



Business Customer Gateway

Release Notes 10.2

Version 1.0

August 13, 2015

Table of Contents

- 1. INTERNAL AND EXTERNAL CUSTOMERS..... 3**
- 1.1 Mailing Services/Shipping Services/Other Services Pages 3
- 1.2 Manage Mailing Activity 3
- 1.3 Add Location 3

- 2. INTERNAL CUSTOMERS 3**
- 2.1 Request Management 3
- 2.2 Service Management 3
- 2.3 Settings Pages 4
- 2.4 View Agreement Page 4
- 2.5 Add Location.....4

1. Internal and External Customers

The Business Customer Gateway (BCG) will be deployed August 30, 2015. This release introduces new functionality and enhancements to the BCG system. The following items are included in BCG Release 10.2 and are of interest to internal and external users of the system.

1.1 Mailing Services/Shipping Services/Other Services Pages

Users will be able to find more information about the service from the service knowledge page on Mailing Services, Shipping Services and Other Services pages by selecting more info or using the plus symbol and clicking here link. Previously a service knowledge page was available only on BCG Landing page (before user signs in).

1.2 Manage Mailing Activity

- Number of links displayed on the “Mailing Services”, “Shipping Services” tabs and Favorites will be reduced to make the page easier to navigate. The various links that today take you to *PostalOne!* to view your mailing activity, such as the “Balance & Fees”, “Dashboard”, “Electronic Data Exchange”, “Mailing Reports”, Manage Permits”, and “Postal Wizard” links, will be rolled up and displayed as a single link labeled “Manage Mailing Activity”.
- This change will not impact any of your mailing information, any of your permits, or any access assignments such as the Business Service Administrator (BSA). All of the existing reports within *PostalOne!* will still be available by clicking the new “Manage Mailing Activity” link. No action is required by any BCG user once this change is made.

1.3 Add Location

- Users will experience improved performance for Add Location.

2. Internal Customers

2.1 Request Management

- Users will experience improved performance when searching for requests.
- Phone number will be formatted on Request Details page to be consistent with the rest of the application.

2.2 Service Management

- Delete Service functionality will be added to View Service page (will be available only for users with system administration role).

- Delete Group functionality will be added to View Group page (will be available only for users with system administration role).
- Delete Bundle functionality will be added to View Bundle page (will be available only for users with system administration role).

2.3 Settings Pages

- Settings pages will be enhanced to include the same look and feel as the rest of the application.

2.4 View Agreement Page

- View Agreement page will be enhanced to include the same look and feel as the rest of the application.

2.5 Add Location

- Users will experience improved performance for Add Location
- ADD CRID button will be renamed to ADD LOCATION to be consistent with other add location buttons