

COLAs Online 3.4

What's New in COLAs Online 3.4 (Industry Members)

January 10, 2011

The following enhancements in functionality and interface are included in Version 3.4 of the COLAs Online system:

- <u>TTB Online Portal Access</u> Authenticated users may now log on to COLAs Online or Formulas Online from the same main page: TTB Online Portal. (Remember, you have to submit a new registration form if you want access to Formulas Online).
- <u>Update My Profile</u> COLAs Online users may now set authentication questions and answers, as well as modify your user registration, on the *My Profile* page. These authentication questions allow COLAs Online users to set your own password, even if you have forgotten it, without contacting the TTB Help Desk for assistance.
- <u>Create a New User Registration</u> People interested in registering to use COLAs Online may now submit the registration request form electronically. Existing COLAs Online users may also now <u>Modify User Registration</u> to make changes to your account, for example to add or delete permits or to modify a user's role.
- Activate a User ID Once TTB processes your registration and notifies you of your user ID, new COLAs Online users may now activate your own user ID.
- <u>Set New or Forgotten Password</u> Online users may now set new or forgotten passwords yourselves. Existing COLAs Online users must <u>Update Your Profile</u> to set authentication questions and answers in order to use this feature.
- <u>Deactivate Permit Access</u> COLAs Online users may now submit a modification to a user registration to deactivate access to a company's data.
- Formulas Online There is a new *Formulas Online* menu option that allows COLAs Online users who also have registered to use Formulas Online to jump to that system.