



**DEFENSE TRAVEL  
MANAGEMENT OFFICE**



**Defense Travel System**  
A New Era of Government Travel

# Software Update Information FY17 March Release

*Scheduled for March 2017*

*\* Note: Information and dates provided below are subject to change without notice. DTMO will provide updates as necessary.*

## I. GENERAL SOFTWARE UPDATE INFORMATION

- **Release Software Version Number:** 1.7.3.44
- **EWTS Release Date:** (Part 1) March 8, 2017 and (Part 2) March 29, 2017
  - **EWTS Expected Downtime:** 6 hours beginning at 2300 EST on Wednesday, March 29, 2017
- **DTS Release Date:** (Part 1) March 10, 2017 and (Part 2) March 31, 2017
  - **DTS Expected Downtime:** 6 hours beginning at 2300 EST on Friday, March 31, 2017
- **TAC Outreach Call:** (Part 1) March 14, 2017 and (Part 2) March 28, 2017. For instructions on how to participate in this call or for a copy of the slides, see the TAC Outreach Call announcement in the Announcements section of Travel Explorer (TraX) ([www.defensetravel.dod.mil/passport](http://www.defensetravel.dod.mil/passport)).

## II. SUMMARY OF FUNCTIONALITY *(As of March 28, 2017)*

### ***(Part 1)***

- Continues the incremental implementation of updates to the system's Java Framework, first in EWTS, then in DTS. These updates enhance technology to include 508 compliance, system stability and security, and allow the system to leverage new browser capabilities. In DTS, the release improves the Itinerary Screens offering users two paths listed below (see Section IV for frequently asked questions).
  - *Path 1:* Continue creating their itinerary using the legacy (current) DTS screens, or
  - *Path 2:* Use the new itinerary screens for TDY trip types listed in Figure 1. These new screens provide a condensed, simplified web entry page to populate the itinerary data for a trip. In addition, some fields will have default settings to assist the majority of users, but still allow a user to change these default settings as applicable.
- To view a demonstration of the new itinerary screens, within DTS... click on the new camera icon link ('New! ) on the top right corner of the **My Itinerary** screen.
- Adds functionality where a Defense Travel Administrator may provide access to the Business Intelligence Reporting Tool (BIRT) within a user's profile. (See Section IV, Question #10.)
- Resolves functionality content (see Section III).

### ***(Part 2)***

- Updates DBSign and removes the requirement for using Java to login to DTS. Users should experience a significantly shorter amount of time during login to DTS, entering DTS documents, and applying signatures

(stamps).

