

zipForm® Plus Release Notes

Release Date: 11/8/2017

This document outlines the updates that are included in the 11/8/2017 release. You can access additional help content and videos that pertain to the items in the release by visiting the link below.

- <http://www.ziplogix.com/support>

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2-Step Verification

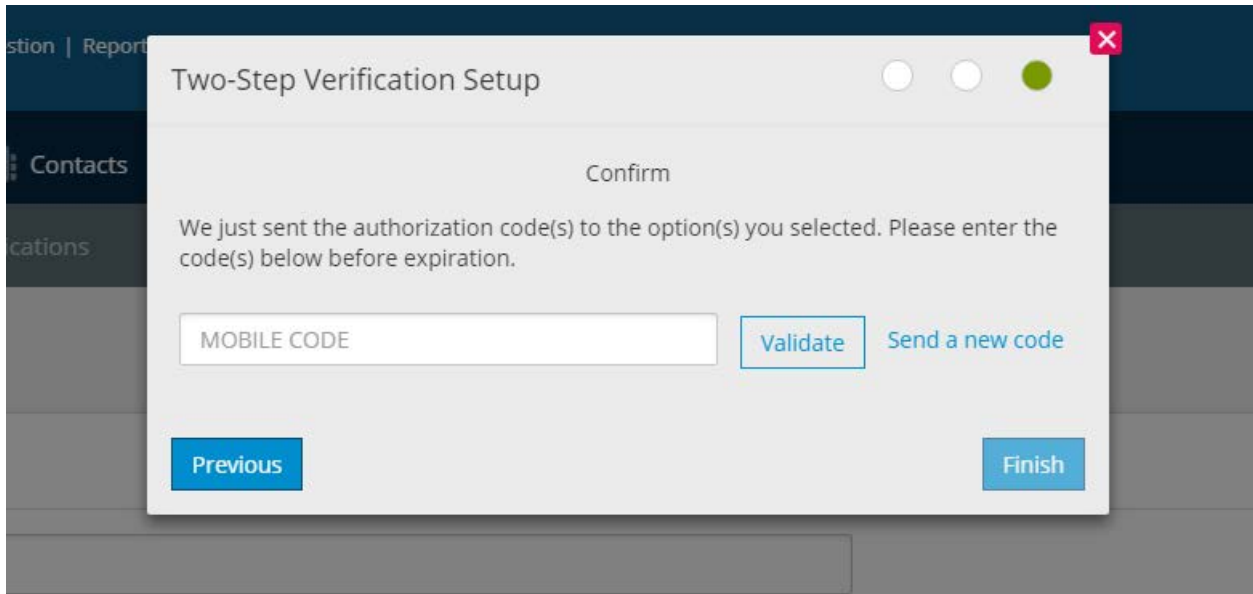
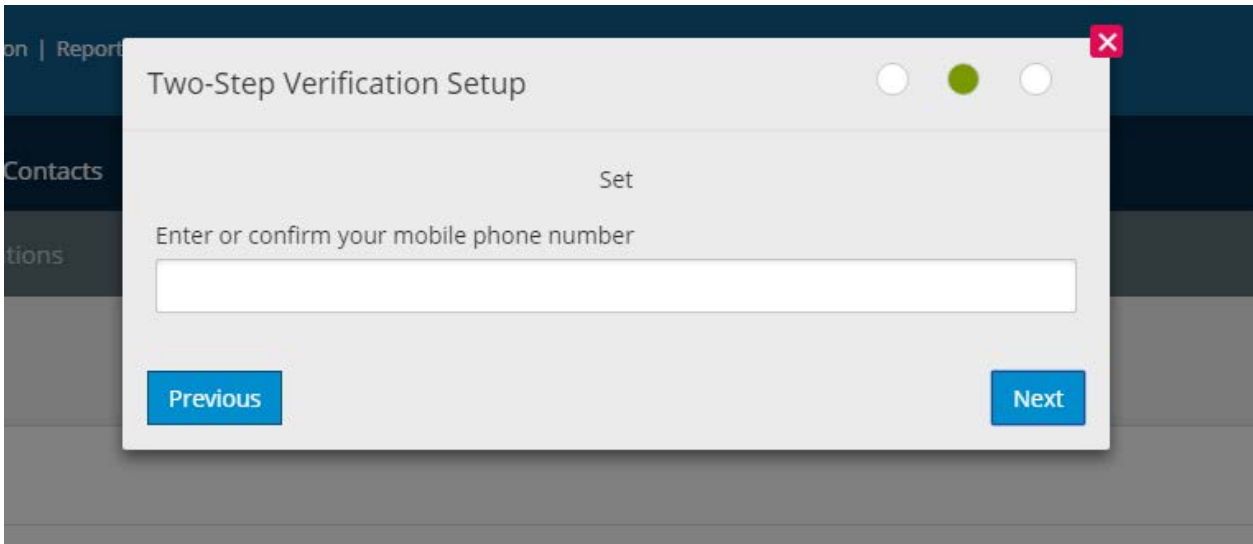
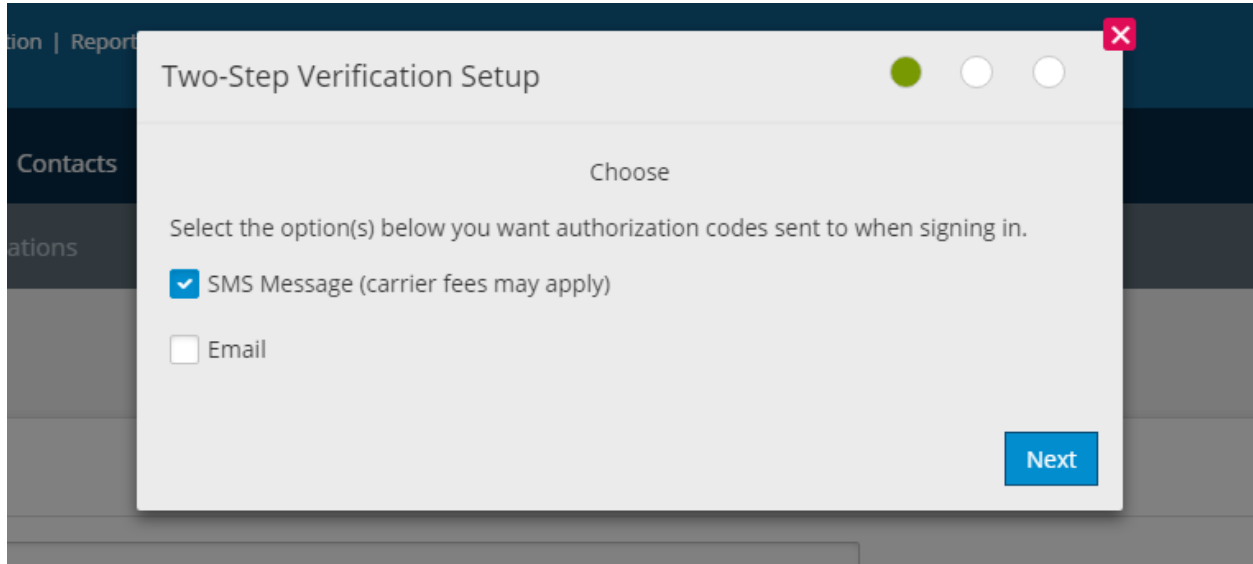
Add an additional measure of security to your account with 2-Step Verification. To setup 2-Step Verification, you'll be required to add a mobile phone number and/or an email address.

