



Release Enhancements
Version 1.2.1

Summer Release
2012



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Introduction

This document covers the enhancements included in the Summer Release of 2012 for WebAgent-Subcontractor (WebSub). Please see the Summary of Release Changes for an overview of what is new in this release. Examples of the release changes follow later in this document. Your TxDMV support team will be updating the User Reference Guides to reflect these enhancements and will make the Guides available online in WebSub in the near future. A notification will be sent to all WebSub users when the updated Reference Guides are available online. If you have any questions, please contact your TxDMV Regional Service Center.

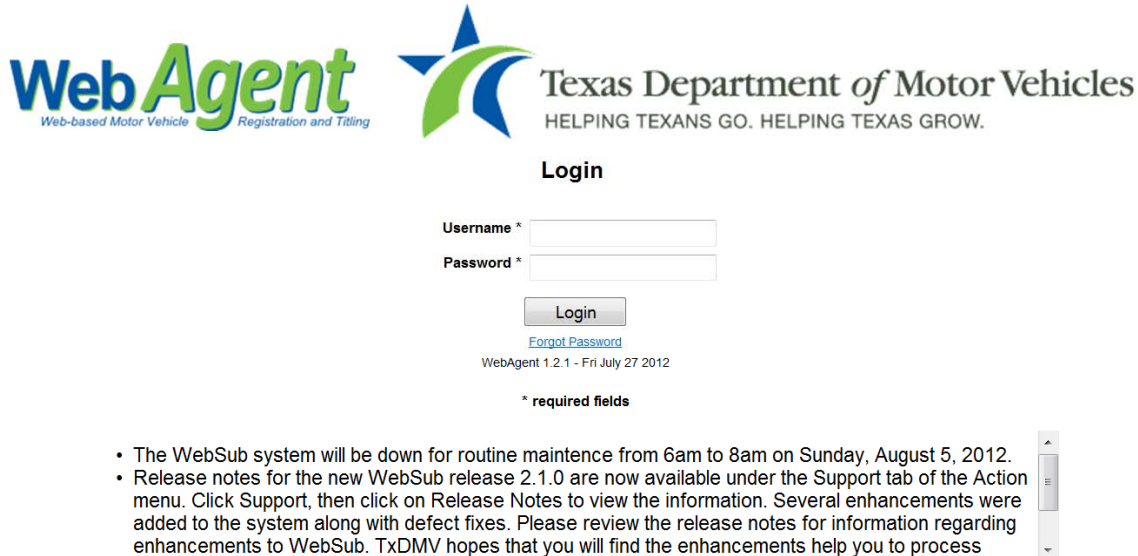
Thank you for using WebSub!

Summary of Release Changes

1. The system requirements have been updated to include additional TxDMV approved printers.
2. A messaging function has been added to the Login Page so that any user can see messages about system availability or other system information. Also, a feature has been added that will allow you to view past, current and future messages.
3. A Daily Report function has been added to report by day the number of renewals completed at a subcontractor location. This should make it easier for subcontractors to reconcile and balance their cash drawer at the end of the day.
4. The location field filter on the Manage Batches Page for a County Administration now displays the location choices in alphabetical order.
5. The location search function has been enhanced to display all locations meeting the search criteria.
6. The View Locations action, on the Search for a WebAgent User Page, now displays the locations in alphabetical order.

System Requirements

The system requirements have been updated to include additional TxDMV approved printers. If you would like to see the system requirements, you can click on the **System Requirements** link on the Login Page.



The image shows the WebAgent login page for the Texas Department of Motor Vehicles. It features the 'WebAgent' logo with the tagline 'Web-based Motor Vehicle Registration and Titling' and the Texas Department of Motor Vehicles logo with the tagline 'HELPING TEXANS GO. HELPING TEXAS GROW.' Below the logos is a 'Login' section with fields for 'Username *' and 'Password *', a 'Login' button, and a 'Forgot Password' link. Below the login section is a message about system maintenance and release notes. At the bottom, there is a footer with links to 'TxDMV.gov', 'Contact Us', 'Disclaimer', and 'System Requirements' (which is circled in red). The footer also includes copyright information for 2011.

WebAgent
Web-based Motor Vehicle Registration and Titling

Texas Department of Motor Vehicles
HELPING TEXANS GO. HELPING TEXAS GROW.