**III. FUNCTIONALITY RESOLVED/INCLUDED WITH RELEASE**

|     | #        | Title   |
|-----|----------|---|
| 1.  | DTS-6572 | Change the verbiage of DTS banner   |
| 2.  | DTS-6535 | JFU Itinerary Screen – Car Option for Traveling By Dropdown Is Confusing to Travelers   |
| 3.  | DTS-6513 | BI : Tune PERSTEMPO report  |
| 4.  | DTS-6380 | Adding Special Circumstances Travel to My Itinerary - Second Subset   |
| 5.  | DTS-6336 | Unsubmitted Voucher Notification emails are being received for Documents that have been Signed and Reviewed but awaiting Approved |
| 6.  | DTS-6335 | PNRDataAggregationService Failed to Assemble AsynPNR Message  |
| 7.  | DTS-6283 | Rail Format Change from Normal Time to Military Time  |
| 8.  | DTS-6043 | Adding Special Circumstances Travel to My Itinerary - First Subset  |
| 9.  | DTS-6041 | Convert location search on my itinerary screen to contains search   |
| 10. | DTS-6021 | Multiple Dependent Travel - toggle on/off feature   |
| 11. | DTS-6019 | MCR170002 ADD THE FISCAL YEAR 2018 FINANCIAL TRANSACTION RELEASE DATES TO THE GSO3 TABLE IN DTS                                   |
| 12. | DTS-6010 | BI : Debt Management Report Query Tuning  |
| 13. | DTS-6007 | Unsubmitted Voucher emails received for Vouchers Approved but not Signed  |
| 14. | DTS-5948 | Complete Traveler Info Report combines the Emergency Contact Name with the Emergency Number                                       |
| 15. | DTS-5946 | Debt Report with Offsets and Collections shows the Original Debt Incurred date in the Original Amount of Debt field               |
| 16. | DTS-5667 | Multiple Dependent travel - support multiple dependents for authorization   |
| 17. | DTS-5395 | Adding Special Circumstances to Itinerary   |
| 18. | DTS-3455 | No Pre-audit Triggered When Traveler Selects Non-Contract Fare  |
| 19. | DTS-2556 | Reservation Costs Are Not De-obligated from Budget when Trip Cancel Link is Used with Expenses Incurred                           |
| 20. | DTS-2544 | OBIEE: Partner System Unused Ticket Report Does Not Display Expected Data When Searching by Ticket Number                         |
| 21. | DTS-2398 | BI : POSACK Report tuning   |
| 22. | DTS-1190 | OBIEE: Routing Status Displays Incorrect Current Status Date and Number of Days   |
| 23. | DTS-817  | OBIEE - PL9 Audit Trail reports run but do not contain requested data   |
| 24. | DTS-558  | BI : Enable BI Advanced Reporting Flag in DTA_MAINT   |
| 25. | DTS-244  | SPP EFT Return not rolling into next SPP if amendment is made prior to the EFT return   |
| 26. | DTS-217  | BIRT - Unused Ticket Report is missing documents.   |
| 27. | DTS-200  | BI: ROA Report Does Not Display the Correct Results   |
| 28. | DTS-179  | Per diem entitlements do not update when a Location is removed after decreasing the overall ending date                           |
| 29. | DTS-165  | Unable to updated lodging Cost for day that precedes a one-day location follow by In Transit                                      |
| 30. | DTS-116  | Incorrect ADJ LDG AMT EXCEEDS BOOKED AMT Pre-Audit on document with two or more Locations   |
| 31. | DTS-79   | DTS is triggering a Premium Class of Service at approval for flights booked in Z class  |

A complete list of release contents and associated workarounds are available in SIM via Passport, DTMO’s web portal located at [www.defensetravel.dod.mil/Passport](http://www.defensetravel.dod.mil/Passport). If you do not have access to SIM and would like workaround information, create a TAC ticket requesting access to SIM account.

**IV. Frequently Asked Questions**

**1. Will the new itinerary screens be available in DTS?**

Answer: Yes.

**2. In DTS, how do I get to the new itinerary screens?**

Answer: After selecting the link ‘Create a New Authorization,’ the **My Itinerary** screen will appear. Select ‘CLICK HERE’ in the first sentence. See *Figures 1 & 2* below.

