New in this release

Release ver-sion:	9.4.1
Release type:	Feature Maintenance

Product Changes

The following client-facing changes were implemented in this release:

- Merge fields for E-mail subject lines

- *Friends Asking Friends* registration limits and deadlines

- Printable donation form for *Friends Asking Friends* team and general donation pages

- Processing screen for *Ecommerce* transactions

- Registration confirmation text for non-registrant form submissions

- Enhanced address verification system (AVS) options for forms

- Social network login and sharing for *Friends Asking Friends*

- Social network sharing report fields

- Legacy Facebook and Twitter links removed from participant headquarters

- Updated Cute editor

- Updated Sphere branding

- Code optimization for *Friends Asking Friends* multiple registration functionality

- *Friends Asking Friends* updated design support

- New *Friends Asking Friends* fundraising mobile app

- New *Payment Details* report transaction filter

- New view for *Advocacy Votes* web feature

- Updated recurring transaction processing time

- *Friends Asking Friend*s API support for group and team data

Merge Fields for E-mail Subject Lines
Where:

- Communities > Forms > Single Step Donation > *[Highlight the form]* > Website Info > Donation Form Options > Confirmation Text *[tab]* > Advanced Confirmation Setup > Use Advanced Confirmation Setup *[option]* > Edit > Use Customized Text *[option]* > Edit Email

- Communities > Forms > Multi-Step Donation > *[Highlight the form]* > Website Info > Donation Form Options > Confirmation Text *[tab]* > Advanced Confirmation Setup > Use Advanced Confirmation Setup *[option]* > Edit > Use Customized Text *[option]* > Edit Email

- Communities > Forms > Registration > *[Highlight the form]* > Website Info > Registration Form Options > Step 5 of 5 > Advanced Confirmation Setup > Use Advanced Confirmation Setup *[option]* > Edit > Use Customized Text *[option]* > Edit Email

- Communities > Special Events > Friends Asking Friends > Kintera Thon > *[Highlight the event]* > Website Info > Event Text > Advanced Confirmation Setup *[links appear in the Registration Confirmation Text and Details, Donor Thank You, Booth Registration Confirmation Text and Details, and Volunteer Thank You sections]* > Use Advanced Confirmation Setup *[option]* > Edit > Use Customized Text *[option]* > Edit Email

- Communities > Advocacy > *[Highlight the action center name]* > Manage Action Center > Communicate *[tab]* > eMail *[tab]* > *[Highlight the campaign name]* > Manage > Content

- Communications > eMail > *[Highlight the campaign name]* > Manage > Content

- Communications > Sequential eMails > *[Highlight the campaign name]* > Manage > Content

- Communications > eNewsletter > *[Highlight the newsletter name]* > Manage > Content

- Communications > e2Action > *[Highlight the campaign name]* > Manage > Content

- Communications > Event Email Templates > *[Highlight the template name]* > Manage > Content

- Commerce > Ecommerce > *[Highlight the initiative name]* > Website Info > eCommerce Form Options > Confirmation Text *[tab]* > Advanced Confirmation Setup > Use Advanced Confirmation Setup *[option]* > Edit > Use Customized Text *[option]* > Edit Email

You can now include first name, last name, and salutation merge fields in email subject lines. To include a merge field, type the name between double brackets. For example, type: Thank you [[Salutation]] [[First Name]] [[Last Name]] for your donation.

Friends Asking Friends Registration Limits and Deadlines

Where:

- Communities > Special Events > Friends Asking Friends > Kintera Thon > *[Highlight the event]* > Website Info > Fee Structure > Add Registration Type *[button]* > Advanced *[tab]*

- Communities > Special Events > Friends Asking Friends > Kintera Thon > *[Highlight the event]* > Website Info > Fee Structure > Registration Levels *[section]* > Edit

- Communities > Special Events > Friends Asking Friends > Kintera Thon > *[Highlight the event]* > Website

Info > Event Text > Maxed Out Registrations *[section]*

- Communities > Special Events > Friends Asking Friends > Kintera Thon > *[Highlight the event]* > Bookkeeping > Batch Entry System

- Communities > Special Events > Friends Asking Friends > Kintera Thon > *[Highlight the event]* > Bookkeeping > Registration Entry

- Event page > Participant Registration > *[Select a registration role]* > Registration form

Friends Asking Friends registration forms now include limits and expiration dates. For each registration type you add, you can specify the maximum number of registrations and the deadline to accept registrations. You can also opt to receive an email notification when the maximum number or deadline is reached.