Login

Username *

Password *

Login

[Forgot Password](#)

WebAgent 1.2.1 - Fri July 27 2012

* required fields

- The WebSub system will be down for routine maintenance from 6am to 8am on Sunday, August 5, 2012.
- Release notes for the new WebSub release 2.1.0 are now available under the Support tab of the Action menu. Click Support, then click on Release Notes to view the information. Several enhancements were added to the system along with defect fixes. Please review the release notes for information regarding enhancements to WebSub. TxDMV hopes that you will find the enhancements help you to process

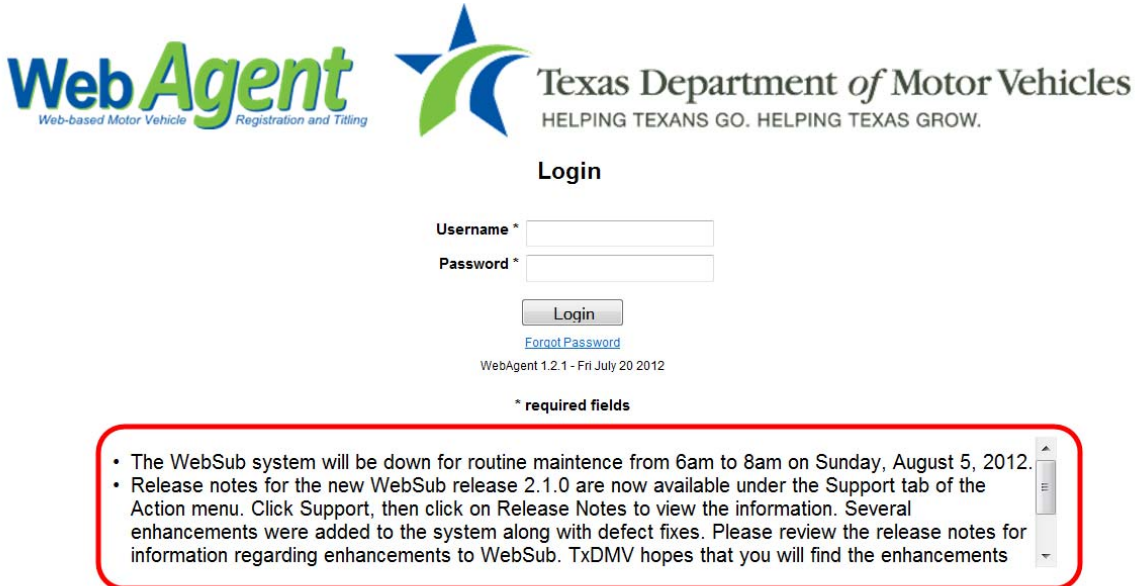
[TxDMV.gov](#) | [Contact Us](#) | [Disclaimer](#) | [System Requirements](#)

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System Messaging

The Login Page now includes a messaging function. This will allow you to see messages about system availability, system maintenance or other system information. There may be instances when more than one message is displayed. Also, for longer messages a vertical scroll bar will appear to allow you to be able to read the entire message.

The following is an example of a Login Page with two **sample** messages – a short message and a longer message that will require the use of the scroll bar:



WebAgent
Web-based Motor Vehicle Registration and Titling

Texas Department of Motor Vehicles
HELPING TEXANS GO. HELPING TEXAS GROW.

Login

Username *

Password *

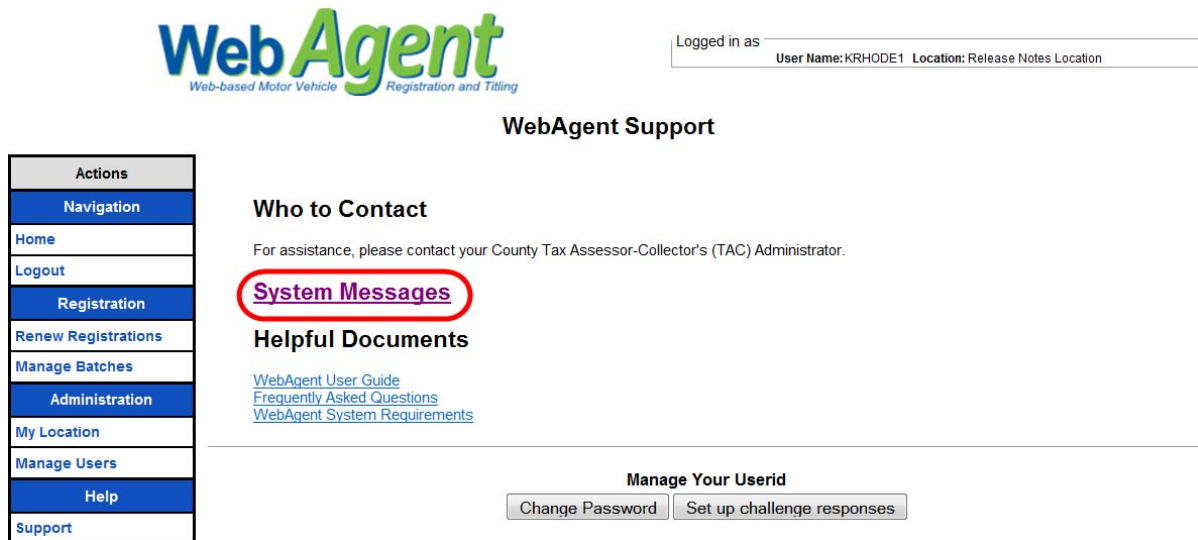
[Forgot Password](#)