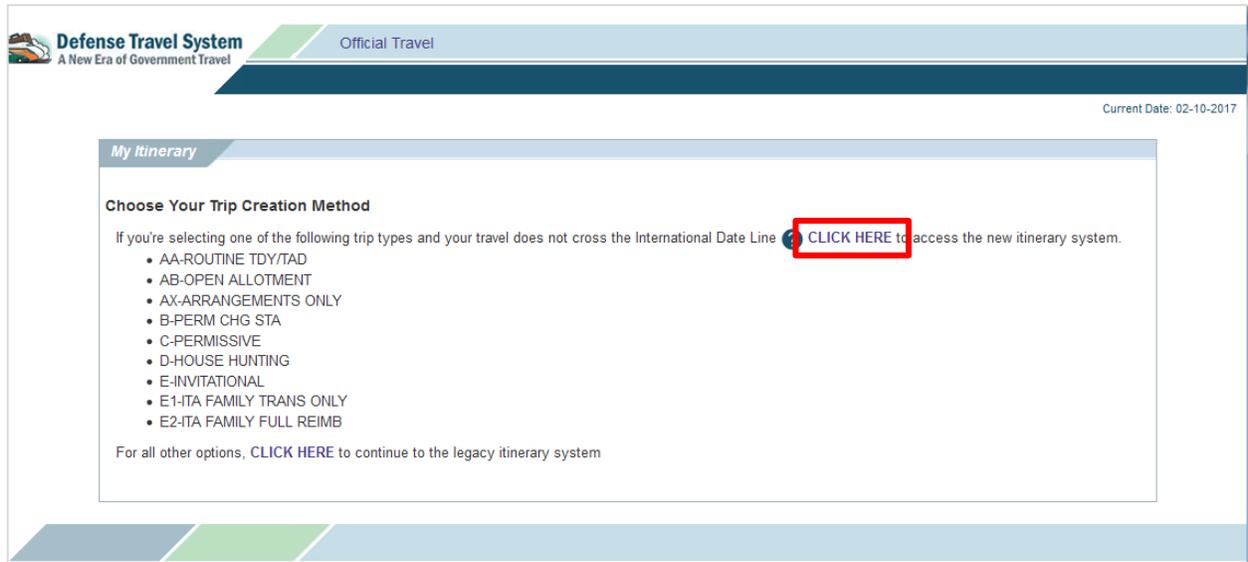


Figure 1

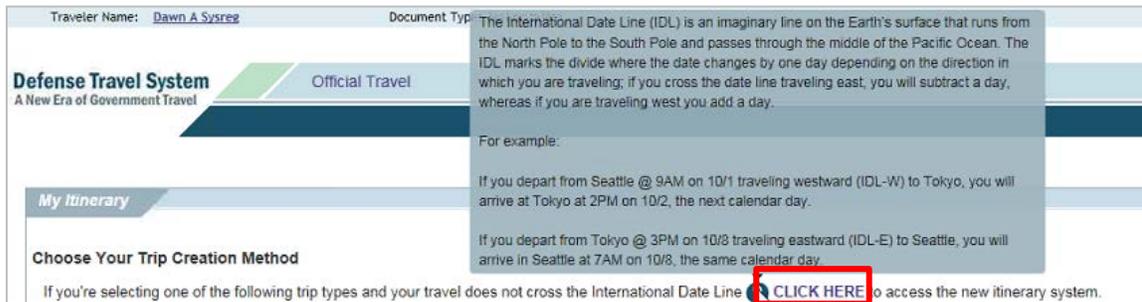


Figure 2

**3. In DTS, what new trip types are available with the March itinerary screens?**

Answer: 4 TDY trip types, if the travel does not cross the International Date Line.

- E - Invitational
- E1 – ITA Family Transportation Only
- E2 – ITA Family Full

- C - Permissive

4. In DTS, what will the new itinerary screen look like?

Answer: See Figures 3 & 4 below for examples.

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Current Da

**My Itinerary**

**My TDY Locations\***

Arriving: MM/DD/YYYY  
Departing: MM/DD/YYYY  
TDY Location: City or Zip  
Traveling by: Air  
Time of Day: Morning  
Rental Car: No

Returning by: Air  
Time of Day: Morning

**My Trip Overview\***

Leaving From:  
 My Residence  
 My Duty Station  
 City or Zip

Returning To:  
 My Residence  
 My Duty Station  
 City or Zip

Leaving: MM/DD/YYYY  
Returning: MM/DD/YYYY

**My Trip Details**

Type: AA-ROUTINE TDY/TAD  
Purpose:  
Description:  
Conference/Event Name:  
 Not attending a conference

[Cancel](#) [Continue](#)

