UPDATE ANNOUNCEMENT

Highlights from the Latest Exware Update
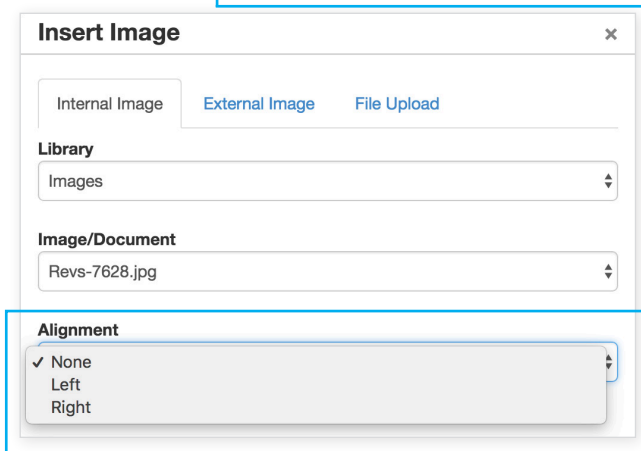Exsite v3.8.8

exware solutions
INCORPORATED

The following outlines new features and modules for the Exware System. Please note not all features will be applicable for all client sites. If you any have questions about this announcement or how your site can incorporate these new features, please call or email us.
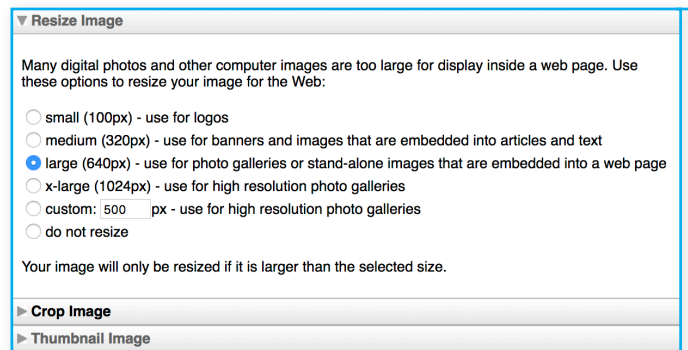
Content Management

TinyMCE Editor

- Formatting is automatically cleared when pasting content
- When you "insert image", we show you the image alignment drop down. Use this to ensure your image floats around text and has added padding
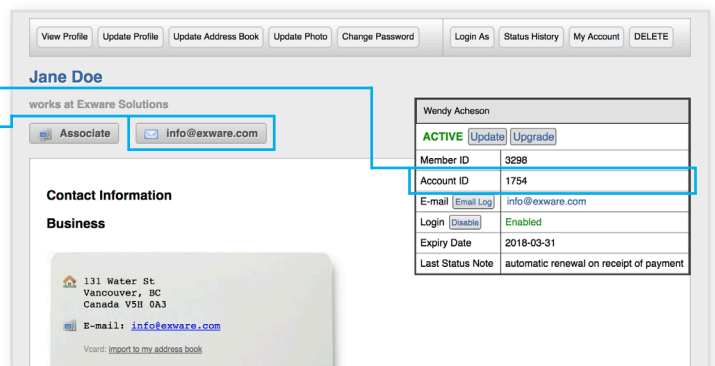

Photo Albums

- The "resize" blindbox is open by default
- You can easily move images from one library/album to another
- You can click on an image in Photo Albums and download it to your computer

Member Management

Membership

- Member event registration history can be viewed in the member's profile
- The member's Account# is visible on the member's profile
- You can resend a member's Welcome Email by clicking on their email address from the member's profile
- The sales summary numbers on the Membership page account for prorated discounts and refunds
- Admin can add COMP membership and will see the "Send Welcome Email" button instead of automatically sending the Welcome Email

Renewal logic changed: Members that early renew will be prompted to pay their existing invoice if they try to go through renewal again.

For a more detailed listing of items in this upgrade, please visit support.exware.com   If you have any questions about these new updates, please call us at 604-684-9440

Website Guide

- Located at the top of the admin control panel, your GUIDE shows exact dates for automated emails, such as renewal emails.

MEMBERSHIP

Members expire on	morning of January 1
Key Contacts Key contacts can login on behalf of a related member and initiate actions such as membership renewals	disabled
Members are archived (grace period)	59 days after expiry on morning of March 1
Expired members	retain membership benefits until archival
Members receive a renewal reminder	90 days before expiry on morning of October 3 30 days before expiry on morning of December 2 1 days after expiry on morning of January 2 30 days after expiry on morning of January 31
Members can renew Early renewal is only available to active members. Once early renewal has taken place the ability to renew is disabled until the following year.	92 days before expiry on morning of October 1

90 days before expiry on morning of October 3
30 days before expiry on morning of December 2
1 days after expiry on morning of January 2
30 days after expiry on morning of January 31

92 days before expiry on morning of October 1

✔ Event Management

Event Registration

- You can send reminders/follow-up emails for activities
- You can receive a summary email after event reminders and follow-ups are sent
- We updated the look of the event "preferences" tab
- We've styled hidden events & fees so that logged in admins will quickly see that they are hidden to the public and/or members

HIDDEN FEE 👁	$35.00	REGISTER NOW
PUBLIC FEE	$25.00	REGISTER NOW
MEMBER–FEE *This registration type is restricted to members.*	$14.00	REGISTER NOW
ADMIN FEE 👁 *This registration type is restricted to administrators.*	$20.00	REGISTER NOW

New Add-On:
We can now add a Ticket type to your system. This will allow registrants to easily select tickets for any of your activities without having to click "register now" and fill in info. (This feature has a set-up fee. Contact Exware for more info.)

Billing Adjustments

- We offer an easy way to create promo codes

Financial Reports

- Additional report options for promo code usage, refunds & payables and unpaid invoices
- Combine itemized sales/revenues reports
- We include discounts in itemized reports

Financial reports for [Exware Solutions ▾]

Start Date
2017-10-03 📅

End Date
2017-11-02 📅

Report Type
○ purchases & payments
○ itemized purchases & payments
○ sales (purchases only)
○ revenues (payments only)
○ refunds & payables
○ account activity
○ daily summaries
○ monthly summaries
○ unpaid invoices
○ promotional code usage

New Modules

Marketing Engagement – added to all sites!

Exware releases a new module to help you understand event popularity, compare event attendance, and market to members that haven't yet registered. Use this tool to:

- Plan new events
- Promote events to past registrants who attended similar events
- Encourage unregistered members to sign-up to events

MailChimp and Constant Contact Integration - free to supported clients!

Use MailChimp or Constant Contact to send out HTML emails and newsletters to your membership.

With integration, your mailing lists are synced with your database:
- New members are automatically added to your mailing lists
- Archived and unsubscribed are automatically removed

《 FREE SUPPORT DRAW 》

Connect with us via Twitter and Facebook by December 15, 2017 and be entered in a draw for a $300 credit towards Support & Hosting!

twitter.com/exwaresolutions   Winner will be announced December 18, 2017   facebook.com/ExwareSolutions