POWERACCOUNTING

Power Accounting

Version 6.9
Release Notes

SAMCO

Building business and technology relationships.

December 2002

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Chapter 1
System Functions

This chapter discusses the changes that will affect the **System Functions** module, and common features such as the **[F8]** Extended Functions window.

New Engine!

Vroom, vroom! Power Accounting 6.9 now runs on a quicker more reliable database engine.

Print to Screen

Arrow key navigation has been added to reports printed to screen, allowing you to move up and down one line at a time.

Stations

To handle WAN / multi-location environments, the stations have been expanded to include:

- Default warehouse
- Next quote abd RMA number
- Default invoice form

By default the stations use the O/E control file settings.

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Chapter 2
Accounts Payable

This chapter discusses the changes that will affect the **Accounts Payable** module.

G/L Distributions in Vendor History

NOTE: This applies only to A/P transactions posted **<u>since</u>** the Version 6.9 installation. Prior transactions **<u>will not</u>** have G/L distribution information available.

Within *Vendor history*, the following functions will now have an option to press **[F7]** to view the G/L distributions for a specific voucher:

- *View vendor invoices*
- *View by vendor*
- *View by date*

Auto Post to G/L

The *option* to automatically post distributions directly to the G/L has been introduced with Version 6.9.

Within the *Setup » Control information* there are three new fields that apply to automatic posting to G/L:

- *Interface to GL dist. method:* Your options are **P** to distribute by compressing by period, **D** to distribute and compress by date, **N** to distribute but with no compression, **G** to compress using the G/L accounts compression setting, or **[F1]** to not use the auto-post functionality.

- *Purge GL distribution:* Answer **Y** if you want the distributions to G/L file purged along with the posting. If you answer **N** you can still run the *Distributions to G/L* report and purge, but of course you will not be able to distribute these transactions since they have already been posted to the G/L.

- *Post GL journal immediately*: This option allows you to not only distribute the transactions but also have them posted. Existing journal entries are not affected by this.

Load Open Items Function

Similar to the Open Item File Load function in *Accounts Receivable*, a new *A/P » **[F2]** » File utilities » Load A/P open items* menu function is available.

This facility allows you to manually create or edit A/P open item transactions. Its primary function however is for new installations where vendor open items and history need to be loaded.

Age by Distribution Date

Reports » Aged open items now has an option within *Age by date* to select by distribution date.

Open Payables by Date

This report in *Vendor history* now includes a prompt to *"Show aging?"*. If you choose to show the aging columns on this report, it will use the Payable as-of date as the aging date and the A/P *Control information* to define the cutoff periods. The date used for this report is the distribution date of the transactions.

Chapter 3
Accounts Receivable

This chapter discusses the changes that will affect the **Accounts Receivable** module.

Auto Post to G/L

The *option* to automatically post distributions directly to the G/L has been introduced with Version 6.9.

Within the *Setup » Control information* there are three new fields that apply to automatic posting to G/L:

1. *Interface to GL dist. method:* Your options are **P** to distribute by compressing by period, **D** to distribute and compress by date, **N** to distribute but with no compression, **G** to compress using the G/L accounts compression setting, or **[F1]** to not use the auto-post functionality.

2. *Purge GL distribution:* Answer **Y** if you want the distributions to G/L file purged along with the posting. If you answer **N** you can still run the *Distributions to G/L* report and purge, but of course you will not be able to distribute these transactions since they have already been posted to the G/L.

3. *Post GL journal immediately*: This option allows you to not only distribute the transactions but also have them posted. Existing journal entries are not affected by this.

Apply-to Field [?] Support

In *Cash receipts* and *Sales*, the apply-to field now supports a **[?]** with the apply-to numbers showing their balances. By pressing **[F5]**, the apply-to numbers expand to show the corresponding document number and type. Pressing **[F5]** again will return to the apply-to number total view.

Suppress Prior Items on Statements

In response to a client request, open item customers can now have open items prior to the statement period summarized as a balance forward. This is achieved by answer **Y** to the new *"Summarize detail prior to statement period?"* prompt.