Figure 3

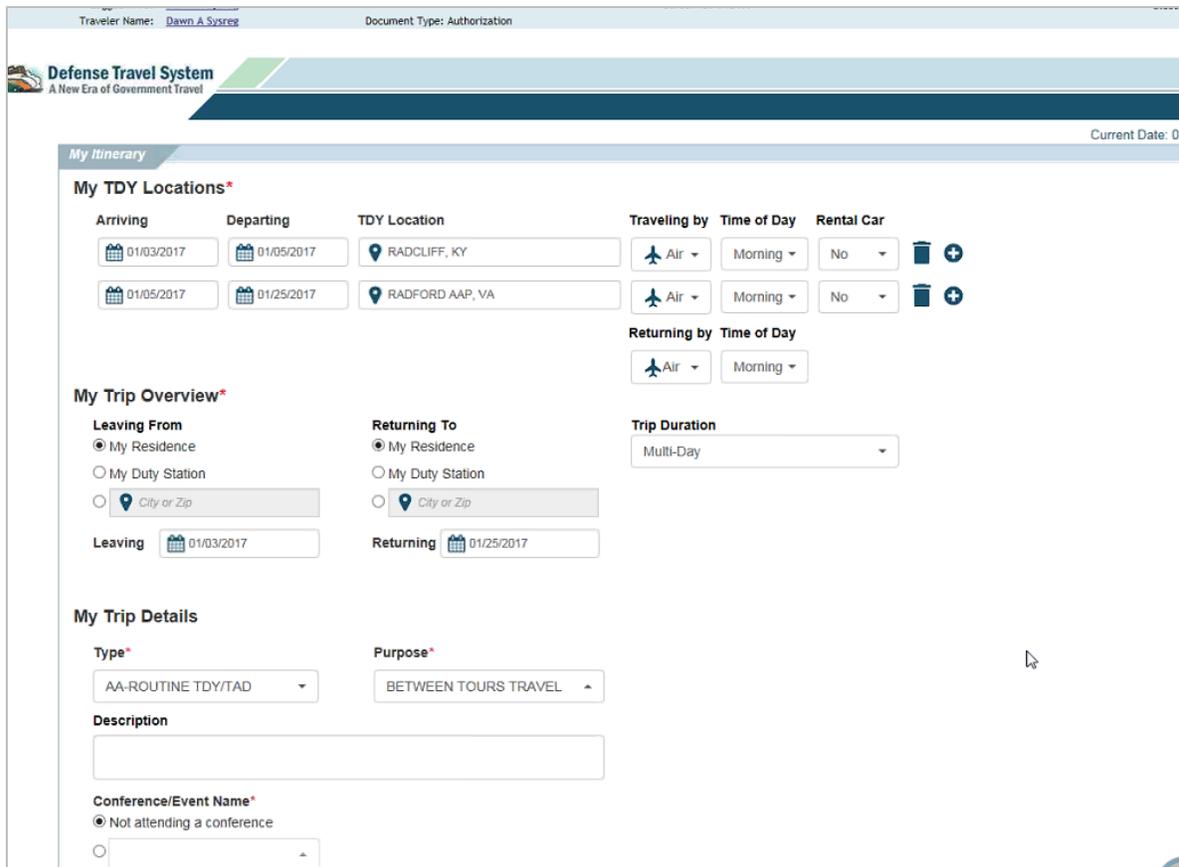


Figure 4

**5. In DTS, why will it now allow me to enter my TDY location as the first field I fill?**

Answer: You must first populate your 'Arriving' and 'Departing' dates before you may enter your TDY location.

**6. In DTS, what time of day is pre-populated as a default and should I change this?**

Answer: 'Morning' is the screen default but always change if applicable.

**7. In DTS on the itinerary screens, how do I know what times of day are represented by 'Morning', 'Afternoon' and 'Evening'?**

Answer: Mousing over that area will provide the specific hours of the day for each time period.

**8. In DTS, how do I add a row so I may enter an additional TDY location?**

Answer: Clicking the '+' sign adds a new row directly below the selected row.

