

#96 - CYMS Training Guide – Web Parameters

(Updated June 09)

CYMS Webtrac Parameter Settings

The following screen shots represent Ft Campbell's Webtrac Parameters set up. Fields that are highlighted **must** be updated at each installation.

All other fields should be updated with the settings indicated in the screen shots

- 1 Go to **Files** → **System** → **Parameters Maintenance** → **Webtrac Parameter Maintenance**
- 2 **Core & Setup Screen**

Core & Setup Login/Security Pmts/Misc Mod 1 Mod 2 Mod 3 HH & FM

Home Page URL

Login Page URL

Logout Destination

Base Href

SSL Base Href

Welcome Message

Welcome2 Message

Web Images Path

Java Scripts Path

Stylesheets Path

Custom Stylesheet

eRecTrac Stylesheet

Show 'Welcome HH' Verbiage?

Logo Image Filename

Width x Height (pixels) x

Layout Banner Footer L Sidebar R Sidebar

eRecTrac Banner Footer L Sidebar R Sidebar

Contact Us Email

Email Allowed Yes No Email Rcpts Yes No

Show Email Link WebTrac Msgs in Logfile

Show "Contact Us" eRecTrac Msgs in Logfile

Hide IE/NS/Adobe Icons SMTP Debugging Msgs

WebTrac ID WebTrac User

Next Done Cancel

- 3 Click **Next** to proceed to the **Login Security** screen

Core & Setup
 Login/Security
 Pmts/Misc
 Mod 1
 Mod 2
 Mod 3
 HH & FM

Login Match 1:

 Match 1 Label:

 Login Match 2:

 Match 2 Label:

New User Match 1:

 Match 1 Label:

 New User Match 2:

 Match 2 Label:

Non-VSI Language Date Format:

 Dflt Language:

 Select Languages to display on Web:

Code Mode On
 Strip Unsafe Chars from Lang Codes
 Do Not Display Workstation Names on eRecTrac Login

Restrict Multiple Logins by Same HH

Security/Challenge Questions:

Forgotten Password:
 Lost Web Usernam:

 Allow Password Changes
 Allow Guest Logins
 Require Password Change on 1st Login

Member Start Program:

 Guest Start Program:

Member Splash: Unspecified

 Guest Splash: CYS Guest Splash

 eRecTrac Splash: Unspecified

Alt Notice Text: Unspecified

 Privacy Text: Unspecified

 Contact Us Text: Unspecified

4 Click **Next** to proceed to the **Pmts/Misc** Screen.

Core & Setup
 Login/Security
 Pmts/Misc
 Mod 1
 Mod 2
 Mod 3
 HH & FM

Charge Opt Fees Always Never User Choice
 Percent Pmt Required On Fees
 Do Not Require Credit Card With No Payment
 Allow Payments On Old Balances
 Auto Balance Between Modules
 Show CSC Code on Payment Screen
 Require CSC Code on Payment Screen

Conv Fee/Disc TC ↓ Not Selected
 Conv Fee/Disc Amt Flat Percent
 Basis On Gross Per Line Item
 Charge For New Items Old Bal Both

WebTrac Login Banner ↓ Army Banner
 Other WebTrac Banner ↓ Army Banner
 WebTrac L Sidebar ↓ Unspecified
 WebTrac R Sidebar ↓ Unspecified
 WebTrac Footer ↓ Army footer
 eRecTrac Web Banner ↓ Unspecified
 eRecTrac Web Footer ↓ Unspecified

Intro ↓ Unspecified
 Survey ↓ Unspecified
 Thank You ↓ Unspecified
 Promo Code ↓ Unspecified
 Run Promo From ↓ Thru ↓

- 5 Click **Next** to proceed to the **Mod 1** screen.

Core & Setup Login/Security Pmts/Misc **Mod 1** Mod 2 Mod 3 HH & FM

	Display	Cancel	Auto-Close
	Fees	On Web	Pop-ups
Activity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Court	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Facility	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Golf Tee Times	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
League	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Lockers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pass	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
POS Tickets	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Rentals	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Trainer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Trips	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Results Row Count:

Dflt Num of Search Results to Display:

AR/PM/FR/TP Waiver Option: E-Authorize Printed None

Waiver Count: One Per Family Member One Per Registration

POS Ticket Print Option: Online In The Office

Show Hold Harmless Agreement Print Childcare Statements

Show Questions Allow Court Group Bookings

Show Fee Details Use Module Daily Rcpt Comments

Show Facility Details Allow Locker Number Selection

Show Expanded Enroll Counts

Beginning Weekday on Popup Calendar: Sunday Monday

AR Brochure Interface:

