

FEATURE UPDATE | MAY 2019

Version 2.21 Update

Effective May 30th, 2019, Dealer Admin™ (DMPDealerAdmin.com) is updated to Version 2.21. The following feature is available:

Feature

SecureCom Billing

Download SecureCom invoices directly from Dealer Admin. Users must have Admin or Accountant authority to download invoices. To access SecureCom Billing, log in to Dealer Admin and select **Billing**.

Accountant Authority Type

Assign personnel the Accountant authority type to allow them to manage SecureCom Billing. Accountant personnel only have permission to download invoices. To add new Accountant personnel, complete the following steps.

1. Log in to Dealer Admin and select **Personnel** to expand the menu.
2. Select **Personnel List**. Near the top of the page, press **Add**.
3. The **Add New Personnel** page opens. Enter the user's information, including their first name, last name, and email address.
4. In **Authority**, select **Accountant**.
5. To keep your changes, press **Save**.

To assign Accountant authority to existing personnel, go to **Personnel > Personnel List** and select the user whose authority you want to change. In **Authority**, select **Accountant** and press **Save**.