After you've setup and turned on 2-Step Verification, you'll be prompted to enter a verification code the next time you sign in. The verification code can be sent to the option(s) you validated while setting up 2-Step Verification.

- If you don't want to enter a verification code from a trusted device each time, you can choose the option to "remember the device for 30 days"

The screenshot shows a user interface for account security settings. At the top, there is a navigation bar with links: 'About Me', 'Sign In & Security', 'Forms', 'Products', 'Settings', and 'Notifications'. Below this is a section titled 'Security and Account Recovery Information'. It contains three rows of settings:

- 2-Step Verification:** A toggle switch is currently in the 'OFF' position. A red arrow points to the 'OFF' label.
- Mobile Phone:** A text input field containing the phone number '+1 (248) 912-4626'.
- Email:** A button labeled 'Add Email'.

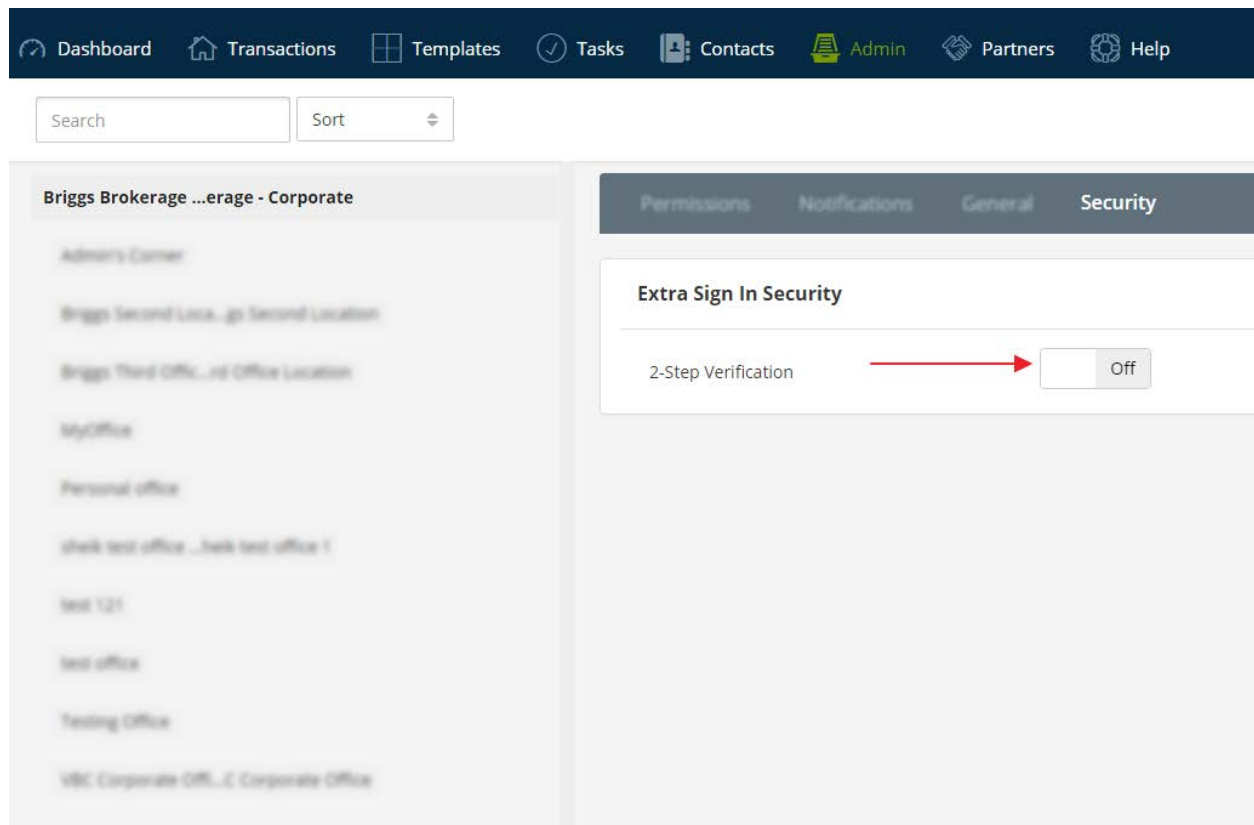


Broker Enforced 2-Step Verification

Broker administrators have the ability to make 2-Step Verification mandatory for the brokerage.

If you enforce 2-Step Verification, all users in your brokerage will be required to use it.

- Users in the brokerage will not be able to turn off 2-Step Verification
- Users will be prompted to setup 2-Step Verification the next time they sign in
- We recommend broadcasting a message to your brokerage using message center prior to enforcing this feature



Calendar ICS File

You can now export your zipForm® tasks that have due dates as an ICS file.

An ICS file is a type of file used by calendar applications. The concept is similar to a vCard for contacts. It's a standard file type used to share information.

After you export a task(s), you can easily import the task(s) into your calendar of choice. You can also send the task to a responsible party and they can do the same.

