



Facilities Information Management System

DATE: October 31, 2016

TO: FIMS User Community

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SUBJECT: Facilities Information Management System (FIMS) Version 2.35 Release

Today, Monday, October 31, 2016, version 2.35 of the Facilities Information Management System (FIMS) was released. The URL to access the FIMS application is <https://fimsweb.doe.gov>. This release addresses the following enhancements.

- A Document Tracking module has been added. Documents with file types .pdf, .docx, .xlsx, .jpg, .png and .gif may be stored.
 - The Document List window is accessed from the FIMS menu by selecting **Documents, Document List**.
 - The Document List window allows documents to be tracked at the Site or Asset level.
 - Documents can be Attached, Viewed, Edited or Deleted from the Document List.
 - The Photo Library has been removed. All existing photos have been migrated to the new Document module. The first photo has been designated as the Primary Image for the asset.
 - Chapter 12 of the FIMS User's Guide details the functionality of the new Document Tracking module.
 - When working with an asset, click the new Documents link to view related attachments. The Documents link opens the Document List window. Choose a document and click the View button to open it.

- FIMS Population Report #31, OSF Public Access Miles/Lane Miles, Non-Public Access Miles/Lane Miles, has been updated to display only OSF records with missing data.

- The FIMS User's Guide has been updated to reflect these enhancements. This document can be obtained from the FIMS website at <https://fimsweb.doe.gov/fimsinfo/documentation.htm>.

If you have any questions related to these enhancements, please contact the FIMS Hotline at 301-337-6019 or email fims_cais_help@hq.doe.gov.