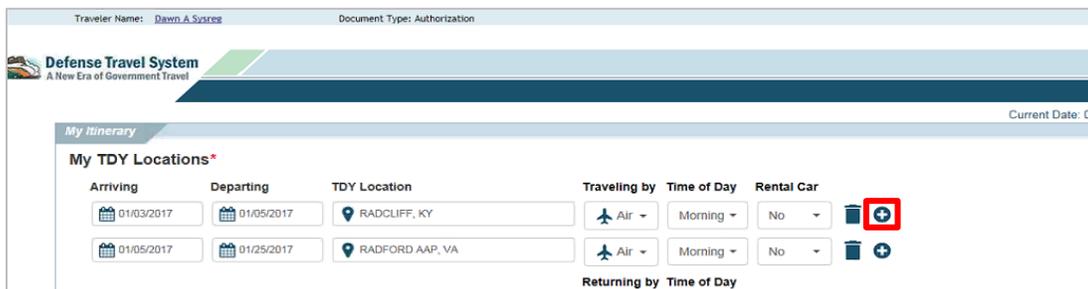


Figure 5

**9. In DTS, how do I get to the legacy Itinerary screens?**

Answer: After selecting the link ‘Create a New Authorization,’ the **My Itinerary** screen will appear. Select ‘CLICK HERE’ in the sentence following the trip types.

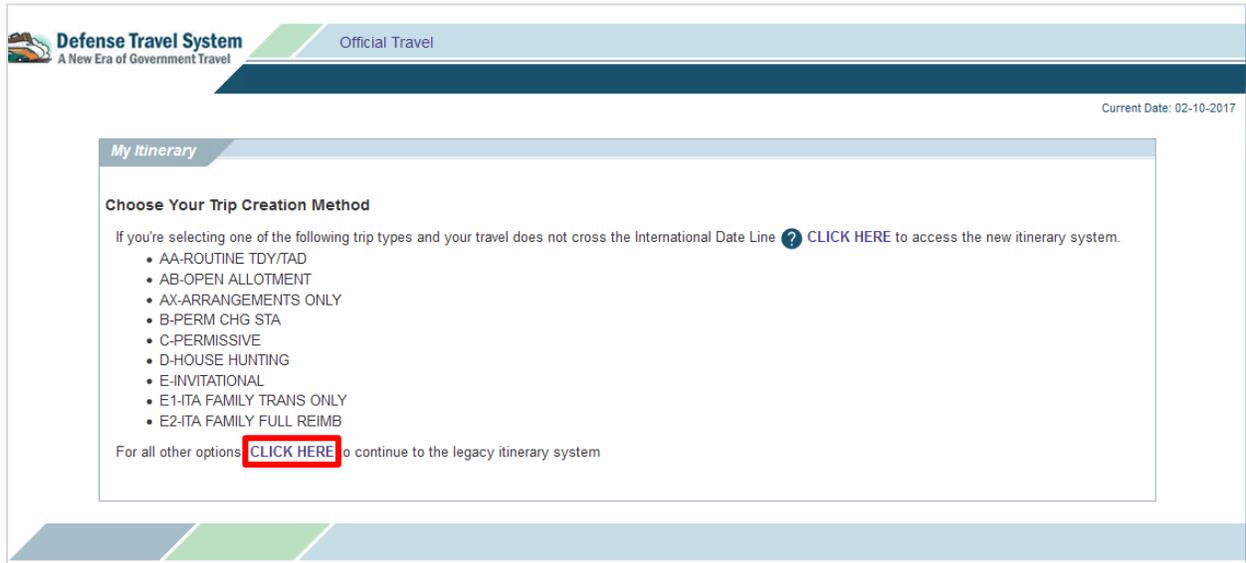


Figure 6

**10. Where does a Defense Travel Administrator, who currently has access to BIRT, provide BIRT access to another user?**

Answer: After accessing the DTA Maintenance Tool > People, update the user profile by selecting the BI Advance Report Access radio button. See Figure 7.

