

SAGE MAS 90 SAGE MAS 200



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## Release Guide to Version 4.1

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October 2005

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# SAGE MAS 90 and Sage MAS 200 v4.1

## Overview

*Sales Order customers will find the user interface enhancements provides them significant productivity gains*

The SAGE MAS 90<sup>®</sup> and SAGE MAS 200<sup>®</sup> 4.1 release builds on the momentum of version 4.0 by incorporating the enhanced user interface introduced in General Ledger, into four new modules including Accounts Receivable, Sales Order, Return Merchandise Authorization and Bank Reconciliation. The four modules benefit from the improved personalization, customization and integration capabilities.

Sales Order customers will find the user interface enhancements provides them significant productivity gains through a streamlined workflow process, faster access to important information - And a much more flexible system by allowing you to personalize the sales order entry task based on their individual preferences. e-Business manager customers will also gain from processing improvements made within Sales Order.

Finally, SAGE MAS 90 version 4.1 continues its longstanding commitment to customer satisfaction with an extensive set of customer requested enhancements to help improve the flexibility within the application.

## Global Enhancements - AR-SO-RMA-BR

The global enhancements provided in version 4.1 extend workflow usability across Accounts Receivable, Sales Order, RMA and Bank Reconciliation. The following section outlines the global enhancements made within the four modules.

### Enhanced User Interface

The enhanced user interface standards enable greater control for heads-down data entry operators, while providing a more streamlined entry process for all operators. All of the following enhancements help customers streamline their data entry processes with a minimal learning curve.

- New controls for flexible line entry
- Customizable column widths
- Sort and hide fields
- Undo unsaved changes
- Resizable windows (as required)
- Drag-and-drop interface
- Modern look and feel with redesigned icons
- Ability to scroll through all data entry lines
- Dual Grid Interface for line item entry
- Hyperlinks for quick access to related information such as salesperson from customer maintenance

## Crystal Reports Output

All bundled reports, including transaction reports, listings and forms leverage the industry standard Crystal Reports for report design and output. SAGE MAS 90 customers can use the Crystal Reports WYSIWYG designer (bundled with SAGE MAS 90) for simplified report customization and creation. This means that all standard SAGE MAS 90 reports are now readily customizable. You also benefit from the multiple report output options supported through the Crystal Viewer including Word, Excel and Adobe PDF.

## Saved Reports Settings

This global feature allows customers to set up pre-defined report selection options for each report they have access to, thus decreasing setup time and potentially save paper by reducing errors in report generation. You can establish selection criteria ranges based on the available fields, set the default printer and number of copies to print as well as choose between summary and detailed output. Based on user security, three different types of saved reports settings are allowed including:

- **Public:** Enables all users to modify and save a particular report setting.
- **Private:** This setting only displays for the user that originally created the saved setting.
- **Read-Only:** Allows users to modify the saved setting and print the report with the new settings, without saving the modifications to the setting.

## Improved Batch Auditing

Additional data for each transaction batch is maintained to record an accurate audit trail of each batch created, such as:

- User who created batch
- Date/time of batch creation
- User who last updated batch
- Date/time of last batch update
- Record count for batch

## Memo Manager

The company-wide memo management system introduced in version 4.0 provides a standard interface for establishing, managing and displaying memos. The four enhanced modules benefit from the improved memo management system. Memo Manager allows you to determine when and where specific memos automatically pop-up, in addition to providing new controls over when memos can be edited.

In addition, a new file attachment capability is included with the 4.1 release. You have a new option of linking any document or file to a specific memo. The attachments could be used to track customer and vendor correspondence, company policies and other internal workflow procedures.

*The company-wide memo management system provides a standard interface for establishing, managing and displaying memos.*

## Flexible Security Attributes

Enhanced security controls provide additional attributes including Full Control, Create, Modify, Delete and View Only. These attributes can be set for each task within a particular role, giving the administrator complete control over who can create, modify or delete entries. And, special module level override passwords previously defined in setup Options have been replaced with security events set in the main security system, providing greater control while allowing for more flexibility in defining user-access.