If you choose to not show earlier open items, the balance forward at that date will be printed instead of the list of individual open items.

Select Statement Form

There is a new *Form* field within *Reports » Statements* which allows you to select which statement format you wish to use, defaulting to the form ID entered in the A/R control file.

Quotes Display in Customer Account

(*Requires Order Entry Plus.*)

A new field in the O/E *Setup » Control information* function, "*Add quotes to cust unposted?"*, determines whether or not quotes will appear in the *View customer accounts* along with unposted orders, invoices, RMAs, and credit memos.

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Chapter 4
Bank Reconciliation

This chapter discusses the changes that will affect the **Bank Reconciliation** module.

Reconciliation Report

Further to a client request, the *Reports » Reconciliation* function now prints a grand total. Before this a summary sheet was generated only if the account was being reconciled.

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POWERACCOUNTING

Chapter 5
General Ledger

This chapter discusses the changes that will affect the **General Ledger** module.

Extended Trial Balance

The *Ledger Connection » Extended trial balance* report now includes the date range and does not rely on the reporting period from the G/L accounting period file. This variation of the trial balance is very useful for those with more than two G/L account sections.

Expanded Worksheet

The *Print general ledger worksheet* has been expanded to include all the following columns:

- Opening balance
- Debits
- Credits
- Difference
- Ending balance

Planning to Spreadsheet

The planning type of *Ledger Connection* specification now allows for a single row export to a spreadsheet. This is useful to do a spreadsheet showing current year and the comparatives figures for the previous year.

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Chapter 6
Inventory Plus

This chapter discusses the changes that will affect the **Inventory Plus** module.

Inactive Items

For those of you with large inventories this new feature will be a real blessing. It basically provides you with the ability to restrict the list of items shown in a look up table (i.e. **[F8]** » **I**) down to just those which are active, just those inactive, or both. This is applicable to both the item as a whole and to the individual status records.

The rule for whether an item (or status) is inactive:

> *There must be zero in the quantity on-hand, commit, on-order, and on-backorder fields. Also, the last sale date must be more than a user-specified number of days old. If there is no last sale date, then the item is inactive.*

This rule can be overridden by a flag on the stock code. The stock code can force the item to be active or inactive, or it can be neutral and let the inactive rule take effect. This only overrides the age of the item, for **if the item has a quantity** then it is active regardless of what the stock code flag says.

To set this function up you will need to do the following:

- Go to *Setup » Control information* and set the number of days an item must have had no activity for before it becomes inactive in the *Age for inactive items* field (the default is "Not-used").
- Go into *Setup » Stock codes* and set up codes that relate to the new *Status* field.
- At the item level, *Items » Enter*, you may need to add or modify the existing *Stock code* field to reflect the appropriate code.

- For those items where you want the selling warehouse to override the item default stock code, a new *Stock code* field has been added to the *Status » Enter* function.

This new functionality will show up in the following areas only when you have an inactive days setting in *Setup » Control information*:

- *Reports » Stock status*: A new *Active status* flag allows you to include active only, inactive only or both.
- *Find items*: The *Find item* screen, activated most commonly by either the **[?]** or the **[F8]** » **[?]**, will start out by excluding those items which count as inactive. An **[F6]** option allows the changing of modes back and forth between showing inactive items and ignoring them.
- *Find keywords:* Same behaviour as the *Find items*.
- *Find warehouse detail:* This function will start out by excluding those status records which are inactive for the specified item. There is also an **[F6]** option to allow toggling between showing or excluding inactive status records for the selected item.

Auto Post to G/L

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- *Interface to GL dist. method:* Your options are **P** to distribute by compressing by period, **D** to distribute and compress by date, **N** to distribute but with no compression, **G** to compress using the G/L accounts compression setting, or **[F1]** to not use the auto-post functionality.

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- *Post GL journal immediately*: This option allows you to not only distribute the transactions but also have them posted. Existing journal entries are not affected by this.

Use Lot Costs

When using the average cost method in *Inventory Plus*, you may wish to use the actual cost of lot-controlled items, instead of the average cost. You may now choose to *Use lot costing* in the *Setup » Control information*. When this option is chosen, you will also be prompted whether to use average or lot cost for an upward adjustment to a lot-controlled item.

