

# STAR-INFO

Newsletter for Sage 100 ERP

## Sage 100 ERP Product Roadmap

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### Headline News

In 2013 Sage is presenting a one-day educational event in key cities throughout the United States. This complimentary Customer Symposium includes product news, the impact of the cloud and mobility on your business, and the technology roadmap for Sage 100 ERP. Sage executives will be on hand to discuss trends and answer your questions. For more information and to register, [click here](#).

### Emphasis Shifts To Cloud-Based Solutions

Sage periodically publishes a product roadmap to provide you with a vision of the future direction of your software. With the 2013 release launched, Sage published an updated roadmap. In this article we provide a high-level view of the product plans that Sage has for the upcoming year.

#### Roadmap Overview

The Sage roadmap includes a mix of enhancements to the core of the Sage 100 ERP system, the addition of selected cloud-based solutions, and expanded integration with other on-premise solutions, both from Sage and from Endorsed Partners.

There will be a major release at the end of each calendar year with a Product Update that includes minor enhancements in between. Integrations with cloud solutions will be released periodically as they are ready.

Cloud-based solutions continue to be an important part of the Sage product strategy. Some of the advantages of cloud solutions include:

- Local server installation is not required
- No need for expertise in the technology infrastructure in your organization
- Affordable subscription-based pricing
- Rapid deployment of new users
- Accessible from anywhere with an Internet connection
- System maintenance such as backups, updates, and security upgrades are usually included
- Scalability as your requirements change



#### Cloud-Based Solutions

Sage is working on a number of innovative cloud-based solutions that enhance and extend the core capabilities of your on-premise or online Sage 100 ERP software. These are Sage Mobile Sales Manager, Sage Mobile Service, Sage Cash Management and Collections, and Sage Inventory Advisor. Here is a brief look at each.

##### Sage Mobile Sales Manager

The Sage Mobile Sales Manager application will give you the ability to work with customer information while in the field via tablet PC. You can review buying habits and offer cross-sell and up-sell possibilities.

## Sage 100 ERP Product Roadmap

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### Sage Mobile Service

The Sage Mobile Service solution provides service people working in the field with the ability to manage projects remotely.

### Sage Cash Management and Collections

The Sage Cash Management and Collections solution will help you to enjoy better cash flow through better management of cash and collections.

### Sage Inventory Advisor

The Sage Inventory Advisor solution is the first of the cloud-based solutions to be released. Release is scheduled for the second quarter of 2013. For both distribution and

manufacturing organizations, a well-managed inventory is key to greater profitability and excellent customer service. Sage Inventory Advisor promises to help you release 15 to 40 percent of your investment in inventory, while improving inventory availability to customers and achieving higher fill rates on orders. The system uses advanced algorithms to perform an *Inventory Health Check* every day.

### Mid-2013 Product Update

Expect a product update mid-year that will include minor enhancements. Planned for this release is the ability to sort by check in Bank Reconciliation, as well as the addition of user and title tracking in Sage Advisor.

### Sage 100 ERP 2014 Release

Scheduled for the end of the year, the 2014 release will include a number of infrastructure improvements, as well as support for the Sage mobile initiatives. A number of customer-requested enhancements are still being evaluated for inclusion, and there are plans to improve the user experience as well. Sage will continue to tighten and streamline the integration with Sage CRM, and the Sage ERP Intelligence module will be able to be installed from the menu.

In the area of payroll, the tax forms within the software are being retired and replaced with those from Aatrix, and online Pay History is planned to be added.

Please call us with your questions. ★

## The Importance Of Fixed Asset Software

Have you implemented the Fixed Assets software that is included with Sage 100 ERP? If not, you may be missing a significant opportunity to cut costs and improve your bottom line. According to industry statistics, most companies lose or do not properly record 5 to 12 percent of their assets. A typical company need only lose track of 7 percent of its Fixed Assets to significantly overpay taxes, a burden compounded by replacement costs for assets lost or stolen. You also could be overpaying for insurance on those assets, due to inaccurate depreciation calculations. Sage Fixed Assets will enable you to accurately track your company's fixed assets, throughout their entire life cycle, to help ensure that you are not wasting money.

