

WebTMA
Cumulative Release Notes
2026

November 2026

This document contains Release Notes for v7

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November 2026

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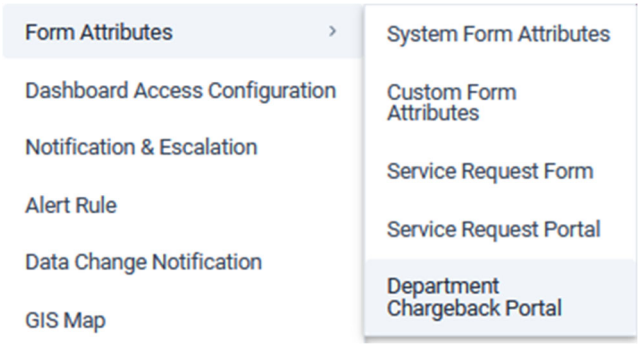
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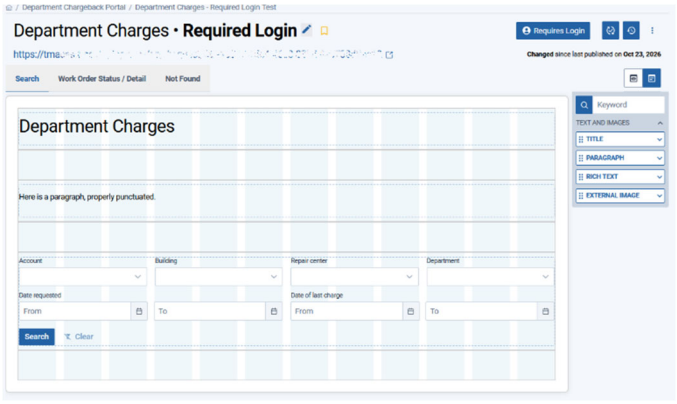
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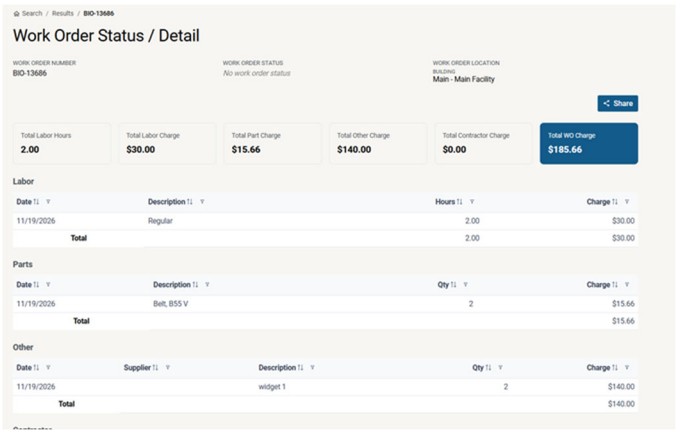
November 24, 2026

NOTE: **WebTMA mobile** has new updates worth a look. You can see them all here.

Department Chargeback Portal







Path: *Admin > Form Attributes > Department Chargeback Portal*

Summary: The *Department Chargeback Portal* gives your Department Heads, Building Managers, and other internal stakeholders a way to review charges related to a Work Order. They can validate and reconcile internal charges made in WebTMA. The module requires additional licensing.

Details:

The module is used when you charge internal Departments, Building Managers, and other stakeholders for maintenance services.

Authorized users can use the Service Request Portal to review the Work Order cost and charge information. It provides a list of charges, and you can drill down to an individual Work Order. Findings can be exported to .PDF or Word.

Your administrator uses the module to build and publish the page as a single Portal Link. Themes in the Service Request Portal are also available in the Department Chargeback Portal.

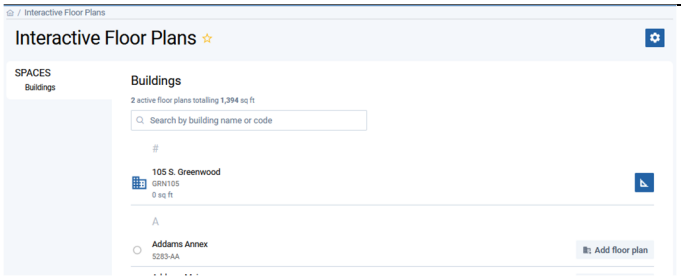
While users have convenient access to information needed to validate and reconcile internal charges, the organization maintains controls for access to WebTMA.

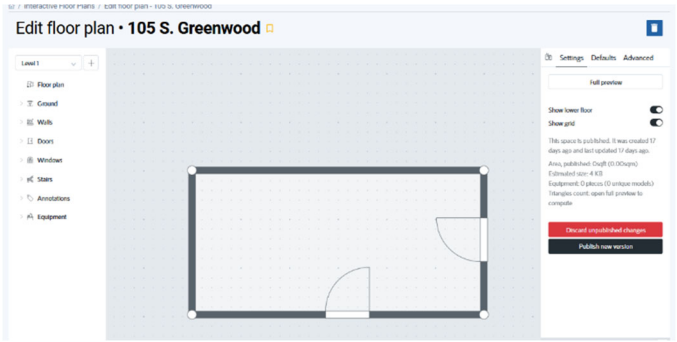
Instead of making everyone a full WebTMA user with access to the main application, we support user login either by SSO or WebTMA account login.

Every access is audit-logged against the SSO identity or the WebTMA identity.

- **SSO page** – a secure way used by visitors who authenticate through your SSO provider and belong to at least one Required SSO Group. The Work Orders that can be seen are the same as the Anonymous Access login for the specific form.
- **Requires Login** – used by those who are signed in to WebTMA. These Users see Work Orders allowed by their specific WebTMA access.

Interactive Floor Plans





Path: *Organization > Interactive Floor Plans*

Summary: The *Interactive Floor Plans* module gives you a way to see and interact with floor plans of Departments, Areas, Assets, and other key elements in WebTMA. The module requires additional licensing.

Details:

You can open the *Interactive Floor Plan* window from the Organization menu or from the Action Menu for related records with a drawing.

Managers can use this additional module to locate and assess the status of Assets or Areas. This gives them a way to plan maintenance activities efficiently.

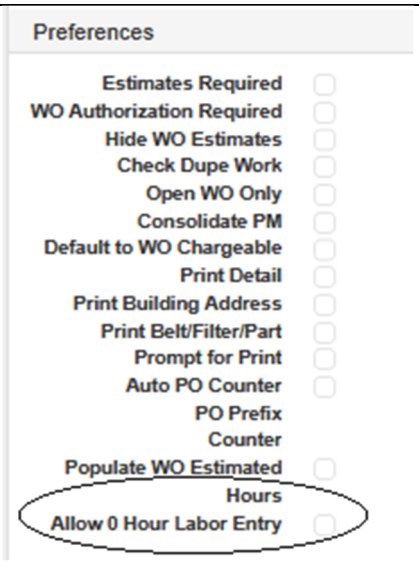
Using WebTMA Mobile, Technicians can easily locate Assets and Areas. This saves time in large or complex facilities or for new employees for any size organization.

The Floor Plan shows an image of the selected space and automatically indicates the location of any assets assigned to the space. You can move assets within a room, but not outside a room.

You can either upload your drawings or upload a .pdf and draw them yourself. For a fee, WebTMA will upload the files if you provide the drawings.

Move your cursor over an Asset or Area on the drawing to see key information such as ID, maintenance history, and related Work Orders. In the map view you see WOs with count and minor filtering.

Zero Hours Labor Entry Allowed by Repair Center



Path: *Organization > Repair Center > Records*

Summary: You can set a Repair Center Preference to allow zero (0) hours to be entered when you post labor.

Details:

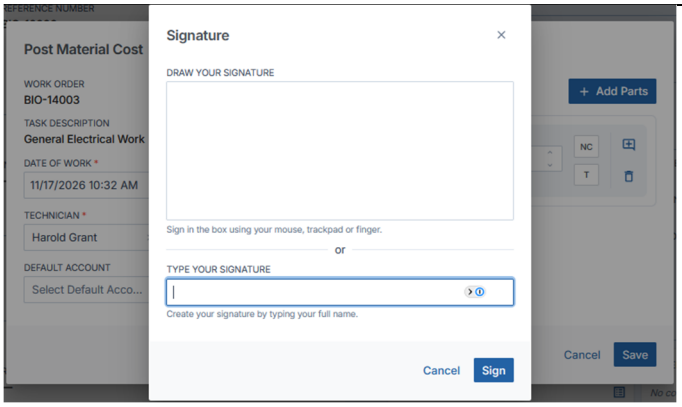
Some organizations need to enter zero (0) for Labor costs. This can now be done on a Repair Center basis. By default, the Preference is **turned Off** for new and existing Repair Center records.

When the check box is marked, all records where you post labor accept zero labor:

- Quick Post windows
- Time & Attendance
- Work Order
- General Inspection

This also applies in the new Work Order Interface as well as WebTMA Mobile and Platform API.

Signature on Material Transaction



Path: *Transactions > Work Order > Records *Not available in Classic UI*

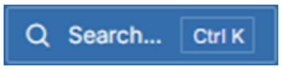
Summary: The new Work Order interface includes a signature on the *Material / Cost Part* dialog.

Details:

When you add Parts from the *Post Material Cost* dialog and click *Save*, the signature dialog opens. You can Draw or Type the signature rather than use an external signature pad.

NOTE: A signature is required when *Admin > Client Info / Preferences–Materials Management-Require Signature on Material Transactions* is Granted. Otherwise, no signature dialog is available.

Global Search Enhancements



Path: Upper right on New Interface menu bars

Summary: Results for more windows are offered when you use Global Search from the new interface windows.

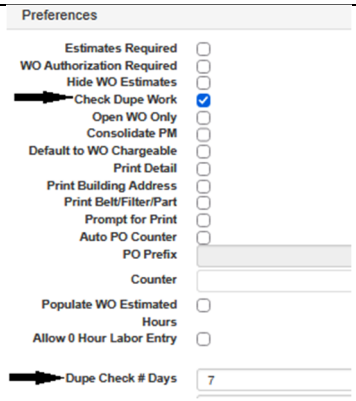
Details:

In addition to the windows announced in the last release, you can search for Tag # for these windows as well:

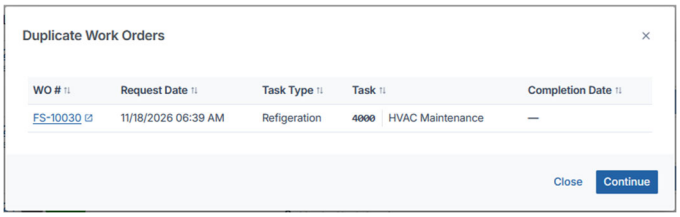
- Request Log
- Departments
- IT Equipment
- Parts
- Accounts

More modules will be added in future releases.

Duplicate Work Order Check



Path: *Organization > Repair Center > Records*



Path: *Transactions > Work Order > Records *Not available in Classic UI*

Summary: The new Work Order interface now respects the Repair Center Preference to *Check Dupe Work* for *Dupe Check # of Days*.

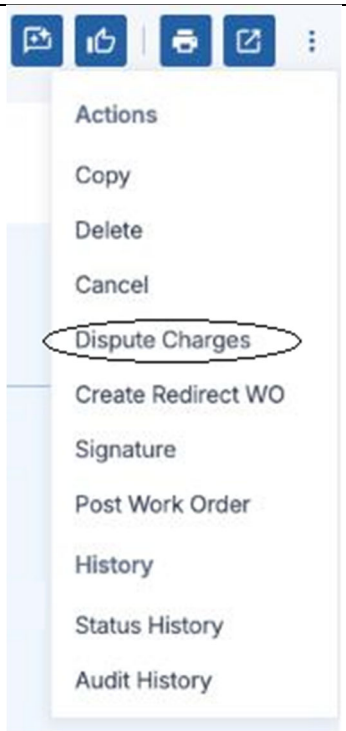
Details:

A message alerts you when you create a new Work Order and attempt to save a duplicate. This applies only if have:

- the Preference checked
- the number of days entered

You can click *Continue* on the dialog and create a duplicate when needed.

Dispute Charge on Work Order (WebTMA Plus)



Summary: The new Work Order interface includes a Dispute action for WebTMA Plus Accounting users that employ the Pending Charges Review feature.

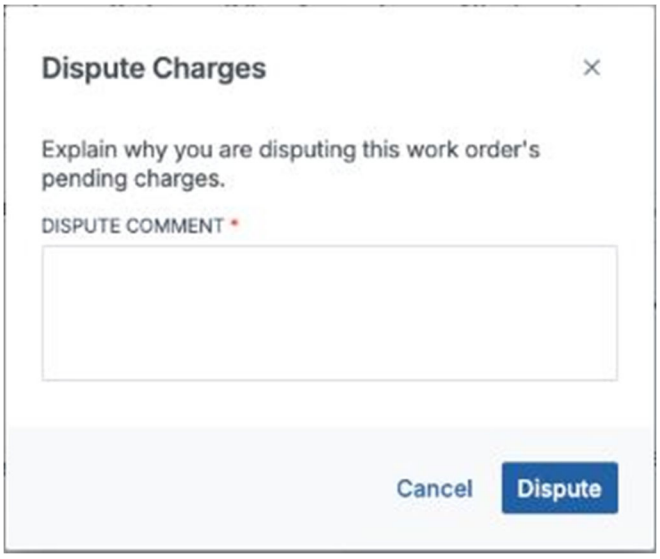
Details:

Use of the Pending Charges Review gives managers a way to look at charges and assure they are correct before they are posted to the outside accounting application.

Those who manage the resource are alerted when charges apply to their accounts. They have the ability to approve or dispute the charges.

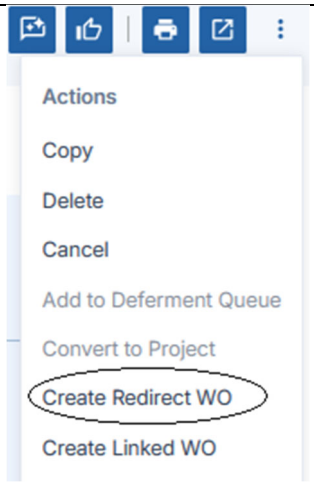
In the new Work Order interface, select *Dispute Charges* from the *More Actions* drop-down.

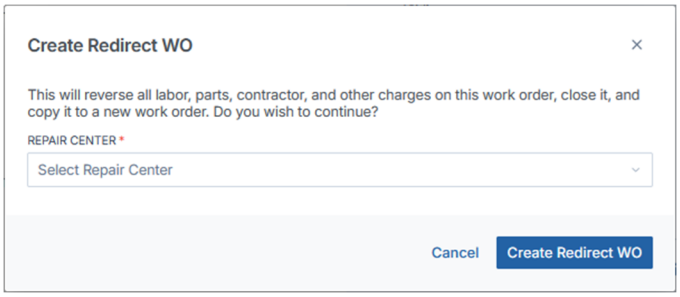
The resulting dialog asks for an explanation of the dispute.



Path: *Transactions > Work Order > Records *Not available in Classic UI*

Redirect WO





Path: *Transactions > Work Order > Records *Not available in Classic UI*

Summary: The new Work Order interface can now redirect a Work Order to a new record.

Details:

When a work order is assigned to the wrong account or Repair Center, you can redirect it to a new Work Order. This preserves the history, but it reverses original charges to ensure financial and operational accuracy.

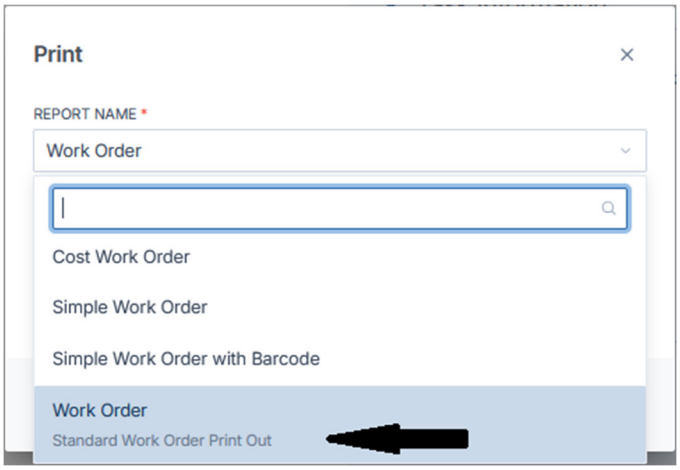
Look for *Create Redirect WO* on the *More Actions* drop-down.

When selected, the *Create Redirect WO* dialog lists the actions that are taken:

- Reverse all Labor
- Reverse all Parts
- Reverse all Other Charges
- Reverse all Contractor
- Close Work Order
- Copy to a new Work Order

You can *Cancel* or *Create Redirect WO*.

Report Description in Print Dialog



Path: *Transactions > Work Order > Records *Not available in Classic UI*

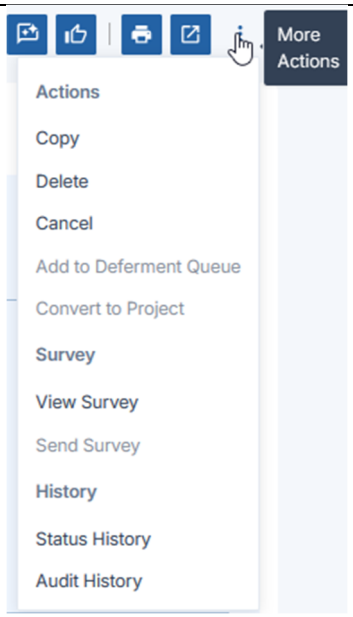
Summary: When you click the print icon on the new Work Order interface, the *Print* dialog displays both the Report Name and Description (if any).

Details:

The description is below the Report Name and is read-only the same as WebTMA Classic.

When the report has no description, the field is hidden.

Convert WO to Project



Path: *Transactions > Work Order > Records *Not available in Classic UI*

Summary: If you use the Inspection Findings separately licensed module, you can see the *Convert to Project* option on the *More Actions* drop-down of the new Work Order interface.

Details:

When a Work Order requires a broader scope of work than originally planned, you can convert it into a Project. This carries over relevant data. It also links the new Project to the original Work Order.

Reminder: Convert to Project on the *More Actions* drop-down is only available if you use the Inspection Findings module.

November 10, 2026

NOTE: **WebTMA mobile** has new updates worth a look. You can see them all here.

VOC – MileStoneStatus Available in Platform API



Summary: You can map `jobStatus' to 'MileStoneStatus' for a product integration through Platform API.

Details:

MileStoneStatus is now added to the Platform API list type endpoint.

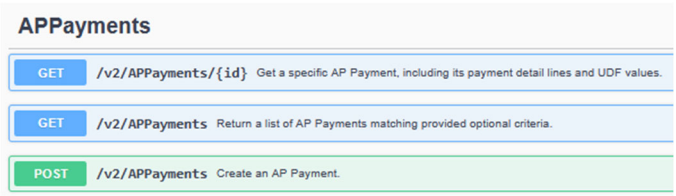
Previously, MileStoneStatus was not available as a list type and only gave individual responses.

It has been added to the Swagger document (https://**yourclientname**.webtma.com/platformapi/swagger/index.html) and returns the generic Work Order status.

This change improves polling performance.

This is a November Voice of the Customer enhancement. It is a feature requested by University of Texas at Arlington. WebTMA has evolved into the solution it is largely through great feedback and suggestions provided by our clients.

VOC – AP Payments Endpoints in Platform API



Summary: API endpoints were added for the *AP Payment* window added.

Details:

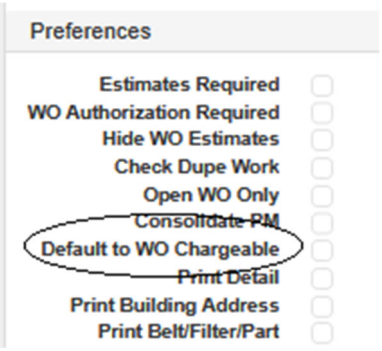
Platform API functions to GET a single record or a list of AP Payments were added.

Platform API function to POST an AP Payment were added.

This supports integration efforts with external systems and for reporting.

This is a November Voice of the Customer enhancement. It is a feature requested by Concordia College. WebTMA has evolved into the solution it is largely through great feedback and suggestions provided by our clients.

Repair Center Preference Label Changed to ‘Default to WO Chargeable’



Path: *Organization > Repair Center > Records*

Summary: The Repair Center Preference for chargeable Work Orders has been changed to *Default to WO Chargeable*.

Details:

The previous label, *Most WO Chargeable*, defaulted only on the Work Order window. Updated behavior applies this preference consistently.

When the Repair Center is selected for a Work Order and *Default to WO Chargeable* is True, Work Orders default to chargeable when created.

PM Schedules follow this same process when added; however, WebTMA respects the *Chargeable* status set on the *PM Schedule* flyout.

Capital Planning Building Inflation

Path: *Organization > Building > Building / Capital Planning Tab*

Path: *Admin > Batch Management / Capital Planning Process*

Summary: The Building record and Batch Job for Capital Planning now inflates the Building Replacement cost to the current date when the record is saved.

Details:

Previously, you were required to use the *Budget Year* from Setup.

With this enhancement, the *Inf. Replace Cost* field shows the replacement cost as of the date the record is saved.

When you run a Batch Job for Capital Planning, the replacement cost is also inflated to the current date.

PM Mass Import Improved Error Messages

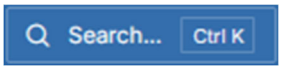
Summary: Error messages for the PM Mass Import template are now user-friendly.

Details:

Previously, a calendar row with a *Next Date* as a weekend for a 5-day Repair Center showed "Errors: DataType" for *Next Date* and *RC Code*.

With this change, the error code for the example above reads, “This Repair Center schedules PMs on weekdays only; choose a weekday for Next Date."

New Interface Global Search Enhanced



Path: Upper right on New Interface menu bars

Summary: Results for more modules are offered when you use Global Search from the new interface windows.

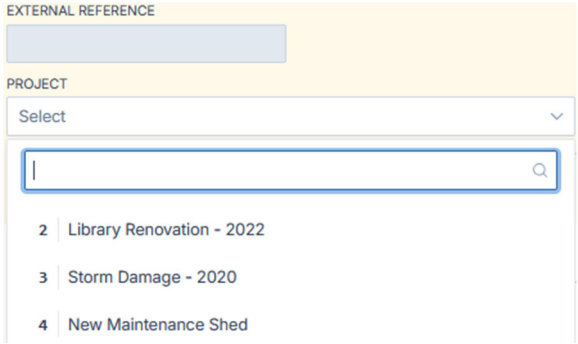
Details:

Previously, this feature searched Work Orders and Equipment. You can now search for Tag # for these modules as well:

- Vehicle
- Biomed
- Group (MWI)
- Asset
- Building
- Floor
- Repair Center
- Facility
- Area

More modules will be added in future releases.

Project Field Can Link to a Project



Path: *Transactions > Work Order > Records *Not available in Classic UI*

Summary: You can add existing Work Orders to a Project from the new Work Order interface.

Details:

The *Project* field is in the *General Information* section.

In *Edit* mode, you can select from eligible Projects. This mimics the same rules for WebTMA Classic.

The Work Order inherits all Project behavior.

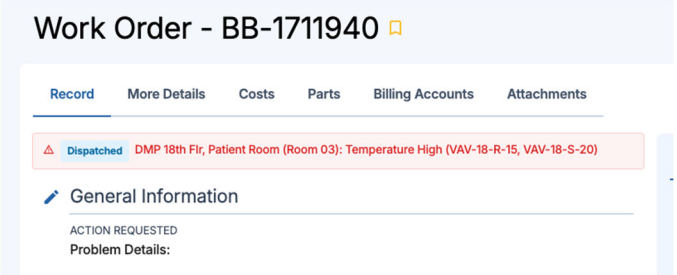
If you create a Work Order directly from a Project, the *Project* field is filled in with that Project's name and number.

Display Real-time Critical Alarm Status

Summary: When a Work Order comes from a Virtual Facility alarm condition, the current alarm status appears in the new Work Order interface.

Details:

If you have purchased the Virtual Facility application, a banner above the *General Information* Section

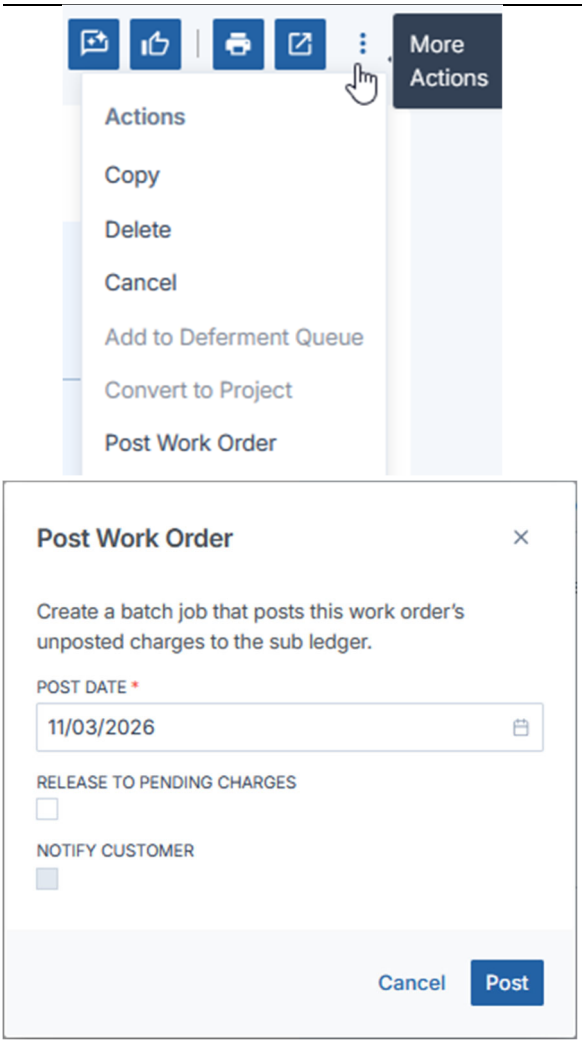


Path: *Transactions > Work Order > Records *Not available in Classic UI*

shows the related alarm status in the new Work Order interface.

Here you can see a live view of the changing status at any time without logging in to Virtual Facility.

Post Work Order on Action Menu



Path: *Transactions > Work Order > Records *Not available in Classic UI*

Summary: From the new Work Order interface, you can post costs for chargeable Work Orders that have unposted costs.

Details:

To finish financial transactions, you can initiate posting the Work Order, triggering batch processing, and updating accounting records.

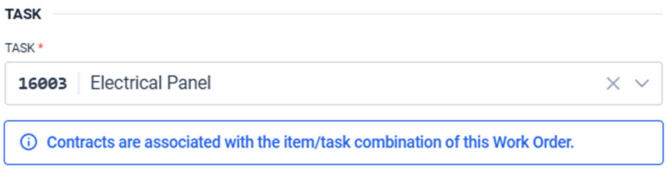
Select *Post Work Order* from the *More Actions* menu to open the *Post Work Order* dialog.