Campsite Custom Code:

6 Click **Next** to proceed to the **Mod 2** screen.

Core & Setup
 Login/Security
 Pmts/Misc
 Mod 1
 Mod 2
 Mod 3
 HH & FM

Select Advanced Activity Search Fields To Include And Add In The Order You Would Like To Display On The Screen

Class Gender Date Range Days Of Week Grade Range Include Waitlist Keyword Search Location Search Residency Status Time Range	<input type="button" value="Add >>"/> <input type="button" value="<< Del"/> <input type="button" value="Up"/> <input type="button" value="Down"/>	Age Range
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AR Type Search Option

<input type="checkbox"/> Show Cancelled AR Sections	<input type="radio"/> All Types
<input type="checkbox"/> Allow Lottery 2nd/3rd Choices	<input checked="" type="radio"/> Web Types
<input type="checkbox"/> Allow Lottery Buddy Enrollments	<input type="radio"/> Not On Menu
<input checked="" type="checkbox"/> Allow AR/RN/TP Waitlist Regs	
<input type="checkbox"/> Charge For AR/RN/TP Waitlist Regs	
<input type="checkbox"/> Force Full Day Rentals In RN	
<input type="checkbox"/> Allow Guest Ticket Sales	
<input type="checkbox"/> Allow Guest Trip Bookings	

Team Update Option

Team Only
 Team & Player
 None

Require Member Number & Last Name To Match When Adding Players

Hide Team Contacts On Web

Allow Guest Tee Times

Display Default Green Fee Amt On Screen

Print Default Green Fee Amt On Receipt

Override FR Headcounts

Force Full Day Rentals In FR

Display Organization Name on FR Calendar

Default FR Reservation Status

Firm
 Tentative
 Hold

7 Click **Next** to proceed to the **Mod 3** screen.

Core & Setup
 Login/Security
 Pmts/Misc
 Mod 1
 Mod 2
 Mod 3
 HH & FM

**Select VSI Brochure Headers To Include And
Add In The Order You Would Like To Display On The Screen**

<input type="text" value="Category"/> Location Type	Add >> << Del Up Down	Age Gender Grade
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Long Field Option
 Keyword Search
 Activity Number Search
 Both
 None

**Select VSI Brochure Columns To Include And
Add In The Order You Would Like To Display On The Screen**

<input type="text"/>	Add >> << Del Up Down	Activity Description Fees Ages Dates Days Time
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Note: **Grade** should only be included in the **VSI Brochure Header** if Grades have been accurately maintained in the database.

8 Click **Next** to proceed to the **HH & FM** screen.

Core & Setup Login/Security Pmts/Misc Mod 1 Mod 2 Mod 3 **HH & FM**

New HH Option Live Batch Not Allowed New HH Email Code WEBHH New Web Patron E

New HH Message Thank you for starting your "new patron" registration on line.

Our CYS Services

Residency Definition Dflt Residency for New HH Res Non-Res

Allow Residency Chgs On Web Add Only Change Only Add/Change None

Create Web ID With New Household

WebTrac User ID

- HH Number Only
- HH Num (9 Digit) w/ Leading 0's
- 1 Char FN/4 Char LN/Hm Phone
- Home Phone Only
- HH Email
- Random String

WebTrac Password

- HH Number Only
- Primary Guard Last Name
- Primary Guard First Name
- Postal Code
- Home Phone Only
- HH Email
- Random String

- Allow HH Data Updates
- Allow FM Data Updates
- Allow FM Additions
- Require FM DOB
- Require Secondary Guardian Info
- Require Email Addr for Web HHs
- Require FM Grade

Required Number of Emergency Contacts None 1 2

Dflt Num of FMs to Display 6

- Show HHQ1? [] []
- Show HHQ2? [] []
- Show HHQ3? [] []
- Show FMQ1? [] []
- Show FMQ2? [] []
- Show FMQ3? [] []

Next Done Cancel

New HH Message on the HH & FM screen must be the following:

Thank you for starting your "new patron" registration on line.

Our CYSS Parent Central Services office will contact you to
set up an appointment to finish the registration process.

Remember: You will not be able to use any CYS Services until
the full registration process is completed.

Please Sign in as a Guest and check under Forms/Links in the menu bar to see what
documents you should bring to your registration appointment. You can also print a copy of the
CYS Services Health Assessment Form needed by all youth registered with CYSS.

