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Newsletter
For Sage PFW

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Headline News

Sage Software's annual customer conference, Sage Summit, will be held November 5-8, 2006 at the Gaylord Opryland in Nashville, Tennessee. Here you can connect with fellow software users, product developers, support analysts, and product leadership—all under one roof. You'll be able to talk to the software publishers and learn what's ahead for Sage PFW. Call us for more details, or visit **www.sagesummit.com** to register.

Project Costing Module

See page 4 for more info!

Sage PFW Version 5.5 Preview

Sage PFW ERP Version 5.5 is scheduled for release near the end of September 2006. Sage Software is promising features and functionality to help maximize your productivity. In this article we'll take a look at the broad range of new capabilities to be included in this newest release.

Stronger Security

Security is a vital component of your business management software, and perhaps the most common security concern is data integrity. Version 5.5 adds an additional security feature to keep your data safe from unauthorized or unintentional deletions. In Security Group Setup, the Sage PFW Administrator can assign Read, Write, and Delete access for each Sage PFW menu item to Sage PFW users and groups.

Version 5.5 adds security to keep your data safe from unauthorized or unintentional deletions.

Using this new setting, you can allow users to modify information, but prevent them from deleting the entire record.

Your Sage PFW Administrator user can perform functions such as establishing and maintaining security for groups, users, and more. New with version 5.5, you can grant more than one user Administrator privileges—no more sharing user IDs. This enables the users needing Administrative rights to perform their respective roles while still tracking the changes made back to their unique user ID.

The security reports are updated to include the users' Delete Access security field, Administrator privileges, and the Groups to which they belong.

Also in version 5.5, you can assign users to multiple Security Groups, with each Security Group providing additional access. For example, a user could be part of the Payroll Clerk Security Group and the Accounts Payable Entry Clerk Security Group, enabling them to perform both functions with the specific security you outline. It's easier than ever to create new Security Groups from existing ones in version 5.5 using an added Copy function.

Version 5.5 also makes it easier to configure Security Groups with a view similar to the Business Desktop Tree View structure. With a simple mouse-click on the toolbar, you can assign security settings, which establish Read, Write, or Delete access to entire groups of menu items. Once you have the Security Group configured, you can preview accessible menu items with a button on the toolbar. Toggle the view to display your security configuration settings by module and service type.

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What's Inside

Sage PFW Version 5.5 CONTINUED

In version 5.5, you can control security access using effective dates and expiration dates for each user. The effective and expiration dates are set by User ID, Security Group, and by Company giving you precise control of the password change process. Using the effective date, your administrator can set up new employees before they start work, and also control access for employees on leave and contract workers.

Enhanced Formula Revision Tracking

Sage PFW version 5.3 and 5.4 incorporated changes in the information tracked for formula revisions. Version 5.5 enhances this process giving you the ability to control your tracking method.

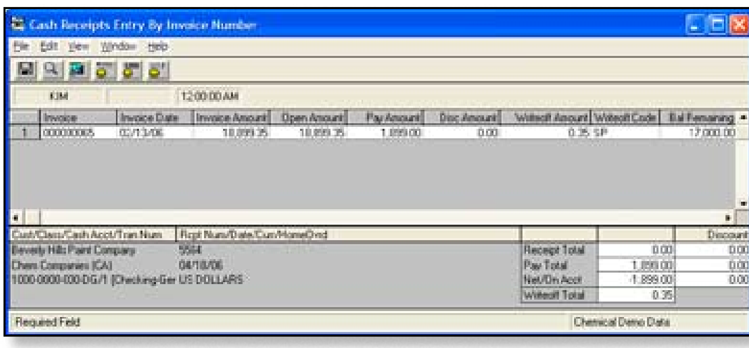
In version 5.5 you will be able to configure your Revision Notation method to be either Automatic or Manual. Using the **Automatic** method, the system will automatically populate the appropriate fields with the current date, time, and user revising the formula. Using the **Manual** method you can maintain the fields manually, instead of having the system automatically populate the information for you. The Automatic or Manual designation is set by company.

As revisions are made, Sage PFW tracks the user, date, and time of the user making the change, and that of the user who saved the prior formula configuration. This enhanced tracking information provides better control and tracking over this crucial aspect of your company's operations.

New Batch Edit Report

Even a minor data entry error can have a huge impact. Version 5.5 includes a tool to help you catch missing or incorrect data before you close a batch. In this way, you can save time, increase quality, and enjoy accurate, reliable production data.

The new **Batch Edit Report** provides several validation checks that you can configure to meet the needs of your organization. To perform a quick validation of a specific batch, you can launch the Batch Edit Report right from your Batch Entry screen.



A new Writeoff Code feature allows you to write off and account for the write off in general ledger, all in one step from the Cash Receipts Entry Screen.