Mark the ***Release to Pending Charges*** check box to release the charge batch when posting is finished. The charges appear as Pending Charges that you can see. If unmarked, the charges are posted, but not visible to the user.

If your *Admin > Client Info / Preferences – Advanced Accounting* has *Enable Pending Charges Dispute* Granted, the ***Notify Customer*** check box is visible. Mark the box to send an email to users that notifies them that Pending Charges are ready to review. This box is disabled unless you have marked the *Release to Pending Charges* check box.

NOTE: The *More Actions* entry is only available if your WO is chargeable and has an unposted cost.

Service Contract Alert



Path: *Transactions* > *Work Order* + *Create New Work Order* **Not available in Classic UI*

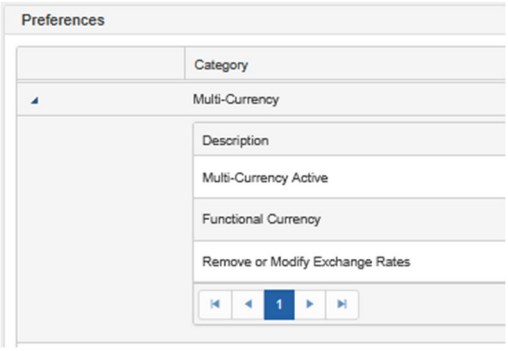
Summary: When you create a Work Order in the new Work Order interface, an alert shows when Item/Task are linked to an active Service Contract.

Details:

When you create a new Work Order, the alert appears when you use an Item/Task combination that is covered by a Service Contract.

This alert displays in the *Task* section when you create a new Work Order.

Multi-Currency Supported (WebTMA Plus)



Path: *Admin* > *Client Info* > *Preferences*

Summary: If you use the Multi-Currency module, you can view and save currency data for more than one currency from the new Work Order interface.

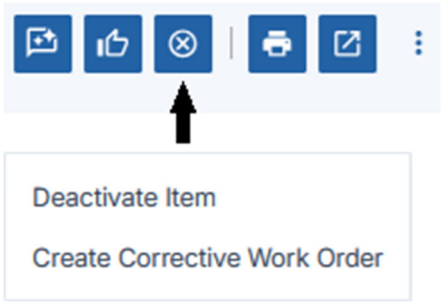
Details:

Mark your Multi-Currency options in *Client Info / Preferences*.

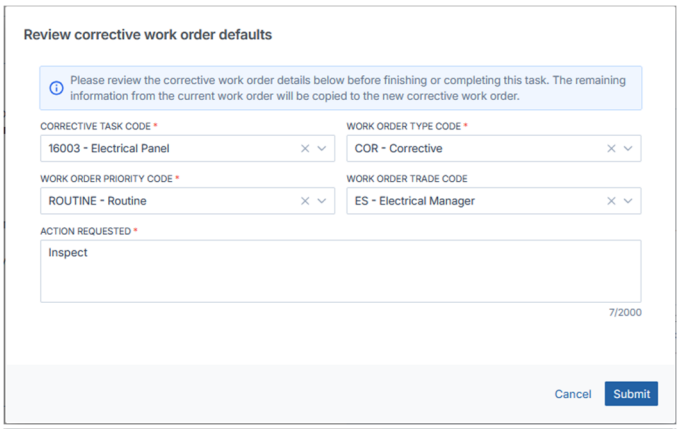
The underlying currency is always United States Dollars (USD). To choose how currency is displayed, use the *Default Display Currency* field on the *Identity* Tab of your User record.

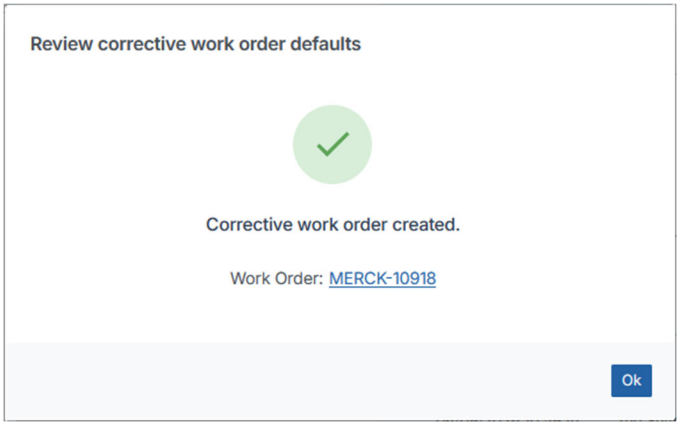
You enter exchange rates in the *Accounting/Currency* window in WebTMA Classic.

PM Failures Added



Path: *Transactions > Work Order > Records *Not available in Classic UI*





Summary: You can mark a PM Work Order as Failed from the new Work Order interface.

Details:

When you select the *Fail Work Order*  icon, you can deactivate the item or create a corrective Work Order.

The feature is available for MWI (Maintenance-Worthy Item) PM Work Orders.

A drop-down from the icon shows two options to process the MWI records and Work Orders:

- Deactivate Item
- Create Corrective Work Order

You can choose either option.

When you click **Deactivate Item**:

- The Work Order is Closed including a date in the *Closed Date* field.
- The *Work Not Done* and *Failed PM* fields in the Task Completion section are marked *True*.
- The MWI record is deactivated, i.e., the *Active* check box is cleared.

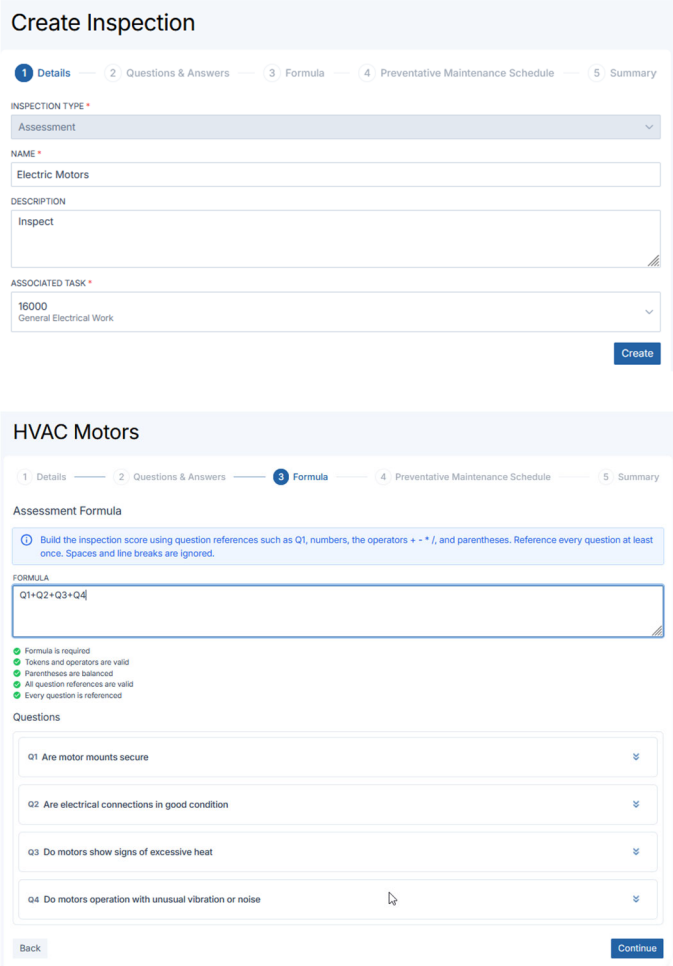
When you click **Create Corrective Work Order**, a review dialog opens. Once you complete and save the dialog, an alert shows success with a link to the corrective Work Order. On the new Work Order:

- The Source is shown as Failed Work Order.
- The *Reference Number* displays the original Work Order.
- The original Work Order *Task Completion* section shows the *Completion Date*, while *Work Not Done* and *Failed PM* are marked *True*.
- The MWI record remains *Active*; however, **dates are not changed** in the *Last Calibration* and *Calibrated Through* fields until the corrective WO is closed.

October 27, 2026

NOTE: **WebTMA mobile** has new updates worth a look. You can see them all here.

Asset Condition Assessment



Path: *Organization > Task > Inspections*

Summary: With the new additional Asset Condition Assessment module, you can create assessments that technicians then use in WebTMA Mobile to rate the condition of assets.

Details:

Use the web application to create the inspections that apply to a selected Task.

When you assign the related Task to a Work Order or PM, the questions appear in WebTMA Mobile in the *Check List Tab / Inspection Subtab*.

You can create as many questions as needed. These can be any kind such as Yes/No or full sentences. You also assign scores to each question.

The scores are used in the *Formula* step of assessment creation.

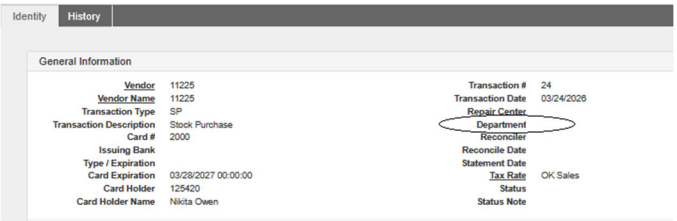
The *Formula* works like the Risk Factor Formula in *Organization > Lookups*.

You can build the assessment *Formula* with a simple Q1+Q2. You can also use numbers, operators (+, -, * /), and parentheses. Be sure to use each question at least once.

The values calculated by the formulas give you an overall view of an item's condition.

You can see individual scores on the related Work Order. Each item has a history of scores on the item record. The Report Writer includes an ACA *Report Form* to view the scores.

P-Card Enhancements (WebTMA Plus)



Path: *Material > P-Card > P-Card Transaction*

Summary: P-Card purchases are now subject to Approval Routing. Transactions that require authorization must be authorized before they can be reconciled.

Details:

Setup begins by creating an Authorization Route, including a dollar range, from *Admin > Approval Routing > Authorization Routes*. P-Card Transactions

now honor both Lower and Upper dollar limits. The criteria determines which route a Transaction uses.

Email settings for Approval Routing now includes P-Card Transaction.

A new *Department* field has been added to the *P-Card Transaction* window.

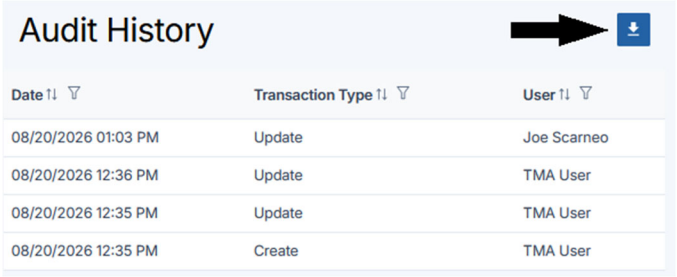
Saving a P-Card Transaction now runs Approval Routing, and the new *Department* field can be included in the match.

The determination of which transactions get routed for approval depends on the amounts set up in Authorization Routes and the Department.

In Report Writer, you can include *Department Code*, *Department Name*, *Authorized*, and *Authorized By* for the P-Card Transaction Report Form.

Unauthorized transactions cannot be reconciled if the transaction requires authorization.

New WO Export Entire Audit History



Path: *Transactions > Work Order > Records *Not available in Classic UI*

Summary: You can now export the full *Audit History* window for a Work Order in the new interface.

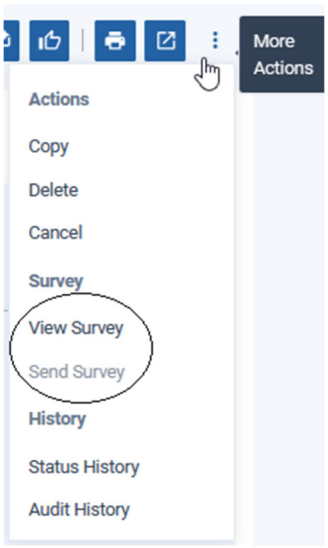
Details:

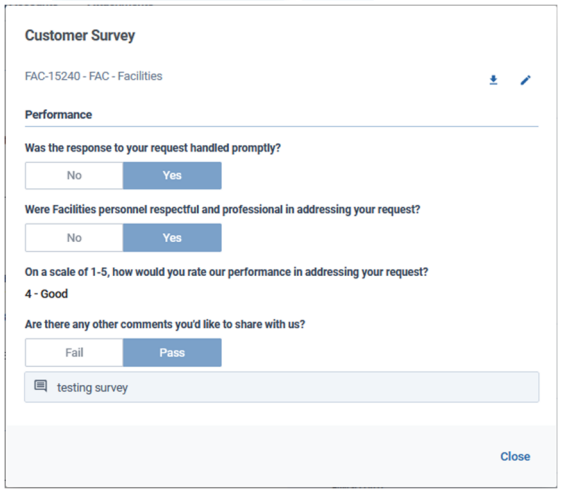
Select *Audit History* from the *More Actions* menu to see the history.

In the upper-right corner of the *Audit History* window, select the *Export* icon to export the records to an Excel spreadsheet.

New WO Customer Survey Functions

Summary: You can now view and download Customer Surveys in the new Work Order interface. Depending on User Preferences, Role, and other





Path: *Transactions > Work Order > Records *Not available in Classic UI*

settings, you may also be able to enter, edit, and send surveys.

Details:

The same survey rules that apply to the Classic version apply to the new interface.

Design Questionnaires in *Lookups > Customer Surveys*.

In *Organization > Repair Center > Records / Customer Survey Tab*, select the questionnaire and set how often surveys are sent.

The *More Actions* menu in the new Work Order interface includes two survey options:

- View Survey
- Send Survey

To use *Send Survey*, you must grant the *User Management > Records / Preferences* setting named *Send Manual Customer Survey*. This option is available only when the Repair Center email settings are not completed.

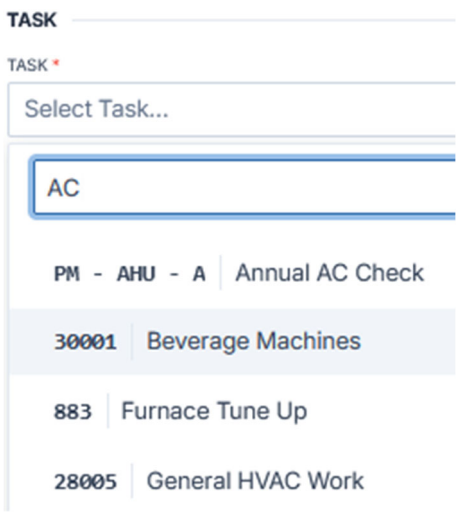
When you select the *View Survey* option, icons appear in the upper-right corner.

Select this icon to download the results.

Administrators can select this icon to edit the results in the rare cases when this is needed.

New WO Field Has Standardized Options

Summary: Fields in the new Work Order Interface with drop-down lists are now searchable. WebTMA no longer separates code and description, so the search applies to both. WebTMA searches both fields for



Path: *Transactions > Work Order > Records *Not available in Classic UI*

'contains' the exact phrase as shown in the example of at left.

Details:

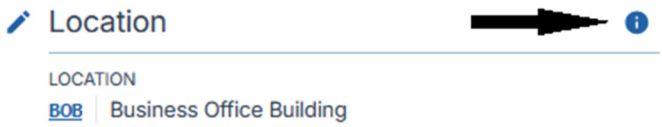
Your search of eligible fields looks at both Code and Description at once using 'contains' for an exact match.

You can browse the list or type part of a known value to find it faster.

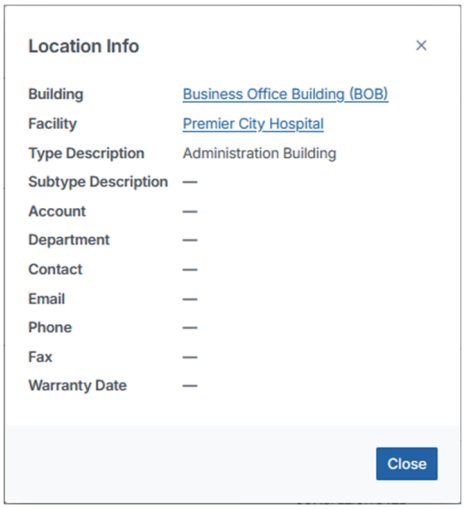
You can now find values quickly by typing or browsing the available options.

Our clients have asked for the 'contains' search and the new Work Order interface gives us the ability to support this.

New WO Location Info Enhanced



Path: *Transactions > Work Order > Records *Not available in Classic UI*



Summary: The *Location Info* popup window now shows key details about the assigned Location in the new Work Order Interface.

Details:

Previously, the *Location Info* window showed only the Facility, Building, Floor, and Area for the Location, when available.

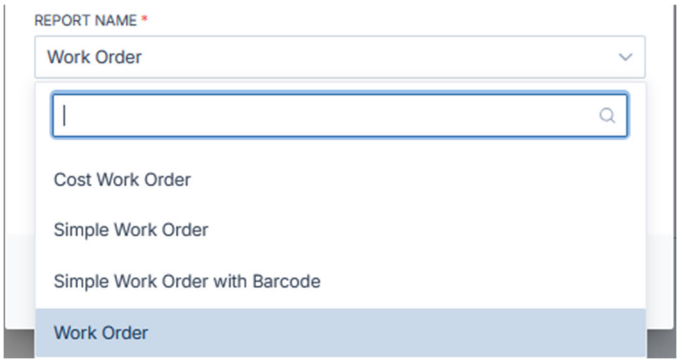
The information and values shown depend on the Location level on the Work Order. The information is different for a Building level compared to a Floor level.

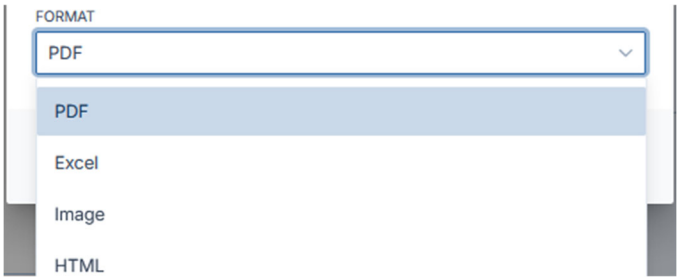
If you have permission to view the different levels, links are available. For example, an Area Work Order would have clickable links for the Floor, Building, and Facility. In the Classic view, the link was only available for the named level, not all levels.

The screenshot at the left shows an example of the kind of information available in the *Location Info* window.

This is another example of the enhancements provided by the new Work Order interface.

New WO Print Options Enhanced





Path: *Transactions > Work Order > Records *Not available in Classic UI*

Summary: When you select the *Print* button from the new Work Order Interface, you can now choose both Report Names and Format.

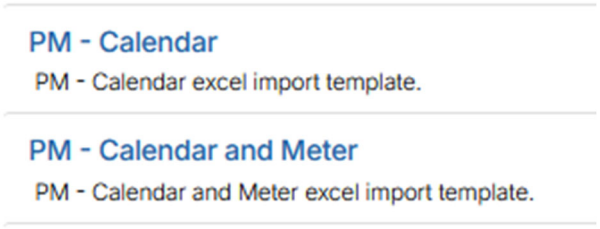
Details:

You now have the same report choices and format options as the Classic print version.

October 13, 2026

NOTE: **WebTMA mobile** has new updates worth a look. You can see them all here.

VOC – PM Templates for Mass Import



Path: *Admin > Mass Import > Import Dashboard–Templates*

Summary: You can now upload PM Schedules using Mass Import.

Details:

Two new templates let you upload many PM Schedules at once. Choose one of these templates:

- PM – Calendar template
- PM – Calendar and Meter template

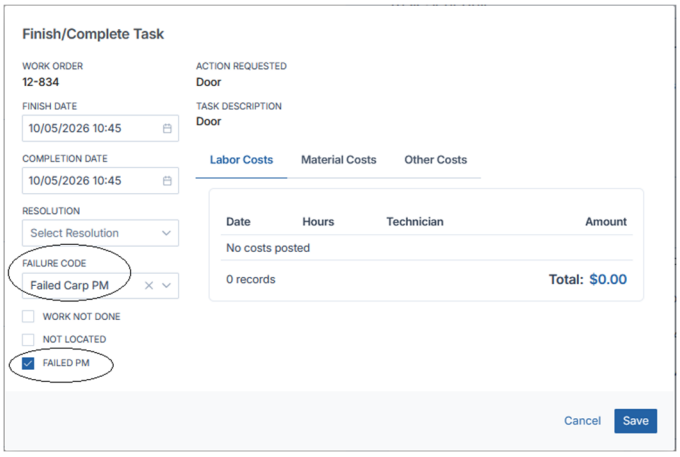
The two templates share many columns and requirements, but they also have differences. Scroll to the right to view all columns. You can also use the *Calendar and Meter* template to import meter-only PMs.

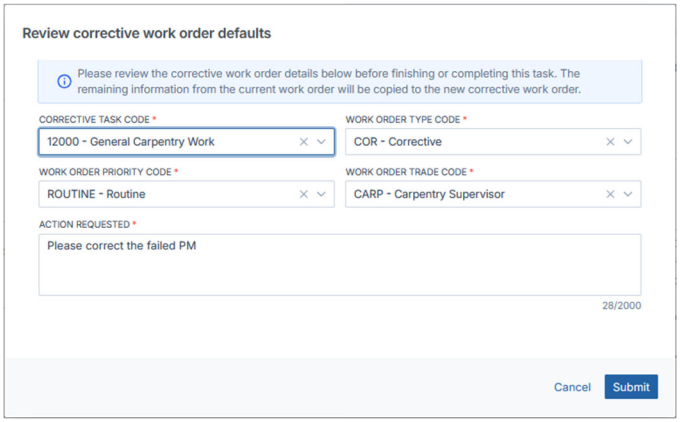
Next Date is not required for meter-only PMs. If you enter a *Next Date* on the meter template, you must also enter the interval and frequency to import *Calendar and Meter* PMs.

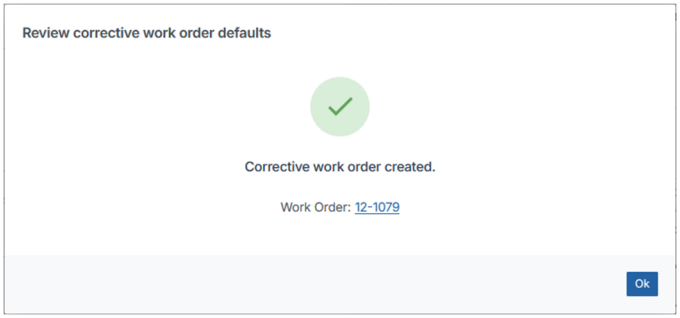
NOTE: At this time, you **cannot update** PM schedules with Mass Import. The templates also **do not currently support** RRule frequency.

This is an October Voice of the Customer enhancement. It is a feature requested by University of Iowa Health Care. We saw an opportunity to redevelop the page to be more user-friendly. WebTMA has evolved into the solution it is largely through great feedback and suggestions provided by our clients.

New WO PM Failure Codes and Corrective Work Orders







Path: *Transactions > Work Order > Records *Not available in Classic UI*

Summary: Failure Code actions for PM Work Orders are now available in the new Work Order interface.

Details:

Use the Failure Codes that you define in *Organization > Lookups > Failure Codes*. A Corrective Work Order is created when:

- the Work Order Type for the original Work Order is set to PM
- the Task on the original Work Order is marked as complete

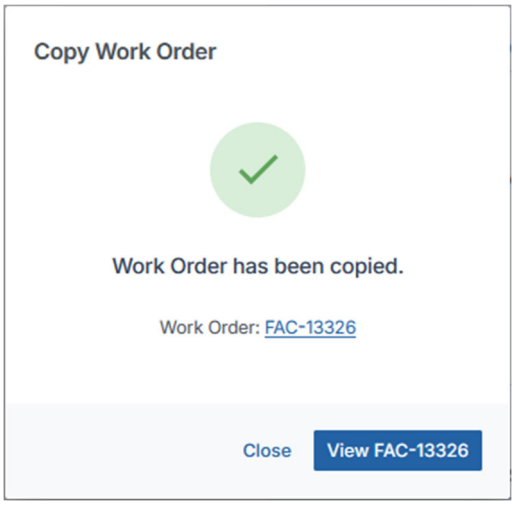
When a PM Work Order fails, click the *Complete* icon at the upper right of the *Task Completion* section.

Select a *Failure Code*, and then select the *Failed PM* check box.

Click *Save* in the *Finish/Complete Task* dialog. If the conditions for a corrective Work Order are met, the default values appear in the *Review corrective work order defaults* dialog.

Review the default values and make any changes needed. Click *Submit*. A confirmation message displays the new Work Order number.

New WO Copy Feature Enhanced



Path: *Transactions > Work Order > Records *Not available in Classic UI*

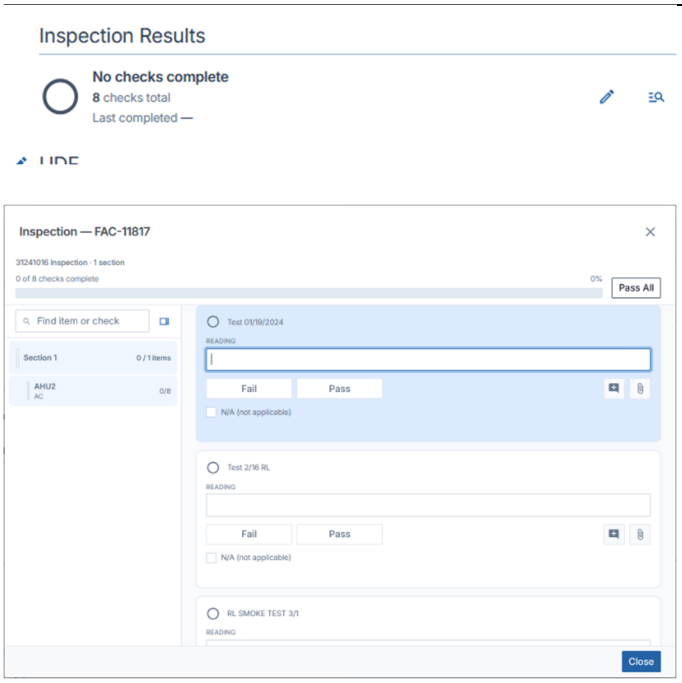
Summary: When you copy a Work Order from the new Work Order interface, you can choose to keep the original in view or display the copy.

Details:

Previously, when you copied a Work Order, the screen refreshed and automatically displayed the copy.

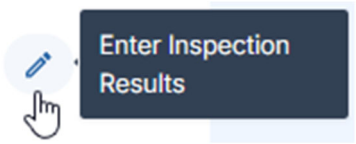
You can now choose which Work Order to view. In the success dialog, click the button to view the copy, or *Close* the dialog to continue viewing the original Work Order.