Note: Sphere uses the Pacific time zone for registration deadlines.

Note: When you edit registration information, you can only increase the maximum number of registrations available.

On the registration form, the number of available registrations appears with registration types that include limits.

After the number or deadline is reached, the registration type no longer appears on the form. When all registration types are unavailable, a message appears to inform website users that registration is closed. You can specify the message from the *Event Text* section of the *Event Website Creation Checklist*.

Maxed Out Registrations
Text to display on registration page when the maximum limit and expirations are reached for all registration types. Applicable only when ALL registrations have maximum and/or expirations.

```
The limit for all registration types has been
reached. Please instead consider showing your
support with a donation.
```

Save

If a website user selects registration types that reach the maximum level while the user completes the form, a message appears to explain they are no longer available. The message appears before the user's credit card information is submitted to the payment processor.

Note: If a user attempts to register multiple participants in a single transaction and some of the registration types are unavailable at the time of processing, the confirmation message includes the names of the individuals who were not registered.

In *Bookkeeping*, a message now appears to remind you not to exceed the number of registrations available before you process batches. Also, the *Registration Entry* link no longer appears when all registration types are unavailable.

As an administrator, you can import as many registrations as necessary. If you exceed the number of registrations available when you process the batch, we recommend you modify the registration limits or reverse the extra registrations.

Continue Close

Printable Donation Form for Friends Asking Friends Team and General Donation Pages

Where:

- Communities > Special Events > Friends Asking Friends > Kintera Thon > *[Highlight the event]* > Website Info > Event Text > Printable Donation Form Additional Options *[section]*

Printable donation form links are now available on *Friends Asking Friends* team and general donation pages. Previously, a printable donation form link was only available for personal fundraising pages. You can select the options to enable the links from the *Event Text* section of the *Event Website Creation Checklist*.

Processing Screen for Ecommerce Transactions

Where:

- Ecommerce form > Product Category > *[Add Item to cart]* > Proceed to checkout > Submit

A screen that indicates an *Ecommerce* form is processing a website user's credit card transaction now appears before the confirmation screen. Previously, a processing message did not appear and users inadvertently submitted transactions multiple times.

Registration Confirmation Text for Non-Registrant Form Submissions

Where:

- Event page > Participant Registration > Register multiple people *[option]* > Submit form

Now when people register multiple participants for events and do not register themselves, the confirmation E-mails to the form submitters and the event contacts do not include username and password information. Previously, a field for the username, a link to create a password, and a message to explain how to use the link from email systems that do not support clickable links appeared in the text.

Note: Text you enter for *Simple Confirmation Setup* in the *Event Text* section of the *Event Website Creation Checklist* still appears in confirmations, so we recommend you use generic text. For example, instead of *Thank you for your registration*, consider *Thank you for completing the registration form*.

Enhanced Address Verification System (AVS) Options for Forms

Where:

- Communities > Forms > Single Step Donation > *[Highlight the form]* > Website Info > Donation Form Options > Payment Options *[tab]* > Credit Card Options *[section]*
- Communities > Forms > Multi-Step Donation > *[Highlight the form]* > Website Info > Donation Form

Options > Payment Options *[tab]* > Credit Card Options *[section]*

- Communities > Forms > Registration > *[Highlight the form]* > Website Info > Registration Form Options > Step 4 of 5 > Credit Card Options *[section]*

- Communities > Forms > Multiple Registration > *[Highlight the form]* > Website Info > Form Options > Step 2 of 2 > Credit Card Options *[section]*