With a validation flag setting of **Error** condition, users can only close batches that pass the validation criteria. With a validation flag of **Warning**, any data that is not valid will still be displayed in the Batch Edit Report, but the user is allowed to close the batch.

There are nearly a dozen different validation conditions you can configure, let us know if you'd like to see the complete list of validation conditions.

Accounts Receivable Writeoffs

When a customer underpays an invoice by a small amount, it's often not worth the effort and postage costs to collect. In version 5.5 you can write off these nominal amounts directly from the Cash Receipts Entry screen.

You can set up **Writeoff Codes** in File Maintenance that will dictate the general ledger posting account, currency (if needed), and a maximum writeoff amount (optional).

Then, during Cash Receipts entry as you're recording a customer payment, you can use the predefined Writeoff Code to eliminate nominal amounts from their account. No longer will your Aged Receivables report be cluttered with these insignificant balances.

On Hold Status

There are occasions when you need to flag a customer's account as On Hold in order to prevent users from creating new orders for these customers until a credit situation is resolved. Version 5.5 adds a new Customer Status field to the Customer Maintenance screen. The new field can be set to ***Active*** or ***On Hold***, allowing you to control the types of transactions that can be processed for these customers.

Other transactions, including Return Entry, Credit Memo Entry, and processing of Cash Receipts, are allowed for customers with an On Hold status. Accounts Receivable invoicing is also allowed for On Hold customers.

Measure Customer Loyalty

We all know how important customer loyalty is to the long-term profitability of every business. Version 5.5 adds a new **Customer Since** date field to the Customer Maintenance screen, allowing you to track how long your customers have been doing business with your company. The new field will appear on the Customer Listing and Customer Profile Report, plus you can add it to your custom Crystal Reports to support additional analysis.

Accounts Payable Check Printing

Version 5.5 adds flexible date options that make it easy to print checks with whatever date you choose. A setup option controls the number of days in the future and past that are allowed for payment date overrides.

Now you can use the Quick Print button on the toolbar of Voucher Entry and Voucher Payment Entry to print the desired check. This is a convenient option for handling C.O.D. shipments.

Vendor Since Date

A Vendor Since date field, like the Customer Since field described above, is added to Vendor Maintenance and will print on the Vendor Listing and Vendor Profile Report.

New Version Wrap Up

We've only just touched on the new features to be included in version 5.5 in this article. In an upcoming article we'll cover another significant new feature, the **Advanced Lookup Engine**.

Companies with a current Sage PFW Client Care contract will receive version 5.5 automatically upon its release. Give us a call with your questions. ☆

FRx Desktop

It's 5 p.m. Friday. Just as you're headed for the door, your boss requests a complex *What-if* analysis report based on restructuring your cost centers—for a Monday morning meeting! There goes your relaxing weekend—you'll be in the office all weekend, right? Not if you've been using FRx Desktop—the premier Financial Report Writer. Now those difficult reports are at your fingertips. Any way that you—or your boss—want them.

Are you frustrated with the lack of flexibility of your standard reporting tools? It's time to consider using the best-of-breed financial report writer bundled with Sage PFW—FRx. With FRx, you can produce presentation-quality general ledger reports, with more flexibility than ever before. You can restructure account segments, produce multi-company consolidation reports, perform division-specific calculations, and more.

Two new report output features that were recently added to FRx are the **Excel Pivot Chart** and **Excel Pivot Table** which offer an even more flexible way to look at your data.

Easy To Use

FRx Desktop includes the **FRx Report Wizard** that simplifies report generating and gives you the confidence to use FRx Desktop to its full capacity. FRx Desktop Software identified five key accounting documents essential to a business including a balance sheet, three types of income statements, and a trial balance report. FRx Report Wizard walks you through the steps for building these reports so that you can deliver timely and accurate financial information.

Building Blocks

Flexibility is FRx Desktop software's biggest asset. Column layouts, row formats, and report trees are each created and defined independently, forming what FRx Desktop refers to as report building blocks. You can then use these building blocks to create virtually any report desired. Use the templates provided and modify them to your exact needs. You can elect to include or exclude departments for different views, perform division-specific calculations, then view your reports on screen or print them.

Row And Column Formatting

Creating a report row is as simple as indicating the source of the data and what you want to do with it. FRx Desktop is linked to your Sage PFW general ledger data, so you can use your chart of accounts to select individual accounts, a range of accounts, a saved group of accounts, or a list of accounts to include in a report. Then you can specify how you would like each row to perform. A few of the choices include: descriptions, totals, and math calculations, which can be anything from simple formulas to embedded *If/Then* logic. Once created, save your **Row Formats** and use them again to speed the creation of new reports.

For each report column, you simply specify the source of the data and the type of column you want from a list of several types. You can define relative ranges of time periods, such as rolling quarters or trend reporting, by automating the columns to update every time the report is run, using the base-period information you provide. Once you set-up a column layout the way you want, save it for use in other reports.

