Processing Dashboard View per Billing Category

Simplified Invoicing and Settlement

Guidance Document

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CMP 713 - Processing Dashboard View per Billing Category

This document aims to provide guidance and principles for Members to benefit from the new designed SIS feature implemented in Release 1.11: "Processing Dashboard View per Billing Category".

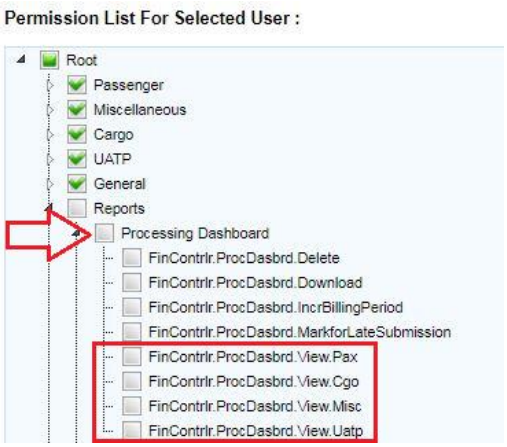
This new feature allows Members to segregate user's permissions to view processing dashboard for each of the Billing categories separately: "Passenger", "Cargo", "Miscellaneous" and "UATP".

At time of deployment of Release 1.11, existing Member users who had 'View' permission of Processing Dashboard got automatically the new 'View' permissions for each of the four billing categories so "Passenger", "Cargo", "Miscellaneous" and "UATP".

Access to 'Processing Dashboard'

A Member Super User can grant any user access to view Processing Dashboard for one (or more) Billing categories through following steps:

1. Navigate to 'Profile and User Management' >> 'Manage User Permissions' >> 'Assign Permission To User'
2. Enter the user's email address in 'User Name' field
3. Select the permissions that need to be granted to the user from 'Permission List For Selected User' >> 'Reports' >> ' Processing Dashboard'



Changes in Search Criteria

With this CMP, display changes to Tab “Invoice Status” and “File Status” will occur.

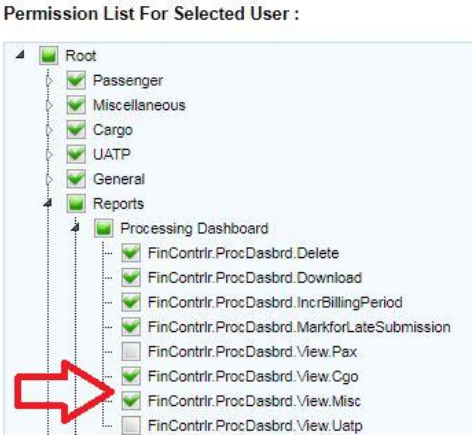
‘Quick Search’ screen

The default search results that are displayed on tab ‘Quick Search’ includes only those Billing Categories for which the user has ‘View’ permissions.

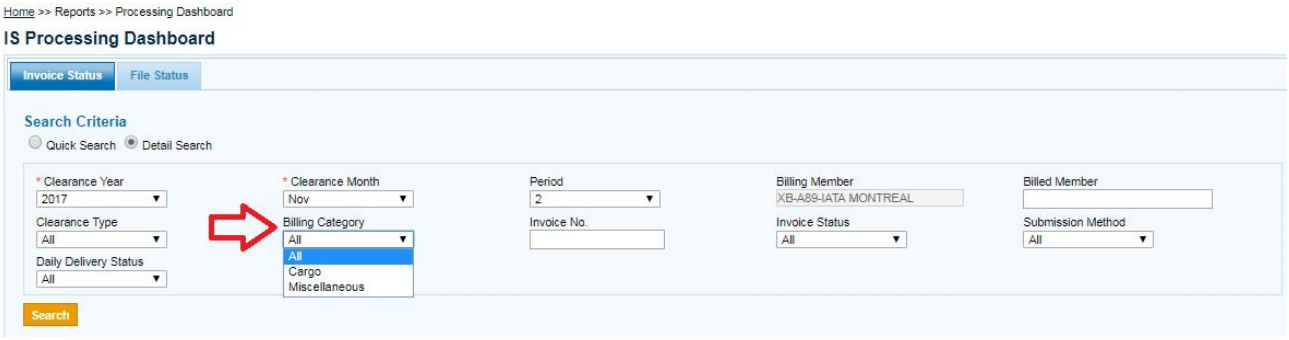
‘Detail Search’ screen

The dropdown field ‘Billing Category’ displays values based on the ‘View’ permissions assigned to the logged-in user.

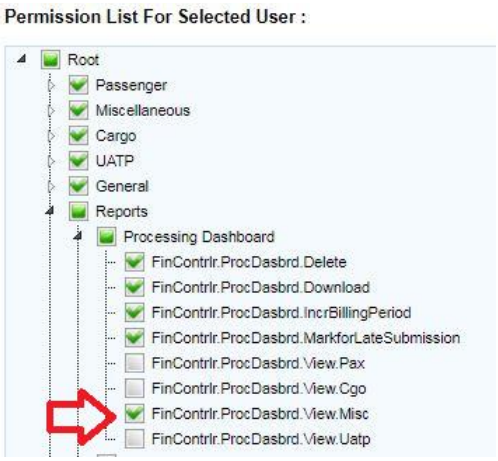
Example 1: User has been granted access to view Miscellaneous and Cargo Categories.



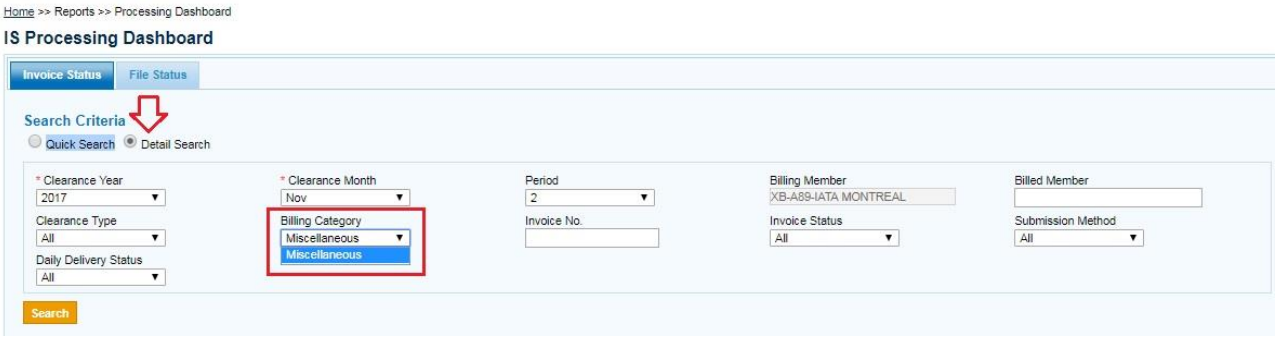
The dropdown field 'Billing Category' will show 'Miscellaneous', 'Cargo', and 'All' ('All' is for selecting both Miscellaneous, Cargo at the same time).



Example 2: User has been granted access to view only Miscellaneous Category.



The dropdown field ‘Billing Category’ displays only ‘Miscellaneous’ (Other billing categories and ‘All’ are Not displayed).



‘File Status’ screen

The default search results that are displayed on tab ‘File Status’ includes only those Billing Categories for which the user has ‘View’ permissions.

Thank you

In case of any questions, please contact

sishelp@iata.org