

Expense Track 23.9 Release Notes

10/18/2023

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Release 23.9 for Expense Track will be available on Wednesday, 10/18/2023, and includes the following changes:

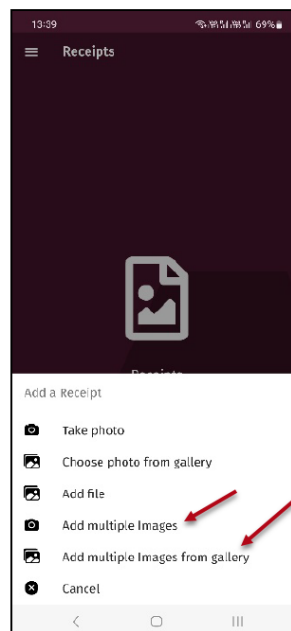
Expense Manager Updates

The Ability to Upload Multiple Receipt Images

Corpay Expense Track users who use the application to add receipts in the system can now select multiple receipt images or files at a time in the mobile app. This changes the previous process requiring users to first save the receipt, then go back to add another image, which can be too time-consuming, particularly when receipts are multiple pages long and may discourage users from uploading all the required pages.

With this enhancement, users are provided with options to click multiple images or upload multiple files at once while adding a receipt from the mobile app. Two new options are provided when the user clicks on Capture Receipt:

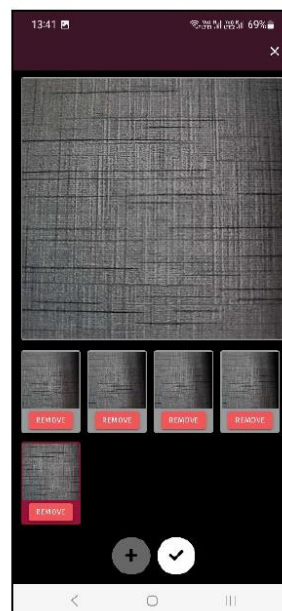
- Add multiple Images.
- Add multiple Images from gallery.



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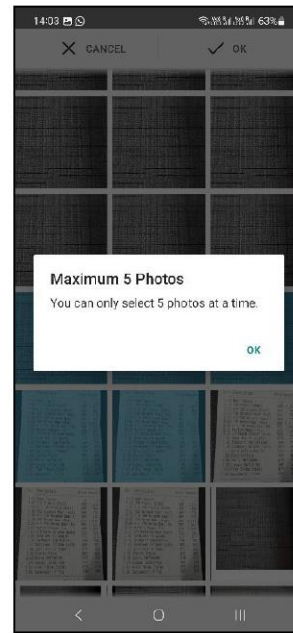
Selecting **Add multiple Images** will allow users to click up to 5 photos from camera and add them as single receipt. Users will have option to remove any image and click another image while adding receipt. All images will be added as pdf receipt, one image per page. A preview of the first image will be shown while editing the receipt.



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Selecting **Add multiple Images from gallery** will allow users to select up to 5 photos from the gallery and add them as a single receipt. Users will have the option to remove any image and click another image while adding a receipt. All images will be added as pdf receipts, one image per page. A preview of the first image will be shown while editing the receipt.



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The Ability for Disabled Users to Retain Permissions, Delegates, Manager Role

Corpay Expense users can now have some of their permissions retained when they are disabled, which allows them to be set up correctly when they are re-enabled. With this enhancement, a new **Global & Tenant Specific System Setting (ID – 11663, Name: Disable User but retain all its information)** is created with options **YES** and **NO**. When this system setting is set to **NO**, the system will work as it has been working previously and it will disable the user and remove the user from any user groups, remove the user as a delegate for other users, remove the user from any approval rules, and remove the user as a manager if this user is set as manager for any other user. With this setup, a re-enabled user will lose all their previous connections. When this system setting is set to **YES**, the system will disable the user, but not remove the user from user groups, as any user's delegate, any approval rules, and from being a manager. In this case, a re-enabled user will retain all of their previous connections.