WebAgent 1.2.1 - Fri July 20 2012

* required fields

- The WebSub system will be down for routine maintenance from 6am to 8am on Sunday, August 5, 2012.
- Release notes for the new WebSub release 2.1.0 are now available under the Support tab of the Action menu. Click Support, then click on Release Notes to view the information. Several enhancements were added to the system along with defect fixes. Please review the release notes for information regarding enhancements to WebSub. TxDMV hopes that you will find the enhancements

Note: The system messages in the red box above are sample messages only and do not reflect real system down times or actual release notes available in WebSub.



WebAgent
Web-based Motor Vehicle Registration and Titling

Logged in as

WebAgent Support

Actions

Navigation

[Home](#)

[Logout](#)

Registration

[Renew Registrations](#)

[Manage Batches](#)

Administration

[My Location](#)

[Manage Users](#)

Help

[Support](#)

Who to Contact

For assistance, please contact your County Tax Assessor-Collector's (TAC) Administrator.

System Messages

Helpful Documents

[WebAgent User Guide](#)

[Frequently Asked Questions](#)

[WebAgent System Requirements](#)

Manage Your Userid

If you would like to see past, current and future messages, you can click on **System Messages** on the Support Page.



Logged in as User Name: KRHODE1 Location: Release Notes Location

System Message List

Actions	Message Type	Display Start	Display End
View	OUTAGE	07/25/2012 at 12:00 AM	08/05/2012 at 08:00 AM
View	NOTIFICATION	07/24/2012 at 12:00 AM	07/25/2012 at 01:00 PM
View	OUTAGE	07/23/2012 at 12:00 AM	07/23/2012 at 12:00 PM
View	NOTIFICATION	07/20/2012 at 03:30 PM	07/20/2012 at 11:00 PM
View	NOTIFICATION	07/20/2012 at 03:30 PM	07/20/2012 at 11:00 PM
View	NOTIFICATION	07/20/2012 at 03:15 PM	07/20/2012 at 11:00 PM
View	NOTIFICATION	07/06/2012 at 10:00 AM	07/06/2012 at 12:00 PM
View	OUTAGE	06/11/2012 at 12:00 AM	06/12/2012 at 12:00 AM
View	NOTIFICATION	06/11/2012 at 12:00 AM	06/11/2012 at 05:45 PM

Export data to [Excel](#) / [Generate Report](#)

[Cancel](#)

You will click on the **View** action to display the details of a specific message.



Logged in as User Name: KRHODE1 Location: Release Notes Location

System Message Detail

Actions	
Navigation	
Home	
Logout	
Registration	
Renew Registrations	
Manage Batches	
Administration	
My Location	
Manage Users	
Help	
Support	

Start Date 07/25/2012 12:00 AM

End Date 08/05/2012 08:00 AM

Message Type OUTAGE

Message The WebSub system will be down for routine maintenance from 6am to 8am on Sunday, August 5, 2012.