New WO General Inspection Results Section



Summary: If you use the additional General Inspection module, the new Work Order interface now includes an *Inspection Results* section. You can use this section to enter some or all inspection results.

Details:



Click the pencil icon at the right to open the *Inspection* dialog and add available results. You do not have to add all results at one time.

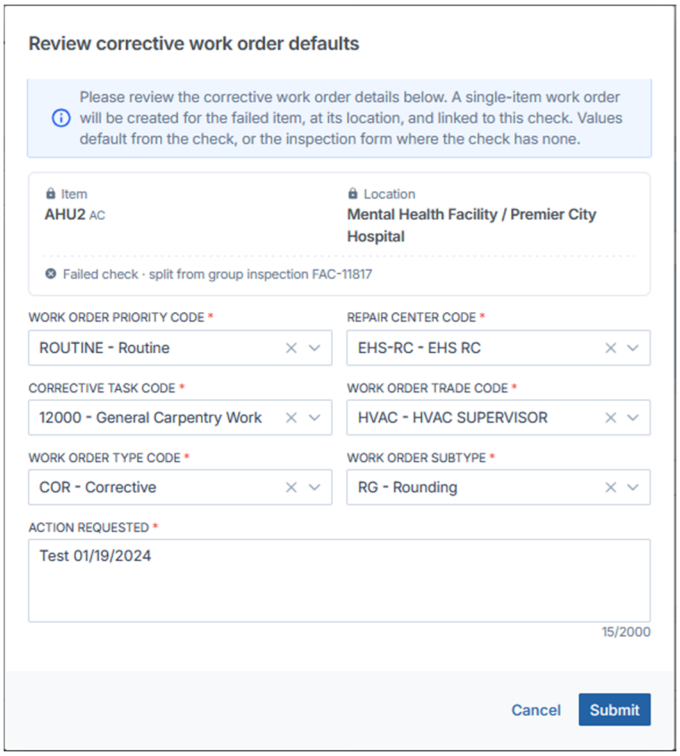
You can also use the *Pass All* button when appropriate.

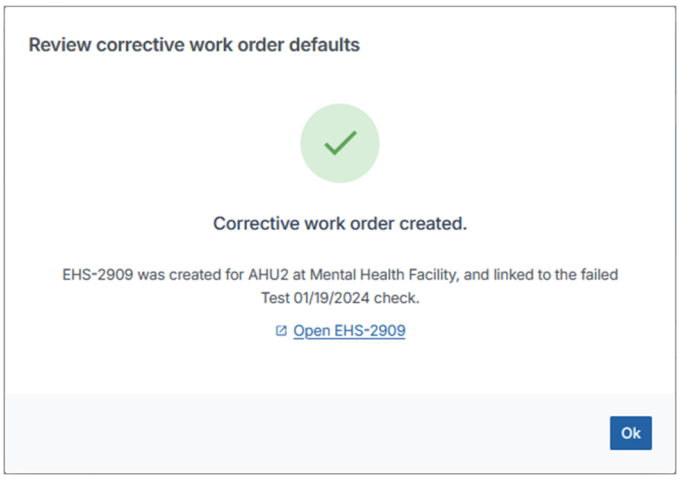
When you click *Close* button in the lower right corner, the *Review corrective work order defaults* dialog opens.

Make any changes needed and click *Submit*.

A message confirms that the corrective work order was created.

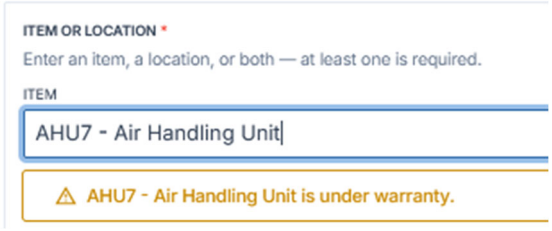
NOTE: The new Work Order interface ignores General Inspection checkout; however, if checkout occurs in the Classic mode, you cannot edit from the new interface until the inspection is checked in.





Path: *Transactions > Work Order > Records *Not available in Classic UI*

New WO Item Warranty Alert



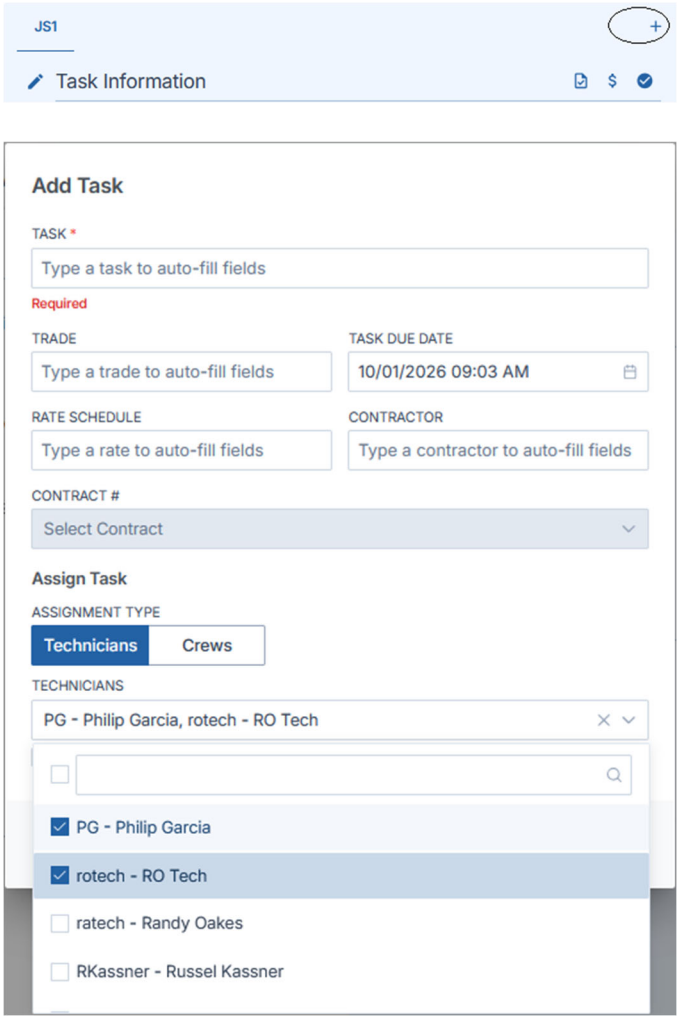
Path: + *New Work Order *Not available in Classic UI*

Summary: When you create a new Work Order using the new Work Order interface, an alert appears for items that are still under warranty.

Details:

Enter a partial ID or Description. When an item is selected and the item is under warranty, an alert appears immediately below the *Item* field.

New WO Assign Multiple Technicians from Add Task Dialog



Path: *Transactions > Work Order > Records *Not available in Classic UI*

Summary: When you use the *Add Task* + icon to add more Tasks to an existing Work Order in the new Work Order interface, the *Add Task* dialog now lets you assign multiple Technicians to the new Task.

Details:

Previously, the dialog only allowed you to add one Technician.

Select the *Plus* + button at the upper right of the *Task Information* section.

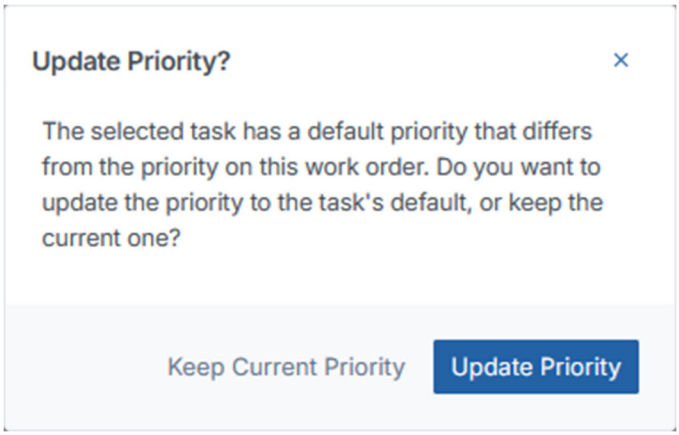
Use the *Technicians* drop-down list to select multiple names.

NOTE: The *Scheduled Start Date* is the current date.

September 29, 2026

NOTE: **WebTMA mobile** has new updates worth a look. You can see them all here.

New WO Task Code Priority Enhanced



Path: *Landing Page* > + *New Work Order*

Summary: When you create a Work Order from the new interface, the *Priority* field follows improved rules.

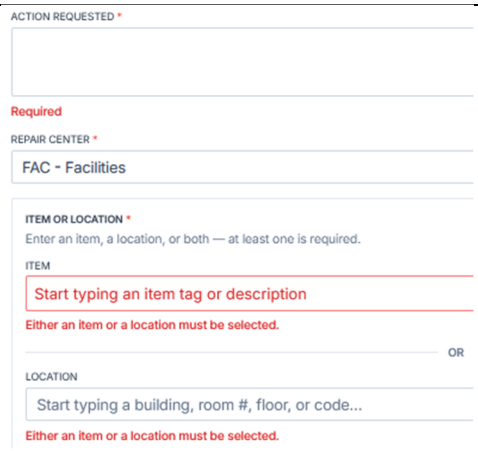
Details:

Previously, the system did not change a value already entered in the *Priority* field on the Work Order. To match the Task Priority, you had to change the Work Order Priority manually or the field had to be empty.

With this improvement, the system follows these rules when the *Priority* field is:

- **Empty**: Add Task Priority
- Populated from Task: Make no change
- **Populated NOT from Task**: Offer to replace value with Task Priority

New WO Error Reminders



Path: *Landing Page* > + *New Work Order*

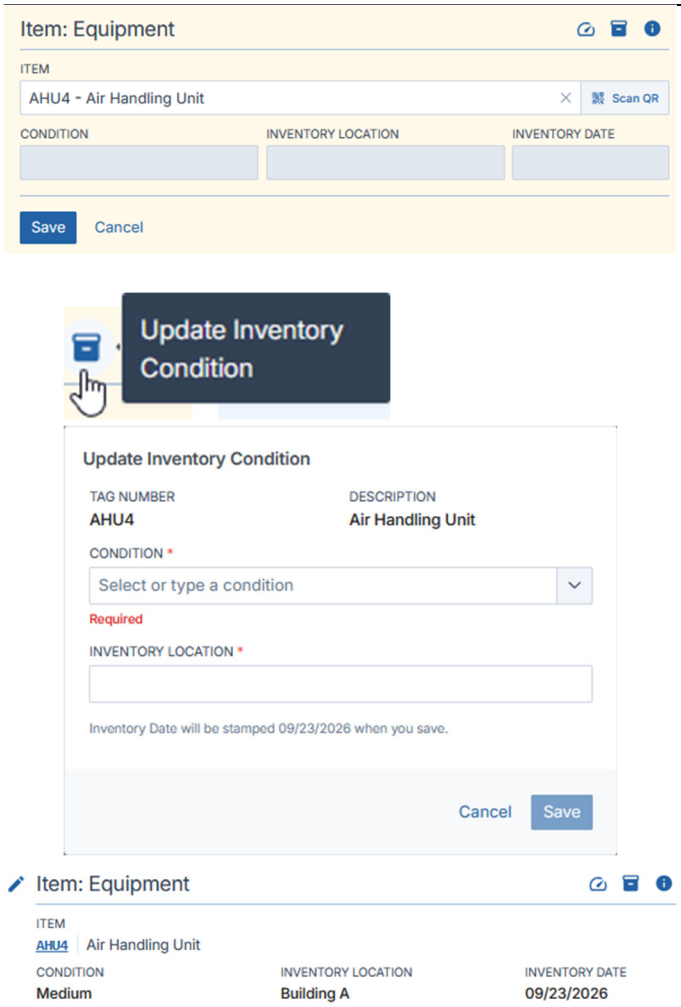
Summary: When you create a Work Order from the new interface and do not enter required information, the system highlights the missing fields or labels when you click the *Create Work Order* button.

Details:

Previously, an error message did not show what was missing when you clicked the *Create Work Order* button.

With this enhancement, the system highlights any missing information.

New WO Item Condition Fields Added



Path: *Landing Page* > *Transactions* > *Work Order* > *Records*

Summary: You can now view and add Item Conditions for inventory in a Work Order from the new interface.

Details:

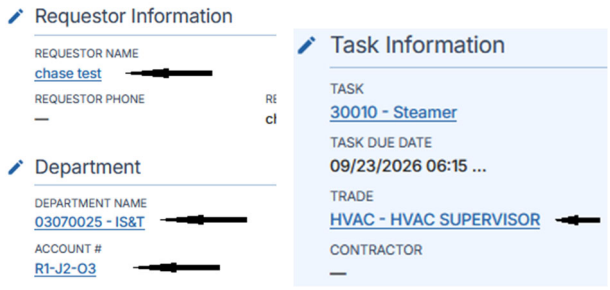
The fields are read-only in both *View* and *Edit* modes.

In *Edit* mode, click the *Update Inventory Condition* icon at the upper right to open the *Update Inventory Condition* dialog.

Your entries are visible when you *Save* the *Item* section.

Note: This feature applies to MWIs, but it **does not apply** to Entities or Groups.

New WO Hyperlinked Fields



Path: *Landing Page* > *Transactions* > *Work Order* > *Records*

Summary: More fields now include links to the related records.

Details:

The following fields include links:

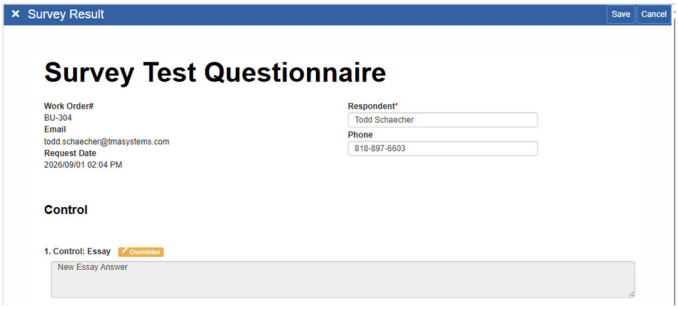
- Requestor Name
- Department Name
- Account #
- Trade

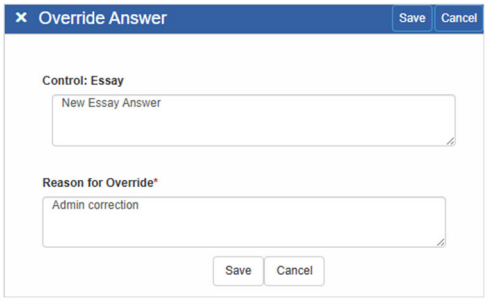
When a field contains a value, you can click the link to view the related record.

September 15, 2026

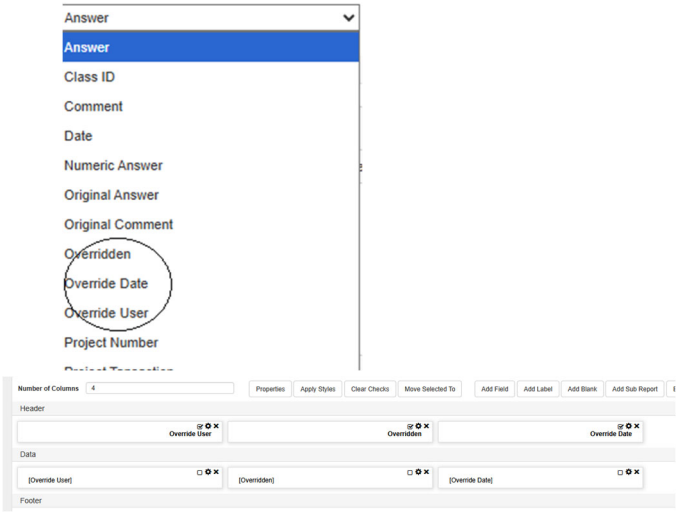
NOTE: **WebTMA mobile** has new updates worth a look. You can see them all here.

VOC – Administrators Can Edit Customer Survey





Path: *Transactions > Work Order > Records – Enter Survey Results on Action Menu*



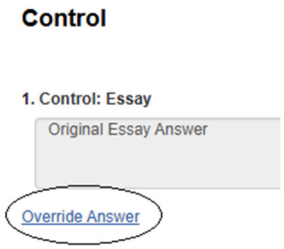
Path: *Reports > Report Writer*

Summary: If you have an *Administrator* Role in User Management, you can edit customer surveys.

Details:

Sometimes, answers are entered incorrectly. *Administrators* can now correct them to keep the survey data accurate.

When *Administrators* open the questionnaire using *Enter Survey Results* on the Action Menu, they will see the *Override Answer* link below the answer fields.



Select the *Override Answer* link to open the *Override Answer* window. Enter the new answer and explain why you are changing it.

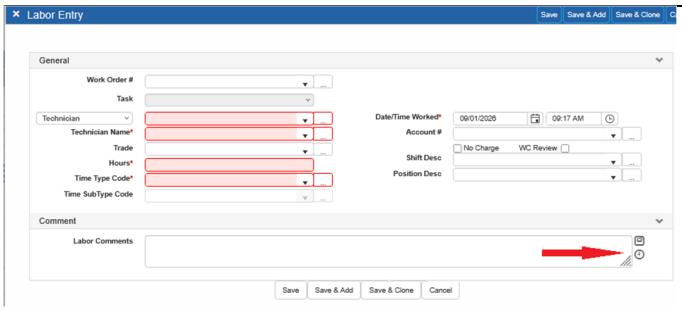
The *Questionnaire* indicates the answer as Overwritten 

.

In *Report Writer*, you can write a report that includes the new columns and shows the override details as shown in the screenshots at left.

This is a September Voice of the Customer enhancement. It is a feature requested by Dallas College. We saw an opportunity to redevelop the page to be more user-friendly. WebTMA has evolved into the solution it is largely through great feedback and suggestions provided by our clients.

Time & Attendance User Name/Date Stamps Added





Path: *Transactions > Time Manager > Time & Attendance*

Summary: The *Labor Entry* flyout in the *Time & Attendance* window now includes a *User Name/Date* icon in the *Add* and *Edit* views. Select the icon to add your name, date, and time to a comment.

Details:

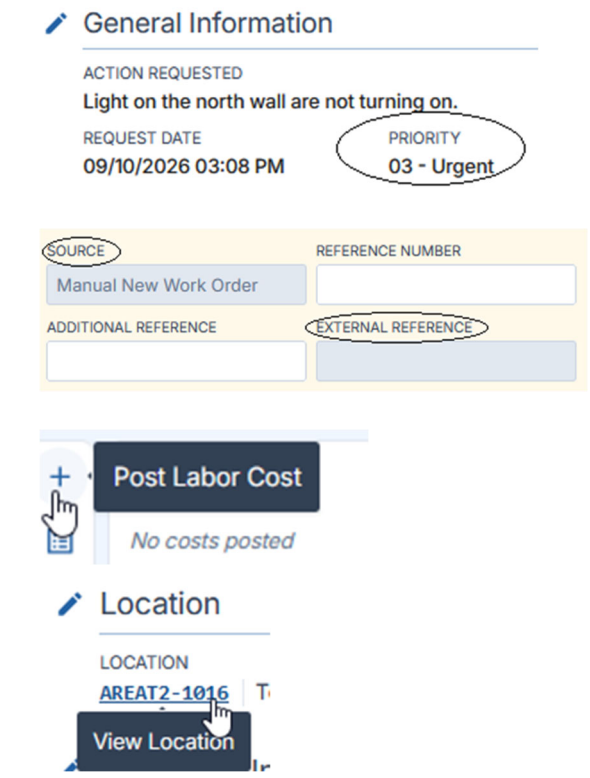
When you select *Add Labor Line* from the Action Menu, use the icon to add your name, date, and time to the labor *Comment*. Select the icon each time you add a new comment.

When you select the pencil icon to edit a labor line, the flyout may include the following *Comment* fields:

- Labor Comments
- Technician Comments
- General Comments

The *User Name/Date* icon appears to the right of each *Comment* field.

Updates for the New Work Order Interface



Path: Click WO# link from New Framework Window

Summary: More refinements have been added to the new Work Order interface.

Details:

Priority Field Enhanced. This field now shows the *Priority Code* and *Priority Description*. The field is sorted by *Priority Code*.

Source and External Reference Fields Added. The *General Info* section now has a *Source* field. The *External Reference* field is for integration workflows such as an IoT alarm source ID.

Labor Cost Edit Enhanced. Click the *Plus* icon to open the *Labor Cost* dialog with pre-populated fields.

Other Charge Cost Entry Enhanced. Click the *Plus* icon to open the *Other Charge Cost* dialog with pre-populated fields.

Work Order Browse List Refresh. The List refreshes after you **successfully** create a new Work Order.

Equipment and Location Hyperlinks Added. Click a link in either field to open the related record.

Trade Field Revised. You can now type in this field to search for a Trade instead of choosing one from a drop-down list. It searches for "contains" instead of "begins with".

ContractorHub Now in WebTMA Plus

Please click the links below to Knowledge Base articles for information about ContractorHub.

ContractorHub User's Guide

Contractor Management Made Easy

Summary: ContractorHub is now included with every WebTMA Plus subscription.

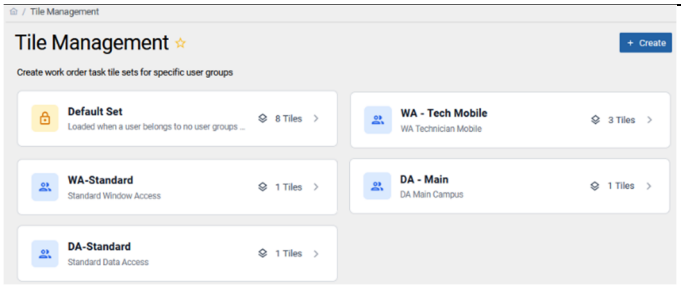
Details:

Previously, ContractorHub was available only as an Additional Module. WebTMA Plus subscribers no longer need to buy it separately.

September 1, 2026

NOTE: **WebTMA mobile** has new updates worth a look. You can see them all here.

Tile Management Window Added



Path: *Admin* > *Tile Management*

Summary: A *Tile Management* window has been added to allow administrators to set up custom Tile Sets that are displayed on the WebTMA Mobile Dashboard and the *Active Tasks* Tab of the Landing Page.

Details:

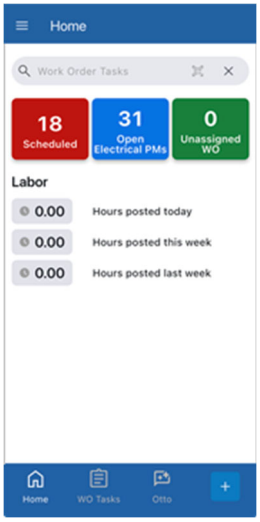
The *Tile Management* window includes the Default Set, i.e., the standard tiles that have been present since the product was released. You still have the option to use this set, which cannot be edited.

In addition, you can set up different sets based on **User Groups** and your own Work Order **queries**.

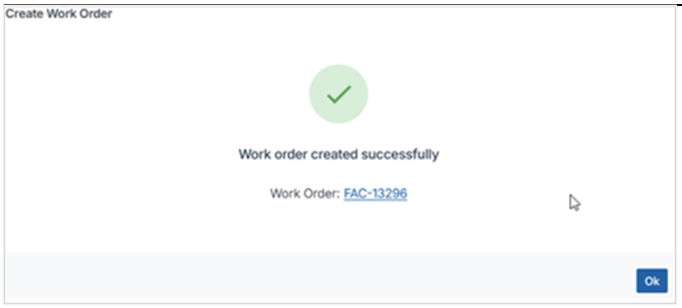
For example, a tile can be designed to mimic the WO Queue found in older WebTMA mobile applications. You can set up a tile that lists unassigned Work Orders for a given Trade. A Technician with that Trade can select from the list and perform the work.

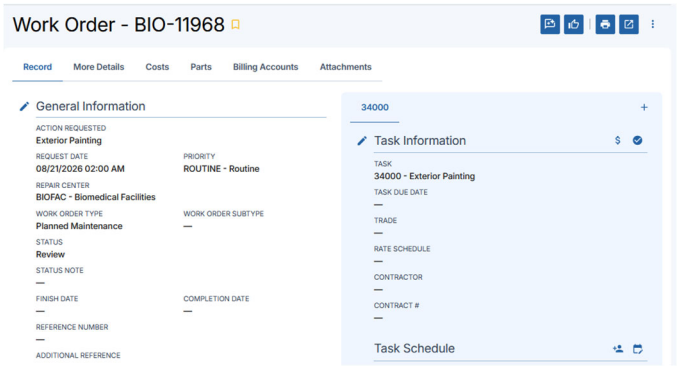
Details about how to set up Tile Sets can be found here and here.

An example of a Tile Set on the WebTMA Mobile Dashboard is shown below.



Updates for the New Work Order Interface





Path: Click WO# link from New Framework Window

Summary: The next releases of WebTMA will have more developments in this exciting new concept.

Details:

In this release, look for:

Saved WO Number Visible. When you Save a new Work Order, the validation popup includes the new Work Order Number as a clickable link.

Add Task to Existing WO. You can add another Task to an existing Work Order.

Assign Multiple Technicians to Existing WO. Click the *Assign Task* icon to add more Technicians to the Work Order.

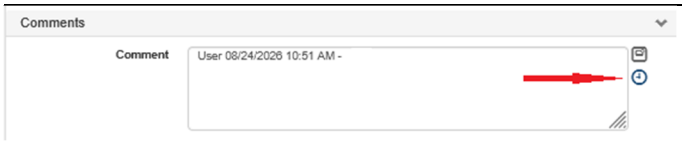
Preview Attachments. Your attachments can now be previewed as well as downloaded.

Edit Master Check Results. Previously the information was View-only. With this release, you can enter results, comments, and attachments.

Location 'Picker' Options. This field has a drop-down reference list as an example of the expected entry. While you can select from the list, it is limited to 25.

Actions Menu Reorganized. The list of actions in the drop-down has been revised to show Copy, Cancel, and Delete in that order.

PO Window Comments Section Has Signature/Date Stamp



Path: *Material > Purchase > Purchase Orders / Identity Tab*

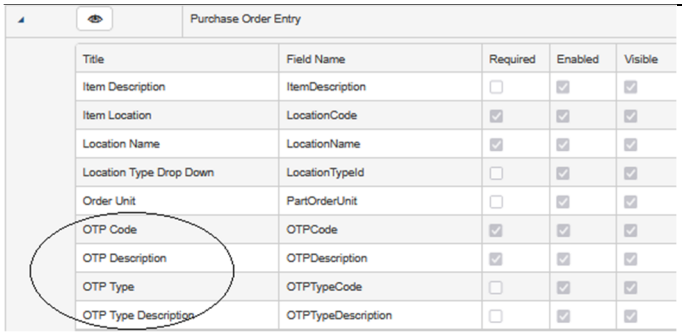
Summary: An icon at the right of the *Comment* field is available to add the Name, Date, and Time when you add a Comment to a Purchase Order.