## Personalization

You have the ability to personalize the system by defining the following preferred settings

- Window position and size
- Grid settings, including column sizes, column order and dual grid field location
- User-specified tab sequences

## Expanded Numeric Fields

To accommodate larger transactions, the numeric masks in GL, AR, SO, RMA, BR and eBusiness Manager have been extended to allow 999 million within entry programs and 99 billion for reports.

## Purge Data Moved to Utilities Menu

Purge functionality has been moved from within the period end processing menu to its own utilities menu within each module in the new Business Framework. This allows different security options to be set for each of these activities, and prevents inadvertent data purges.

## Customizer Enhancements

The following customizer enhancements extend the powerful customization capabilities within SAGE MAS 90

- **User-Defined Fields (UDFs)** – Customers may define UDFs for any table and are not limited to single pre-defined entities.
  - UDFs reside in the actual data table (AR Customer Master, for example), not in a separate UDF table. By providing this table extension, you can easily access the UDF from the appropriate data entry screen, lookup or Crystal report to form a complete business process for the custom solution.
  - The source of the value of a UDF may be defined when the UDF is created, allowing you to specify default values or the source from which a UDF value is inherited. For example, if you create a UDF in AR Customer Maintenance and create a second UDF for Invoice Entry Lines, you can then specify that the value of the Invoice Entry UDF is populated with the value from the AR Customer Maintenance UDF.

*Numeric masks have been extended to allow 999 million within entry programs and 99 billion for reports.*

- **User-Defined Tables (UDTs)** – Tables may be defined to validate UDFs or some existing fields. For example, you may wish to have a selection of possible project codes that will ultimately be assigned to a new project UDF. The UDT would be used to maintain the different project codes and descriptions.
  - An easy-to-use maintenance task allows you to maintain the user defined tables and the associated UDF links.
  - Users may include information from UDTs on Crystal Reports and forms.

## External Integration

The four enhanced modules may be accessed externally through a set of standard interfaces through the Object Interface module. This enables tight integrations with other applications, without modifying the underlying source code of the application. This in turn allows customers the ability to upgrade to future versions of SAGE MAS 90 or SAGE MAS 200 with minimal impact, if any, to custom integrations built with the Object Interface.

Access to all data entry and maintenance business objects is available. All relevant functions of the business object are exposed, including adding, deleting and modifying entries.

- Programmers may use their language of choice, Visual Basic for example, to interface with the business objects.

## Accounts Receivable Enhancements

In addition to the global enhancements, the 4.1 release includes a wide range of customer-requested enhancements within the Accounts Receivable module focused on usability and workflow improvements.

### Customer Maintenance & Inquiry Enhancements

Customer Maintenance (ABC) 2/3/2005

Customer No. 01-ABF  
Name American Business Futures

1. Main | 2. Additional | 3. Statistics | 4. Summary | 5. History | 6. Invoices | 7. Transactions | 8. S/O's

Invoice No.	Invoice Type	Inv Date	Inv Due Date	Disc Date	Amount	Discount	B
0100041	Invoice	5/31/2003	6/30/2003		38.20	0.00	
0100048	Invoice	5/30/2003	6/29/2003		130.00	0.00	
0100053	Invoice	5/15/2003	6/14/2003		1,113.05	0.00	
0100034	Invoice	5/15/2003	6/14/2003		2,467.61	0.00	2.
0100055	Credit Memo	5/10/2003	6/14/2003		81.48	0.00	
0000190	Invoice	4/30/2003	5/30/2003		85.00	0.00	
APR0001	Finance Charge	4/30/2003	4/30/2003		43.89	0.00	
0000141	Invoice	3/31/2003	4/30/2003		1,226.25	0.00	1.
0100054	Invoice	3/1/2003	4/1/2003		407.40	0.00	
0000122	Invoice	1/31/2003	3/30/2003		850.00	0.00	

Trans Date	Trans Type	Trans Amount	Pay Date	Check No.	Payment Ref	Cr Card	RMA N
5/31/2003	Invoice	1,113.05	5/31/2003				
5/31/2003	Payment	500.00	5/15/2003	010255	010255		