### Fixed Asset Features

The Fixed Asset module helps you stay in compliance with over 300,000 IRS and GAAP rules, and enables you to view seven

books on one screen: Internal, Tax, ACE, AMT, State, and two User-definable Books.

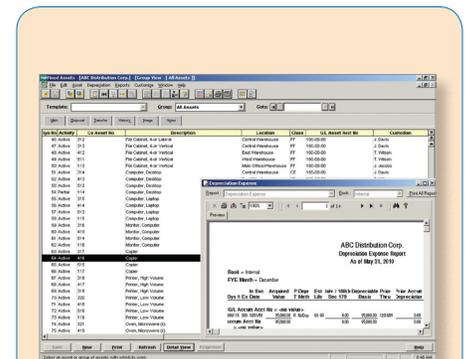
The software automatically creates AMT and ACE schedules and offers over 50 methods of depreciation, including:

- MACRS 150% and 200% (formulas and tables)
- ACRS
- Straight Line
- Modified Straight Line (formulas and tables)
- Declining Balance
- Sum-of-the-Years-Digits
- Customized depreciation methods

Fixed Assets utilizes an intuitive interface that is easy to implement, learn, and use. Asset templates ensure that you can create new assets quickly and accurately.

### Effective Integration

Fixed Assets integrates closely with Sage 100 ERP for seamless asset management.



The Fixed Assets module is easy to use and customize, and integrates tightly with Sage 100 ERP General Ledger and Purchase Order.

You can create assets within Purchase Order as you receive products in, and depreciation transactions generate journal entries for you to review and post within the Sage 100 ERP General Ledger.

Call us if you need assistance with your Sage 100 ERP Fixed Assets solution. ★

# Tips And Tricks: Clearing Up Accounts Receivable

The Sage 100 ERP Cash Receipts Entry function can be used for more than entering and recording payments. It also can be used to clear up uncollected amounts—whether simply a small amount due to a customer’s clerical error, or writing off an entire invoice as a bad debt. And when a customer’s check is returned for non-sufficient funds (NSF), you can use cash receipts to put the balance back onto the account. Here we provide the steps involved.

## Writing Off Balances On Bad Debts

If you have accepted that a customer is never going to pay an invoice, here is how you can remove the amount from your books:

1. Begin by navigating to the Accounts Receivable/Main/Cash Receipts Entry task.
2. Create a new deposit batch with a cash deposit amount of zero.
3. Select the customer you need to write off.
4. For check number enter write off.
5. Click on the *Lines* tab and click on the *Select Invoices for Payment* icon, and choose the invoice to be written off. Click *Accept*. A cash receipts line entry is created for the invoice with an amount posted of zero.
6. In the amount posted column, enter the amount you wish to write off.
7. On the second cash receipts entry line, select GL account line type in the window under the grid. Select your returns and allowances GL account. Notice that when you tab out of the field, the system will automatically populate the amount posted with a negative amount equal to the amount on the prior line.
8. The total amount for the deposit will now be zero. Click *Accept* and you are finished.

## Write Off Balances On Short-Paid Invoices

It is quite common for a customer to make an entry error when writing a check. When this amount is just a few cents, it isn’t worth it to collect the balance from the customer. To avoid having these little balances hanging around on your Aged Receivable report, you can write them off when you enter the initial cash receipt. Here’s how:

1. Navigate to the Accounts Receivable/Main/Cash Receipts Entry task.
2. If you are using batches, click the icon to select next batch number and next deposit number.
3. Enter the cash deposit amount equal to the actual amount on the customer’s check. For example, \$ 239.01.
4. Click *Accept*. The cash receipts entry window appears.
5. Select the customer number, and on the header tab enter the check number and, again, the exact amount received.
6. Click the *Lines* tab.
7. Click on the *Select Invoices* icon to view invoices for payment.
8. Locate the invoice being paid. In our example the amount of the invoice being paid is actually \$ 239.10, or nine cents more than the customer’s check. Select the invoice and it will create the cash receipt line showing balance due is \$ .09.
9. Change the amount paid on the invoice to the full amount including the nine cents. The posting balance at the bottom of the window is now negative: - .09 cents.
10. On the next line change the line type to GL account line type in the window below the grid, and select your GL account for returns and allowances. Notice that when you tab out of the field, the software automatically populates the amount paid with the

negative \$.09, and the posting balance is zero. Click *Accept* to save your entry.

## Re-Establishing Balances For NSF Checks

When a customer’s check is returned unpaid from the bank, you need to re-establish the balance due on the customer’s account. To do so, follow the steps below.

1. Navigate to the Accounts Receivable/Main/Cash Receipts Entry task. On the deposit batch screen, enter the invoice amount as a negative number.
2. On the cash receipts entry screen, select the customer and enter the check number of the NSF check, and again enter the amount as a negative number.
3. Click on the *Select Invoices to Pay* icon and select the invoice(s) paid with the NSF check. The amount paid will automatically populate with the negative amount entered earlier.
4. The posting amount should now be zero, and you can click *Accept* to save the entry.

Print, verify, and post these transactions just as you would any other cash receipt.

Please call us if you need assistance with this or any other process in Sage 100 ERP. ✨



## IN THE SPOTLIGHT:

### Top 10 Reasons To Upgrade To Sage 100 ERP 2013

Are you still running on an older version of Sage 100 ERP? Studies show many customers choose not to upgrade due to concerns over the cost and effort involved. But the most successful organizations take advantage of every tool available to run the business more efficiently and protect profits.

Sage works continually to improve Sage 100 ERP and develop new functionality to help you work faster and smarter. Every release is designed to streamline workflow, save you time and money, and improve customer service. These enhancements mean that you can receive a faster return on your upgrade investment.

Here we review the top 10 capabilities of the latest release—Sage 100 ERP 2013.

#### 1. Visual Process Flows

Reduce time navigating through your system and avoid errors in business processes using Visual Process Flows, which you can customize for your business processes and for each user role.

#### 2. Larger Invoice Number Field

Simplify the process of matching vendor invoices by using an expanded field for Accounts Payable Invoice Number.

#### 3. Credit Card Workflow

Experience increased flexibility of credit card processing through Sage Exchange including card-swipe capabilities, charges for repetitive invoices and Accounts Receivable invoices, mobile payments, and the ability to manage credit card transactions through a

user-configurable dashboard.

#### 4. Inactivate Customers

Efficiently designate customers and vendors as Inactive so that transactions cannot be accidentally posted to their accounts. Your historical information is retained.

#### 5. Better Check Visibility

Streamline bank reconciliation by viewing relevant bank information in convenient places, such as cleared checks in Accounts Payable Vendor Maintenance.

#### 6. Enhanced Reporting

Easily design new reports and modify existing ones using new Sage ERP Intelligence Reporting Report Designer enhancements.

#### 7. Align Your CRM

Keep all your customers and prospects in one database, while keeping accounting separate for your business entities by aligning multiple ERP companies or divisions to a single CRM database.

#### 8. More Flexible CRM

Process Sage 100 ERP quotes and orders in the familiar Sage CRM environment through Quick Order Entry screens without installing Sage 100 ERP on the workstation.

#### 9. Effective Shipping

Efficiently and cost effectively manage your shipping process and streamline rate shopping with the new SmartLinc online shipping solution.

#### 10. Sage Advisor Update Console

Simplify your software update process using the new Sage Advisor Update console.

Please call us for more details, or to plan your upgrade. ✦

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