, only rooms matching the criteria will be displayed, if no value is entered, Maestro will display all rooms that are expected to be available when the guest arrives.</p>				
51920	EN	<b>Additional Room Details on Switchboard Screen</b>	5.1.020	FD
<p>The Switchboard Screen has been enhanced to include additional room details including Full Room Type Name, Description, Extensions and Default Phone Line Type. In addition, the screen size has also been expanded to show more Search Results at one.</p>				
51925	EN	<b>Ability to Reverse Check Ins</b>	5.1.018	FD
<p>Front Desk Individual Guest Reservations that are Checked In may now be reversed on the arrival date based on a new authorized function (FD   RCI). The reservation will revert back to a Reserved Status when the Un Check In Option is used.</p>				
51926	EN	<b>Ability to Check In All Sharers Assigned to Room on Arrival Day</b>	5.1.018	FD
<p>A new system option has been created to determine how to handle Sharer Reservation Check Ins. If the new feature is turned on, once the first Sharer has been checked in, Maestro will ask the user if they wish to Check In all Sharers for that room who are Arriving today. If the User selects Yes, Maestro will proceed to Check In each sharer reservation using the established Check In process until all</p>				

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		sharers for that day have been Checked In.		
51879	EN	<b>Rooming List Import from Excel Spreadsheet</b>	5.1.011	FD
		Maestro now supports the ability to import Rooming Lists completed on an Excel Spreadsheet based on a specific spreadsheet criteria. For additional information on this feature, please consult a Maestro Team Member.		
51881	EN	<b>Override Dirty Room Status at Check In</b>	5.1.015	FD
		A new system option has been created that allows the ability for a Manager with appropriate permission to allow a Check In to a not ready room.		
51883	EN	<b>Hold Room Assignments Until Room Move Completed</b>	5.1.007	FD
		When moving room assignments, users may now place a hold on all rooms involved in a selected room move to prevent the loss of rooms involved in the room move, to be lost to other reservations begin made. Rooms may be placed On Hold during the room move and then can be "Unheld" once all moves are completed and the rooms are no longer needed.		
51882	EN	<b>Swapping Rooms Assigned to Two Reservations</b>	5.1.011	FD
		A new option is now available from the Room Tape Charts to allow users to Swap an assigned room on one reservation with another assigned room on another reservation. The new Option for Move / Start Swap allows the user to "tag" one reservation and then "tag" another reservation which indicates to Maestro to swap the room numbers assigned if criteria are met.		
		This feature currently works for swapping Two Reserved Rooms that are assigned to Arriving Reservations. Both Reservations must have the same arrival and departure date. Suites cannot be moved this way currently.		
		If a reservation, to be swapped, is part of a Group and the assigned Room Types are different, the block will be adjusted by adding the new room and subtracting the old room to ensure the overall block does not change.		
52173	EN	<b>Group Guest Room Swap from Rooming List</b>	5.1.015	FD
		From the Window Menu in the Group Rooming List Screen, users may select the "Swap Room List" menu option. This feature will allow users to swap rooms for all group members arriving and departing with the main group block including the day of arrival, prior to Night Audit.		
		When the Swap Room list option is selected, Maestro will ask the user to confirm the date range and then present a Swap Room screen to swap one or more reservations by room type or room number.		
51929	EN	<b>Waitlist Room Types / Numbers for In House Guest Reservations</b>	5.1.023	FD
		A new system option is now available to allow In House Guest Reservations to have a "waitlisted" room also assigned when the room that the guest requests is currently in use.		
		The guest reservation must be checked into a room type and room number and must be In House. A room or rooms can be 'waitlisted' on this guest reservation indicating a room move preference or request.		
		If a room remains "waitlisted" on an in house reservation, no charges will occur during the Night Audit for the Waitlisted Room and the "Waitlist" will remain in place for all additional days of the guest or room request.		
		Dynamic Package rates may be used however all Forced Items will remain		

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		“Unbooked” and can only be booked when the inventory is confirmed.		
52097	EN	<b>Ability to Block Group Components from Group Master</b>	5.1.020	FD
		When using Maestro’s integrated Spa & Activities module, users may now block a specific number of Spa appointments based on the Rate Type associated with the Group Master, based on dates of stay and available times.		
		Two new menu options are now available from the Inventory Pull Down Menu within the Group Master.		
		“ <u>Group Components Display</u> ” allows users to easily see the components that make up the assigned Group Rate including available days and upgrade pricing which allows the user to audit the assigned rate for accuracy.		
		“ <u>Group Block Spa Time Slots</u> ” provide the user with an entry screen based on the assigned Dynamic Rate Type, to block a specific number of Services by Time Slot.		
51384	EN	<b>Dynamic Package Template Activities Booking</b>	5.1.007	FD
		When a Dynamic Package Template is created with one or more 3 <sup>rd</sup> party Activities assigned, Maestro now validates the selected activity at the time of booking and will prompt the user if they attempt to book an activity for a day not included in the Template. Users may choose to still book this item and it will be included in the package.		
52045	EN	<b>Setup Display on Single Day Function Room Availability Screen</b>	5.1.020	SC
		A Toggle Button has been added to this screen to allow Users to view Booking Name Display (as it is currently) or by Setup Style Display. If subevents in the room have different setup styles, the setup description on screen will change when the new subevent starts.		
52454	EN	<b>Assigning Health Attributes to Client Profiles in Spa</b>	5.1.033	CM
		Users may now drill down to attach Health Attributes to a Client Profile from the following screens:		
		<ul style="list-style-type: none"><li>- Service Booking Entry Screen</li><li>- Services by Day – Quick Book</li><li>- Provider Bookings – Quick Book</li><li>- Guest Service Booking List</li></ul>		
52258	EN	<b>Reorganization of Member Reports</b>	5.1.031	CM
		All Member Reports have been relocated to the Reports Menu from the Member Menu.		
		Additionally, the Ledger Report has been renamed “Member Ledger Report”		
52257	EN	<b>Additional Details on the EFT Member Folio Details Screen</b>	5.1.032	CM
		Additional Details have been added to the EFT Member Folio Details Screen including:		
		<ul style="list-style-type: none"><li>- Billing Transaction Date</li><li>- Posting Code</li><li>- Posting Code Description</li><li>- Profit Center</li><li>- Clerk Code (the clerk who performed the billing)</li></ul>		
52256	EN	<b>Enhanced EFT Member Billing with F&amp;B Credits</b>	5.1.031	CM
		Maestro configuration now supports the ability to setup and apply Food and		