Details:

Use this feature to identify the person who made the comment. It can be used each time a comment is made.

To add the stamp, click the icon.

OTP Code Added to Form Attributes for PO



Path: *Admin > Form Attributes > System Form Attributes*

Path: *Admin > Form Attributes > Custom Form Attributes*

Summary: The *OTP Code, OTP Description, OTP Type*, and *OTP Type Description* fields have been added to the Purchase Order pages of Form Attributes.

Details:

These fields are required when adding a Purchase Order for One Time Purchase items.

Look to the Purchase Order Entry section for these new options.

With the addition of the fields for selection in Form Attributes, you can now create Custom forms that include the information.

August 18, 2026

NOTE: **WebTMA mobile** has new updates worth a look. You can see them all here.

New Work Order User Interface

Summary: A new conception of the Work Order module is now available from the Landing Page.

Details:

WebTMA created this version of the Work Order to include suggestions requested by clients, such as a query list of Work Orders rather than a random record. This query page is the first page seen when you follow the menu on the Landing Page (Path: *Landing Page Menu* > *Transactions* > *Work Order* > *Records)*.

See the topics on the following pages for details about:

- Work Order from Menu on Landing Page
- Add New Work Order from Browse View
- Edit Existing Work Orders in New Interface

The new interface avoids moving as frequently between the Classic interface and the new interface. It also transitions away from the common TMA toolbar.

In addition, needed action icons are located near the information they affect to make it easier for you to intuit what you need to do. For example, you no longer need to go to a separate Action Menu because the icon for Fail PM is at the point where it is needed.

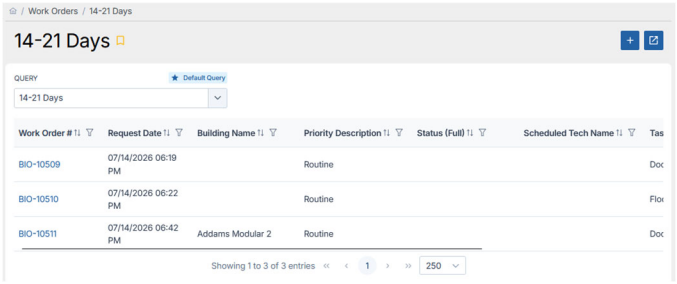
Currently, the default configuration respects anything Preference-based, but it cannot be changed. In the future, a Configuration Editor will allow you to make changes to match your processes.

Other features are being added and will be available in future releases.

Like the *Quick Find* field in the Classic version, the global *Search* 

field is available to search partial strings for Work Orders or other information as well.

Work Order from Menu on Landing Page



Path: *Landing Page Menu* > *Transactions* > *Work Order* > *Records*

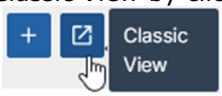
Summary: When you follow the menu path on the Landing Page, the module opens with a *Query* page that displays your choice of a query.

Details:

You have the option to set the *Default Query*, but you can also choose any query from the drop-down list.

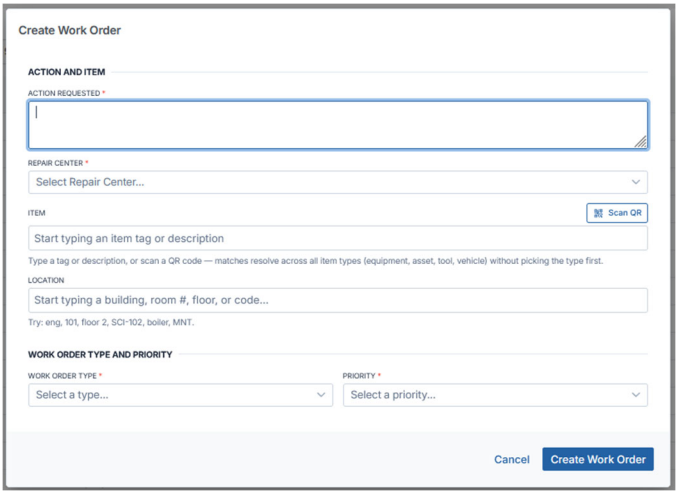
Use the *Plus* + button on this window to *Add* a new Work Order (see the next topic for details on adding Work Orders).

Click any Work Order number in the query to *Edit* or review the record. See *Edit Existing Work Orders in New Interface* below for more information.

You also have the option of viewing Work Orders in the *Classic View* by clicking the icon next to the *Plus* icon 

.

Add Work Order to New Interface from Browse View



Path: *Landing Page Menu* > *Transactions* > *Work Order* > *Records* – *Click* +

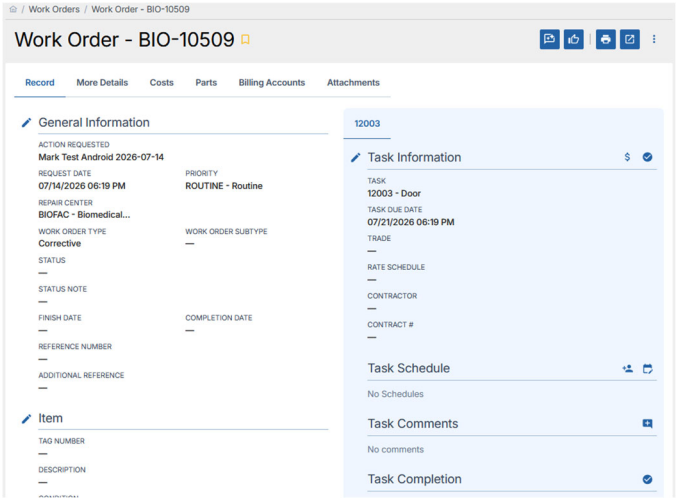
Summary: Click the *Plus* + sign at the upper right on the *Query* page to *Create Work Order*.

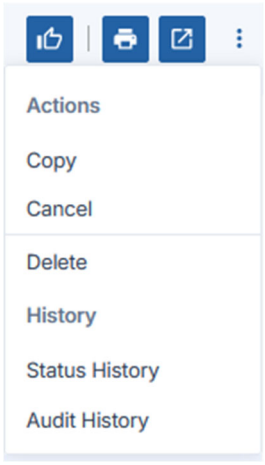
Details:

This opens a popup where initial information is entered and saved.

Scroll down this *Create Work Order* window to enter all needed information before you click the *Create Work Order* button at the bottom right.

Edit Existing Work Orders in New Interface





Summary: The Work Order record opens when you select any existing Work Order number from the Landing Page or the *Browse* window.

Details:

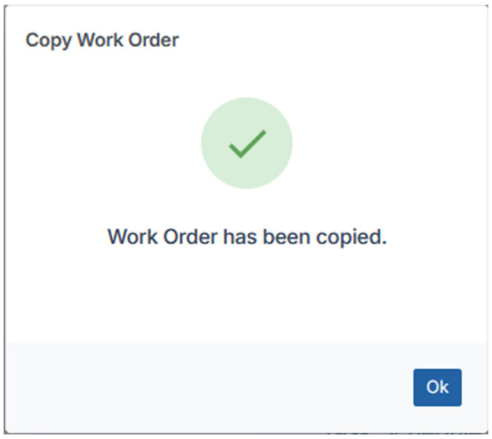
Use the icons at the right of the sections to do the following as well as other actions:

- View
- Send Email
- Post Cost
- Complete
- Assign Tasks
- Schedule Tasks
- Add Comments

The number of tabs at the top of the record has been reduced.

Note the buttons and other actions available for selection at the upper right. You can click the *Acknowledgement* button, the *Print* Button, or the *Vertical Ellipsis* for more options.

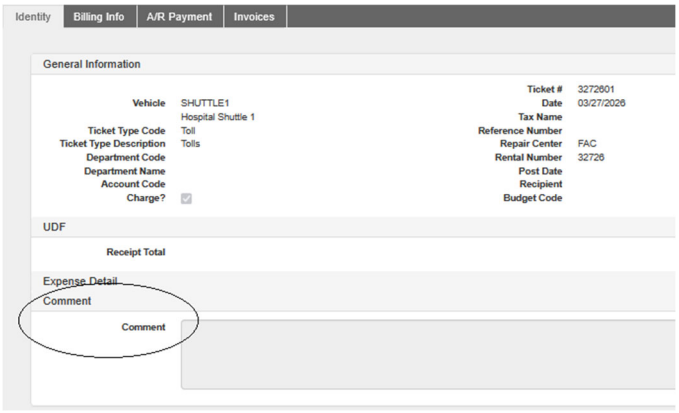
NOTE: When you use *Copy* and click *OK* on the following message, the window refreshes and displays the new copy ready to be edited. A quick way to verify is the *Request Date*.



August 4, 2026

NOTE: **WebTMA mobile** has new updates worth a look. You can see them all here.

VOC – Comments Added to Expense Ticket



Path: *Transactions* > *Facility Scheduler* > *Expense Tickets*

Summary: The *Expense Tickets* window has an added *Comment* Section and field.

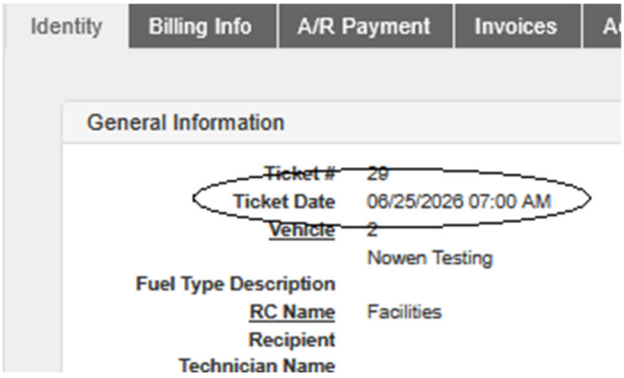
Details:

Previously, we did not have a mechanism to record additional comments to *Expense Tickets*.

Now you can capture additional data about the expense. You can store information about why the expense was needed or other relevant data to better explain the expense.

This is an August Voice of the Customer enhancement. It is a feature requested by Northern Arizona University. We saw an opportunity to redevelop the page to be more user-friendly. WebTMA has evolved into the solution it is largely through great feedback and suggestions provided by our clients.

VOC – Fuel & Oil Tickets Expose Time with the Ticket Date



Path: *Transactions* > *Fuel & Oil*

Summary: The *Ticket Date* field on the *Fuel & Oil* window now shows the Time as well as the Date.

Details:

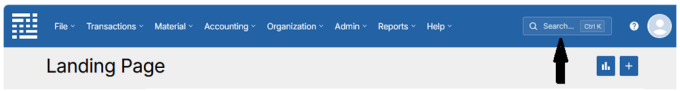
Previously, the *Ticket Date* field only displayed the date.

This change allows you to see the time component to accurately track when fuel/oil transactions occurred especially when the information is imported from other systems like Gasboy.

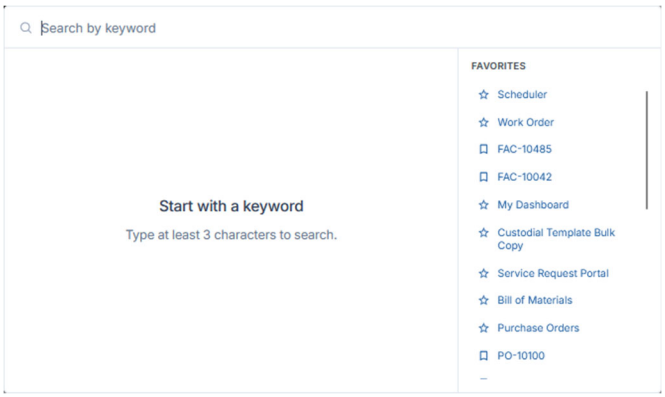
If you use the Universal Interface, be sure to specify the Time component with the Date format.

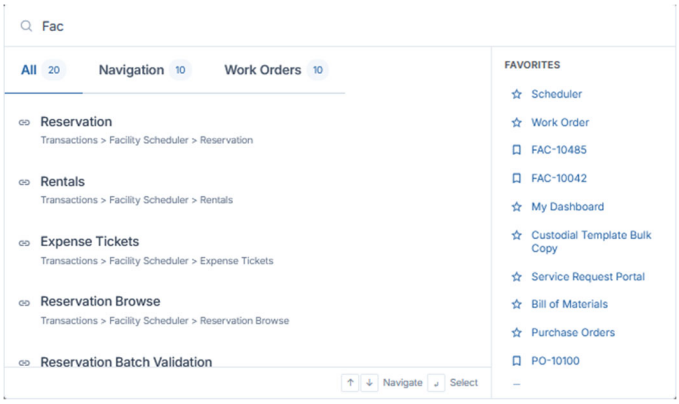
This is an August Voice of the Customer enhancement. It is a feature requested by Northern Arizona University. We saw an opportunity to redevelop the page to be more user-friendly. WebTMA has evolved into the solution it is largely through great feedback and suggestions provided by our clients.

Global Search Field Added to New User Interface Pages



Path: *Landing Page* and other new User Interface windows





Summary: A new *Search* field has been added to the Menu bar for new User Interface pages.

Details:

The menu bar is now right-anchored.

Click this field or use the Crtl+K shortcut to open a popup window and enter at least three characters to search all records.

The panel at the right also includes your Favorites.

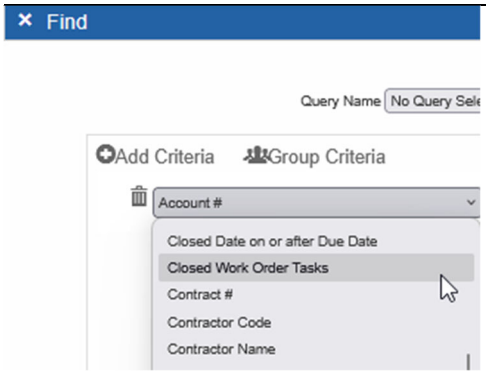
You can see this field on other windows built on the same framework as the *Landing Page*, such as:

- Bill of Materials
- Mass Import
- Browse Queries

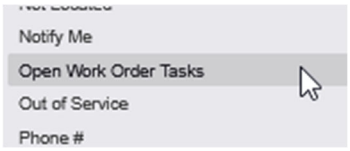
Depending on the characters entered, the search returns both modules and individual records, such as Work Orders. Be sure to scroll down to see all results.

The Ctrl+F search that was available from the TMA Icon has been removed. Ctrl+F now opens the Browser Find option.

Label Change on Work Order Search Criteria



Summary: Criteria labels have been changed to accurately reflect the data used for the two options. It



Path: *Transactions > Work Order > Records*

looks at the Task Completion Date vs. Work Order Close Date.

Details:

Previously, the drop-down showed:

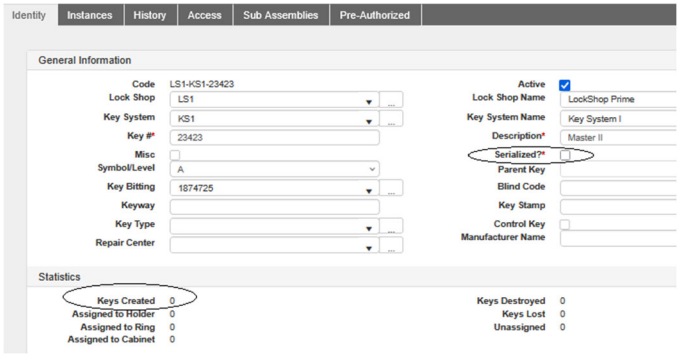
- Open Work Orders
- Closed Work Orders

The new labels are:

- Open Work Order Tasks
- Closed Work Order Tasks

If you want to search for open or closed Work Orders, search Closed Date *is empty* or *is not empty.*

Keys Record Serialized Keys Check Box Change



Path: *Material > Key Management > Keys / Identity Tab*

Summary: When a Key record is created and saved, the *Serialized* check box can be updated when **no keys** have been created.

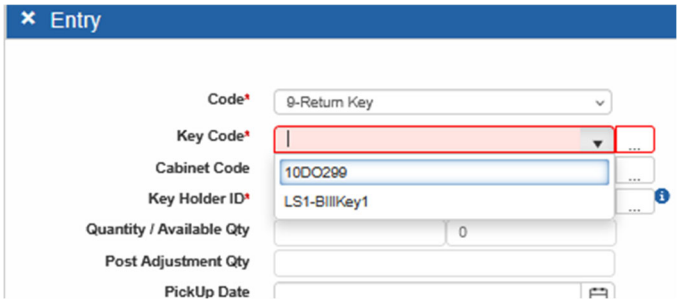
Details:

Previously, once a Key record was saved, the check box could not be toggled on or off even though no keys were yet created.

Now the *Serialized* check box is **only locked** when keys have been created.

This gives you more flexibility when creating your key records.

Key Adjustment Filters for Key Holder and Key Ring



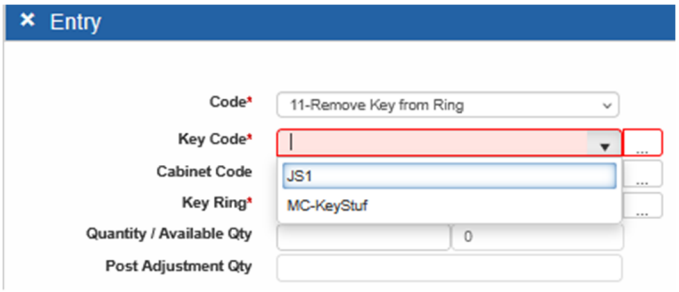
Summary: When you add a Key Adjustment for *Code 9 (Return Key)* or *Code 11 (Remove Key from Ring)*, the lists are filtered to apply to the selected *Key Holder* or *Key Ring*.

Details:

When you create a *Code 9 – Return Key* adjustment and select the *Key Holder* **before** you click the *Key Code* drop-down list, the system filters the list to show only keys assigned to that holder.

When you create a *Code 11 – Remove Key from Key Ring* adjustment and select the *Key Ring* **before** you click the *Key Code* drop-down list, the system filters the list to show only keys assigned to that key ring.

With this change we display only keys held by that key holder or on that key ring.

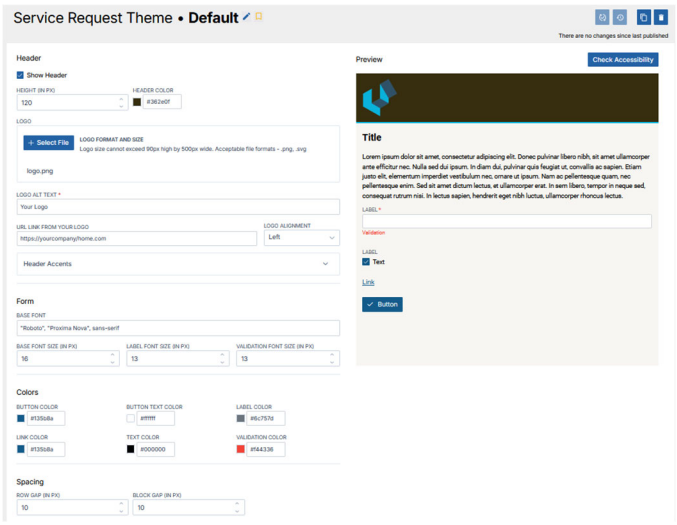


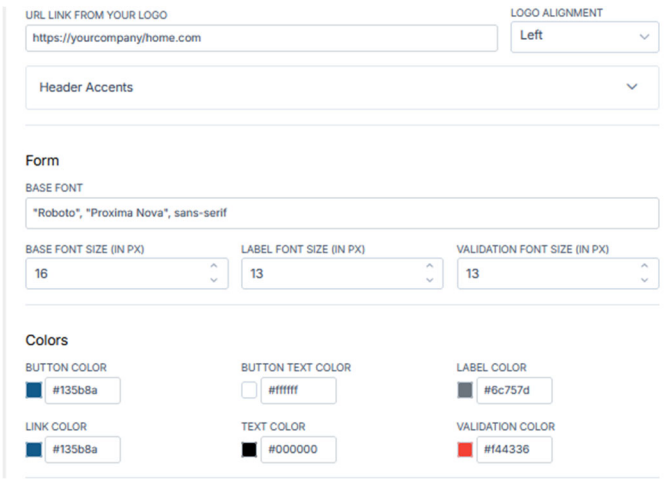
Path: *Material > Key Management > Key Adjustments*

July 21, 2026

NOTE: **WebTMA mobile** has new updates worth a look. You can see them all here.

VOC – SRP Text Colors Enhanced





Path: *Admin > Form Attributes > Service Request Portal*

Summary: Themes for the Service Request Portal Forms have been enhanced to allow you to change the color of text in your request forms.

Details:

Previously, the Service Request Portal (SRP) theme editor in WebTMA had no options to change the font color for field labels and titles. If you used dark backgrounds, it was difficult to see.

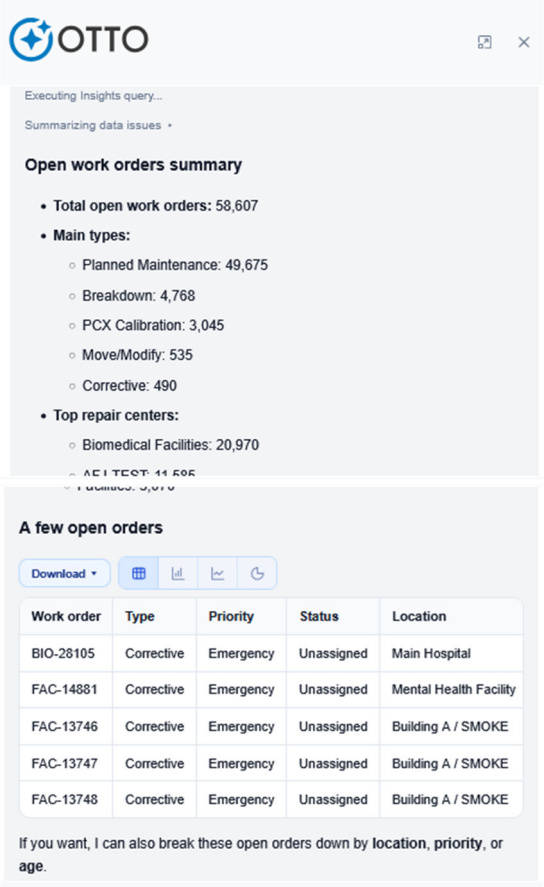
New color and font settings have been added:

- **Label Color** – controls field label text color
- **Text Color** – controls general form text color
- **Button Text Color** – controls text within buttons
- **Validation Color** – controls validation/error message text color
- **Label Font Size** - can be set independently
- **Logo Alignment** - controls alignment

These settings apply across all form fields when the theme is selected, which gives you full control over text contrast and provides more WCAG compliance.

This is the July Voice of the Customer enhancement. It is a feature requested by the University of Miami - Medical. We saw an opportunity to redevelop the page to be more user-friendly. WebTMA has evolved into the solution it is largely through great feedback and suggestions provided by our clients.

OTTO Work Order Summary Enhanced



Path: *Landing Page*

Summary: WebTMA has enhanced the OTTO chatbot to replace raw work order lists with intelligent, context-driven summaries.

Details:

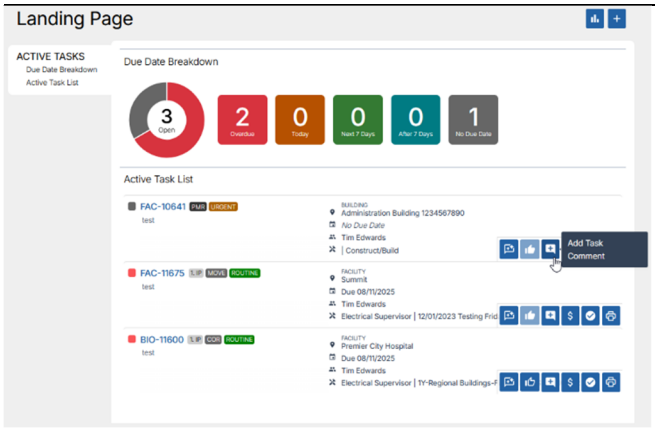
Previously, OTTO presented work order summaries as raw bulleted lists. The output has been changed into an intelligent narrative that classifies work orders (PM, Corrective, Request), detects trends/recurring issues, highlights root cause indicators from task comments, and presents a concise readable summary. The detailed list is available on request.

You can see the change in the starter prompts, such as 'Summarize the open work orders', that help guide you to more insights about the data.

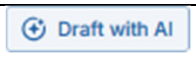
Scroll down to see all the results and note the prompt that offers more option.

You can request other useful summaries such as Work Orders for Equipment, Assets, or other MWI.

Auto-Improve Comments on Landing Page



Path: *Landing Page / Active Tasks Tab*

Summary: A *Draft with AI* 

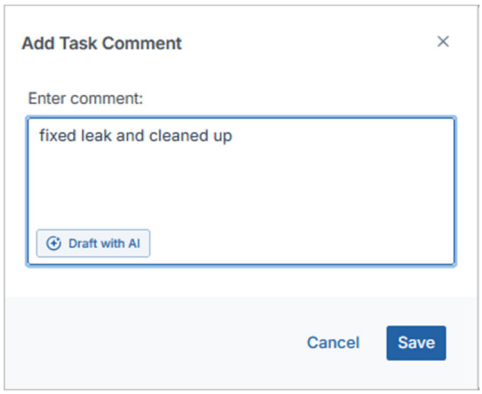
button (found on the *Comments* field on the *Active Tasks* Tab of the Landing Page) can help you polish and revise the text entered in the *Add Task Comment* window.

Details:

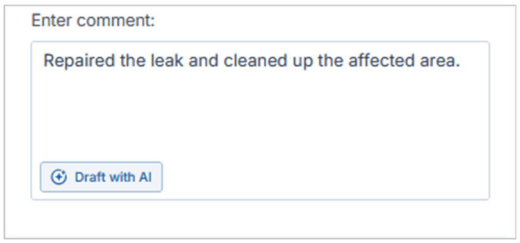
You can now enter notes in this multi-line text box, click the *Draft with AI* button, and OTTO will analyze and draft your remarks into text that is easier to read.

You can make any changes to the suggested text that you want.

In the future, this feature will be added where it is applicable for easier use of multi-line text boxes.

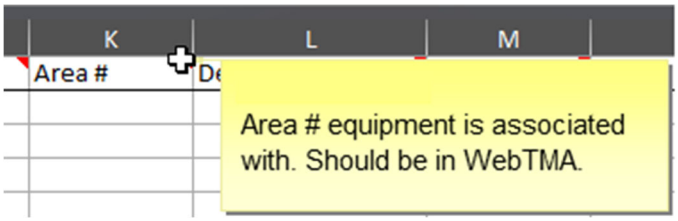


Initial Text



AI Draft

Mass Import Area # Column Change



Path: *Admin* > *Mass Import*

Summary: The Area # column in the Mass Import template for MWI (see list below), has been revised to validate the Area # only.

