TimberScan Go FAQ

♦ **Do we have the ability to route invoices from the new app?**
  ▪ Yes, you can route invoices for approval from TimberScan Go.

♦ **Is TimberScan Go a browser-based web app?**
  ▪ Yes. Setting-up TimberScan Go as an app on your mobile device is easy. A Core Associates rep can walk you through the process as needed.

♦ **Can you use the new app for final review or data entry?**
  ▪ Not at this point- but this has been identified as a desired feature and we're looking to include it soon.

♦ **Can you use TimberScan Go for invoice document inquires not just document approvals? (i.e. can you View History of invoices from mobile?)**
  ▪ Not at this point. This function has been identified as a desired feature and we're looking to include it in the early future.

♦ **On the desktop, once you enter category and enter to tab in GL it will prefill the associated account. Will this work on the new app?**
  ▪ Yes.

♦ **Can we approve other documents?**
  ▪ Currently TimberScan Go only allows for AP invoice approvals, but it will be expanding to include other functions in the very near future.

♦ **When can we get it implemented?**
  ▪ Our focus is to migrate existing users off TimberScan Mobile first as a contractual obligation seeing their service will cease June 1. Since we're working so quickly and ahead of schedule now, we will likely begin to fulfill requests to setup TimberScan Go for all other users beginning in April or May.

♦ **How do we get implemented?**
  ▪ You can complete a support ticket to help move your company up and prioritize your migration with us, however, if you don't initiate a support ticket, we will be in touch with all existing mobile app users to schedule your migration within 3-4 weeks from now.

♦ **How does the product handle lien waivers and attachments?**
  ▪ Currently, supporting documents and image attachments must be executed from the desktop. This functionality, while not in the current hh2 app, will be considered for addition to TimberScan Go as a future enhancement.

♦ **If the invoice is sent to the wrong party, can I reject or send it to right person?**
  ▪ Yes, you can do either one.

♦ **Can I sort invoices by job in TimberScan Go?**
  ▪ No, however you <u>can filter by invoice name and vendor</u>. TimberScan Go also has a search box where users can enter a value and that value will represent the vendor or invoice name. The invoices are ordered by date of the last action. In the future, we will be implementing the feature to group invoices by vendor and

any other criteria.

♦ **Do you need the most recent update for TimberScan Go to work?**
  ▪ To run TimberScan Go, the minimum TimberScan version needed is 3.8.7.51.

♦ **TimberScan is setup on its own server at my company. Can TimberScan Go be setup on the same server?**
  ▪ Yes, TimberScan Go requires a Windows server machine 2008 R2 SP1 or higher (x64, x86 architectures.) The server also requires IIS to be installed.

♦ **Can you use TimberScan Go with an Android?**
  ▪ Yes.

♦ **Do notifications pop-up automatically when opening an invoice in TimberScan Go?**
  ▪ Notes and logs of the invoice ARE VISIBLE upon login if the user has this set as a preference in their profile. To access user preferences, press the user name on the top menu in TimberScan Go.

♦ **How do you split invoices among multiple cost codes?**
  ▪ This is one of the final features the Core development team is working to implement before the initial roll-out of TimberScan Go.

♦ **Do annotations using different mobile platforms allow other users to view the annotations on alternate platforms?**
  ▪ Yes! For example, if you make an annotation using TimberScan Go from an iPhone, you can view it on the desktop as well as on a mobile Android device later.

♦ **In TimberScan Go, can you see images that have been paid using checks? (i.e. Can you use TimberScan Go for the check/review process?)**
  ▪ Not at this point- but this has been identified as a desired feature request and we're looking to include it as an enhancement.

♦ **Do we (users) need a firewall?**
  ▪ There is already a proxy server set up—Core Associates will simply install TimberScan Go and an Octopus tentacle for updates. Clients must not block the outgoing communication on the server they use for TimberScan Go.

♦ **The hh2 app does not do this, but with TimberScan Go, will an email notification go out to the next approver?**
  ▪ Yes! Notifications are set to run every 30 minutes.

♦ On TimberScan mobile invoices with final approval were still sent to final review. if we have final review off in TimberScan, will invoices go straight to export?
  ▪ TBD

♦ Does TimberScan Go support multiple companies/data files?
  ▪ Yes.