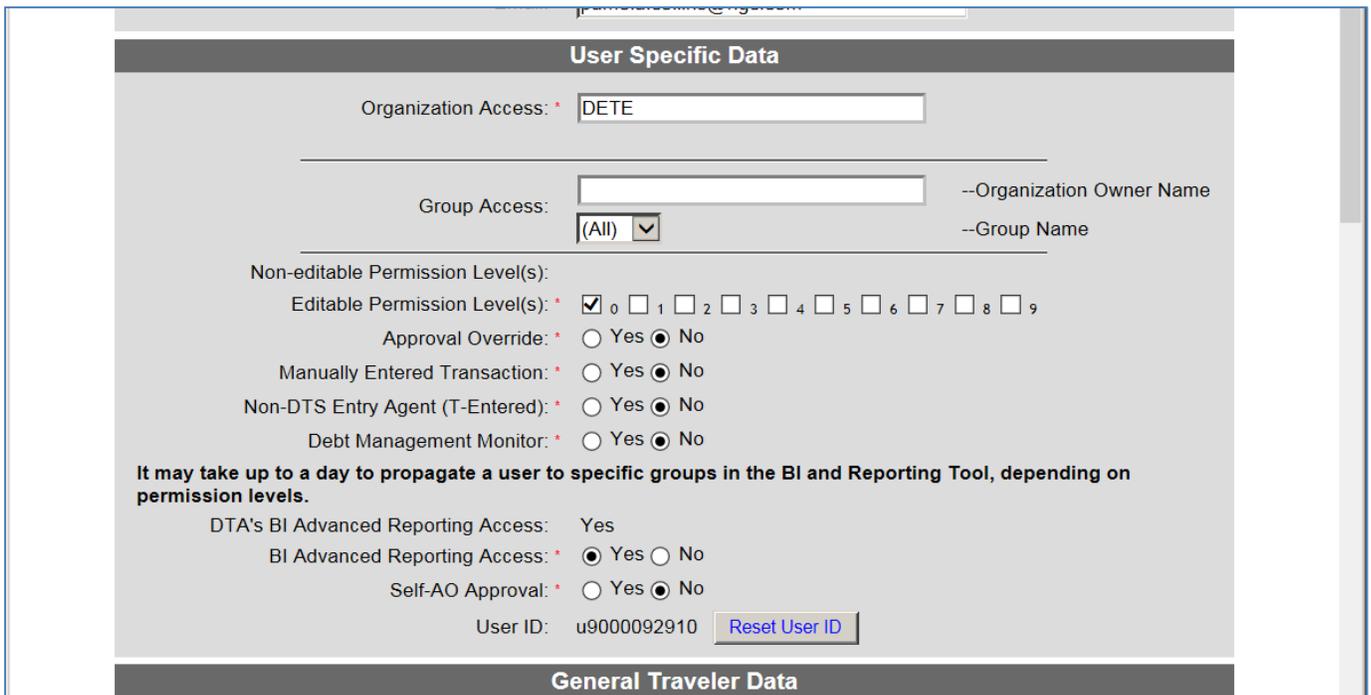


Figure 7

**11. If a trip type supports dependent travel, where will I see this on the screen?**

Answer: See Figures 8, 9 below.

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Current Date: 02-10-2017

**My Itinerary**

**My TDY Locations\***

| Arriving   | Departing  | TDY Location      | Traveling by | Time of Day | Rental Car |
|------------|------------|-------------------|--------------|-------------|------------|
| 03/13/2017 | 03/24/2017 | SAN FRANCISCO, CA | Air          | Morning     | No         |

**My Trip Overview\***

Leaving On: 03/13/2017    Returning On: 03/24/2017    Trip Duration: Multi-Day

Leaving From:  My Residence     My Duty Station     City or Zip

Returning To:  My Residence     My Duty Station     City or Zip

Returning by: Air    Time of Day: Morning

**My Trip Details**

Type\*: E-INVITATIONAL

Purpose\*

Dependents: [Add Dependents](#)