Details:

In the past, the validation looked for the Building Code-Area Number, i.e., the Location ID.

With this change, WebTMA only looks for the Area Number (no building code joined at the beginning).

The following templates are affected:

- Asset
- Biomed
- Equipment
- Tool
- Vehicle
- Utility Meter

PLEASE NOTE: If you reuse templates with the Location ID-style value for data updates, it will have validation errors. In addition, if you use something like an Excel formula to build entries for the Area # column, please adjust the formula to avoid validation errors.

July 7, 2026

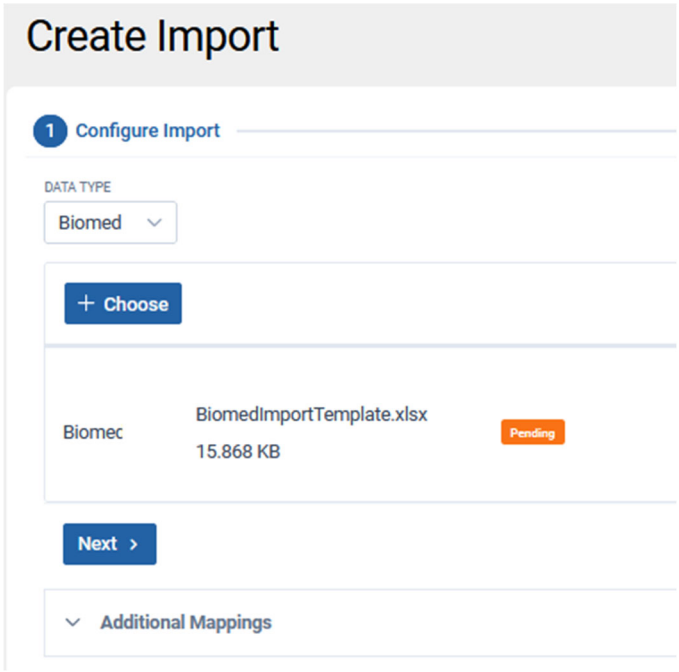
NOTE: **WebTMA mobile** has new updates worth a look, such as a Show on Map feature. You can see them all here.

Biomed Mass Import Now Accepts UDFs

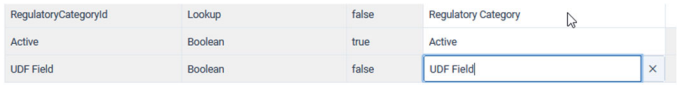
Path: *Admin > Mass Import*

AR	AS	AT	AU
Preferred Repair Center	Active	Regulatory Category	UDF1
	TRUE		TEST

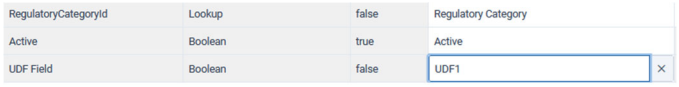
Add your UDF column to Biomed Template



Create Import and expand Additional Mappings



Locate UDF Field



Rename the UDF Field to match your Column Name

Summary: To increase the usability of User Defined Fields, you can add your own UDF columns to your Biomed Mass Import template.

Details:

Many Biomed clients have special requirements for fields specific to their organization. Using UDFs accommodates each Biomed client's needs to search and generate reports.

When you download the Biomed Template, you need to add your own UDF column names to be available in the Additional Mappings section.

From Create Import in the application, the system auto-detects UDF columns.

Expand the *Additional Mappings* section to re-map columns to match your field name prior to import.

This feature will be added for other MWIs in the future.

Biomed and Equipment Mass Import Templates Enhanced

Path: *Admin* > *Mass Import*

Biomed Template

AR	AS	AT	AU
Preferred Repair Center	Active	Regulatory Category	

Equipment Template

AP	AQ	AR	AS
Attached to Vehicle	URL	Regulatory Category	

Summary: A *Regulatory Category* column has been added to the Mass Import templates for Biomed Equipment and Equipment.

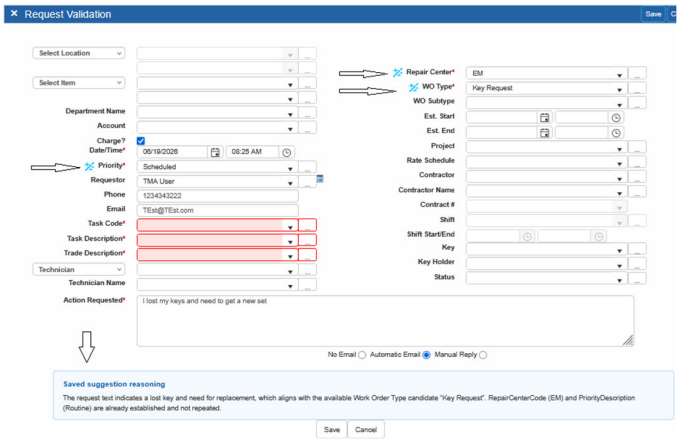
Details:

This column is found at the end of the columns in the template.

The Regulatory Category drop-down options are defined in *Organization* > *Lookups* > *Regulatory Categories*. These are matched during the import process.

If you are required to report to regulatory agencies, this field is used. You can quickly generate a list to give the agency when needed.

AI Request Validation Summary Suggestions



Path: *Transactions* > *Request* > *Request Log*

Summary: The AI Assistant can help with speed and accuracy when converting a Request to a Work Order.

Details:

When a new Request is received, AI automatically:

- queries past Work Orders for the same space or asset
- provides a historical summary
- predicts a diagnosis
- pre-populates suggested field values on the *Request Validation* flyout (Task Type, Trade, Technician, etc.).
- includes reasoning for each suggestion

Once a new Request is received, the system gathers the information. At times there may be a short delay if you open a very recent record.

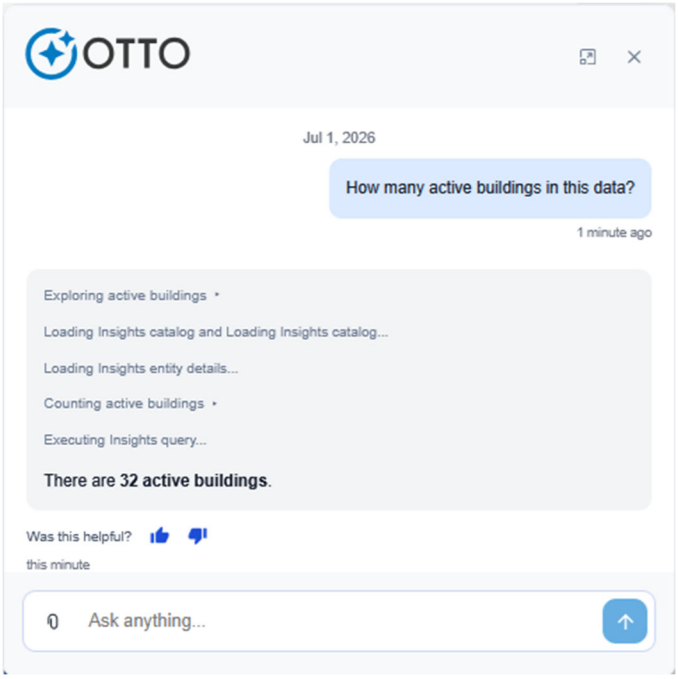
When you click the *Accept* button, you see fields with suggested values on the *Request Validation* flyout.

Suggested fields are identified with a sparkle icon.

Look to the bottom of the flyout for the *Saved suggestion reasoning* box for explanations about the suggestions.

NOTE: This feature is automatic if you have OTTO enabled. Currently it is not enabled for requests using Auto Attendant.

OTTO Polls Numerous Windows



Path: *Landing Page*

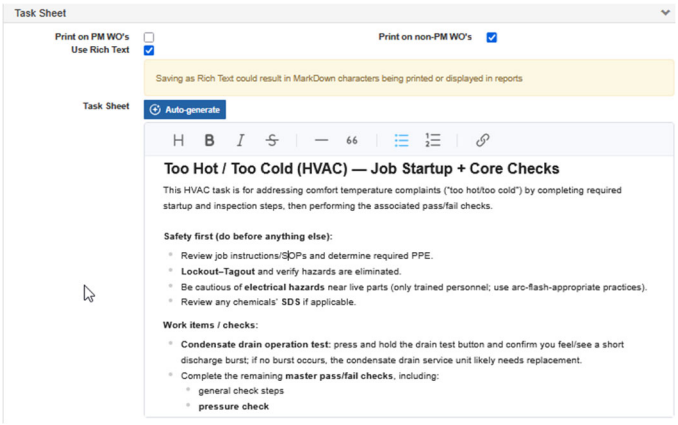
Summary: When you query OTTO from the Landing Page using the icon at lower right, the search has expanded beyond Work Orders. A list of the windows now included in OTTO's search can be found here.

Details:

TMA continues to improve the use and scope of our AI assistant to help you accomplish your goals more quickly and accurately.

Additional windows will be added in the future.

Task Sheet Field Has AI Enhancements



Path: *Organization > Task > Records*

Summary: You can improve the contents of your Task Sheets with AI. This gives you a faster way to create something easy for technicians to understand without writing everything from scratch

Details:

If the field already has text, click the *Auto-generate* button. This uses AI to rewrite it and improve existing content - making it easier for Technicians to read.

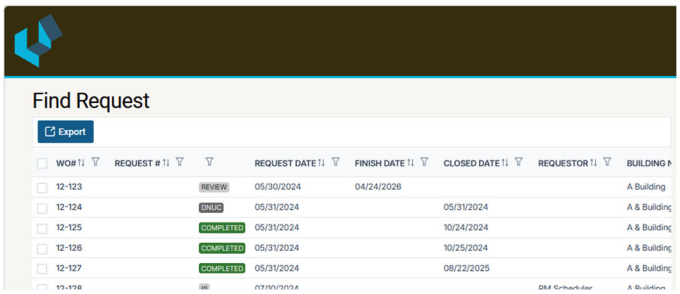
When the field is empty, click the button to have AI write a draft based on the *Task Description*.

The enhancement is only available if you mark the *Use Rich Text* check box.

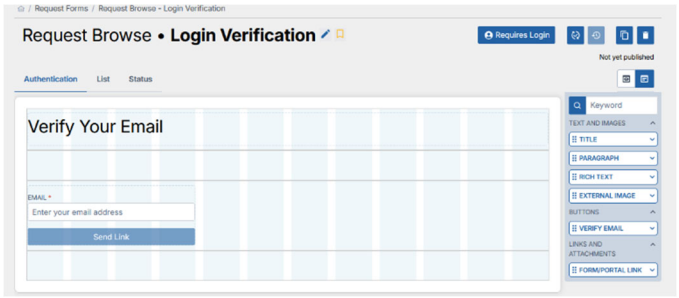
AI uses MarkDown (or rich text). Note the alert above the *Task Sheet* field. If you print Work Orders, it may show MarkDown characters, which can be confusing to readers.

June 23, 2026

VOC – Requestor Email Search Enhancement on SRP Search Page



Path: *Admin > Form Attributes > Service Request Portal*



Summary: On the Service Request Portal (SRP) *Search* page, you now have the option to search by email alone - no *Request #* needed.

Details:

In addition to making the *Request #* optional, a new grid replaces the previous single-result redirect. The grid shows all requests tied to an email address.

The contents on the grid can be rearranged with filtering and sorting, similar to the Status page attributes.

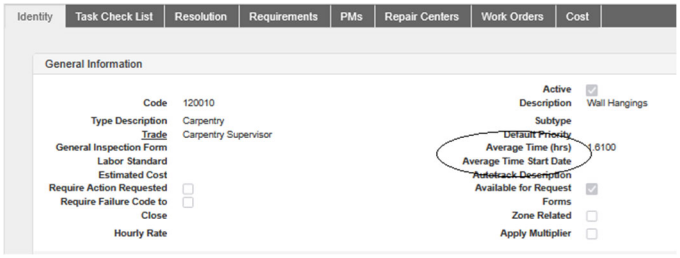
Logged-in users see the results immediately if their email address matches the Request record.

Anonymous users enter their email address from the new *Request Browse* form to receive an email with a one-time link. When they click the link, they go to the page with all their requests. Note that this is required for anonymous users, but regular users can also use the form.

As long as the email address is on the original request both types of users see a list of all their requests.

This is the June Voice of the Customer enhancement. It is a feature requested by Azusa Pacific University. We saw an opportunity to redevelop the page to be more user-friendly. WebTMA has evolved into the solution it is largely through great feedback and suggestions provided by our clients.

Task Average Hours Action Enhanced



Path: *Organization > Task > Records*

Summary: You can now reset the Task *Average Time* if needed.

Details:

Previously, you could update the field manually; however, the field reverted to its former value the next day. This is due to the automated *Task Average Time* batch job that runs every 24 hours and recalculates the average time using all historical labor data.

The *Average Time (hrs)* field is **now read-only**.

A new *Average Time Start Date* field has been added immediately below the *Average Time (hrs)* field.

This new date field controls the calculation window. The date can be any time in the past. When a date is entered, the nightly batch job only considers closed

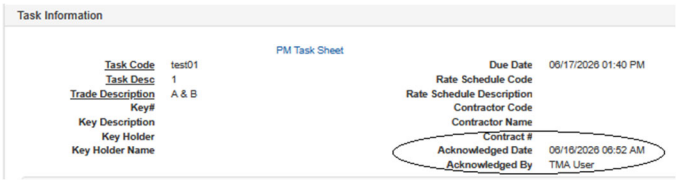
Work Orders completed **on or after** that date rather than all historical data.

This ensures manual overrides are preserved while still allowing the system to continue automatic recalculations going forward.

If the field is empty, the batch calculates across all history as usual.

NOTE: The *Recalculate Task Average Time* found on the *Client Info* Action Menu also respects the manual start date — it only uses labor history after the most recent manual update timestamp.

Acknowledgement Restrictions Removed on WO Action Menu



Path: *Transactions > Work Order > Records – Action Menu*

Summary: Use of the *Acknowledge* link on the *Work Order* window is available for use on all WOs. It is no longer restricted to Notification and Escalation settings.

Details:

Previously, the link was disabled unless it was tied to Notification and Escalation.

The constraint has been removed so all Work Orders can be acknowledged. If it is multi-task, you are asked if you want to acknowledge all. You have the choice to select the tasks you want to acknowledge.

Acknowledgement populates the *Acknowledged By* and *Acknowledgement Date* fields in the *Task* Section. The fields are read-only. For multi-task WOs, the information is completed in the same columns in the grid.

When all tasks are acknowledged, the *Acknowledge* link is disabled.

Note: You can continue to use the *Require Acknowledgement* check box on *the Notification and Escalation* window as before.

Virtual Facility (VF) Alarm Status Shown in Request Log



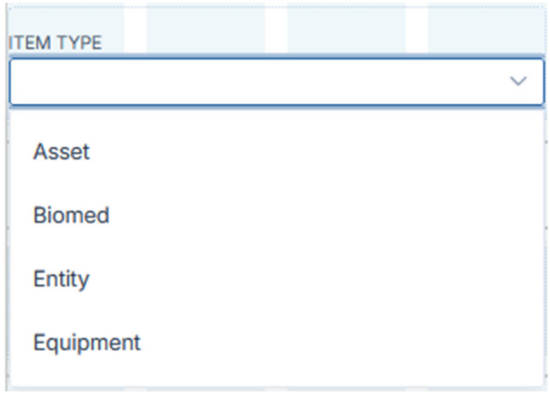
Path: *Transactions > Request > Request Log*

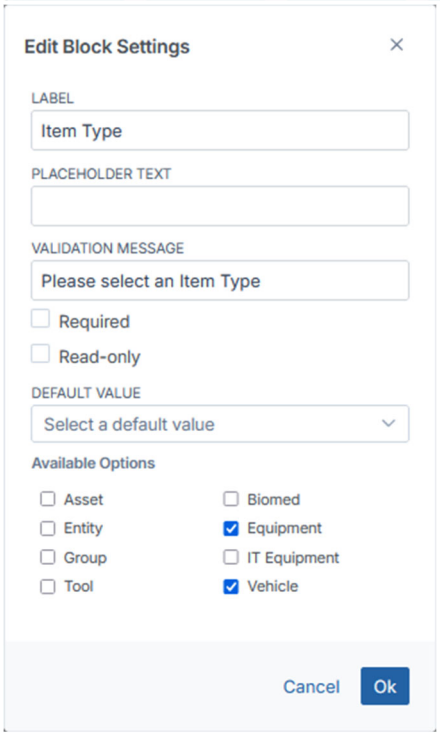
Summary: If you use Virtual Facility to monitor alarms, the *Request Log* window Action menu will include a *Show Alarm Status* link.

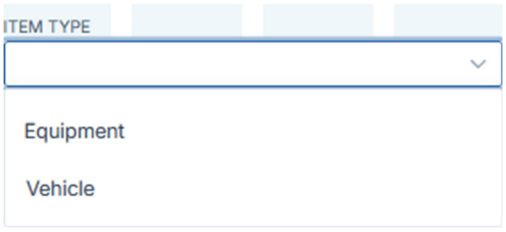
Details:

Click the link to open the *Alarm Details* flyout. This gives you the information needed about the alarm without leaving WebTMA.

SRP Item Type Field Now Allows Restricted Values







Path: *Admin > Form Attributes > Service Request Portal*

Summary: When you build your Service Request Portal (SRP) Form, you can now control which values requestors see in the *Item Type* drop-down selection.

Details:

Rather than displaying all Item Types for your requestors, you can choose which values are applicable to requestors.

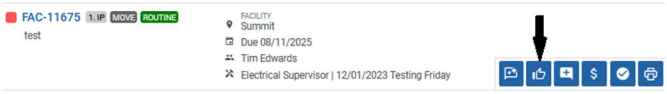
Click the gear icon to open the *Edit Block Settings* popup. Note that all available check boxes in the *Available Options* section are marked. This indicates that all options will be visible to the requestor.

If you want to limit the item types, clear the check box for any Item Type your user should not see.

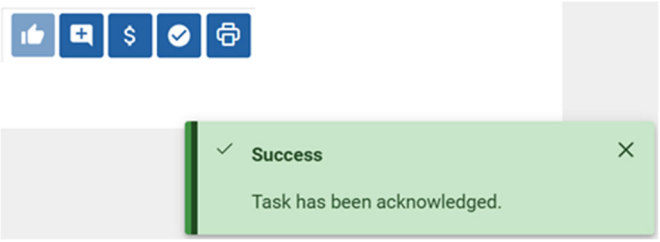
Note: If all check boxes are cleared, the system views them as marked and will display all Item Types.

June 9, 2026

Acknowledge Icon Added to Landing Page – Active Tasks Tab



Path: *Landing Page / Active Tasks Tab*



Summary: Technicians have the option to use the new  *Acknowledge* icon on the Landing Page to let others know they have received a Work Order.

Details:

Since not all Technicians use WebTMA mobile, this allows all Technicians to use the Acknowledge feature.

When clicked, a popup 'Success' reminder displays. In addition, the current date is added to the *Work Order - Task Information* section in the *Acknowledged Date* field. Once clicked, the icon is disabled to prevent multiple acknowledgements.

Note that this Acknowledgement is not dependent on the Notification and Escalation rules and any user can mark these lines as Acknowledged.

Source Field Now Available in SRP



Path: *Admin > Form Attributes > Service Request Portal*

Summary: The Service Request Portal (SRP) has a new *Source* field you can add to your forms.

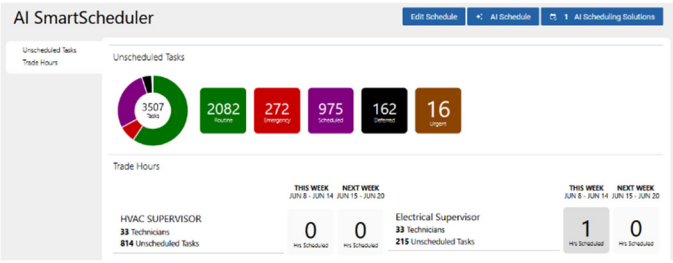
Details:

Our clients want to identify their SRP requests using the terminology they create in *Organization > Lookups > Sources*.

Use of this field gives immediate information about the source.

Adding the new *Source* field to a Form saves both manual effort and extra clicks to see this information.

AI SmartScheduler Dashboard Enhanced for Supervisors



Path: *Transactions > Time Manager > AI Smart Scheduler*

Summary: The AI SmartScheduler now filters Trades for Supervisor users.

Details:

Previously, the Supervisor saw every Trade available through their Repair Center access.

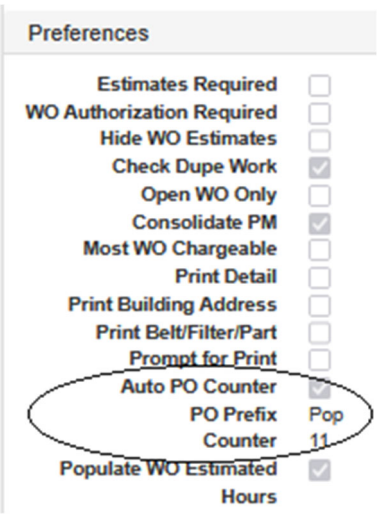
Now the system checks if the logged-in user has a Technician record marked as Supervisor. When this is true, the Trade list is filtered to show only Trades where the user is assigned as Supervisor.

With this enhancement, Supervisors only see the Trades they oversee, which helps reduce the amount of data they must review. It makes use of the tool faster and easier.

This change is based on feedback from the TMAi Board, and we appreciate their insight and suggestions.

May 26, 2026

PO Counters Available by Repair Center



Path: *Organization > Repair Center > Records / Identity Tab–Preferences Section*

Summary: You now have the option to set Automatic Purchase Order Counters and Prefixes by Repair Center rather than globally.

Details:

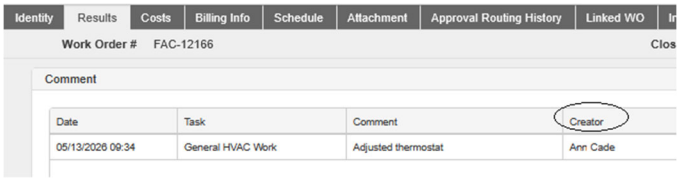
Three new fields have been added to the Preferences section of the Identity Tab: *Auto PO Counter*, *PO Prefix*, and *Counter*.

When you mark the three fields, Purchase Orders with that Repair Center populated on the record use the prefix and count value designated on the Repair Center Preferences.

If you need to track purchases by Repair Center, this new feature is a quick and easy way to do so.

You also have the option to set the global counter on the *Admin > Client Info / Counters* Tab. If both are set, the Repair Center settings are used.

Creator Column Added to WO Results Tab Comment Section



Path: *Transactions > Work Order > Records / Results Tab*



Path: *Transactions > Work Order > Records / Results Tab*

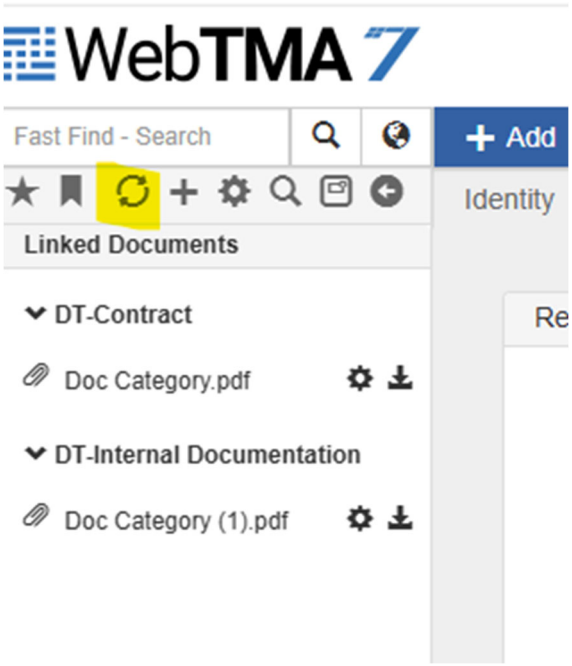
Summary: A new *Creator* column has been added to the *Work Order / Results* Tab in the *Comment* Section. This identifies the person who made the comment. The column was also added to the *Find* Criteria list.

Details:

Previously, comments made from WebTMA mobile were not seen in the main application. With this new column, the creator of the comment is identified.

In addition, the new column has been added to the Criteria drop-down, which makes it searchable and reportable.

Linked Documents Section Enhanced



Summary: As a follow-up to the Linked Documents grid released on May 12, the Linked Documents section in the Navigation panel has been improved.

Details:

Previously, the section could be displayed in two states using the toggle icon :

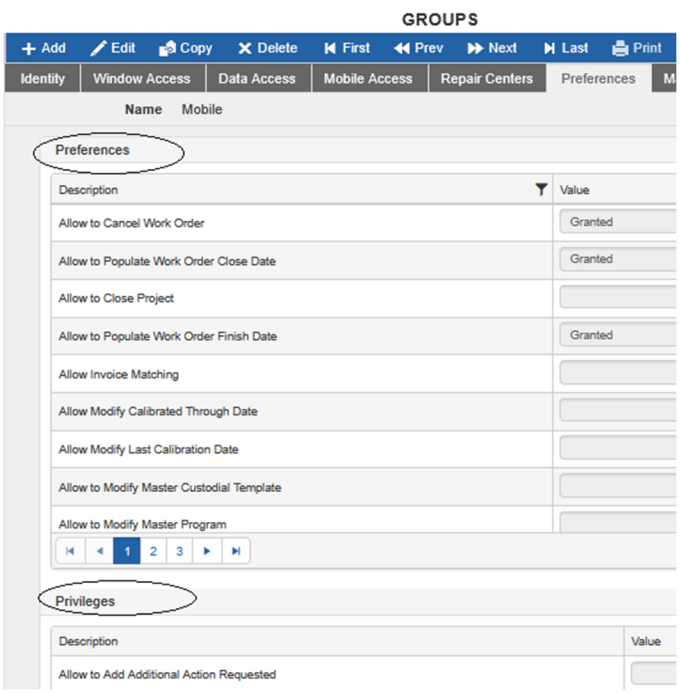
- Grouped by file Type
- Grouped by Entity (e.g., WO, Asset, etc.)

The revised view can be displayed in three states:

- Grouped by file Type
- Grouped by Entity (e.g., WO, Asset, etc.)
- Grouped by file Category

The toggle icon has been changed to a cyclical icon .