- Communities > Special Events > Friends Asking Friends > Kintera Thon > *[Highlight the event or template]* > Website Info > Website Features > Credit Card Options *[section]*

- Commerce > Auction > *[Highlight the initiative]* > Website Info > Auction Setup

- Commerce > Ecommerce > *[Highlight the initiative]* > Website Info > eCommerce Form Options > Payment Options *[tab]* > Credit Card Options *[section]*

- Commerce > Opportunity Drawing > *[Highlight the initiative]* > Website Info > Opportunity Draw Form Options

- Commerce > Memorial & Tribute > *[Highlight the initiative]* > Website Info > Tribute Form Options

You can now choose the countries from which you accept credit card transactions. You can choose to accept transactions from cardholders in the United States, Canada, and the United Kingdom, or from selected countries. When you select individual countries, Sphere only uses the address verification system (AVS) for transactions from the United States, Canada, and the United Kingdom.

Social Network Login and Sharing for Friends Asking Friends

Where:

- Communities > Special Events > Friends Asking Friends > Kintera Thon > *[Highlight the event or template]* > Website Info > Website Features

- Event page > Participant Registration > *[Select a registration role]* > Registration form login options

- Event page > Participant Registration> *[Complete registration form]* > Social network sharing options

- Event page > General Donation > *[Complete donation form]* > Social Network sharing options

- Event page > Main Login > My HQ *[tab]*

You can now allow *Friends Asking Friends* registrants to login to their headquarters with their social network credentials. You can also allow registrants and donors to share the news about their registrations, donations, and other event highlights with their social networks. Registrants and donors can connect to Facebook, Twitter, Google +, and Yahoo!.

To enable the functionality, navigate to the *Website Features* section of the event. Under *Login*, you can now select whether to display only the Sphere standard login option or the standard and social media login options. If you enable the social media login option, you can enter custom text to appear when:

- Website users register for the event. The text appears to explain that registrants can use their social media logins for the event website.

- Registrants complete the registration form. The text encourages them to share the news of their registrations with their social media sites.

- Donors complete the donation form. The text encourages them to share the news of their donations with their social media sites.

- Participants access their headquarters. The text appears to explain that registrants can configure social

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network account logins and post updates.

- Registrants and donors post a message to their social media sites. The text provides a template message for them to use when they send updates from the event.

On the registration form, Sphere and social media login fields now appear together in a step before the other registration form fields.

On the event website, the main login page now includes the social media fields.

When registrants enter social media login credentials, Sphere captures the necessary information to enable them to log into their social media sites from the event site. Sphere also creates system logins and passwords. Sphere stores the system username and password information, and the social media sites to which they are connected in their contact records.

Login Information   Send

Username:	bobsample123
Password:	********
Facebook:	N
Google:	N
Twitter:	N
Yahoo:	N
Last login by:	Sphere

When you send login information to registrants from their contact records, or when registrants use the reminder link from the event website, the E-mail text now includes the names of the social media sites the registrant configured for the site. Sphere does not store login credentials for social media sites.

Dear Kim Blackbaud Tester,

The following link grants you access to your login information with BULKPAYMENT TEST2. You will be prompted to initialize/reset your password. This e-mail was processed and sent to you on 7/30/2012 10:58:26 AM.

Login Name: 1022251

Password: Do not know your password? Click here to reset.

This reset password link is one-use only and valid for three days. To reset your password, click the link above, and you will be taken to the Rese Password screen. You will have to set your security question.

