



Business Customer Gateway Release Notes 9.0

Version 1.0

August 13, 2014

Business Customer Gateway

Release Notes

The Business Customer Gateway (BCG) Release 9.0 will be deployed August 24, 2014. This release introduces new functionality to the BCG System. These Release Notes provide the contents of this release and its effect on the following areas based on changes identified during the test stage of the development cycle.

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1. External Customers

The Business Customer Gateway (BCG) will be deployed August 24, 2014. This release introduces new functionality and enhancements to the BCG system. The following items are included in BCG Release 9.0 and are of interest to internal and external users of the system.

1.1 Registration Page

New functionality was added in order to facilitate accurate designation of a CRID when a customer attempts to add or modify a company name/business location entry. The registration pages will improve its ability to standardize addresses when the customer makes an attempt to add or modify an address. The registration page will also give the user the option to select from a list of existing company records if a similar business name/location already exists in the database, thereby reducing the number of duplicate records in Customer Registration. Further, each business location entered by the customer will be sent to Equifax in order to verify the information against their records as a valid business location.

- If Equifax is able to obtain an exact match for the entered company name and address, then it will assign the business location to the existing Universal Business Key (UBK).
- If Equifax is unable to obtain a match, then it will assign the business location a new UBK.
- If Equifax is able to detect several possible matches from its database, it will prompt the user to select from a List of Similar (LOS) and assign a UBK accordingly.

New features will be implemented in order to improve the user experience on the registration page. The user will still be able to enter a company name and address by address, ZIP, or CRID. However, the registration page will make the choice easier by displaying larger radio buttons, with the appropriate subsequent fields populating only when the choice is made. In addition, the registration page will be compatible on tablets and smartphones.

1.2 Getting Started Page

The Bundle names has changed when a user selects the custom select services button on the Getting Started Page

- Basic Services to Common Services
- Mailing Services to Basic Mailing Services
- Shipping Services to Basic Shipping Services
- Additional Shipping Services (new bundle for non-core shipping services).
 - Click-N-Ship Business Pro service has moved to Additional Shipping Services.

1.3 Welcome Page

The Welcome page will now display the number of messages available to the user who will have the option to review them on that page or on the Inbox page.

1.4 Add Location Page

- Users will now see the company information displayed on the Add Location Confirm New Business Location page. Previously, when adding a location by CRID, the company information was not displaying consistently.

- Users will also see additional validations on fields when adding a location.

1.5 Add Location Confirmation Page

The Add Location Confirmation Page will display a list of similar addresses when a user attempts to add a business name and address. The business location will be verified by Equifax, which will validate if the business name and address entered is legitimate.

- If Equifax detects possible matches from its database a list of similar Business Names and addresses will be displayed for the customer to choose or select 'None of the Above' and assign a UBK.
 - *Note: Selecting a business will not change the original address entered*
- If there is an exact match on the business name and address, Equifax will assign the business location to the existing UBK and no further action will be required for the user.
- If Equifax cannot determine if the business location matches a business they have in their database, then it will assign a UBK and the customer will not need to take action.

1.6 Manage Account

The Edit Profile page accessible via Manage Account will be enhanced to include the same look and feel as the registration page.

1.7 Support Page

Users will be able to access the Full-Service Vendor Software list by selecting the link from the Support Page.

1.8 508 Compliance

Visually Impaired users will be able to tab throughout the Message page within the Inbox page.