Copied User Groups Now Retain Preferences/Privileges



Path: *Admin > User Management > Groups / Preferences Tab*

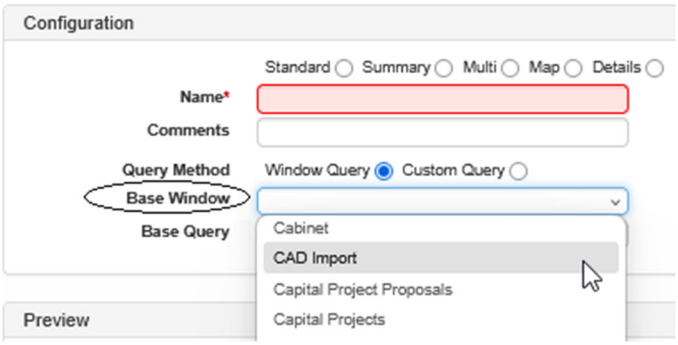
Summary: When you copy a User Group record, the copied record now has the same Preferences and Privileges.

Details:

Previously, a copied Group record did not save the contents of the *Preferences* Tab.

With this enhancement, you can clone different Groups without having to add new Preferences or Privileges. Of course, you can always make changes to the copied record but having a base will save time.

CAD Import Queries Available to Dashboard Controls



Path: *Dashboard / Add New Control*

Summary: If you have the Space Management module, you can now select *CAD Import* for your Dashboard controls.

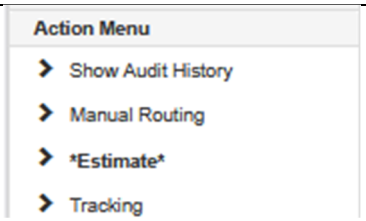
Details:

The *Base Window* drop-down list now includes CAD Import.

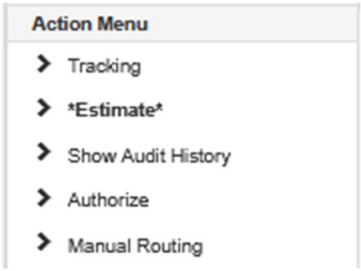
Previously, the selection was not available.

Reminder: This option is only visible if you have the Space Management module.

Requests Converted to Projects Now Include Estimates



Path: *Transactions > Request Log*



Path: *Transactions > Project > Records*

Summary: When a Request Log record has an attached Estimate and is converted to a Project, the new Project inherits the associated Estimate.

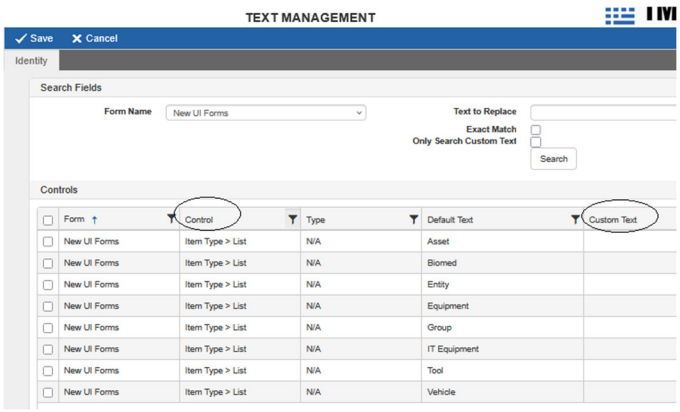
Details:

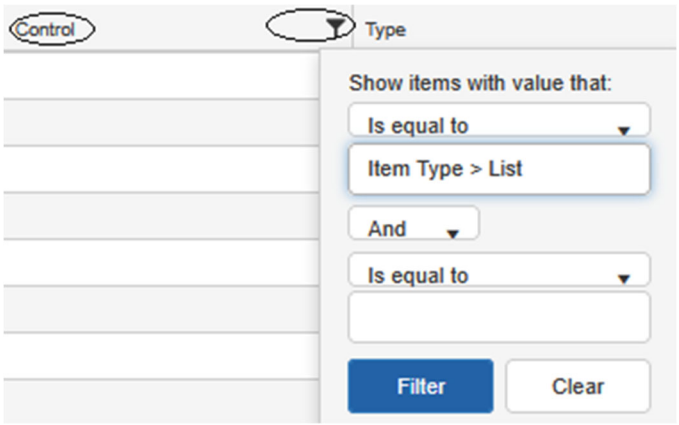
Previously, the system did not include Estimates attached to a Request. Now, if the Request Log has an Estimate, the Project inherits the Estimate from the Request Log.

You can identify the presence of an Estimate by looking at the Action Menu. If the Estimate link is bolded and bounded by asterisks (***Estimate***), it alerts you that the record has an Estimate.

Note that any changes to the Estimate must be made from the Project record. Changes made are **not** reflected on the Request Estimate record.

Custom Item Type Labels Now in SRP





Path: *Admin > Text Management*

Summary: The SRP (Service Request Portal) now displays Text Management Item Type label customizations.

Details:

Previously, when a client renamed Item Type labels in the application (e.g., "Equipment" renamed to "Asset"), those changes were not reflected in the SRP.

You can now see Item Type custom text in the SRP Item Type dropdown.

To add the custom labels:

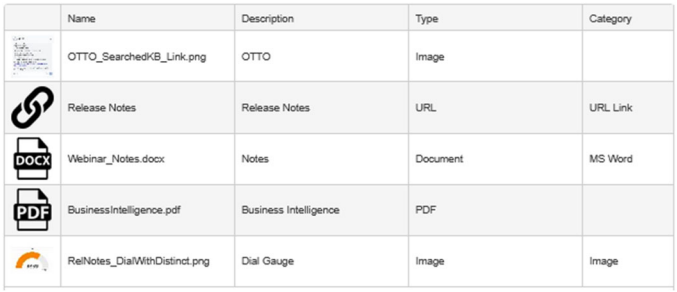
1. Go to Admin > Text Management.
2. Enter New UI Forms in the *Form Name* field.
3. Click the *Search* button to see all lines.
4. Click the *Control* column filter. See illustration at left, to filter for *Item Type > List*.
5. Follow the standard procedure to add new labels to the *Custom Text* column.

Any custom text entered here is now reflected in the SRP drop-down.

More information about adding custom text is available at https://knowledgebase.tmasystems.net/hc/en-us/articles/7873531021965-Text-Management-WebTMA-7.

May 12, 2026

VOC – Linked Documents Enhancements



	Name	Description	Type	Category
	OTTO_SearchedKB_Link.png	OTTO	Image	
	Release Notes	Release Notes	URL	URL Link
	Webinar_Notes.docx	Notes	Document	MS Word
	BusinessIntelligence.pdf	Business Intelligence	PDF	
	RelNotes_DialWithDistinct.png	Dial Gauge	Image	Image

Path: *Linked Document List flyout*

Summary: The Paper Clip icon on the toolbar of any record that has Linked Documents has been improved to make it more meaningful and easier to use. Labels have been revised for clarity.

Details:

When you click the Paper Clip icon, it opens a read-only flyout grid that shows the document details, a thumbnail, and the document type.

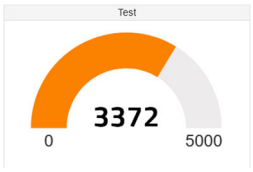
Click the thumbnail in the first column to do the following:

- File icon – Download the file
- Image icon – Open a full size image in a new browser tab
- Link icon – Opens the link in a new browser tab

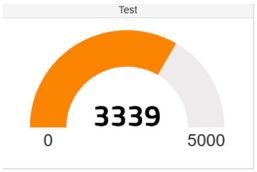
Two column labels have been reversed for better understanding. The Category is now *Type* and Document Type is now *Category*. In the Category, your selections include options from *Lookups* > *Document Types*.

This is a May Voice of the Customer enhancement. It is a feature requested by clients converting from WebTMA 5 to WebTMA 7 as well as others in the Community. We saw an opportunity to redevelop the page to be more user-friendly. WebTMA has evolved into the solution it is largely through great feedback and suggestions provided by our clients.

Dashboard Queries Enhancement



No Distinct Setting



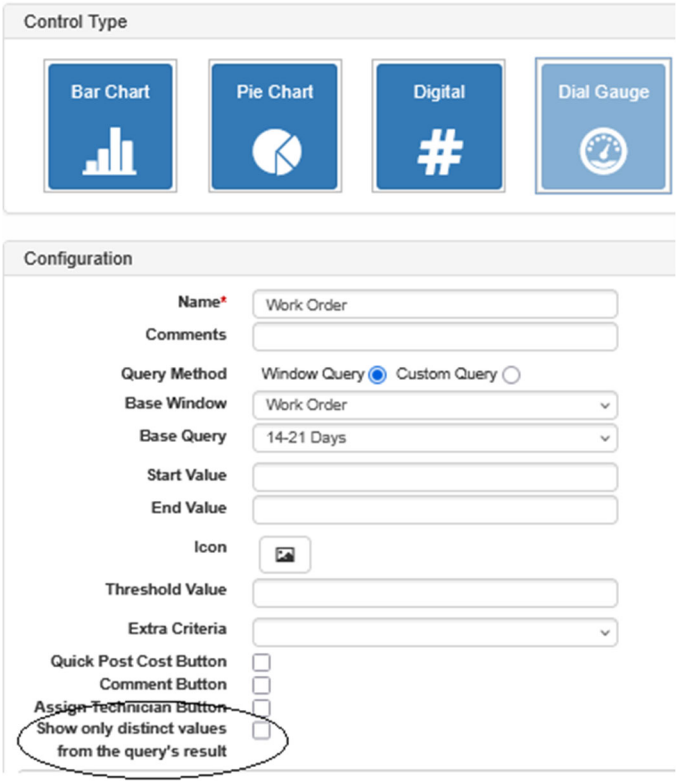
With Distinct Setting

Summary: If you use Executive Dashboard graphic displays, you now have the option to *Show only distinct values from the query's result* for records which previously appeared to give "duplicated" results.

Details:

When you mark the *Show only distinct values from the query's result* check box, only one count is included.

Previously, if you had a Dashboard Control with Work Orders and a column for multi-tasks or schedules, a value for each instance was returned. For example, a



Path: *Files > My Dashboard*

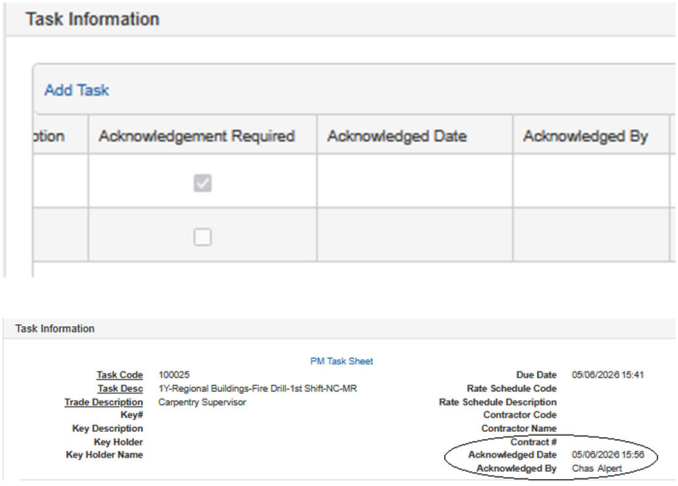
Work Order with three Tasks was counted three times.

When you opt for *distinct values*, you can drill down to Task level of the record for details about a Work Order.

If the query has no multi-task or schedule records, it returns the same data with or without the "distinct" check box marked.

This enhancement applies to all four graphic types: Bar Chart, Pie Chart, Digital, and Dial Gauge. It has been requested over the years in many Community suggestions.

Acknowledgement Enhancements



Path: *Transactions > Work Order > Records*

Summary: The Acknowledgement fields for Work Orders have been relabeled and enhanced for clarity and better visibility.

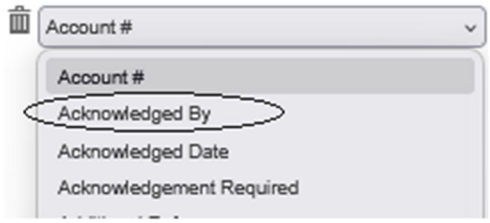
Details:

The Acknowledgement label on the Work Order / Identity-Task Information section has been changed to Acknowledgement Required.

For single-task Work Orders, *Acknowledged By* has been added as a read-only field below the *Acknowledged Date* field. These two fields are visible on the single-task Work Order only when they are populated.

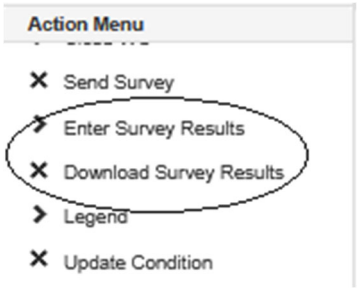
In the *Find* flyout on the Work Order window, the *Acknowledged User Initial* query option has been replaced by *Acknowledged By*.

These fields are populated when a Work Order is acknowledged from either the main application or WebTMA mobile.

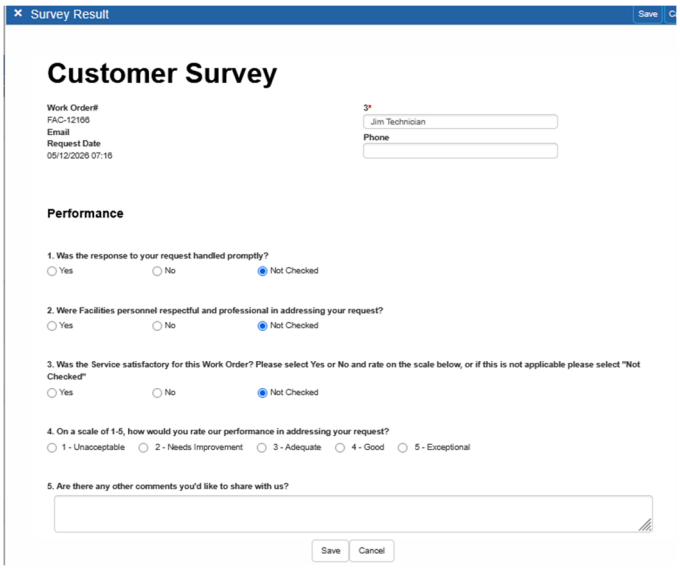


Path: *Transactions > Work Order > Records-Find*

Work Order Customer Survey Improvements



Path: *Transactions > Work Order > Records-Action Menu*



Flyout for *Enter Survey Results*

Summary: A new Work Order Action Menu link (*Download Survey Results*) and a relabeled link (*Enter Survey Results*) have been added to the Work Order Action Menu.

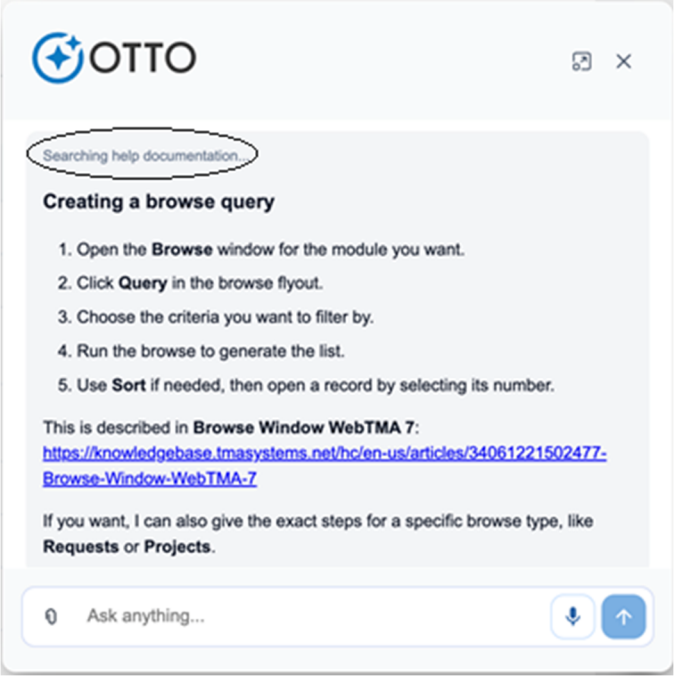
Details:

When you click the new *Download Survey Results* link, WebTMA automatically downloads the results in a .pdf file to a browser tab.

The previous Survey Results label was renamed *Enter Survey Results* for clarity. When clicked, the *Survey Result* flyout opens to allow you to enter results manually if needed.

These changes help you be more efficient by providing quick access to the completed survey data directly from the Work Order without having to open other windows or perform manual data extraction.

OTTO Now Searches the Knowledge Base

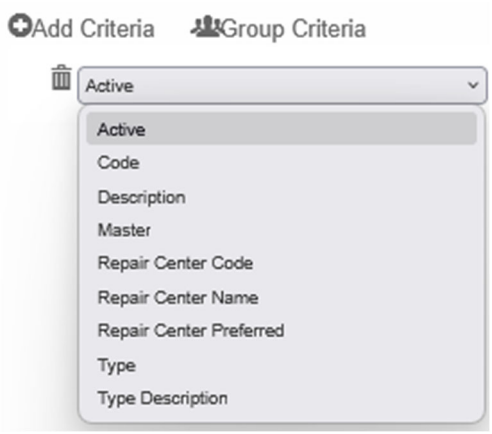


Summary: OTTO, the new AI Work Order Assistant, now draws from the WebTMA Knowledge Base to help answer your questions.

Details:

When an appropriate article is found, OTTO gives you a summary of how-to steps as well as a URL to see the complete article in the Knowledge Base.

Custodial Template Query Additional Fields



Path: *Transaction* > *Custodial* > *Custodial Template*

Summary: More fields have been added to the selection drop-down for the *Custodial Template* window.

Details:

The following have been added for selection:

- Active
- Repair Center Code
- Repair Center Name
- Repair Center Preferred

For those who use the additional Custodial module, this provides a way to search for records for the specific characteristics.

Transfer Parts Budget Code Criteria Added



Path: *Material* > *Parts* > *Transfer Parts*

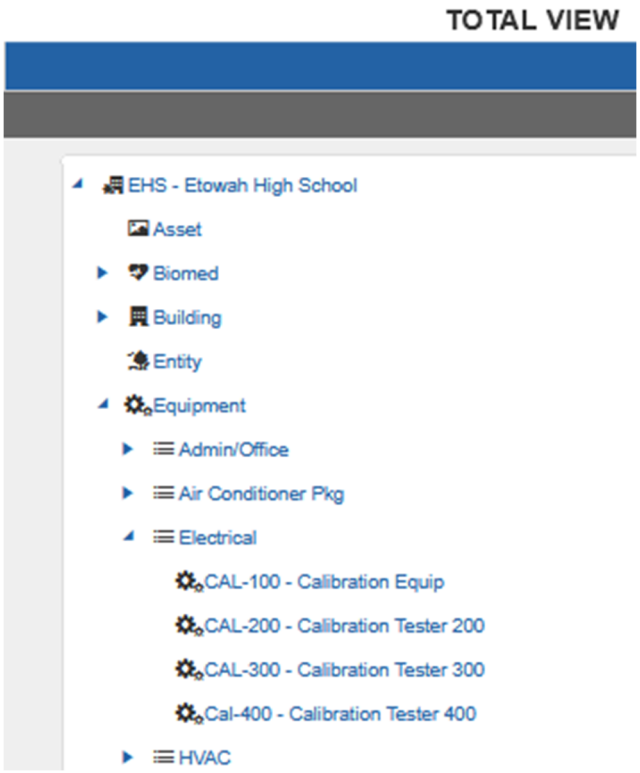
Summary: The *Transfer Parts* query window now includes *Budget Code* as a criterion.

Details:

This addition allows you to set up a query to track or search for specific Budget Codes or for transfers without a Budget Code.

April 28, 2026

VOC – Total View Enhancement



Path: *File > Total View*

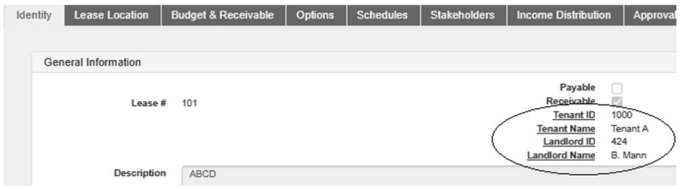
Summary: The *Total View* window now shows both the Code and Description as well as Type and Subtype if it exists.

Details:

If your naming conventions or descriptions are generic, the additional information helps you identify the correct item and location.

This is an April Voice of the Customer enhancement. It is a feature requested by New York State Department of Environmental Conservation. We saw an opportunity to redevelop the page to be more user-friendly. WebTMA has evolved into the solution it is largely through great feedback and suggestions provided by our clients.

VOC – Lease Records Show Tenant & Landlord Simultaneously



Path: *Organization > Lease Management > Records / Identity Tab*

Summary: Both the Tenant and the Landlord are visible on all Lease records.

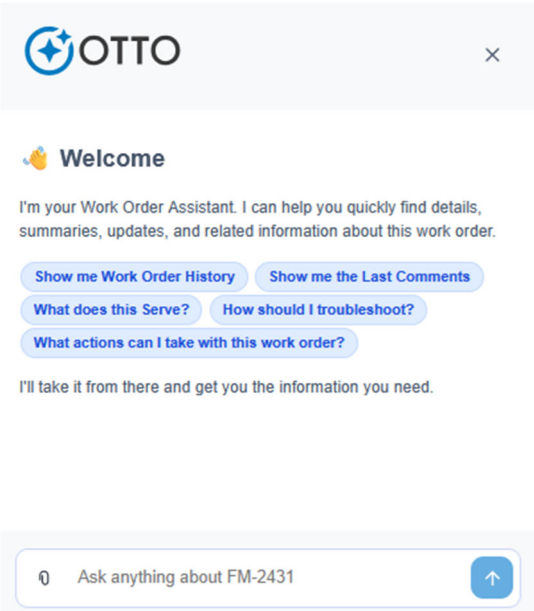
Details:

Previously, either the Tenant was visible for a Landlord record, or the Landlord was visible for a Tenant record.

This change allows you to generate a Report that includes both or to make a printed copy.

This is an April Voice of the Customer enhancement. It is a feature requested by University of Minnesota College System. We saw an opportunity to redevelop the page to be more user-friendly. WebTMA has evolved into the solution it is largely through great feedback and suggestions provided by our clients.

OTTO – AI Work Order Assistant



Path: *Landing Page-Single Work Order OTTO Popup*

Summary: Our AI Work Order Assistant called OTTO gives you answers to questions about details, history, or other information about a Work Order. You can search for "how do I…" instructions and ask questions in real time. If you want to know what OTTO can do for you, click a starter question.

In addition to the Landing Page access mentioned below, User records have a new *Enable Otto* setting in *Admin > User Management > Records / Preferences* that must be granted.

Details:

OTTO is an AI-powered assistant in WebTMA that helps users quickly get answers such as work order history, recurring issues, and other questions.

You can diagnose and resolve problems for specific work orders faster without manually searching through records or linked documents.

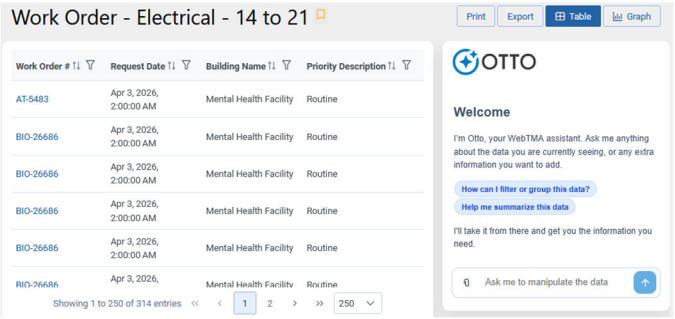
Currently, OTTO is available on the *Landing Page* and the *Browse Query* window (described in the next topic). If you have not Granted access to the *Landing Page* yet, follow the easy instructions here.

On the Landing Page, you can ask questions about a specific Work Order using this icon  found with other icons on the Work Order line.

For more general Work Order questions use this icon  at the lower right.

A more comprehensive description of OTTO with tips for example prompts is here.

OTTO and Browse Queries

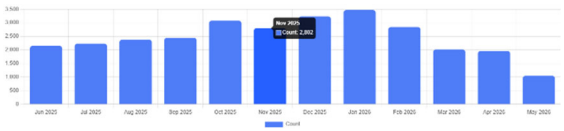


Summary: In addition to the Landing Page, OTTO is also present on the *Browse Queries* window.

Details:

Here the OTTO window opens once you select a *Form* and *Query*. Like other OTTO windows, you can ask questions about the data.

You can display the data in a list or graphically where applicable. Click the  button once the list is displayed.



Path: *Reports > Browse Queries*

Technician Role Now Has ‘Add’ for Request Log Window Access



Path: *Admin > User Management > Records / Window Access Tab*

Summary: ‘Add’ permission has been included in the Technician Role selections for Request Log on the *User / Window Access* Tab.

Details:

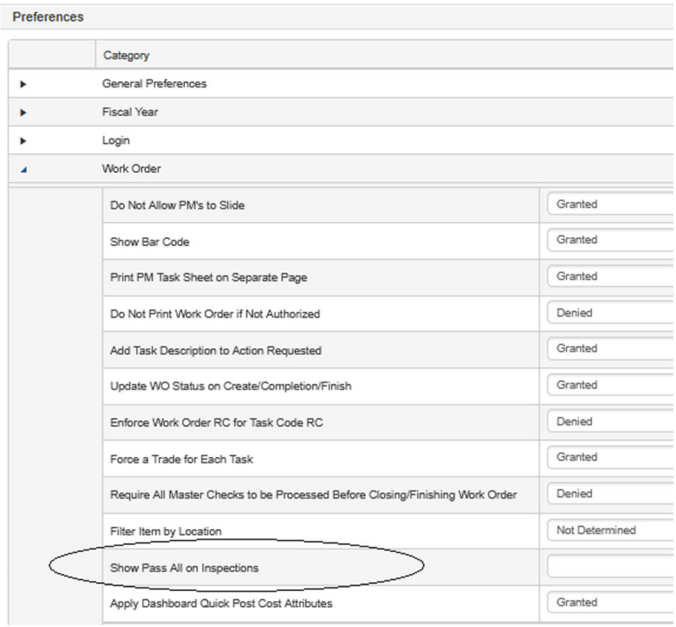
Previously, the only options were *Read*, *None*, or *Not Determined*.

This enhancement was made to allow Technicians who use WebTMA mobile to use the Request function.

Previously, only those with a User Role could add a request from WebTMA mobile.

NOTE: Technicians who log in to the main application can also add requests directly to WebTMA when this permission is added.

New Client Info Preference for Inspections Pass All



Path: *Admin > Client Info / Preferences Tab–Work Orders*

Summary: If you use the additional General Inspections module, you have the option to show or hide the *Pass All* check box on the *Inspection* or *Item Check List* flyouts.