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		Beverage Credits. Credits and Debits for F&B are applied based on a specific profit centers associated with each posting code. For additional details, please consult a Maestro Team Member.		
52261	EN	<b>Member Pre-Billing Report</b>	5.1.031	CM
		A new report for Member Pre-Billing is now available from within the Generate EFT screen to ensure accurate EFT billing. The report lists all Members with a current balance, F&B purchased and F&B Credits.		
52262	EN	<b>Member Unused F&amp;B Credits Report</b>	5.1.031	CM
		A report listing all Member Unused F&B Credits can now be found under the Report Menu in Spa & Activities.		
52265	EN	<b>Expired Members Report</b>	5.1.033	CM
		This new report provides details for Members whose Membership has or will be expiring based on the date range selected. This report can be run from the Report Menu in Spa & Activities.		
52222	EN	<b>Ability to Select AR Settlement Folio for Service Booking</b>	5.1.024	CM
		Within the Service Booking screen, users may now Search by Folio Number as well as by Account Name. The appropriate A/R name, once selected will display in the A/R Client Code field for the Service Booking.		
52158	EN	<b>Restrict Table Reservations by Volume per Hour</b>	5.1.015	PS
		A new feature has been added to the Table Reservations module to allow users to control the maximum number of reservations and seats by hour. This allows user to setup a max capacity by hour for reservations that are arriving to be seated. Additionally cursor handling on this screen has been updated to no longer allow a Blank Restaurant Location.		
51979	EN	<b>Active Gen Interface Support for HTNG 2008B</b>	5.1.003	INT
		Active Gen Interface Setup now allows specification for the correct HTNG standard with two options: 2008A and 2008B. Based on the option selected, the XML messages will be constructed with the appropriate HTNG nameset.		
52124	EN	<b>CC Settle by Field now Optional in ResWave</b>	5.0.011	INT
		A new field for the credit card Settle By Flag has been added to the ResWave setup to set a default value of Y or N to be used when making on line reservations.		
52290	EN	<b>Expanded Revenue Field in the GL Export</b>	5.0.024	INT
		The Revenue Field in the GL Export has been expanded.		
52511	EN	<b>Ability to Import Historical Room Rev, Nights and Pace</b>	5.0.033	INT
		A new import feature has been created to allow the historical import of room revenue, room nights and pacing into Maestro.		
52125	SW	<b>ResWave Room Type Groupings by Property</b>	5.0.018	INT
		Room Type Groupings setup for ResWave now show properly on screen by property		
52376	SW	<b>ResWave Sort Order Options</b>	5.1.033	INT
		Sort Order Logic for Sort Options 7 and 8 have been updated. Option 7 sorts by Room Number assignment Order, then Rate Type, then Total		

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		Amount.		
		Option 8 sorts by Room Number assignment Order, then by Total Amount, then by Rate Type.		
52394	SW	<b>Computer Date Change Allowed Audit for Future Date</b>	5.1.033	GB
		In previous versions if a user changed the computer date to a Future Date, Maestro would allow the audit to run for the future date. A new system option now exists to ensure that the audit can only be run for one day at a time based on the last audit date.		
52217	SW	<b>Default Folio Settlement Method when Batch Transfer Used</b>	5.1.018	AR
		When a Batch Folio Transfer is completed, Maestro will now verify and use, if configured, the Default Folio Settlement Method in Front Desk Maintenance		
52312	SW	<b>Folio Detail Screen Transfer Handling</b>	5.1.022	AR
		In previous versions of Maestro, if a user was transferring or reversing a transaction posted on a Closed Folio, Maestro was automatically transferring the first line when the Folio was "Reopened". This has been corrected.		
52287	SW	<b>Services Rate Chart Provider Display</b>	5.1.029	CM
		The filter for Provider on the Services Rate Chart now displays Providers based on Service Type / Service selected just as the Services by Day Screen.		
52321	SW	<b>Retail POS Cost Analysis Report Totals</b>	5.1.023	CM
		This report has been updated to ensure that all Retail POS Item amounts and prices are reported correctly.		
52325	SW	<b>Proforma Folio Tax Exemption Handling</b>	5.1.035	SC
		The Proforma Consolidated Invoice was incorrectly reporting taxes for Tax Exempt Group Masters. This has been corrected.		
		If Charge Routing is used, the Tax Exemption Rules for the Guest will be used.		
		If the Group Post Flag = Y or R, the Tax Exemptions for the Group Master will be used.		
52394	SW	<b>Single Day Function Room Availability</b>	5.1.029	SC
		When drilling down from the GRC Screen, via the Availability Button, Maestro now correctly displays all function rooms within all Buildings for the property.		