Balance	Current	30 Days	60 Days	90 Days	120 Days
5,732.36	4,032.36	850.00	850.00	0.00	0.00

*The Customer Maintenance Task in version 4.1 provides an easy-to-use navigation window for exploring current and history transactions. All transactions related to the highlighted invoice appear together in the bottom pane for fast access when researching customer's outstanding accounts.*

- You now have the ability to view AR history by period for current and previous years.
- The Item Pricing inquiry is now accessible from Customer Maintenance. This enhancement benefits customers who want to quickly look up their customer's price when price levels are utilized without having to leave the customer inquiry, and without having to grant security access to the inventory inquiry menu.
- Automatic numbering for newly created customer records is a new option in customer maintenance.
- A new dynamically generated aging bucket calculation is included in the customer credit history lookup from Sales Order entry. This provides users a more accurate picture of their customer's unpaid invoices and help prevent taking orders from customers with excessive outstanding balances.
- You now have the option of specifying a credit card as the default payment type for each customer.
- The Open Invoice Inquiry includes a new option to include or exclude customers with a zero balance on record, thus reducing the number of records to view when looking for specific data.

*A new dynamically generated aging bucket calculation provides users a more accurate picture of their customer's unpaid invoices*

- The Salesperson Division code has been added to customer maintenance for added defaulting throughout AR.

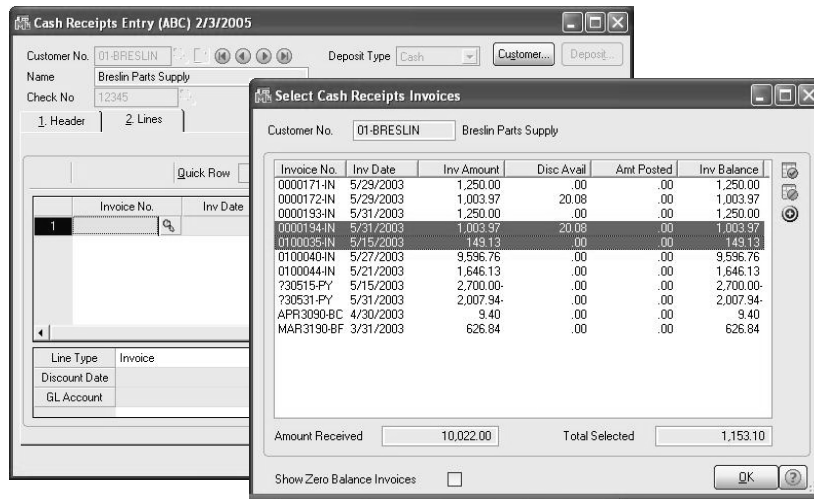
## Credit Checking

- A more robust customer credit limit checking facility includes 6 options for configuring credit limit checking throughout SAGE MAS 90.
  - **Credit Limit Checking** – Includes the selection Never, Dollar limit, Aging Category or Both
    - **Aging Category for Credit Limit Exceeded Warning** - Includes a selection of the Aging Categories. (Current, 30+, 60+ Days, 90+ Days, 120 Days for example).
    - **Aging Category Balance Exceeds Amount** - Allows for a dollar amount entry.
  - **.Include Open Orders in Credit Check** - Defaults to Yes
  - **Automatically Recalculate Aging** – Includes a selection of Never, Always, and By Number of Days.
    - **Number of Days to Recalculate Aging** – Allows for a number of days entry up to 999 days. For example: This can be very beneficial for companies that need to be aware of overdue invoices for as little as 15 days out.

*Credit limit checking includes 6 configurable options*

## Repetitive Data Entry and Cash Receipts

- The repetitive invoice entry process includes a new option to copy repetitive invoices from one customer to another. This is especially useful for customers who have repetitive billings that are the same for a large group of customers.
- Cash receipts entry now includes the ability to enter separate comment lines. This is very useful in the collections process based on potential arrangements made between the business operator and their customer.
- A new selection window has been added to cash receipts for greater ease in applying payments to invoices.