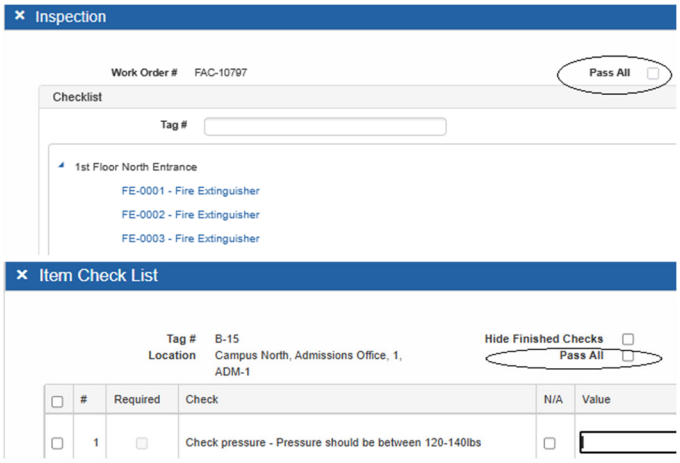
Details:

When the *Show Pass All on Inspections* Preference is Granted, the *Pass All* check box is shown.

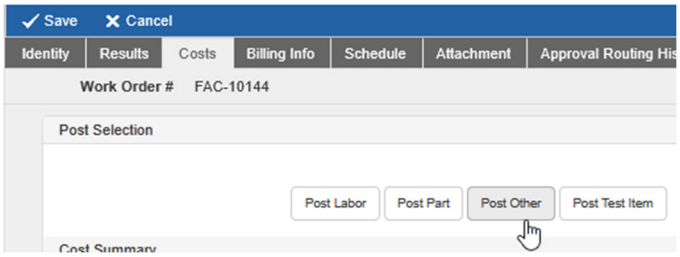
If you want to allow your Technicians to use the *Pass All* option, Grant the Preference.

This applies only to General Inspections in the web application because the web version of Master Checks does not have the option.

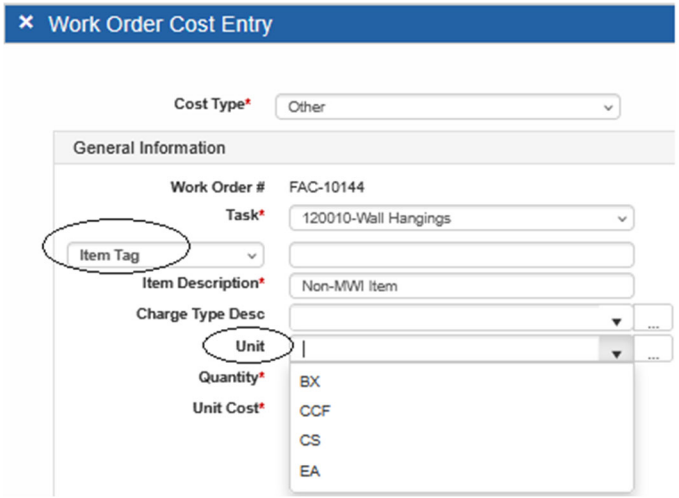
For **WebTMA mobile**, this applies to General Inspections **and** Master Checks because the option is available for both on the mobile device.



Cost Unit of Measure for WO and QP



Path: *Transactions > Work Order > Records / Costs Tab-Post Other*



Path: *Transactions > Work Order > Records / Costs Tab-Work Order Cost Entry*

Summary: The *Post Other* costs option on the *Work Order / Costs* Tab and in *Quick Post > Quick Post Other Charges* now have the option to indicate the type of *Unit* for non-maintenance-worthy items.

Details:

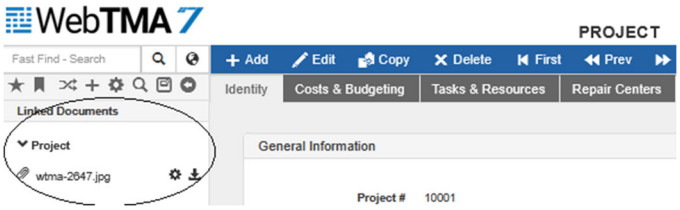
Previously, the field only allowed you to select rental time periods.

If you leave the default *Item Tag* on display and do not select an MWI item, you can enter your own *Description* and choose a *Unit* that corresponds to the object.

The selections available are those that you have created in *Organization > Lookups > Units of Measure*.

This new feature allows you to enter the appropriate unit for more than just rental of MWI items.

Request Conversion to Project Includes Linked Documents



Path: *Transactions* > *Project* > *Records*

Summary: When a Request is converted to a Project, any linked documents with the Request are also attached to the Project.

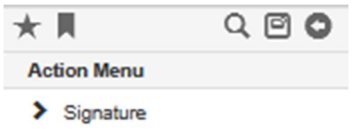
Details:

Previously, the attached document was not added to the Project record.

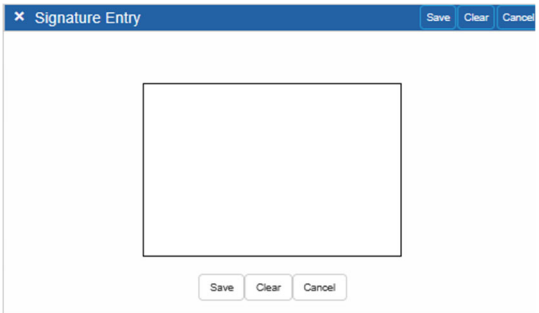
This allows all information made with the Request to be included on the Project record. These can include linked documents and images provided by a requestor for projects like event planning and large remodels.

April 14, 2026

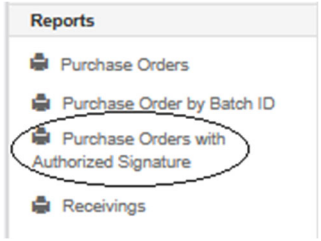
VOC – eSignature Added to User Record



Path: *Admin* > *User Management* > *Records* (Edit mode)



Path: *Admin* > *User Management* > *Records* (Edit mode)



Path: *Material* > *Purchase* > *Purchase Orders-Reports*

Summary: You can now store a signature with a User record that can be applied to a specific Purchase Order report.

Details:

The *Signature* link on the User record Action menu is available in *Edit* mode. Click the link for the same standard *Signature Entry* process used with Keys and other modules.

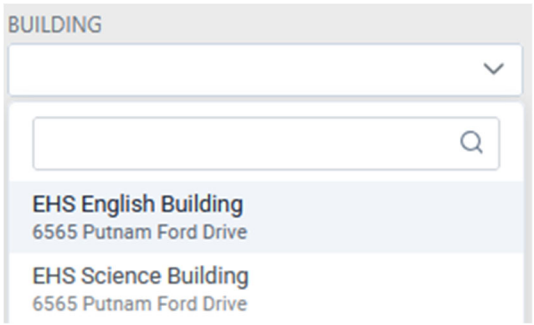
Purchase Order records that are approved are stamped internally with the authorizer's User ID.

When you run the report named *Purchase Orders with Authorized Signature* (available on the *Purchase Order* window), the authorizer's signature is automatically applied to the report if it is authorized by a user with a stored signature.

This allows you to print an electronic or paper report with a signature.

This is an April Voice of the Customer enhancement. It is a feature requested by Empresas Fonalledas. We saw an opportunity to redevelop the page to be more user-friendly. WebTMA has evolved into the solution it is largely through great feedback and suggestions provided by our clients.

VOC – SRP Building & Area Fields Include Second Line



Summary: When you use a Building or an Area field in your Service Request Portal forms, a second line is automatically included.

Details:

The Building selection drop-down includes the contents of both the Building *Name* field and *Address*



Path: *Admin > Form Attributes > Service Request Portal*

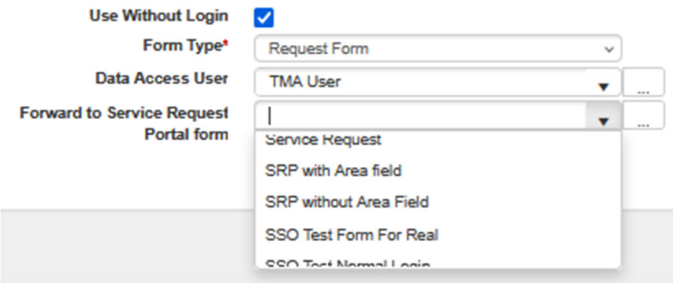
Line 1 field as seen on the *Organization > Building / Identity* Tab.

The Area selection drop-down includes the contents of both the Area *Location ID* and the *Area Description* as seen on the *Organization > Areas / Identity* Tab.

This change helps your Technicians easily locate the site where work is to be performed.

This is an April Voice of the Customer enhancement. It is a feature requested by Banner Health. We saw an opportunity to redevelop the page to be more user-friendly. WebTMA has evolved into the solution it is largely through great feedback and suggestions provided by our clients.

Service Request Form Forwarding to Service Request Portal



Path: *Admin > Form Attributes > Service Request Form*

Summary: The Service Request Form (SRF) is not WCAG 2.1 compliant; however, Service Request Portal (SRP) forms are compliant. If your request forms need to be WCAG 2.1 compliant, you can now forward an existing URL to an SRP.

We have created this option for clients who don't want to deploy new URL links or pages to users or a web site. A new field on the SRF window allows you to forward the URL to an existing SRP form.

Details:

The first requirement is that you have forms in the SRP. You can redesign or reuse the layout from your SRF forms.

The SRP forms meet the new accessibility standards.

Go to the Admin > Form Attributes > Service Request Form window:

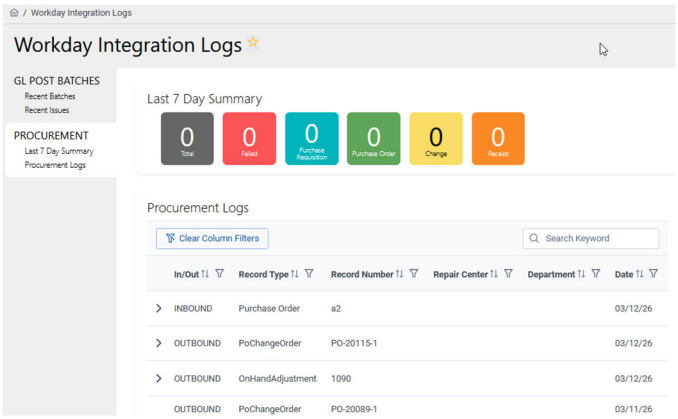
1. Open the desired record.
2. Edit the form.
3. Use the new Forward to Service Request Portal form field drop-down.
4. Select one of the SRP forms.
5. Save.

The SRP form uses the original URL sent to your users for Service Request Forms.

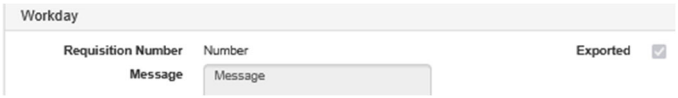
NOTE: This does not apply to those who use the Requestor Login.

March 24, 2026

Workday Procurement Integration



Path: *Admin* > *Workday* > *Integration Log*



Path: *Material* > *Purchase* > *Purchase Requisitions*

Summary: A new turnkey Workday integration for Procurement is now available. This is an additional module.

Details:

If you are a Workday client, you can use this new module to automatically integrate and sync your purchasing workflow between WebTMA and Workday. The two are fully integrated. No setup coding or IT involvement are needed. All you need are a few portal keys from Workday.

The module does the following for WebTMA 7 records that have a Workday reference:

Validate Vendor. Connects WebTMA 7 to Workday to authenticate Vendors in WebTMA and ensure vendor data consistency between both systems. Polled daily.

Validate Part. Connects WebTMA 7 to Workday to validate Part records and maintain alignment of inventory across platforms. Polled every 10 minutes.

Export Purchase Requisitions. Export Purchase Requisitions from WebTMA 7 to Workday and streamline requisition processing in Workday. Polled every 10 minutes.

Import Purchase Order. Import Purchase Orders created in Workday into WebTMA 7 and ensure visibility of Workday-generated POs in WebTMA. Polled every 10 minutes.

Export PO Change Order. Modify the Workday Purchase Order after it has been sent to Workday by exporting a *PO Change Order* from WebTMA to support change order processing and synchronization between systems. Polled every 10 minutes.

Export On-Hand Adjustment. For received items, automatically send adjustment lines from WebTMA 7 to the related Workday Purchase Order to align inventory and financial data following adjustments. Polled every 10 minutes.

Export Invoice Information. Send Accounts Payable Invoice information from WebTMA 7 to Workday and facilitate financial processing and tracking in Workday. Polled every 10 minutes.

See a Consolidated View. The *Integration Log* in WebTMA 7 shows a list of every inbound or outbound action that has taken place between WebTMA 7 and

Workday for traceability and troubleshooting of integration activities..

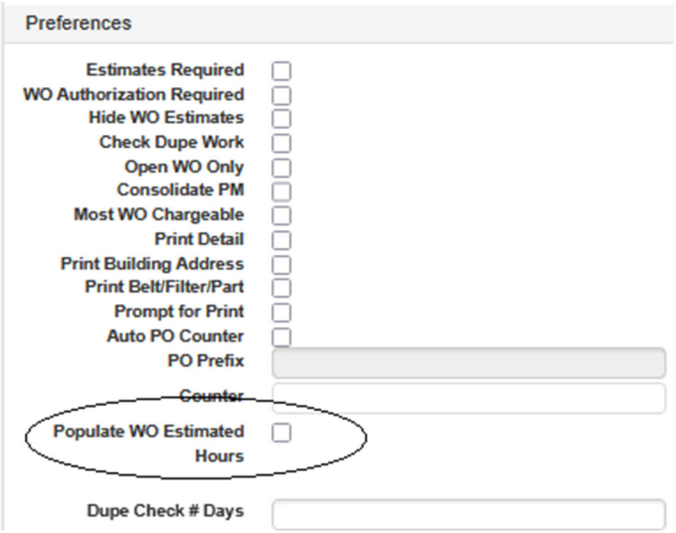
The following windows include a Workday section like the example at left:

- Purchase Requisition
- Purchase Order
- Vendor
- Accounts

Enabling this interface creates a seamless integration between **Workday** and **WebTMA 7**, which eliminates manual data entry and reduces the risk of discrepancies between systems. This ensures that procurement and maintenance operations stay aligned in real time.

Please contact your account manager for details on acquiring this new module.

New Repair Center Preference – Populate WO Estimated Hours



Path: *Organization > Repair Center > Records / Identity Tab*

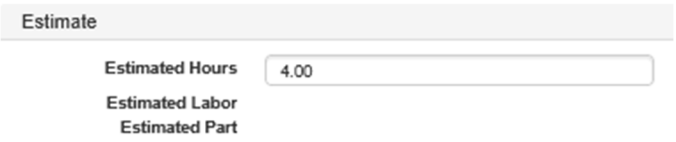
Summary: A new *Populate WO Estimated Hours* check box has been added to the *Preferences* section of the *Repair Center* window.

Details:

When the box is checked, it enables automatic completion of the *Estimated Hours* field on the *Work Order* window.

See the next topics for a discussion of this feature.

Auto-Complete Estimated Hours for Non-PM Work Orders



Path: *Transactions > Work Order > Records / Identity Tab*

Summary: If your Repair Center has the *Populate WO Estimated Hours* Preference checked (see the

previous topic), the *Estimated Hours* field on the *Work Order* window can be completed automatically.

Details:

WebTMA uses values from the *Task* window *Labor Standard* field.

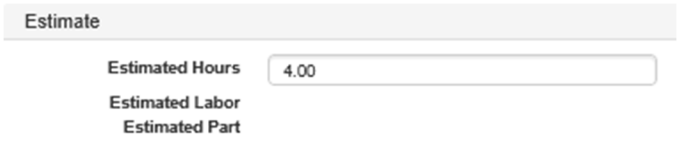
If the WO has multiple Tasks, WebTMA calculates the sum of *Labor Standard* values from all Tasks.

With this new feature, you know at-a-glance the hours needed to complete the work.

When the conditions are met, the feature also applies to Work Orders created using Auto Attendant or Inspection Findings.

If you manually enter a value in the *Estimated Hours* field, the feature does **not** override your entry.

Auto-Complete Estimated Hours for PM Work Orders



Path: *Transactions > Work Order > Records / Identity Tab*

Summary: If the PM Repair Center has the *Populate WO Estimated Hours* Preference checked, the *Estimated Hours* field on the *Work Order* window can be completed automatically.

Details:

WebTMA looks to the *Est. Time* field on the *PM Schedule Entry* flyout for a value.

If no value is entered on the flyout, the *Labor Standard* from the *Task* window is used.

With this new feature, you know at-a-glance the hours needed to complete the work.

If neither of these windows contains a value, the WO *Estimated Hours* field remains blank.

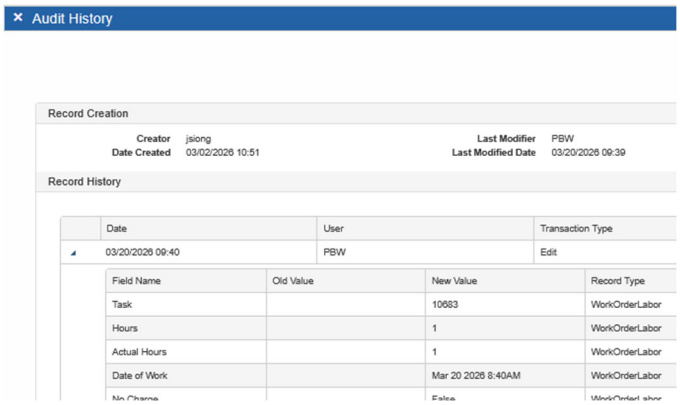
If you manually enter a value in the *Estimated Hours* field, the feature does **not** override your entry.

WO Audit History Shows Time & Attendance Labor Cost

Summary: The *Show Audit History* on the Work Order Action Menu now includes entries that are made from the *Time Manager > Time & Attendance* window.

Details:

We have expanded the *Work Order - Show Audit History* window to include information from *Time Manager > Time & Attendance*. With this



Path: *Transactions > Work Order > Records-Show Audit History*

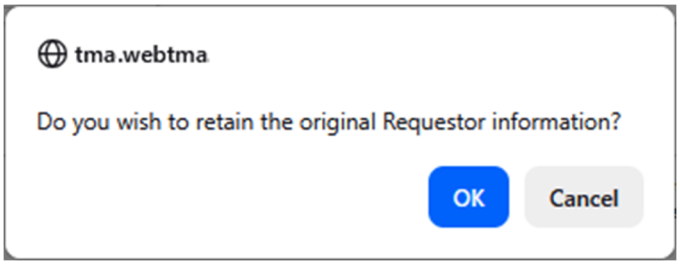
enhancement, you can now see labor entered from this window.

You no longer have to track down information from several sources. Now you can see it in one place.

With this enhancement, you can see labor cost entries on the *Audit History* window that originated from the *Work Order / Costs* Tab and the *Time & Attendance* window.

March 17, 2026

VOC – Requestor Information Retained on WO Copy



Path: *Transactions > Work Order > Records*

Summary: When you copy a Work Order, you now have the option to retain the Requestor fields (name, phone, email) information.

Details:

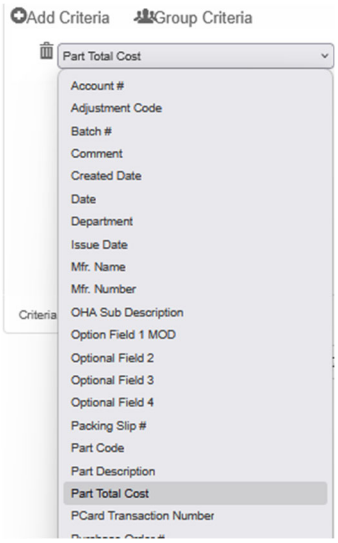
Previously, when you clicked *Copy* on the WebTMA toolbar, the contents of the *Requestor* fields were not carried over to the copied record.

With this release, a prompt asks if you wish to retain the original Requestor information. Click *OK* to keep the information, *Cancel* to remove it.

Some clients prefer to keep the original Requestor, but others do not. This is another way WebTMA continues to give all our clients options to maintain their individual workflow process.

This is a March Voice of the Customer enhancement. It is a feature requested by Dallas College in the WebTMA Community. We saw an opportunity to redevelop the page to be more user-friendly. WebTMA has evolved into the solution it is largely through great feedback and suggestions provided by our clients.

VOC – New OHA Query Column 'Part Total Cost'



Path: *Material > On-hand Adjustments-Find*

Summary: A new column selection, *Part Total Cost*, has been added to the *Find* flyout for the *On-Hand Adjustments* window.

Details:

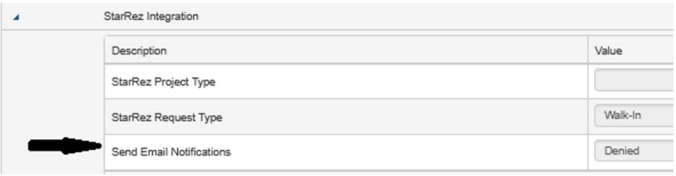
The new column is calculated as:

Unit Cost x Quantity = Part Total Cost

While the information has been available in a standard report, this new column gives you immediate information about the total cost impact of any adjustments, and it can be used to display statistics on the Dashboard.

This is a March Voice of the Customer enhancement. We would like to thank ZF Lifetec for submitting this suggestion. We saw an opportunity to redevelop the page to be more user-friendly. WebTMA has evolved into the solution it is largely through great feedback and suggestions provided by our clients.

VOC – StarRez Integration Notification Configuration



Path: *Admin > Client Info / Preferences*

Summary: If you use the StarRez interface to submit requests to WebTMA, you can elect to notify the requestor when StarRez requests are updated.

Details:

If you Grant *Send Email Notifications* in *Client Info / Preferences*, WebTMA sends notifications to your customers that submitted the request.

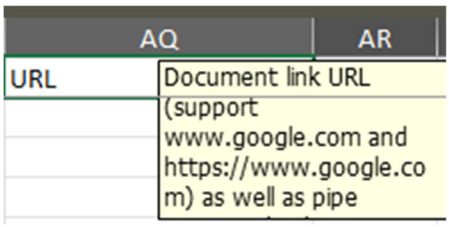
We know not all clients want this as the default, so we made it a *Client Info / Preference*. **By default, the setting is Denied which was the previous behavior in WebTMA 7**. If you want to use it, be sure it is Granted.

Customers that submitted a request from the StarRez Portal will receive the same notifications that have been configured in your WebTMA application.

NOTE: If you use our API Platform, you can set the Notify Me feature there instead. In the API call, you can update how you call the StarRez Integration API and include the NotifyMe parameter in the payload.

This is a March Voice of the Customer enhancement. We would like to thank George Fox University, the University of San Diego, the University of Louisiana at Lafayette, and others for submitting this suggestion. WebTMA has evolved into the solution it is largely through great feedback and suggestions provided by our clients.

Mass Import – Equipment and Vehicles Have New Fields and URL



Path: *Mass Import / Templates*

Summary: The Mass Import Templates for Equipment and Vehicles now include an option for Linked Document URLs and several more fields.

Details:

The template allows you to enter URLs in the template and supports www.google.com, https://ww

w.google.com, and the pipe (|) to separate multiple URL entries.

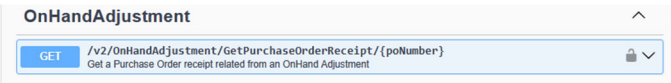
Having these new fields and the Linked Document URL allows for more accuracy and saves you time and keystrokes.

Here is a list of the new fields:

EQUIPMENT	VEHICLES
Attached to Vehicle	Body Type
Device #	Delivery Date
Life Expectancy	Engine Liters
Original Cost	Engine Type
Owner's Department	Fleet Number
Purchase Date	Fuel Type
Purchase Order #	Fund Type
Registered Date	Model Year
System SubType	Purchase Cost
	Tire Size/Brand

March 3, 2026

API – OHA Endpoint for PO Receipts



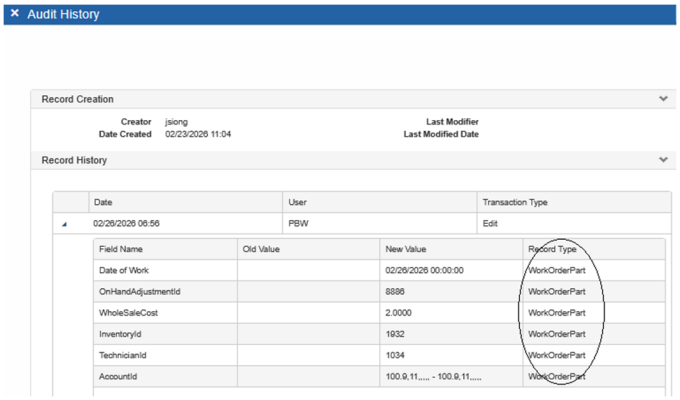
Summary: An On-Hand Adjustment for Purchase Order Receipts now has a GET API endpoint added to the API Platform.

Details:

You can use this endpoint to allow your external ERP software to call for Purchase Order received.

This feature is valuable to assure accuracy and save time.

WO Show Audit History Now Shows QP Part/Material Costs



Path: *Transactions > Work Order > Records / Action Menu-Show Audit History*

Summary: The *Show Audit History* on the Work Order Action Menu now includes Part cost entries that are made from *Quick Post* windows.

Details:

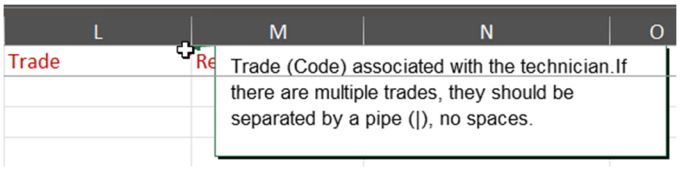
We have now expanded the *Work Order - Show Audit History* window to include information from *Quick Post Cost* and *Quick Post Material*. With this enhancement, you can now see Parts and Materials entered from Quick Post.

You no longer have to track down information from several sources. Now you can see it in one place.

With this enhancement, you can see cost entries on the *Audit History* window that originated from the *Work Order / Costs* Tab, specific *Quick Post* windows, and from the new *WebTMA* mobile application.

February 17, 2026

Technician Mass Import Now Supports Multiple Trades



Path: *Admin > Mass Import / Templates*

Summary: The new *Technician* Template for Mass Import now supports importing multiple Trades for Technicians.

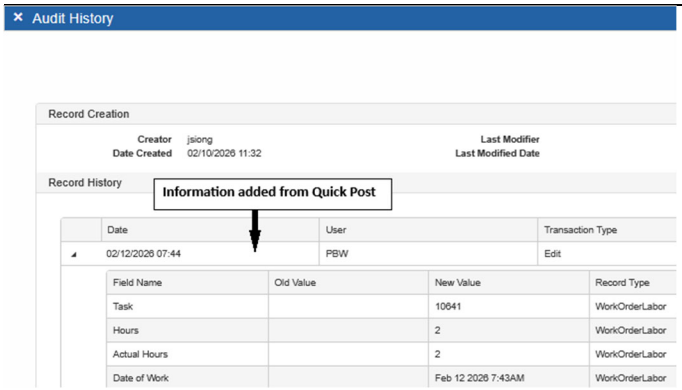
Details:

This new feature allows you to save time by importing new or updated information about your Technicians such as multiple Trades and multiple Repair Centers.