Social Media Login(s) Reminder

You have social media logins configured for this account. Login(s) available:

Facebook

You previously logged in using your Facebook username and password.
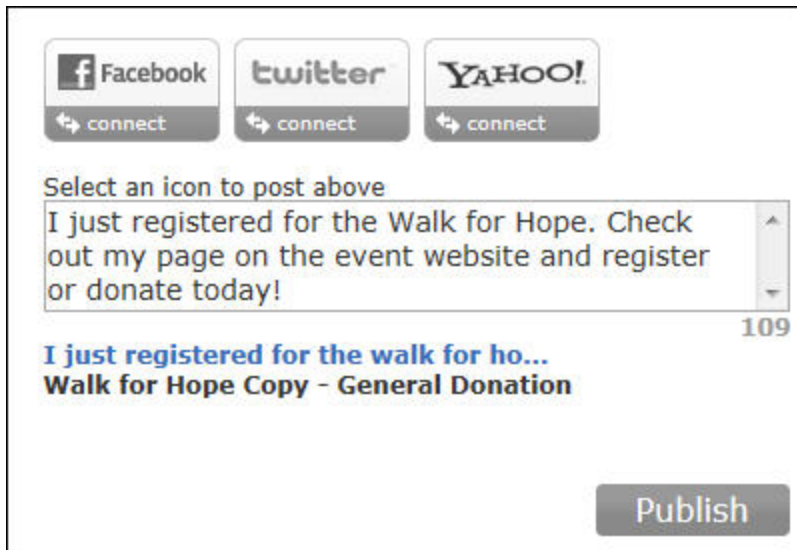
If you did not request this e-mail, please contact bobsample@hotmail.com immediately.

Sincerely,

Note: When registrants do not configure social media logins, the social media information does not appear in E-mail reminder text.

After website users complete the registration or donation form, a screen which allows them to post a message to their social networks appears. The screen includes icons for the available social networks and a text box. Users who provided credentials during registration are automatically connected to their social media sites from the message posting screen. Users who did not provide their social media credentials, such as those who used auto-fill, can enter them in this step. From the screen, users can also enter additional credentials to update multiple sites.

Note: Participants who do not connect to their social media sites from the registration form or this screen can link to them from the participant headquarters.

On the My HQ tab of the participant headquarters, the social media icons appear for registrants to post updates from the event website. When users click an icon to which they are already connected, the screen that allows them to post messages appears. From the screen, users can click an icon to enter new or additional credentials. When users click an icon for a new site, either from their headquarters or the sharing screen, the authorization form appears.

Note: Sphere allows registrants to use the social network credentials they enter during the registration process or from their headquarters to log into the event website.

Social Network Sharing Report Fields

Where:

- Communities > Special Events > Friends Asking Friends > Kintera Thon > *[Highlight the event]* > Reports > *[Run quick report]* People: Participant Detail > Run Report > *[Next]* > Choose columns to display

- Communities > Special Events > Friends Asking Friends > Kintera Thon > *[Highlight the event]* > Reports > *[Run quick report]* People: All Teams > Run Report > *[Next]* > Choose columns to display

- Control > Reports > People > Registrant Report > *[Next]* > *[Next]* > Choose columns to display

- Control > Reports > Money > All Teams Reports > *[Next]* > *[Next]* > Choose columns to display

- Control > Reports > Money > Goal vs. Actual Report > *[Next]* > *[Next]* > Choose columns to display

- Control > Report Center > Report Templates *[tab]* > People > All Participants Report

The fields below are now available as filters and display columns in *Friends Asking Friends* Kintera Thon reports. The change allows you to evaluate the effectiveness of social network sharing and mobile donation forms.

- Yahoo! Messages Sent

- $ from Yahoo!

- # of gifts fromYahoo!

- Yahoo! Conversion Rate

These fields now include values for Google+ and Yahoo!. Previously, they only included values for Facebook and Twitter:

- Total Conversion Rate

- Total Message Sent

- $ per message

- Average donation amount

Legacy Facebook and Twitter Links Removed from Participant Headquarters

Where:

- Communities > Special Events > Friends Asking Friends > Kintera Thon > *[Highlight the event]* > Website Info > Participant HQ Settings

- Event Page > Main Login > Email *[tab]*

The functionality to enable links to Facebook and Twitter on the Email tab in *Friends Asking Friends* participant headquarters was removed because registrants can now use the new social media sharing feature. The new feature is available during the registration process and from the My HQ tab in the participant headquarters.