FRx Desktop allows you to schedule your reports for automatic email distribution or publish them for on-line viewing.

Report Trees

Report Trees are the key to this report writer's flexibility. Think of a Report Tree as a hierarchical picture of your organization's reporting structure.

Imagine the following example Report Tree. At the top you've got a Corporate Summary, underneath are your Denver and Cleveland offices. Under each location are sales, accounting, and customer service cost centers. What would happen if you consolidated accounting functions to the Denver office? With FRx, you can simply drag and drop Cleveland's accounting under Denver and you have a new report. The ease of changing or reorganizing the reporting structures by merely dragging and dropping—without touching your chart of accounts—is all contained within FRx.

Share Your Reports

FRx Desktop allows you to schedule your reports for automatic email distribution or publish them for online viewing. The **Drill-Down Viewer** simplifies online report viewing. You can distribute this viewer with your reports. It allows others to view the report without access to your data and without requiring that they run FRx. Users with security can drill down from the summary level all the way down to the core transaction level detail, answering their own questions. With FRx Desktop Drill-Down Viewer you can generate a single, comprehensive report and comfortably send it to all report reviewers. Security rights are predefined and each recipient can access only the information allowed under their viewing rights. Drill-Down Viewer licenses are sold individually.

Report Launcher

You will likely have personnel who need to generate and view FRx Desktop reports, but do not require the ability to create new or modify existing reports. For these users, the Report Launcher is less expensive than buying a full Desktop user license. Using the **Report Launcher**, users can modify report properties including the report date and output format but cannot change the report design. Report Launcher licenses are sold individually. There are many other FRx Desktop Add-On modules available for distributing, scheduling, and sharing your reports.

Licensing And Options

A copy of **FRx Desktop** is bundled with your Sage PFW Standard and Premier Ledgers. It allows you to design, generate, and view financial reports. Additional seats are available for purchase.

We would be pleased to help you learn more about this valuable tool—just give us a call. ☆

Sage PFW In The Spotlight
Project Costing Module

Sage software
Authorized Partner

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More Info — Click here for more information on products and services featured

Using a project accounting tool such as the Sage PFW Project Costing module gives you the power to effectively monitor your company's projects more effectively and profitably. Let's take a closer look at the workings of the Project Costing module and the benefits it can bring to your organization.

Assess Profitability

The Sage PFW Project Costing module delivers the ability to monitor costs, budget, track employee time and expenses, recognize revenue, and analyze and report on project data. Every detail of your project, including estimates, change orders, purchase orders, timesheets, and revenue recognition are easily monitored. You may make changes or adjustments as needed using the Project Costing module's **Change Order** processing feature. The Project Costing module helps to prevent cost overruns and bring your project in on time by providing you with accurate and real-time information about each project. Project managers can quickly determine which projects are behind or ahead of schedule and which projects have strayed from estimates. This knowledge allows managers to shift resources as appropriate to meet a deadline. Project managers can compare actual versus estimated costs, revenue, and profit. The Project Costing module offers a wide variety of revenue recognition options to suit the needs of a variety of companies. You can recognize and take profit revenue at any time in the accounting cycle, and it will automatically update your work-in-process and expense accounts. With up-to-date time, expense, and revenue information, you can monitor current project profitability easily at any time.

Accurate Estimates

You know that customers are happiest when a project comes in on time and on budget. The Project Costing module provides the ability to precisely define and set up project cost and revenue parameters. Using the historical data the Project Costing module makes available, you can establish accurate estimates, allowing your projects to come in on time and on budget.

Down To Details

You may break up a project into your own hierarchy of project levels and transaction types to track and report upon. Up to five project levels are supported. Set up classes of projects, so that you can group similar projects together for better reporting and analysis. Burden and overhead costs are a part of most projects and the Project Costing module allows you to associate these costs with your projects through automatic calculations or manual entry. Using **Universal Notes** and **Attachments**, team members can keep detailed notes about any aspect of the project—from anywhere within Sage PFW.

Reporting Power

Monitor and communicate project status to project team members and stakeholders through powerful, customizable reports. Reports by project and phase can compare your budgeted amounts versus actual resources spent on each project. You can determine how the system should calculate budget variance percentages on reports as either budgeted amounts ***Spent*** or by budgeted amounts ***Available*** to spend.

Integration

The Project Costing module may be used in conjunction with several other Sage PFW modules eliminating redundant data entry while enhancing usability through the sharing of common information. Accounts Payable invoices may be associated with a project, providing a key entry point for project costs. The Project Costing module integrates with both the **Inventory** and **Purchase Order** modules to help you accurately track product movement into and out of projects. If you are using Sage Abra Payroll, employee time can flow directly into the Sage PFW Project Costing module.

Although there is no interface between the Project Costing and Accounts Receivable applications, you are still able to enter the billing, retention and receipt transactions in Project Costing.

Please call us for pricing and a full demonstration of how this solution can help your organization. ☆