The screenshot displays the zipForm user interface. At the top, a navigation bar includes a 'Back' button, a property address '2103 Alcyona TID 1229434' with a retention notice 'Retained until May 26, 2024', and icons for Home, Users, Documents, and a Clipboard. Below this is a secondary menu with icons for Calendar, Checklist, Board, Approval, Set Status, New Checklist, Export (highlighted with a red arrow), Delete, Email, and Urgent Tasks. A filter bar below the menu shows 'Filters', 'Sort', and three filter options: 'Transaction dates', 'Tasks due today', and 'Tasks overdue'. The main content area is divided into three columns: 'Not Started [24]', 'In Progress [0]', and 'Ready For Review [2]'. The 'Not Started' column contains a 'Create a new task' button and five task entries with due dates: 'Residential Purchase Contract & Joint Escrow Instr' (10 days after Date of Contract), 'FIRPTA' (28 days after Date of Contract), 'Copy of Trust Log Entry' (17 days after Date of Contract), 'Seller Counter Offer' (10 days after Date of Contract), and 'Seller Multiple Counter Offer'. The 'Ready For Review' column contains two entries: 'Buyer Counter Off' (1 day before Listing E) and 'Seller's Purchase o' (17 days after Date of).

Commission

Agents can now enter simple commissions into the transaction summary section.

- Flat value commission
- Percentage of the purchase price

Commission information is available on the agent dashboard in addition to broker and agent reports.

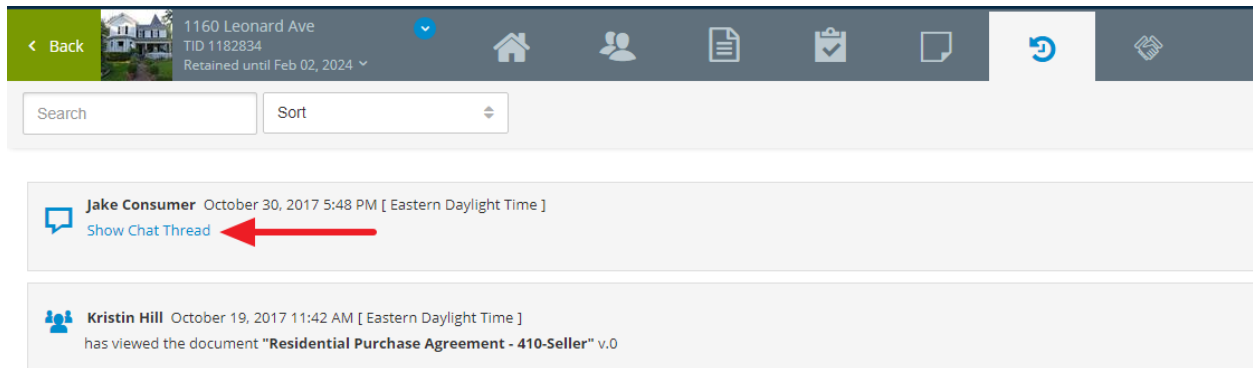
The screenshot shows the zipLogix dashboard with a navigation bar at the top containing Dashboard, Transactions, Templates, Tasks, Contacts, Partners, and Help. Below the navigation bar, there are four summary cards: Quarterly Sales (\$344,022, up 100.0%), Commission (\$28,720 YTD), Closed Txns 3 (\$6,344,022 YTD), and Fell Through 1 (\$583,000 YTD). The Commission card is highlighted with a red border. Below the summary cards is a table with the following data:

AGENT	TRANSACTION NAME	ADDRESS	-CREATED	TYPE	PROPERTY ...	STATUS	LISTING DATE	LISTING EXPI...	CLOSING DATE	LISTING P...	PURCHASE P...	COMMISSION	ESCROW NU...
Anthony Simon	6117 Purchesid St - Copy	29890 Old Plank Rd, Wixom	Thu Sep 28 2017	Purchase	Residential	Closed			Thu Oct 26 2017		\$ 344,000	\$ 27,520	

Chat Auditing

When chatting with another person, the conversation will be audited and stored in the transaction history.

If the system is unable to identify the transaction a chat should be logged under, you will be prompted to select a transaction to store the audit in.



By default, chat auditing is not enabled. If you would like to turn on chat auditing, you can do so under broker settings or in your user profile for individual accounts.

- **Broker Setting => General**

Chat Logging

Chat Logging

Off

- **User Profile => Settings (only available for individual accounts)**

Chat Logging

Chat Logging

Off

Miscellaneous

- UI improvements for PDF split, folder icons and broker services on the transaction summary screen
- Microsoft API consolidation