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Chapter 7
Job Cost

This chapter discusses the changes that will affect the **Job Cost** module.

Actual Burden

No more pro-rating accruals or guesstimating labor burden! The *Labor burd type* field within both *Setup » Control information* and *Job descriptions » Jobs* have a new option to use the actual burden from Payroll rather than a percent of labor cost or a rate per labor hour.

You will need to make the necessary adjustments within Payroll as well to ensure that this information gets properly transferred:

- *Setup » System details » Transaction codes*: A new field, *J/C burden*, allows you to determine which transaction codes are included in the burden transferred to Job Cost.

- *Setup » System details » Accruals*: A new field, *J/C burden*, allows you to determine whether or not this accrual is included in the burden transferred to Job Cost.

During the *Journal » Calculate journal entry*, each transaction code which specifies that it is a labor burden item will add up the total earnings used to computer the burden amount. It will also determine the percentages of the total earnings which belong to the various jobs. For each job, the posting will transfer that job's percentage of the burden to Job Cost. This also applies to the accrual type benefits where the actual burden is calculated and applied to the job in Job Cost.

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Chapter 8
Order Entry Plus

This chapter discusses the changes that will affect the **Order Entry Plus** module.

Enhanced User Defined Fields

The O/E order user defined fields (**udf** for short) have been enhanced to behave in the same way as item, customer, and vendor user defined fields. This allows for the ability to have literal type fields (same as the old method), a date type field (new), and code type fields (new).

The maintenance of the order user defined fields have been moved to a self contained function within *Setup » User defined fields*. When the *Enter* option is selected, a screen will appear for you to set up the individual fields.

Each field can be set to one of three types of fields:

- **Literal**: Literal type fields are used for entering free form text up to 50 characters long.

- **Date**: Pretty self explanatory.

- **Code**: Code type fields allow you to set up a table of values to select from **-** similar to the ship via codes for example. When entering a code in an order you can either type in the code (3 characters max) or enter a **[?]** to select from a list.

  The maintenance of the codes list is also done through this function. Simply select the code table you want to maintain, and press **[Enter]** until the table is displayed.

When setting up udf's you are asked *Key?*. Essentially this is reserved for future use, so answering **Y** or **N** has no bearing on using the system.

If you want to add your new fields to your forms (header or footer only), go to *Forms » Enter* and change **all** of the forms that are affected. The new fields available include:

- **User def fld desc:** For code type udf's, this is the description for the code.
- **User def fld title:** This is the title you gave to the udf.
- **User def fld value:** This is the actual content of the udf from the order. For code type udf's this will be the actual code itself. You will need to use the *User def fld desc* for the code description.

Quotes Display in Customer Account

A new field in the O/E *Setup » Control information* function, *Add quotes to cust unpostd*, allows you to control whether or not quotes show up in the *Accounts Receivable » View customer accounts* the same way that unposted orders, invoices, credit memo's, and RMA's do.

View Orders

[Shift]+[F1], while viewing a long order, now allows you to page back.

Picking Tickets

A new field in *Forms*, *Last pick ticket time*, allows you to print the time the last picking ticket was printed.

Ship-To Address

Within *Setup » Ship-to addresses*, a new field has been added for the telephone number. This new field is also available for printing on the forms.

Validate PO Numbers

Control information has a new option to "Validate P/O numbers" if P/O numbers are being tracked on the line. This will check to ensure that the proper order is entered for the vendor.

Chapter 9
Payroll

This chapter discusses the changes that will affect the **Payroll** module.

January 2003 MC77 Tables and Forms

Version 6.9 includes the January 2003 MC77 tax updates and forms.

Transaction Detail Report

Under *Reports » Transaction detail,* there is a new option *"Include company expenses?*". If you choose to include this in the report, the detail for each employee for the benefits, eg. CPE, EIE, WCB, will be included. Otherwise, the report will only show the income and deductions for the employee range.

Newfoundland and Labrador

The provincial designation has changed from NF to NL. The *Employees* function and the T4's have been changed accordingly.

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