Previously, you could enable the links under *Community Site Status Update* from the *Participant HQ Settings* section of the *Event Website Creation Checklist*. Now, you enable the new feature from the *Website Features* section of the checklist.

Updated Cute Editor

Where:

- All custom E-mail and Web page design areas where the "What you see is what you get" (WYSIWYG) editor appears

The Sphere WYSIWYG content editor was updated to the latest 6.6 version. The change appears in all design areas that use the Cute Editor.

Updated Sphere Branding

Where:

- Sphere login and landing pages

Sphere login and landing pages now include the latest Blackbaud images and branding colors. The changes align Sphere's branding with other Blackbaud products.
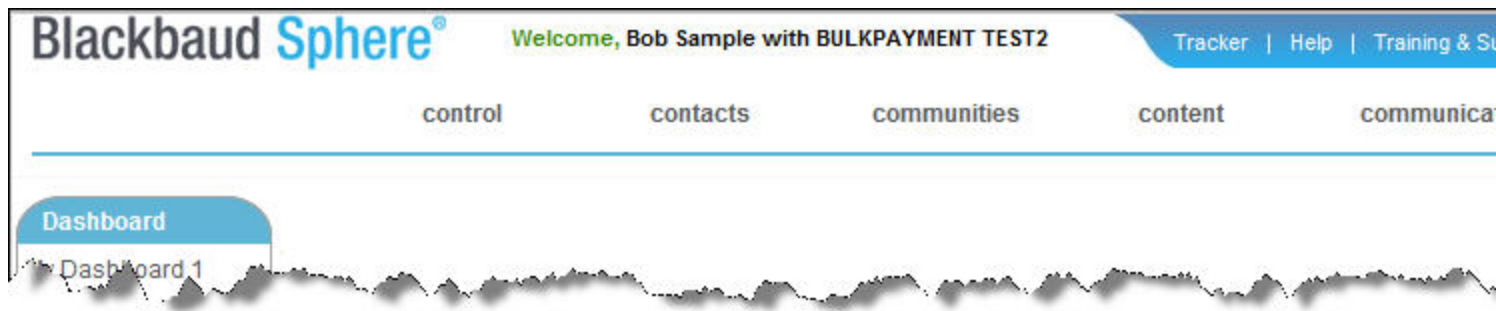
Code Optimization for Friends Asking Friends Multiple Registration Functionality

Where:

- Event page > Participant Registration > Register Multiple People *[option]*

The code that controls *Friends Asking Friends* multiple registrations was optimized to help reduce processing and data errors that caused time outs to occur. To enable multiple registrations, select **Allow Multiple Registrations** from the *Website Features* section of the *Event Website Creation Checklist*.

Friends Asking Friends Updated Design Support

Where:

- Communities > Special Events > Friends Asking Friends > Kintera Thon > New

- Communities > Special Events > Friends Asking Friends > Kintera Thon > *[Highlight the event or template]* > Properties

- Communities > Special Events > Friends Asking Friends > Kintera Thon > *[Highlight the event or template]* > Website Info > Website Design

- Communities > Special Events > Friends Asking Friends > Kintera Thon > *[Highlight the event or template]* > Website Info > Event Text

- Communities > Special Events > Friends Asking Friends > Kintera Thon > *[Highlight the event or template]* > Website Info > Website Features

Enhanced design support is now available for *Friends Asking Friends* events. Previously, the designs were only available through Blackbaud's Professional Services.

To enable the new design functionality, select **Use Essential Design Templates** when you create a new event.

Note: Events you create after the release use the essential design templates by default. Copied events use the functionality from the original event. To use the new design functionality with existing events, update the setting in *Properties*.

From the *Event Website Creation Checklist*, a new link to the *Website Design* area appears instead of the link for *Front Page Customization*. The new section contains a template and enhanced options from which you can specify colors, fonts, and other details for all parts of the website design.

Note: Additional templates will be available in future releases.

When you use the essential design templates, fields for the home page text now appear in *Event Text*. Previously, the fields appeared in the *Front Page Customization* section.

