

# CCH Access™ Document

## Welcome to CCH Access Document Release 2015-2.1

This bulletin provides important information about the 2015-2.1 release of Document. Please review this bulletin carefully. If you have any questions, contact Customer Support at 1-877-977-9739, Option 3. Additional information is available on CCH [Support Online](#).

## New in this Release

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### Resend CCH Access™ Portal Email Notifications in Portal Integrated with Document

Firm administrative users can now resend Portal email notifications, which is useful when clients report that they did not receive an email notification. To use this feature, do the following:

1. After logging in to Dashboard, click **Configuration** on the navigation pane, and then click **Settings & Defaults** under Portal.
2. Click **Email Queue**.
3. Select the email notification event.
4. Select a portal. If needed, you can search for a portal by the Client Sort Name or email address, or you can view all email notifications across all portals. You can use the grid filters to narrow down the search results, if needed.
5. Click **Resend**.

#### Notes:

- You can also select multiple email notifications and send them all at the same time.
- Email notifications are only available to resend for up to 14 days.

## Fixed in this Release

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### Sending Duplicate Invoices to Document from CCH Access™ Practice

Customers reported that when they sent duplicate invoice PDFs to Document from Practice, the PDF file extension was not being saved with the file, resulting in unusable files. With this release, duplicate invoices retain their PDF file extensions and can successfully be opened with Adobe® Acrobat® or Adobe® Reader®.

### Updating the Class or Subclass Assigned to an Invoice Sent to Document from the HTML5 version of Practice

When sending an invoice from the new HTML5 version of the Practice Billing module, changing the class or subclass previously did not update the file's retention. File retention periods now update as expected.

### Tax Season Preparation

We have fixed a number of performance-related defects to improve product stability throughout the coming tax busy season.