*The new selection window within Cash Receipts entry improves productivity by streamlining the invoice selection and application assignment process*

## Printing and Reporting

- Customer analysis and AR History reporting includes both YTD and PTD totals.
- The AR Invoice History Report includes additional sorting options such as Ship-To and Bill-To.
- The Customer Sales Report includes additional grouping capabilities such as by item and customer.
- The label creation formats in version 4.1 has added flexibility. For example, you have the option of printing in multiple Avery formats supported through Crystal Reports.
- Version 4.1 allows customers to route statements through email as an Adobe PDF attachment.

*Customer have the options to route statements through email as an Adobe PDF attachment*

## Period End

- A new option when printing statements allows you to only display discounts based on a statement date. This is useful when the invoice is outside of the discount date.
- The Delete/Renumber/Merge utility has been enhanced to include the Internet User ID.
- A new purge option allows you to only remove deleted invoices from the invoice history. In addition, purging sales tax now has the option of removing sales tax history by tax code.

## Sales Order Enhancements

SAGE MAS 90 Customers upgrading to version 4.1 immediately benefit from the enhanced data entry capabilities including the dual grid interface. As an added benefit, an extensive set of customer requested enhancements has also been introduced. The enhancements include usability improvements in addition to an exciting new integration between Sales Order and Job Cost.

### Sales Order to Job Cost Integration

The SAGE MAS 90 4.1 release includes a new integration between Sales Order and Job Cost. You can assign a job to a given order as well as assign the cost code and cost type to specific lines within the sales order. Companies that provide both material sales and services will find this integration provides them a seamless interaction between the sales and service departments. Additional services can then be allocated to the job including labor, subcontracted services, purchase orders and materials - a specialty construction trade or professional services organization are two primary candidates.

Job shops and other project or contract-based manufacturers may also find the integration particularly useful as orders can be linked to specific jobs. For example, some SAGE MAS 90 and SAGE MAS 200 customers may use Job Cost to manage production instead of traditional Work Orders. Manufacturers using Job Cost benefit from additional invoicing methods such as a down payment or fixed bid invoice established through the initial sales order linked to the job. The job can therefore be used to track material and labor costs accrued to-date and optionally billed back to the customer at job completion or on a time and materials basis.

*Professional Service and Job Shop companies will benefit from the new integration between Sales order and Job Cost.*

## Sales Order and Sales Order Invoice Entry

S/O Order Entry (ABC) 2/3/2005

Order Number: 0000103

1. Header | 2. Address | 3. Lines | 4. Totals

Item Code	Ordered	Unit Price	Extension	Comment
1 6655	3.00	179.000	537.00	
2 8953	100.00	4.230	422.80	
3 ARS-9101	1.00	89.950	89.95	
4 GB-EL04MS-25	10.00	4.610	46.13	
5 *	.00	.000	100.00	
6 /C02	.00	.000	.00	REFUND FOR DAMAGE
7	.00	.000	.00	

Available Quantity in this Warehouse is 555 EACH

Total Amount: 1,195.88

*The new Dual Grid interface within Sales Order entry provides users a more streamlined interface by allowing them to tailor the system based on their own personal preference.*

Sales Order Entry (ABC) 2/4/2005

Order Number: 0000111

1. Header | 2. Address | 3. Lines | 4. Totals

Item Code	Ordered	Back Ordered	Unit Price	Extension
1 GB-EL04MS-25	15.00	.00	4.610	.00
2 GB-EQ380-10-MF	5.00	.00	33.470	.00
3 GB-EQ380-10-MM	10.00	.00	32.090	.00
4 GB-EQ380-5-MF	10.00	.00	28.130	.00
5 GB-EQ380-5-MM	10.00	.00	28.130	.00
6 GB-MD750	1.00	1.00	1,650.000	1,650.00
7 GB-MD789	3.00	.00	69.500	.00
8 GB-MD791	5.00	4.00	1,895.250	7,581.00
9	.00	.00	.000	.00

Description: CENTRONICS CABLE 10 FT M/F

Warehouse: 001

U/M: EACH

Shipped: 5.00

PL: 3

Total Amount: 9,231.00

*Users can choose to view the secondary grid below the initial line details.*

- Selecting serialized items for distribution has been streamlined to save keystrokes and simplify the process, allowing multiple serial numbers to be selected and allocated at once.
- A new sales order entry personalization feature allows you to specify the warehouse, order type, print order, print pick sheet, ship via or FOB as default attributes for current and future sales orders. Users will quickly realize how this makes data entry faster and more accurate.