New fields are also available in *Website Features.* The fields allow you to specify the number of top ranking participants and teams to display on the event website, and whether to include a progress thermometer. The field to specify the number of top ranking participants appears under *Participant Registration*, and the field for teams appears under *Event Teams*. The thermometer fields appear under *Thermometer*.

New Friends Asking Friends Fundraising Mobile App

Where:

- Communities > Special Events > Friends Asking Friends > Kintera Thon > *[Highlight the event or template]* > Website Info > Website Features
- Event Page > Main Login > My HQ *[tab]*

A mobile fundraising app is now available for *Friends Asking Friends* participants to download. When you enable the free app from the *Website Features* section of the *Event Website Creation Checklist*, a screen with icon links to the stores that offer it appears during the personal headquarters login process. The icons also appear on the *My HQ* tab in the personal headquarters. The Apple App Store and the Google Play App Stores currently offer the app.
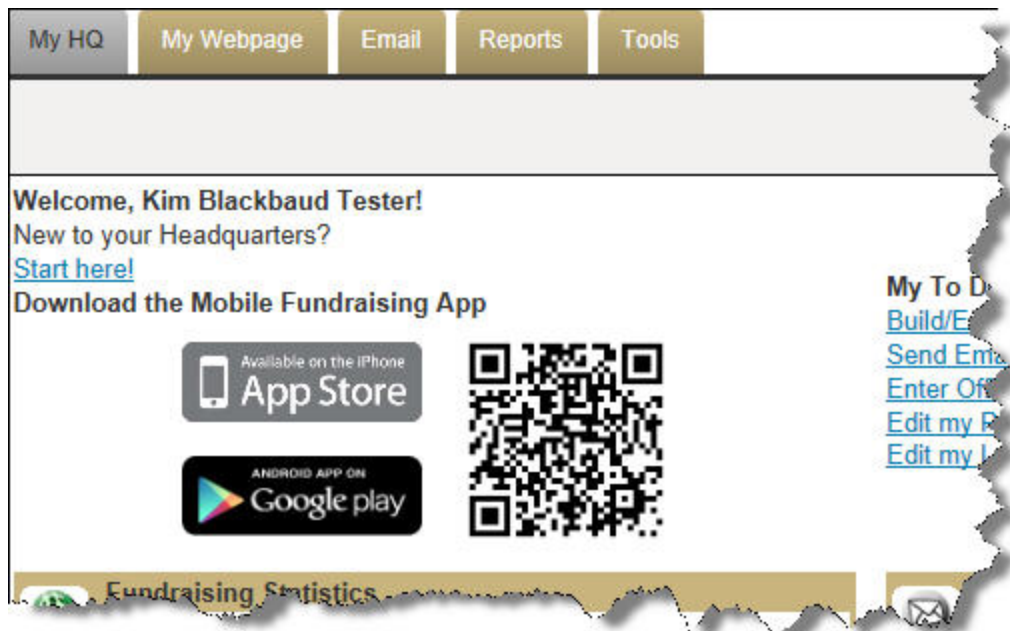
New Payment Details Report Transaction Filter

Where:

- Control > Reports > Billing > Payment Details > Filters *[icon]*

The new *Receipt Number* and *Blackbaud Fee* fields are available as filters and display columns in the *Payment Detail Report*. Previously, the *Blackbaud Fee* field value was included in the *Credit Card Fee* field. The fee change allows you to more accurately reconcile transaction amounts.

