

User Type

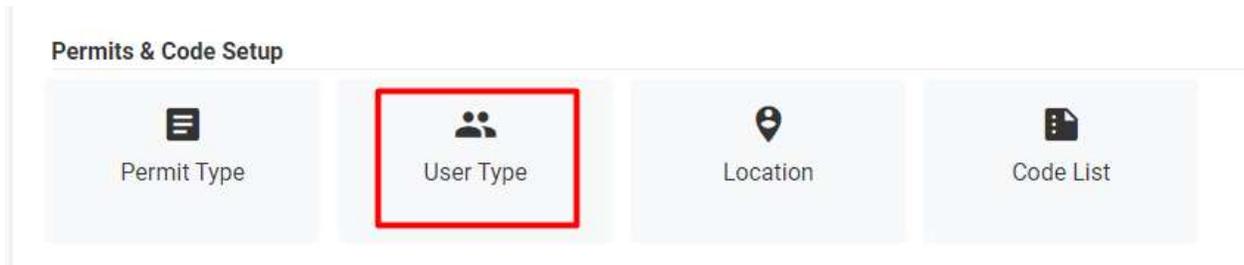


Figure 48 Settings >> User Type

This tab allows admins to configure different user types. map them to permit type(s) and set their encumbrance details.

CODE	DESCRIPTION	ACTION
RSTU	RESIDENT STUDENT	...
CSTU	COMMUTER STUDENT	Edit Delete
FAS	FACULTY/STAFF	...
GUE	GUEST	...
GS	GRADUATE STUDENT	...
STUD	STUDENT	...
FAC	FACULTY/STAFF	...
RES	RESIDENTIAL	...
FS	FACULTY/STAFF	...
ST	STUDENT	...

Figure 49 User Type

General - The General tab in Add/Edit User Types, allows the Admin to create/edit all needed Permit Type Mapping(s) for the selected user type. This includes selecting the Permit Type, Overriding the set Issue Amount and specifying the Custom Issue Amount, setting whether it is Primary or Secondary, inputting Expiration information, as well as marking it for Bill Payment and/or Online Payment.



GENERAL ENCUMBRANCE

CODE* RSTU DESCRIPTION* RESIDENT STUDENT ACTIVE

Permit Type Mapping + NEW

CODE	DESCRIPTION	ISSUE AMOUNT	IS PRIMARY	BILL PAYMENT	ONLINE PAYMENT	OVERRIDE ISSUE AMOUNT	CUSTOM ISSUE AMOUNT	ACTION
ST	STUDENT	\$100.00	Primary	Yes	No	No	\$0.00	...
22BLU	BLUE PARKING LOT	\$10.00	Primary	Yes	No	No	\$0.00	...
22PUR	PURPLE PARKING LOT	\$20.00	Primary	Yes	No	No	\$0.00	...
23BLU	BLUE PARKING LOT	\$100.00	Primary	Yes	No	No	\$0.00	...
23RED	RED PARKING PERMIT	\$50.00	Primary	Yes	No	No	\$0.00	...
23PNK	PINK PARKING LOT	\$40.00	Primary	Yes	No	Yes	\$20.00	...

UPDATE

Figure 50 Edit User Type >> General

Encumbrance – The majority of university accounting office’s prefer that all departments route all charges through their payroll/accounting or bursar office. Student’s diplomas may be held by the bursar’s office if all fees have not been paid. Additionally, the accounting/payroll department has the authority to take any fees from an employee's account. To that end, ARMS Parking generates an Encumbrance file by User Type.

The encumbrance process can be generated in two ways Manually or Automatically. When the Admin clicks Run Now it will generate encumbrance for the selected type i.e., permit, citation or credit for that user type. It will also run automatically based on the days entered in the “Business After” field. For example, if business days are set to 15 for Permit, then it will encumber those charges after 15 business days.



GENERAL ENCUMBRANCE

ENCUMBRANCE	BUSINESS AFTER	ENABLE	RUN NOW
Permit	Business Days 1	<input checked="" type="checkbox"/>	
Citation	Business Days 1	<input checked="" type="checkbox"/>	
Credit	Business Days 1	<input checked="" type="checkbox"/>	

UPDATE

Figure 51 Edit User Type >> Encumbrance