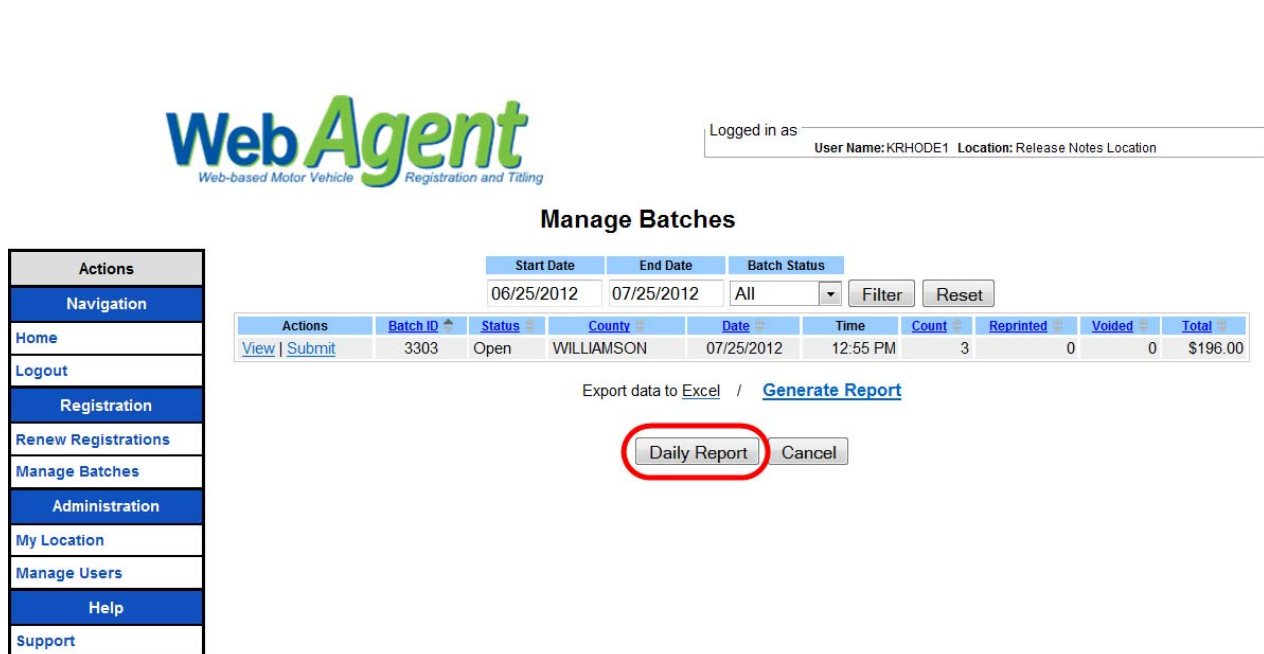
[Cancel](#)

You can click on **Cancel** to return to the System Message List Page or you can choose another action from the Action menu. Note: The system message in the screen shot above is a sample message only and does not reflect real system down times.

Daily Report

A Daily Report function has been added to report by day the number of renewals completed at a subcontractor location. This should make it easier for subcontractors to reconcile and balance their courtesy booth operations or cash drawer at the end of the day. The function is only available to Subcontractor and TAC locations (locations that can process renewals). It is not available to TAC Administration locations.

The following is an example of a Manage Batches Page with the Daily Report button:



Web Agent
Web-based Motor Vehicle Registration and Titling

Logged in as **User Name: KRHODE1** Location: Release Notes Location

Manage Batches

Actions		Start Date	End Date	Batch Status		
		06/25/2012	07/25/2012	All	Filter	Reset

Actions	Batch ID	Status	County	Date	Time	Count	Reprinted	Voided	Total
View Submit	3303	Open	WILLIAMSON	07/25/2012	12:55 PM	3	0	0	\$196.00

Export data to [Excel](#) / [Generate Report](#)

Daily Report Cancel



Logged in as User Name: KRHODE1 Location: Release Notes Location

Daily Renewal Report

Actions
Navigation
Home
Logout
Registration
Renew Registrations
Manage Batches
Administration
My Location
Manage Users
Help
Support

Daily Report Date

07/25/2012

Choose

Date	Time	Plate	Amount	Print Qty	New Plate	User Name	County	Batch ID
07/25/2012	12:55 PM	AN31809	\$67.50	1	No	KRHODE1	WILLIAMSON	3303
07/25/2012	12:56 PM	AP32948	\$64.25	1	No	KRHODE1	WILLIAMSON	3303
07/25/2012	12:56 PM	BG7X438	\$64.25	1	No	KRHODE1	WILLIAMSON	3303
07/25/2012	01:03 PM	AV69208	Voiced Renewal	1	No	KRHODE1	WILLIAMSON	3303

Export data to [Excel](#) / [Generate Report](#)

Cancel

The date choice will default to the current date. The information shown will be based on the date selected regardless of the batch number or status (open, closed, submitted, or approved). As you can see, voiced renewals are included on the report, but they will not be included in the amount of fees collected for the day. The next screen shot will show you how to change the report date.