Description

Conference/Event Name\*  
 Not attending a conference

[Cancel](#)    [Continue](#)

Figure 8

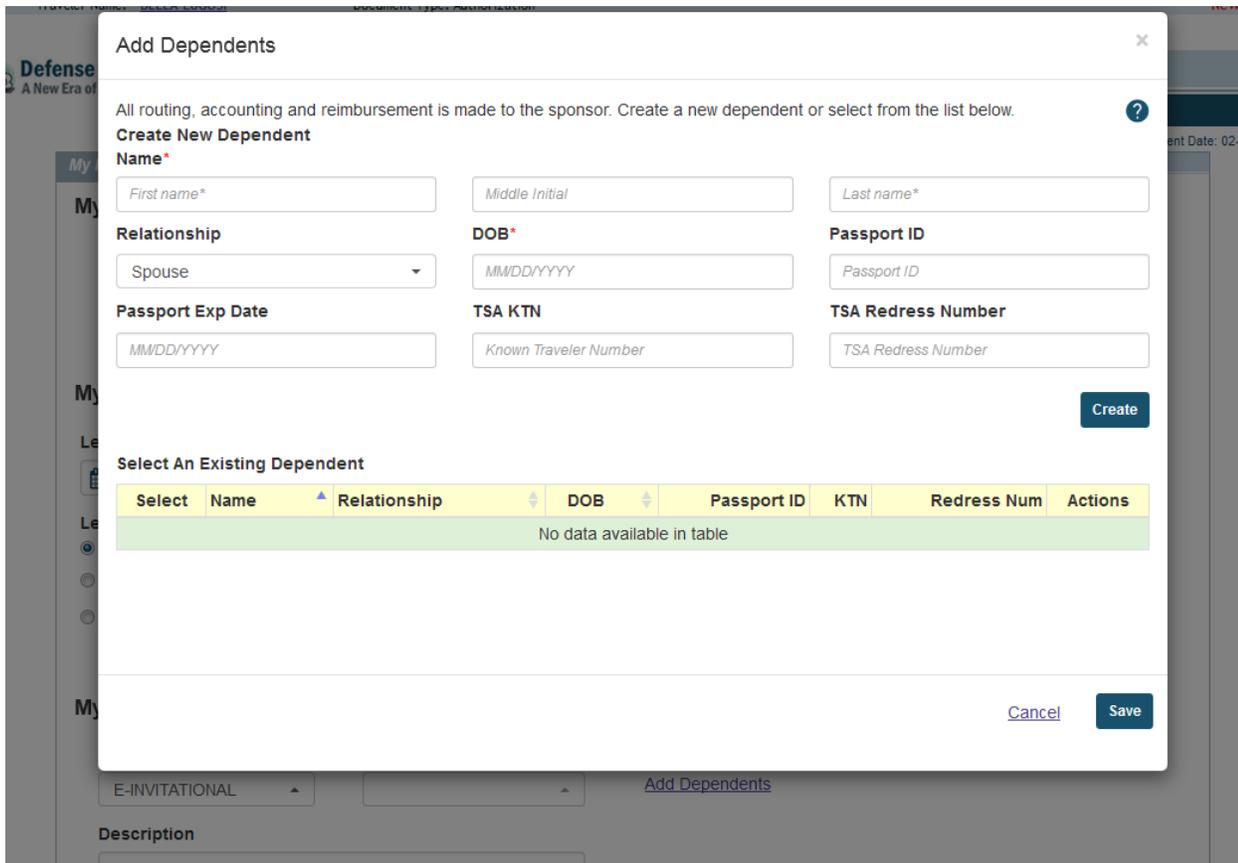


Figure 9

**12. With this release, how will the search functionality for a TDY Location be improved?**

Answer: The search will now be a 'contains-type' search (versus the previous 'starts-with' search.)