



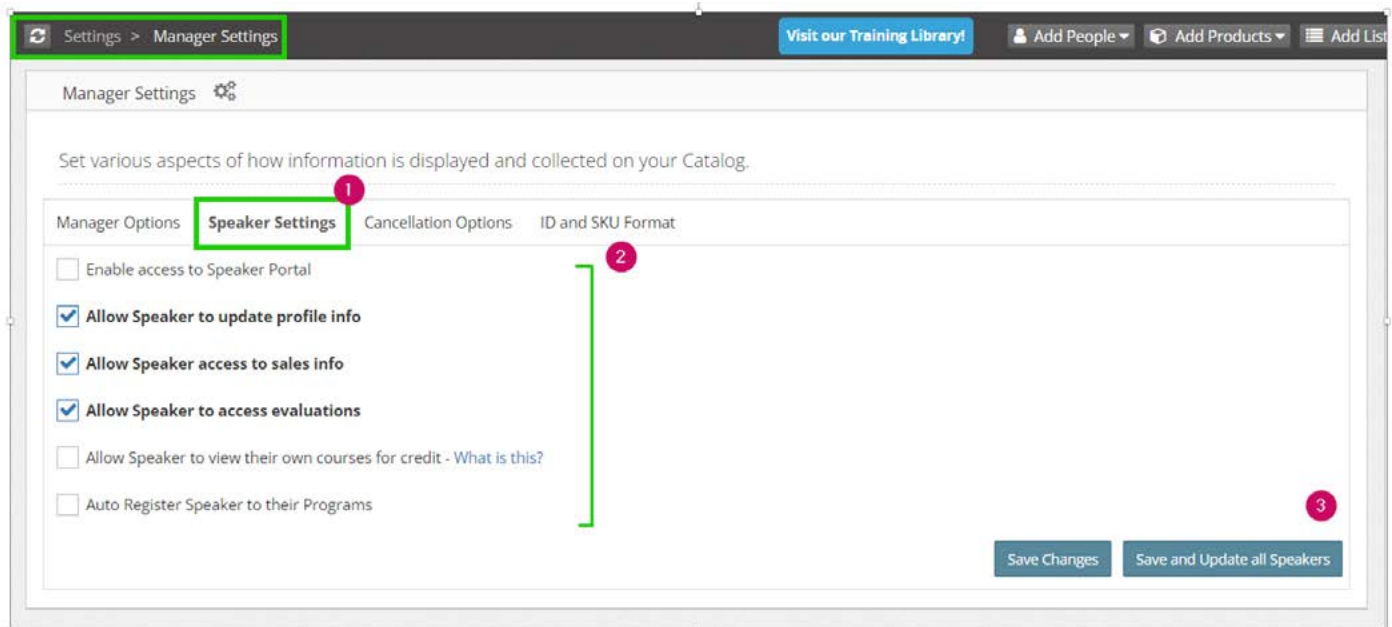
# Release Notes & Updates

## New Features and Updates for the (22.17) Release

Please review page 3 for a list of ALL our new features and updates.  
Here are a few updates that we want to highlight. :-)

### YOU CAN NOW SET SPEAKER SETTINGS GLOBALLY!

You can now set your speaker settings for ALL of your speakers at once! We have created a new tab under Manager Settings called Speaker Settings where you can set the default settings you want all of your speakers to have. You still have the option to customize this per speaker if needed.



1. Navigate to Settings > Manager Settings > Speaker Settings tab
2. Select the default settings you would like your speaker to have
3. Then click Save. You'll see that there are two Save settings. Save Changes will save the new settings for any future speakers that you create following this save. Save and Update all Speakers will save these new settings for all existing and future speakers

### TWO COOL NEW FEATURES ADDED TO APPEARANCE WIDGETS AREA

We know that CE21 has a lot of layout widgets and it's hard to remember what each one does. There are now a couple of things that will make it easier!

Navigate to Appearance > Layout. We will show you on the Home page but both of these new features appear on every layout page.

1. The widgets are now in a single column and there is a filter where you can sort the widgets to only show a specific category which will help you to understand which widgets do what.

Appearance > Layout

Catalog Page Layout

Customize pages in your end user catalog with different layouts and widgets.

Home Search Calendar Details Registration User Account Shopping Cart Receipt Page Support Group Marketing Page

**Available Widgets**  
Drag and drop available widgets into the appropriate content areas to the right.

**Filter Widgets:**

- Show All
- Show All
- Products
- Marketing and Advertising
- Search
- Miscellaneous

Single Column Prod List  
Allowed Sections : Content Section

Two Column Prod List  
Allowed Sections : Content Section

Three Column Prod List  
Allowed Sections : Content Section

Simple Product List  
Allowed Sections : Content Section

**View Page**

Select Overall Layout

Side bar on left  Side bar on right

Top Menu Section

Use top menu? Main Menu

Content Section

BannerAd Widget

Text

Text : Three Free CPE Opportunities-Digi

2. There is a link to a very helpful resource called the Appearance Widgets Reference Guide. This guide explains each widget we have and actually shows you a preview of what the widgets can look like on the front end. It is also broken down by the same widget categories that you see on the page!

Appearance > Layout

Visit our Training Library! Add People Add Products Add List

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Allowed Sections : Content Section

Three Column Prod List  
Allowed Sections : Content Section

**View Page** Save Changes

Select Overall Layout

Side bar on left  Side bar on right  No side bar

Top Menu Section

Use top menu? Main Menu  Make default for all pages

Content Section

BannerAd Widget

Appearance Widgets Reference Guide



# Release Notes & Updates

## New Features and Updates for the (22.17) Release

If you have any questions about the items listed in this release, please visit [The Exchange](#) and leave a comment.

### FULL SYSTEM

#### ACCOUNTS

- Speaker Settings is now it's own tab within Manager Settings. From here, you can set all of your speakers to have access to their Speaker portal or update their bio, at once and as the default going forward.

#### EMAIL MARKETING

- Added more message tokens to our email marketing tool.

#### SALES

- Added a Send to Customer & Notify button that will send an email to the customer when staff places a back-end order for a customer and puts it in their cart so they can complete the order.
- Limit program date discount will apply to on-demands and other non-dated product types.

### LMS (Trident)

#### CATALOG APPEARANCE

- Fixed catalog search page when you click on a topic area in the Nav Bar.

#### CERTIFICATE REQUIREMENTS

- Fixed defect with Zoom polling.
- Fixed issue with the Agenda Credit table not showing the full table or full amount of credit that can be added to the agenda item.
- Participation codes: If your users have the codes before the program is over, they can now submit them before the program is over. They will still have to wait until the end of the program to receive credit.
- Fixed the {CreditToken} on marketing sales pages to show the marketing statement rather than the credit statement.

#### PRODUCTS

- Live Event: Added {CustomerCompany} as an additional message token in live event badge creation.

#### REPORTS

- Product Sales Summary: We have added Swapped registrant information to the Product Sales Summary Report.

### AMS (Lighthouse)

#### GROUPS

- We have added the ability to "Change Groups" to Company Based Memberships. This will allow staff to quickly move a member company from one group to another.