Using this feature, you can easily update charge rates, reclassify your Technicians, or add new employees with a single import.

When you have multiple Trades or Repair Centers, separate the entries using the vertical bar or pipe (|) with no spaces between entries.

WO Show Audit History Includes Cost Events from Quick Post



Path: *Transactions > Work Order > Records / Action Menu-Show Audit History*

Summary: The *Show Audit History* on the Work Order Action Menu now includes cost entries that are made from *Quick Post* windows.

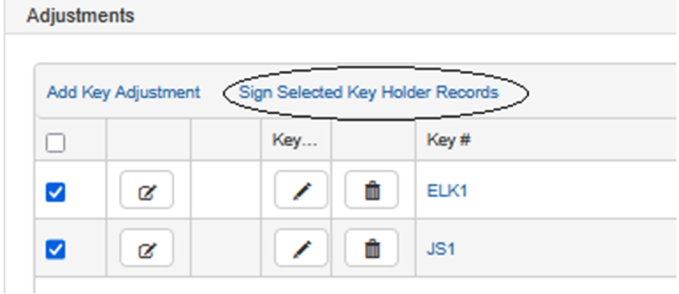
Details:

We expanded the *Work Order - Show Audit History* window to include information from *Quick Post* Cost, Time & Labor, and Other. You no longer have to track down information from several sources. Now you can see it in one place.

With this enhancement, you can see cost entries made from the *Work Order / Costs* Tab, the *Quick Post* windows listed above, and from the new *WebTMA* mobile application.

NOTE: Quick Post Materials will be a quick follow.

One Signature for Multiple Key Adjustments

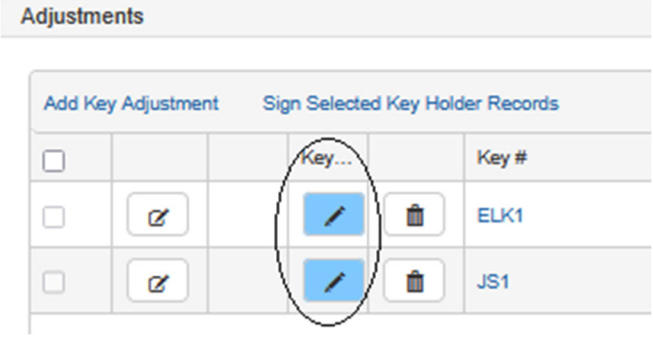


Summary: When you make adjustments to several keys for one person, you can select all key lines and the person only has to sign once.

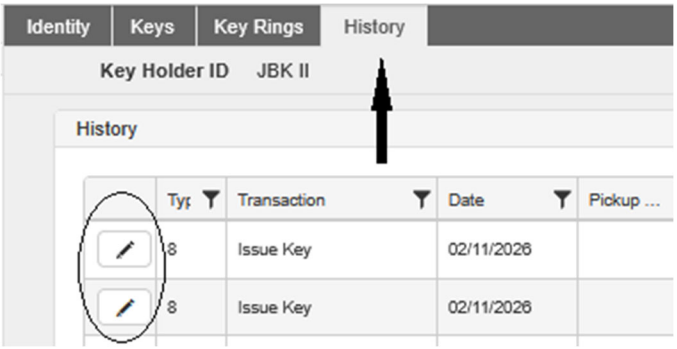
Details:

The convenience and time saved by this feature is substantial. For example, when Technicians pick up several keys at one time, they only have to sign once instead of individually for each key.

Once the signature is added, the signature icon for each selected line has a different background color



Path: *Material > Key Management > Key Adjustments–8 Issue Key*



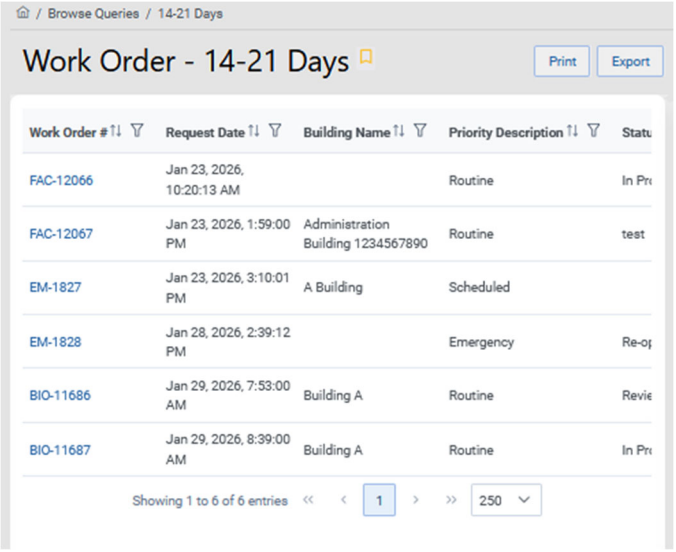
Path: *Material > Key Management > Key Holder / History Tab*

before the record is saved. You can click the icon to view the signature.

After the record is saved, the signature icon has a white background and can also be clicked to see the signature, but it cannot be changed.

NOTE: The signature carries over to the *Key Holder / History* Tab.

Browse Queries Window Now Has Print and Export



Path: *Reports > Browse Queries*

Summary: The central location for finding all your saved queries, the *Browse Queries* window, now has *Print* and *Export* capability.

Details:

Frequently, you need to send your query information to others. Being able to print or export all or part of a query gives you the convenience of looking through all system queries from a central location and printing or exporting whatever you need to anyone, anywhere.

Currently, the *Print* option is only available on the Work Order *Form* and returns the standard Work Order Report, but it will be available for others in time.

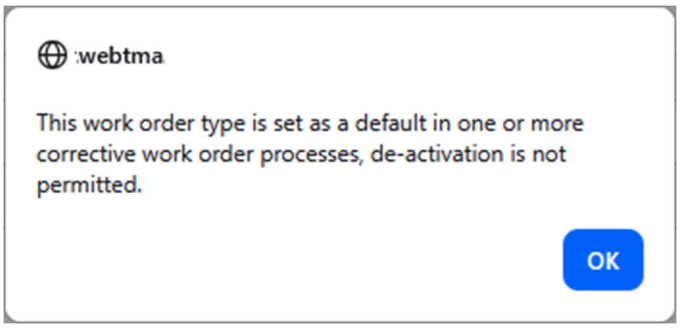
When you have selected a *Form* and *Query*, the resulting list includes *Print* and *Export* buttons at the top right of the page.

The *Export* button gives you the option to download a page or all pages to an Excel spreadsheet where you can review and manipulate the results.

On the Work Order Form, click the *Print* button to see check boxes for each row, and the *Print* button changes to *Submit*. Select the desired lines and click

Submit to download a .pdf file of a Work Order Report.

Deactivation Change for Certain Records



Summary: Default information used for **Corrective Work Orders** for *Master Checks* or *General Inspections* now prevents you from deactivating certain records until those records are amended. If you clear the *Active* check box on the records, you are alerted that the action is not permitted.

Details:

This change applies to the following records:

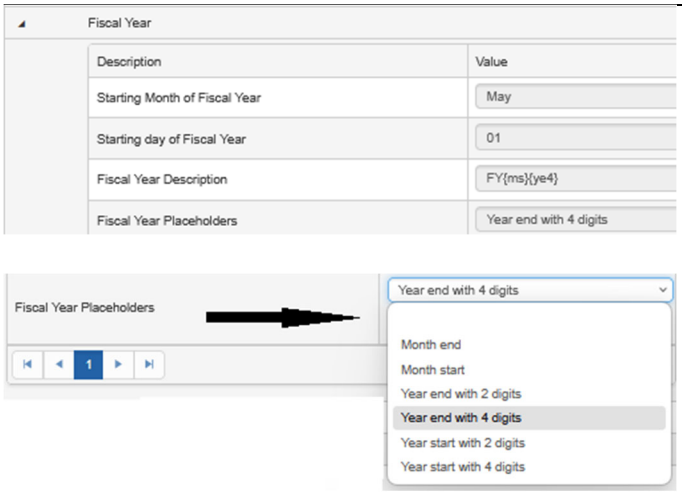
- Priorities (Lookups)
- Work Order Types (Lookups)
- Repair Center
- Task
- Trade

For records included in one of the Corrective Work Orders processes (Master Checks or General Inspections), an attempt to deactivate the record results in an alert, and you are unable to deactivate the record.

We want to assure that defaults for these processes do not interfere with completing work requests from the new WebTMA mobile application.

Note that, if the record is no longer a default for Master Checks or General Inspections, it can be deactivated.

Client Info Fiscal Year Preferences Options Added for Utilities



Summary: If you use the Utilities additional module, you can now add a *Fiscal Year Description* and include *Fiscal Year Placeholders* for the description of the Fiscal Year.

Details:

This functionality augments the *Starting Month* and *Starting day* of the Fiscal Year already in place. For now, this **only applies to the Utilities module**.

As illustrated in the following topic, the *Fiscal Year* field on the *Utility Ticket* window is autocompleted when you create a new record. It is based on these Fiscal Year settings.

The new fields give you more flexibility in the date format. Use the + plus button to add Placeholder selections similar to using keywords in Email settings.



Path: *Admin > Client Info / Preferences*

Enter text in the Fiscal Year Description field followed by your desired Placeholder selection. See examples below.

Here are the abbreviations you can add from the Placeholders to the Description.

- {ys4} - year start with 4 digits: 2026
- {ys2} - year start with 2 digits: 26
- {ye4} - year end with 4 digits: 2027
- {ye2} - year end with 2 digits: 27
- {ms} - month start with 2 digits: 02
- {me} - month end with 2 digits: 01

Examples of description text entries:

- FY{ye4} - FY2027
- FY-{ys2}-{ms} - FY-26-02

Utility Ticket Fiscal Year Auto-Completion Added



Path: *Organization > Utility > Utility Ticket / Identity Tab*

Summary: The *Fiscal Year* field added to the *Utility Ticket* window is now completed automatically.

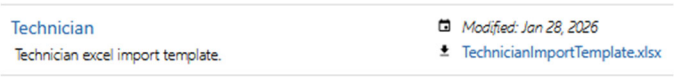
Details:

When you enter the *Billing End Date* on a new *Utility Ticket* record, the *Fiscal Year* field is auto-populated based on the settings made by your WebTMA system administrator in *Admin > Client Info / Preferences* as described in the previous topic.

Having a Fiscal Year identified is helpful in tracking your Utility records and when creating reports.

February 3, 2026

VOC – Mass Import Technician Template



Path: *Admin* > *Mass Import / Templates*

Summary: A new *Technician* Template has been added to Mass Import.

Details:

You now have the opportunity to save time by importing new or updated Technician information such as Charge Rate, Repair Centers, and many other fields.

Currently, only one Trade is imported; however, that will change soon.

This is the February Voice of the Customer enhancement. It was a feature request from the WebTMA Knowledgebase Community and had several up votes. WebTMA has evolved into the solution it is largely through great feedback and suggestions provided by our clients.

Mass Import for MWI Now Has GIS Fields



Columns added to the Templates listed at the right

Summary: Several Mass Import Templates now include GIS-related fields for maintenance-worthy items (MWI).

Details:

Importing this information allows you to use the information with TMA's internal GIS map and MapIt! function.

The GIS fields are:

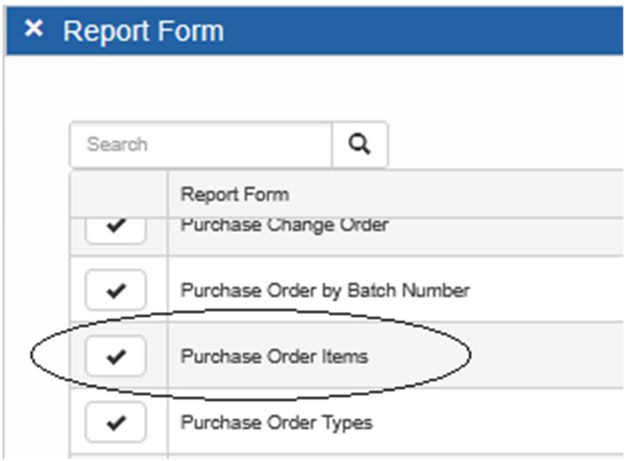
- GIS Id
- Latitude
- Longitude

The fields have been added to the following Templates:

- Area
- Asset
- Building
- Equipment
- Floor

In addition, the Area Template now includes *Area Function*.

Report Writer New Form – Purchase Order Items



Path: *Reports > Report Writer / Identity Tab*

Summary: A new *Report Form*, *Purchase Order Items*, has been added to the *Report Writer* window.

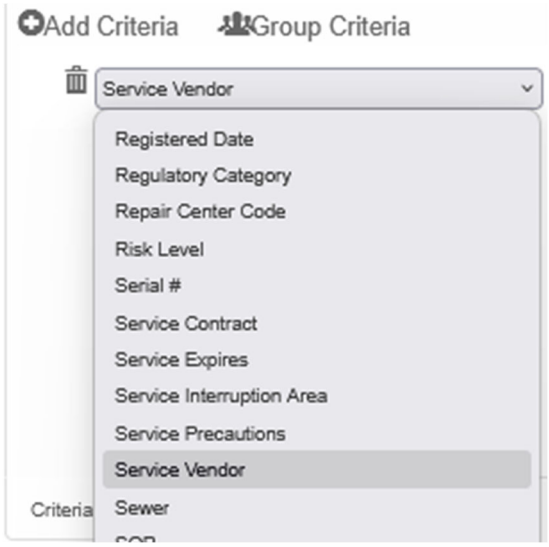
Details:

This Form was added to allow you to report on distributions for Purchase Order items so you can see what distributions are connected to the items.

If you have previously wanted to include these items in your Purchase Order reports, this Form gives you the resource to do that.

The new Form groups PO Item numbers in your report.

Service Vendor Field Added to Equipment Search



Path: *Organization > Equipment > Record–Find*

Summary: *Service Vendor* is now available for queries and column selections for Equipment search and browse actions.

Details:

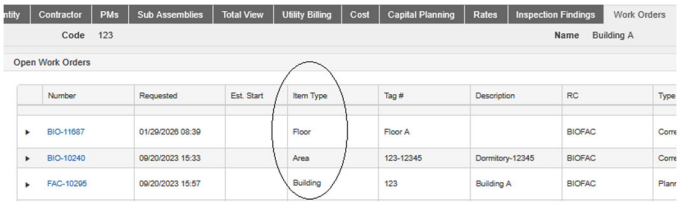
This is a free-form text field in the *Contact Information* Section of the *Equipment / Identity* Tab.

If you use it to identify the Service Vendor by name, phone, or other detail, you can easily search and query the field.

NOTE: Your WebTMA Administrator has the option to include the *Service Vendor* field.

Building Work Orders Tab Enhanced

Summary: We have enhanced the *Building / Work Order* Tab to include child locations. You now have a



Path: *Organization* > *Building* > *Building–Work Orders*

wholistic view of all work orders affiliated with the Building.

Details:

Work Orders for Areas and Floors that are associated with a Building are now visible on the *Building / Work Orders* Tab.

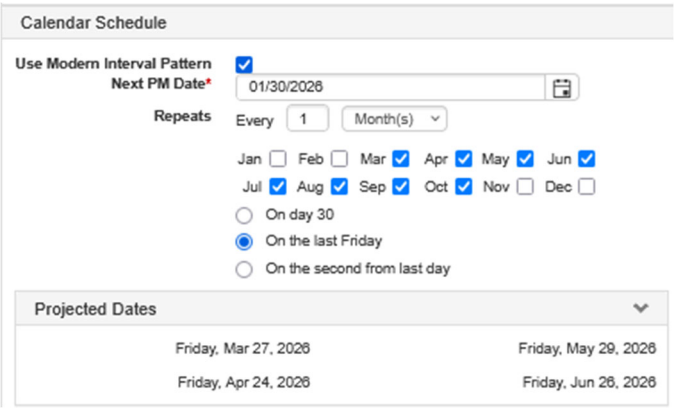
Work Orders written for Areas or Floors within the Building are displayed on both the *Areas / Work Orders* Tab and the *Building / Work Orders* Tab.

Work Orders for related Areas, Floors, and Buildings are reflected on the Facility record as well.

January 20, 2026

Release Notes for 2025, 2024, 2023, and 2022 is available in the Knowledge Base.

RRule Now Supports “By Month” Selection



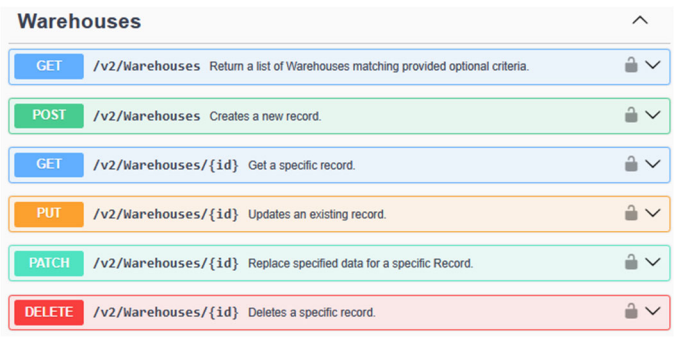
Summary: The RRule repeating pattern for recurring events such as PMs now gives you several configurations that allow you to specify specific months for your selected interval.

Details:

This allows you, for example, to select *Every 1 Month* but choose only the months that apply rather than all months. You can also specify certain days of the month.

You can use the same process for weekly, daily, and yearly.

Warehouse API Endpoints Added



Summary: Endpoints for Warehouses in WebTMA have been added to Swagger.

Details:

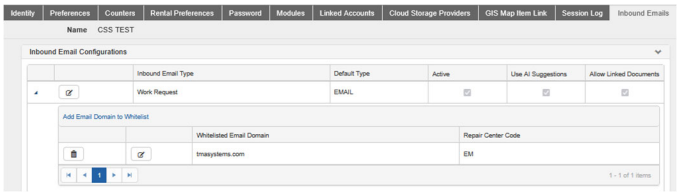
These are now available in the Swagger WebTMA Platform API.

These new APIs are fully described in our Swagger documentation.

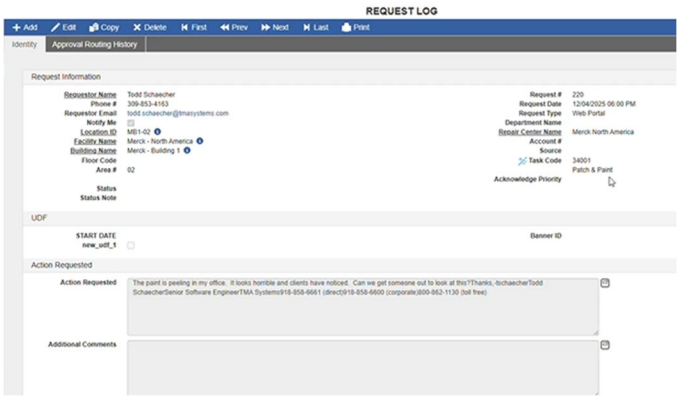
January 6, 2026

Release Notes for 2025, 2024, 2023, and 2022 can be found in the Knowledge Base.

VOC – AI Email Work Request



Path: *Client Info / Inbound Emails Tab*



Path: *Transactions > Request > Request Log*

Summary: If you have the Platform API module, you have the option to set up a standard "maintenance" email address for Requests. WebTMA can convert the message from this email address into a record in the *Request Log* window and optionally use AI to enhance the request record.

Details:

The process involves a certain amount of setup in *Client Info* using the new *Inbound Emails* Tab. This Tab is only visible if you have the additional Platform API module.

You can inform your Requestors of the new email address. If details about the Requestor are in *User Management > Requestors*, that information such as location and phone number are automatically inserted in a new AI generated *Request Log* record.

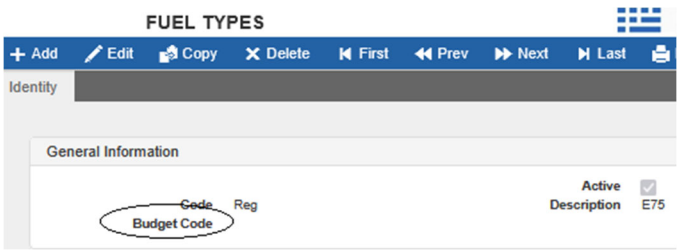
The requestor's message is included in the *Action Requested* field, and if you choose, AI suggests a *Task Code* based on the content of the message.

Fields that contain information suggested by AI are indicated by this icon .

NOTE: A separate document will be available for details on the full setup.

This is the January Voice of the Customer enhancement. It was presented in the Election for Direction during UC 2025. WebTMA has evolved into the solution it is largely through great feedback and suggestions provided by our clients.

New Fuel Budget Code



Path: *Organization > Lookups > Fuel Types*

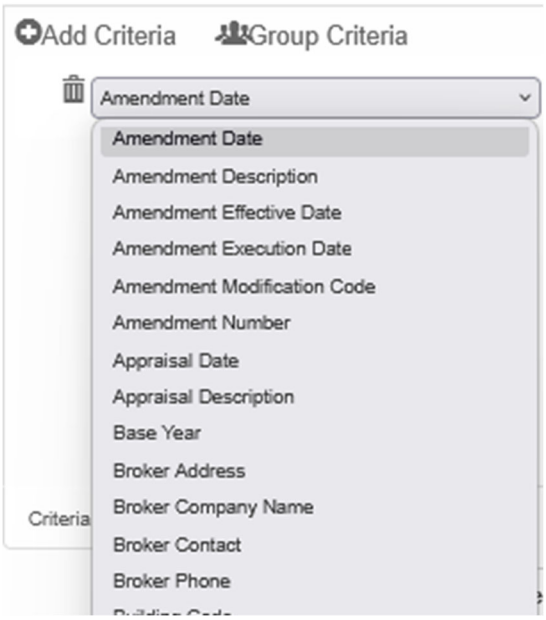
Summary: A new *Budget Code* field on the *Fuel Types* window applies to Credit Accounts for the *Fuel & Oil* window.

Details:

This applies to Credit Accounts and is set up in *Lookups > Fuel Types*.

The *Budget Code* field on the *Fuel & Oil* window applies to Debit Accounts.

Lease Management Search and Query Selections Added



Path: *Organization > Lease Management > Records*

Summary: New selections have been added to the drop-down list for Lease Management queries.

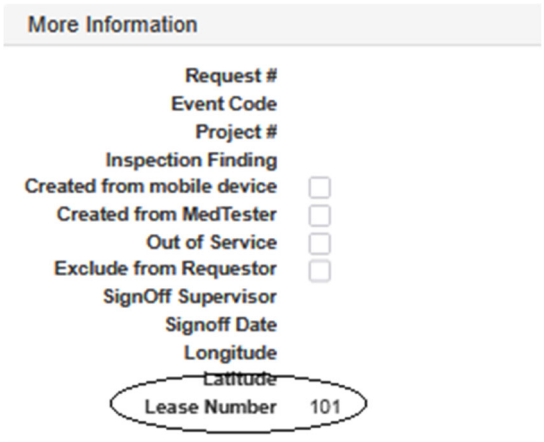
Details:

The searchable and reportable list now includes the following sections from the *Identity* Tab and their related columns:

- Brokers
- Amendments
- Appraisals
- Estimates
- Tax
- Responsibilities
- Punch List

In addition, Schedule information from the *Schedules* Tab is available.

Lease Number Field Added to Work Order



Path: *Transactions > Work Order > Records / Identity Tab–More Information Section*

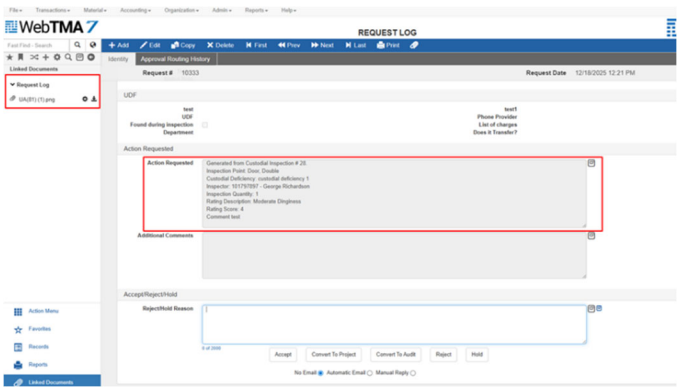
Summary: When you generate a Work Order from the *Punch List* section of Lease Management records, the *Work Order* window now includes a *Lease Number* field.

Details:

Since the additional Lease Management module includes a Punch List where you can generate a Work Order if needed, this helps you identify the source of the Work Order.

This is like Requests and Projects, that are also indicated as the source of a Work Order when applicable.

Custodial Point Request Details Added



Path: *Transactions > Request > Request Log*

Summary: When you create a Point request from the *Custodial Inspection* window, additional information is now included in the *Request* record.

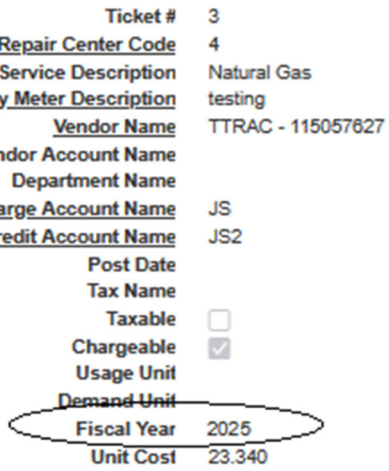
Details:

In the *Action Requested* field, you can now see the following information:

- Custodial Inspection #
- Inspection Code
- Inspector
- Custodial Deficiency
- Inspection Quantity
- Rating Description
- Rating Score
- Comments

In addition, any Linked Documents are added to the *Linked Documents* section of the Navigation panel.

Fiscal Year Added to Utility Ticket Window



Path: *Organization > Utility > Utility Ticket / Identity Tab*

Summary: The *Fiscal Year* field has been added to the *Utility Ticket* window.

Details:

You can enter the year of your choice.

NOTE: This field was available in a previous version of the application.

Progress on Database Views in Knowledge Base

Click to open https://knowledgebase.tmasystems.net/hc/en-

Summary: WebTMA has heard your requests for a complete list of database views. These are used for reporting by SaaS clients with Direct Database Connect or the Business Intelligence module. On-

us/articles/23648067588493-List-of-WebTMA7-Database-Views	premise clients are also urged to use these Views for reporting rather than query directly against transactional tables. Details: Although not fully completed, the Database Definitions section of the Knowledge Base currently has 415 views with more being added each week. The section includes a "List of WebTMA7 Database Views" article that is a table of the View names with a short definition. Many rows in the table are linked to the full View. Ultimately, the table will connect to Views for all rows. Click a link to open a full View in a new tab.