Logged in as User Name: KRHODE1 Location: Release Notes Location

Daily Renewal Report

Actions
Navigation
Home
Logout
Registration
Renew Registrations
Manage Batches
Administration
My Location
Manage Users
Help
Support

Daily Report Date

07/25/2012

Choose

Date	Time	Plate	Amount		User Name	County	Batch ID
07/25/2012	12:55 PM	AN31809			KRHODE1	WILLIAMSON	3303
07/25/2012	12:56 PM	AP32948			KRHODE1	WILLIAMSON	3303
07/25/2012	12:56 PM	BG7X438			KRHODE1	WILLIAMSON	3303
07/25/2012	01:03 PM	AV69208	Voiced		KRHODE1	WILLIAMSON	3303

Export d

Cancel

If you click in the **Daily Report Date** field a date selection box will appear. You can select a date or you may simply type a date into the field. You will then click on the **Choose** button and any renewal information for that date will be displayed.



Logged in as User Name: KRHODE1 Location: Release Notes Location

Daily Renewal Report

Actions
Navigation
Home
Logout
Registration
Renew Registrations
Manage Batches
Administration
My Location
Manage Users
Help
Support

Daily Report Date
06/30/2012 Choose

No renewals were found for the date entered.

Cancel

You can select a past date and there is no limitation on how far back the report date can go. If there are no renewals for the date you selected the following message will appear: "No renewals were found for the date entered."



Logged in as User Name: KRHODE1 Location: Release Notes Location

Daily Renewal Report

Actions
Navigation
Home
Logout
Registration
Renew Registrations
Manage Batches
Administration
My Location
Manage Users
Help
Support

• **ERROR - 5037 - SEARCH DATES MAY NOT BE AFTER TODAY.**

Daily Report Date
08/31/2012 Choose

No renewals were found for the date entered.

Cancel

If you select a future date, the following message will appear: "Error - 5037 - Search dates may not be after today."



Logged in as User Name: KRHODE1 Location: Release Notes Location

Daily Renewal Report

Actions
Navigation
Home
Logout
Registration
Renew Registrations
Manage Batches
Administration
My Location
Manage Users
Help
Support

Daily Report Date

07/25/2012

Choose

Date	Time	Plate	Amount	Print Qty	New Plate	User Name	County	Batch ID
07/25/2012	12:55 PM	AN31809	\$67.50	1	No	KRHODE1	WILLIAMSON	3303
07/25/2012	12:56 PM	AP32948	\$64.25	1	No	KRHODE1	WILLIAMSON	3303
07/25/2012	12:56 PM	BG7X438	\$64.25	1	No	KRHODE1	WILLIAMSON	3303
07/25/2012	01:03 PM	AV69208	Voiced Renewal	1	No	KRHODE1	WILLIAMSON	3303

Export data to Excel

Generate Report

Cancel

Once you have selected a date and the information is displayed on the page, you will click on **Generate Report** and a PDF version of the report will be generated. You also can export the data to Excel by clicking on **Excel** and following the prompts to open the document in Excel.

BatchDisplay_3530897[1].pdf - Adobe Reader (Not Responding)

File Edit View Document Tools Window Help

1 / 1 77.5%

Find

Daily Renewal Report for 07/25/2012

Time	Plate	Amount	Print Qty	New Plate	User Name	County	Batch ID
12:55 PM	AN31809	\$67.50	1	No	KRHODE1	WILLIAMSON	3303
12:56 PM	AP32948	\$64.25	1	No	KRHODE1	WILLIAMSON	3303
12:56 PM	BG7X438	\$64.25	1	No	KRHODE1	WILLIAMSON	3303
01:03 PM	AV69208	Voiced Renewal	1	No	KRHODE1	WILLIAMSON	3303
Daily Total		\$196.00					

Page 1


The following is an enlarged section of the report from the previous page showing the first five columns of information:

Time	Plate	Amount	Print Qty	New Plate
12:55 PM	AN31809	\$67.50	1	No
12:56 PM	AP32948	\$64.25	1	No
12:56 PM	BG7X438	\$64.25	1	No
01:03 PM	AV69208	Voided Renewal	1	No
Daily Total		\$196.00		

The report displays the renewals in chronological order. Also, voided renewals will be shown, but will have no effect on the Daily Total amount.

Manage Batches Location Filter

The location field filter on the Manage Batches Page for a County Administration now displays the location choices in alphabetical order. To display the location choices click on the **drop down arrow** within the location field. (This filter functionality is only available to a County Administration.)



