

Spectrum Version 5.0.0 EOY Software Update Instructions

January 13, 2015

An upgrade (v5.0.0) to the Spectrum software has been posted on our web site.

YOU ONLY NEED TO DOWNLOAD AND INSTALL THE UPDATE IF THERE IS NOT ALREADY A COPY OF THE SPECTRUM SOFTWARE ON YOUR COMPUTER

If you currently have the Spectrum software installed on your computer you will get the update downloaded and installed automatically when you start the software.

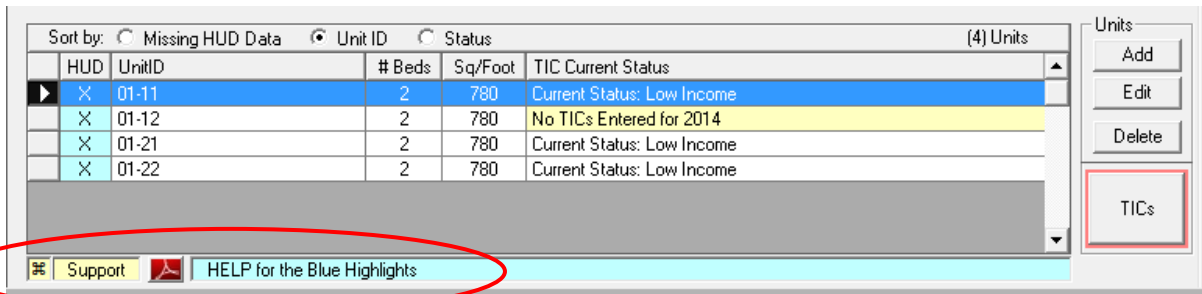
Download Instructions

- 1) Go to the Spectrum web site (<http://www.spectrumlihtc.com>) and select the state your property(s) are located in.
- 2) Select your state from the "State Monitoring" panel on the right side of the screen.
- 3) Locate the link (scroll down if necessary) that references "End Of Year Reporting" or "End of Year Information" and click on it.
- 4) Locate the link entitled "Spectrum Status Report Software" and click on it to download and install the new version of the software.

The primary difference between versions 4.0 and 5.0 is the addition to the main screen of the blue navigation highlights introduced in 2014 with version 4.0 in the TIC form to help you identify and locate missing HUD data. These new highlights are now incorporated into the main screen.

There are just a few key points you should know regarding this new version:

- 1) The same blue highlighting that was displayed in the TIC form when HUD data was missing is now also displayed on the *Main* screen. Additionally, the TIC Current Status column will indicate if HUD data is missing for the current year.
- 2) Blue highlighting only appears if there is HUD data missing for the current data collection cycle year which is 2014. If HUD data is missing from earlier years it is not necessary to go back and enter the missing
- 3) There is a new set of Spectrum reports that display missing HUD requested information highlighted in blue with an X in the box where the data is missing. The original Spectrum reports are still available.
- 4) There is also a new *Help* button for the Blue Highlights located at the bottom of the *Main* screen that provides detailed information about the X's that now appear in the Property, Building and Unit grids when HUD data is missing.



HUD	UnitID	# Beds	Sq/Foot	TIC Current Status
X	01-11	2	780	Current Status: Low Income
X	01-12	2	780	No TICs Entered for 2014
X	01-21	2	780	Current Status: Low Income
X	01-22	2	780	Current Status: Low Income

Support HELP for the Blue Highlights

Submission Requirements

- 1) If you have already submitted your 2014 data to us using an earlier version of the software then you are done for the year.
- 2) If you have already completed entering your 2014 data in a previous version but have not yet submitted it to us all you need to do is transmit the file to us using this new version of the software
- 3) For the 2013 data collection cycle HUD was lenient regarding its requirement that data for **ALL HOUSEHOLD MEMBERS** be submitted. Starting with 2014 data entry that leniency has expired and the expectation is that information for all household members will be submitted for 2014.

Using XML Import

This new version 5.0 of the Spectrum software continues to import XML data regardless of the NAHMA XML Standard version used to generate it (v1.1, 2.0, 3.0 or 3.1). The process to import XML data into our software will be identical to previous versions. We will not require that a specific NAHMA version be used but request that the highest version available on your system be utilized.

IT IS IMPORTANT TO KEEP IN MIND that any version of the NAHMA XML Standard prior to version 3.0 **will not import all of the required HUD data**. Consequently, if you use an earlier version you'll need to use the Spectrum software to add the missing data after your import.

Support

If you have any questions, please contact the Spectrum EOY Software support line at 517-277-0120 or email: EOYHelp@SpectrumLIHTC.com.