- The following security events have been introduced within Sales Order Entry and Sales Order Invoice entry for added controls.
  - Preventing sales orders on hold from being invoiced.
  - Preventing an item from being oversold based on the available quantity.
  - Allow for manager overrides of backordered items.
  - Preventing customer records from being created on the fly
- Customers can flag a shipping address as a residential address which in turn flows seamlessly to StarShip for proper rate calculation and delivery.
- Recalculating the price of an exploded BOM now includes the prices associated with all bill options specified within the BOM, eliminating the need to re-select bill options.
- Inventory items now have an optional default warehouse associated with them. Selecting an item from sales order entry automatically drops in the default warehouse that has been assigned to the item, ensuring that items are sold from the preferred warehouse.
- The customer purchase order number entered is now validated against past customer PO numbers for proper tracking to the original customer request. In addition, you have the option of looking up previous purchase order numbers. This can be used to prevent accidental duplication of customer orders.
- The aging bucket totals within the customer credit history lookup window dynamically calculates based on period to date information, ensuring that all members of your staff have the most current credit figures available at all times.
- Version 4.1 includes a new email address field within the customer ship-to address. The email address is passed to and leveraged by StarShip for shipment notification purposes.

*A new default warehouse by item streamlines the sale order process*

## Shipping Data Entry

- Customer memos created through the memo manager are now accessible from shipping data entry.
- To streamline the shipping process, shipping data entry lines can be optionally sorted to match the sort order of picking sheets. This means the shipping clerk can easily match picked items to ship them, and fill orders faster than ever before.
- A new shipping setup option allows the shipper to set the backorder amount for a shipment to zero or to leave a line in unresolved status. This is useful for some organizations that don't want to backorder items or need to reprioritize quantities to specific orders.

## Form Printing

- Order and picking sheet printing optionally includes BOM bill options
- In previous versions of SAGE MAS 90, only 3 package tracking numbers associated with an invoice were printed on the invoice or visible from invoice history. In 4.1, a complete list of all tracking numbers assigned to a given sales order is printed and visible from history.
- A new option allows you to print sales order invoices by warehouse for added flexibility. This is especially useful for SAGE MAS 200 customers that may have branches throughout the country; each one responsible for invoicing shipments from their branch.

## Auto Generate

The Auto Generate Invoice selection now includes the ability to filter on Ship Date and Promise Date to help you narrow the search and ultimately expedite the invoice creation process.

## New Serial Number Tracking Inquiry

A new Serial and lot tracking inquiry is introduced in version 4.1. This inquiry allows you to find who purchased a particular item based on a serial or lot number. A key benefit of this feature is the ability to send subsequent shipments to a customer based on the same lot to ensure consistency.

## Purge Enhancements

A new sales order purge utility allows you to purge obsolete and backordered sales orders from the system without affecting the status of any open orders. The utility includes the ability to filter by date and other various sales order attributes. This is very useful for companies that have no intent of fulfilling orders for outdated products that have been placed on backorder as well as orders that were inadvertently processed over time.

## Global Reporting Enhancements

Business Insights Reporter(BIR) and all standard reports included with General Ledger, Accounts Receivable, Sales Order, RMA and Bank Reconciliation includes a new Microsoft Word mail merge output option. When a BIR or Standard report is accessed, you now have an option to process the report output directly to Microsoft Word. The output can then be presented dynamically in Word using the embedded Mail Merge capabilities.

As a result of this new functionality within BIR and standard reporting, Visual Postmaster is retired with the 4.1 release.