Web-based Motor Vehicle Registration and Tiling

Logged in as **KRHO** **Location:** Williamson Administration

Manage Batches

Actions

Navigation

Home

Logout

Registration

Manage Batches

Inquiry

Administration

Manage Locations

Help

Support

Start Date

07/03/2012

End Date

08/02/2012

Batch Status

All

Location

All

Filter

Reset

Actions	Batch ID	Status	Date	Location	Reprinted	Voided	Total
View	3381	Submitted	07/31/2012	heb test	1	2	\$0.00
View	3361	Open	07/30/2012	Agent Location	0	2	\$0.00
View	3307	Submitted	07/25/2012	Subcon	0	1	\$0.00
View	3306	Submitted	07/25/2012	Subcon	1	1	\$74.25
View	3305	Submitted	07/25/2012	Conrat	0	0	\$64.25
View	3303	Open	07/25/2012	Release Notes	0	1	\$196.00
View	3285	Submitted	07/24/2012	Location 2	1	3	\$0.00
View	3262	Open	07/23/2012	load Test 1	0	0	\$135.00
View	3202	Submitted	07/16/2012	Location 1	1	1	\$64.25
View	3183	Submitted	07/12/2012	County Subcon Location	0	1	\$0.00
View	3182	Submitted	07/12/2012	County Subcon Location	0	1	\$0.00
View	3181	Submitted	07/12/2012	Agent Location	0	4	\$0.00
View	3161	Submitted	07/11/2012	County Subcon Location	0	2	\$0.00

Export data to [Excel](#) / [Generate Report](#)


[Cancel](#)

Location Search

The location search function has been enhanced to display all locations meeting the search criteria.

On the Search Agent Locations Page you will enter at least the first letter(s) of the name of a location and click on the **Search** button. The search results will display any locations meeting the criteria that was entered, even if they are already associated with your county in WebSub. The **Select** action will not appear for any locations that are already associated with your county.

Below is an example of a search that resulted with six locations being displayed and two of the six locations are already associated with the county.



Web-based Motor Vehicle Registration and Titling

Logged in as **User Name:** KRHODE **Location:** Williamson Administration

Search Agent Locations

Actions

Navigation

Home

Logout

Registration

Manage Batches

Inquiry

Administration

Manage Locations

Help

Support

Search by **Location Name** **Zip Code**
 or
 Search by **Location ID**


Choose a Location or Press Button to Add a new Location

Actions	Location ID	Location Name	Street	Zip Code
Select	521	Austin Location	99 Avenue A	12345
Select	225	Agent Location #10	100 Main	78641
Select	1621	Adam Webagent-McLennan	3500 jackson	78645
Select	1541	abc	400 jones street	78614
	481	Agent Location	4000 Jackson Ave	78731
	1021	ABC Backoffice	100 Main St	77007

Export data to [Excel](#) / [Generate Report](#)

User Search

The View Locations action, on the Search for a WebAgent User Page, now displays the locations in alphabetical order.



Web-based Motor Vehicle Registration and Titling

Logged in as **User Name:** KRHODE **Location:** Williamson Administration

Search for a WebAgent User

You must first check to make sure the user does not already exist

Search by **First Name** and **Last Name**

or


Search by **User Name**

Please select a user to modify or press Add to add a new user.

Actions	User ID	User Name	Phone	First Name	Last Name
Select View Locations	1222	#DMVADMIN5	(512) 465-7555	Kimberley	Jaso
Select View Locations	1061	KJASO	(654) 654-6456	kimberley	jaso

Search Add New User Cancel

Once you have completed the search for a user and results are returned, you will click on the **View Locations** action and the Locations for Agent box will be displayed. The locations will be shown in alphabetical order.



Web-based Motor Vehicle Registration and Titling

Logged in as **User Name:** KRHODE **Location:** Williamson Administration

Search for a WebAgent User

You must first check to make sure the user does not already exist

Search by **First Name** and **Last Name**

or

Search by **User Name**

Locations for Agent

Location Name	Street Address	City
abc	400 jones street	anywhere
Adam Webagent-McLennan	3500 jackson	round stone
Agent Location	4000 Jackson Ave	Austin
Conrat	123 micky mouse	waco
McLennan Administration	215 N. 5TH RECORDS BLDG.	Waco
TAC - 1	200 Main	Waco
TAC-wilco	13 st	austin
Williamson Administration	904 S Main St.	Georgetown

First Name	Last Name
berley	Jaso
berley	jaso