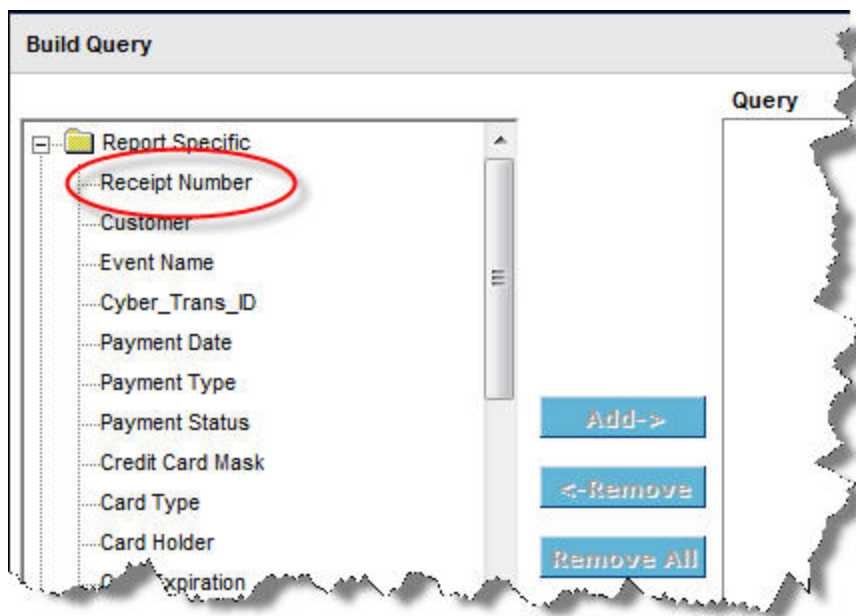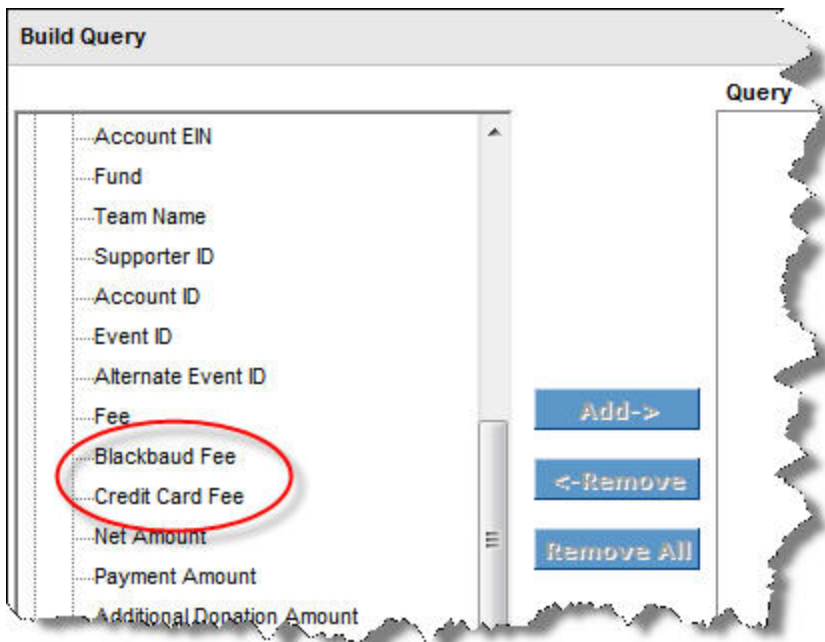**New View for Advocacy Votes Web Feature**

Where:

- Advocacy website > Votes > *[Select the vote]* > *[Select the state]*

The view for the *Votes* web feature was updated to better display congressional member names and their votes. Previously, website users selected vote names, their states, vote names again, and then congressional member names to access voting records. Now when users select vote names and their states, a grid with the congressional member names and their votes appears.

Updated Recurring Transaction Processing Time

Where:

- No change to the user interface

Sphere recurring transactions now process at 5:00 AM Pacific Time. Previously, they processed shortly after midnight. The change allows settlement batches to process after midnight with fewer interferences from the recurring transaction process.

Friends Asking Friends API Support for Group and Team Data

Where:

- Friends Asking Friends API

The Friends Asking Friends API now offers new and enhanced calls for third party developers to retrieve data.

- The *Login* call now includes attributes for mobile app and social network sharing.

- The *Account* call now includes an attribute to indicate whether the mobile app is enabled for an event.

- A new *Group* call includes attributes for the event details, group data, group leader information, and goal statistics.

- A new *TeamMember* call includes attributes for event details, group data, team member information, and participant goal statistics.