*Business Insights Reports can be exported directly to Word for mail-merge capabilities*

## Visual Integrator Enhancements

- Visual Integrator jobs leveraging General Ledger will have a new Record Type option. This option allows for the assignment of header, line and skip record definitions. In addition, header information is no longer required within detail records. This option will continue to be available for the remaining SAGE MAS 90 modules.
- General Ledger jobs will now support the capability to perform substring manipulations and allow multiple manipulations of the same field. This capability will continue to be available for the remaining SAGE MAS 90 modules.

## Integrated Sage Software Solutions Considerations

### Abra

The SAGE MAS 90 and SAGE MAS 200 HR Link and GL Integration will be compatible with the latest release of Abra Suite.

### FAS & FAS Select

SAGE MAS 90 and SAGE MAS 200 4.1 will be compatible with the FAS 2005.1 release.

### SalesLogix & DynaLink

SAGE MAS 90 and SAGE MAS 200 4.1 will be compatible with the 6.2 release.

### ACT!

The ACT! Link module for MAS 90 v4.10 will be shipped in early 2006, and continue to support ACT! v6.0. Customers that purchased ACT! Link will receive the product automatically on its release.

## Third Party Applications

### Business Alerts

Best will update the shipping version of Business Alerts to the latest version.

### Crystal Reports

Best will update the runtime viewer and bundled designer of Crystal Reports and Crystal Enterprise to version 10.0.

### F9

Best will continue to ship F9 version 4.5.

## FRx Desktop

Best will continue to ship and support FRx Desktop version 6.7.4.

## PC Charge Payment Server – Corporate Card Support

The integration between Sage MAS 90 and PC Charge Payment Server has been enhanced to include support for corporate credits cards. Sage MAS 90 Customers will have the ability to pass an additional tax amount along with a unique employee identifier as part of the transaction.

## StarShip

V-Technologies current release plans include 3 new versions of StarShip over the 2005 calendar year. As with previous releases, customers with active V-Technologies maintenance plans will download updates to the software from the V-Technologies website. The planned releases and their feature sets are as follows:

StarShip 9.0, scheduled for release March/April 2005

- New Setup Wizards – to assist with StarShip installation and setup. Each wizard guides the installer through the basic steps needed to setup:
  - Company
  - Printing
  - Carriers
  - Scale
  - Interface
- Modifications to existing wizards – These 2 wizards are accessible from within StarShip (if customers are upgrading or purchasing an add-on StarShip module):
  - Automatic update of carrier fuel surcharges
  - Use of UPS On-Line Tools for tracking

StarShip 9.1, scheduled for release May/June 2005

- Support NPS as third party insurance provider. Upload file at end of day.
- Support USPS flat rate box
- FedEx Basic Enhancements
  - Use Web Direct tools eliminating the need for ATOM Server
  - Support for international shipments
- User Interface/Settings Enhancements
  - Update main menu and all dialogs to be consistent with setup wizards

- Simplify print dialog in Ship screen
- Customize label bottom for UPS, Spee-Dee and USPS in setup

StarShip 9.2 - estimated release date: August 2005

- Custom E-Mail Notification – customize and design shipment email notifications
  - Ability to send emails as shipments are processed or during end-of-day
  - Customize email body with variable fields, company logo and/or attachments
- Freight Rules – control over how/when freight is written back to orders and invoices.
  - Customizable “rules” can be created based on fields in the accounting system OR StarShip
- Late Delivery Report
  - StarShip performs time-in-transit and tracking tasks in the background
  - Customer can then generate a report detailing late deliveries for a specified time period

## Technology / System Related

### Platform Retirements

- Support for Windows NT 4.0 server for SAGE MAS 90 is retired with the 4.1 release.
- Support for Windows 98 Second Edition as a supported workstation for SAGE MAS 90 and SAGE MAS 200 is retired with the 4.1 release.

### Platform Support

Please refer to the platform matrix on Sage Online for the latest supported platforms and service packs.

## Availability

SAGE MAS 90 and SAGE MAS 200 version 4.1 was released to manufacturing on October 4, 2005. Customer maintenance shipments will be completed by the end of October.



*Your business in mind.*

SAGE MAS 90	SAGE MAS 200
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