

# What's New in Sage 2015

## GENERAL LEDGER:

- GL Account numbers are auto-formatted when entering in the report Selection grid.

Before:

Ending Period: 05/31/2010

Print Posted By/Date:

Print Condensed:

Select Field	Operand	Value
Account Number	Equal to	1010300
Description	All	
Main	All	
Department	All	
Location	All	
Group Code	All	

After:

Ending Period: 05/31/2020

Print Posted By/Date:

Print Condensed:

Select Field	Operand	Value
Account Number	Equal to	101-03-00
Description	All	
Main	All	
Department	All	
Location	All	
Group Code	All	

- General Ledger Detail report will print Out of Balance message at bottom of the report.

950-02-04	Discounts allowed	5,684.59-	0.00	2,576.38	2,576.38-	8,260.97-
05	5/5/2020	CD-000087	S/O INVOICE ENTRY - 05/05/03			
05	5/23/2020	CD-000088	S/O INVOICE ENTRY - 05/23/03	503.51		503.51
05	5/28/2020	CD-000089	S/O INVOICE ENTRY - 05/28/03	241.97		745.48
05	5/28/2020	CD-000089	S/O INVOICE ENTRY - 05/28/03	1,048.23		1,793.71
05	5/28/2020	CD-000089	S/O INVOICE ENTRY - 05/28/03	413.58		2,207.29
05	5/31/2020	SO-000003	DIV-02 WEST SALES OFFICE	137.43		2,344.72
05	5/31/2020	SO-000003	DIV-02 WEST SALES OFFICE	46.48		2,391.20
				0.00	2,391.20	2,391.20
955-00-04	Interest income	27,727.76-				
05	5/31/2020	JE-000082	MTHINT/Monthly Savings Interes		7,514.92	35,242.68-
				27,727.76-	0.00	35,242.68-
					7,514.92	35,242.68-
960-00-04	Miscellaneous	106,144.85-				
05	5/29/2020	IA-000001	Inventory Transaction (ADJUSTM	86.03		106,058.82-
05	5/31/2020	CD-000081	MTHEXP/Monthly Expenses	182.16		105,876.66-
05	5/31/2020	IM-000002	Inventory adjustment	70,239.68		35,636.98-
				106,144.85-	70,507.87	35,636.98-
					0.00	70,507.87
990-00-00	Provision for income taxes	67,050.00				
				67,050.00	0.00	67,050.00
				0.00	0.00	67,050.00
				0.00	3,594,118.91	3,595,333.91
				0.00	1,215.00-	1,215.00-
				0.00	0.00	1,215.00-
				0.00	0.00	1,215.00-

**\*\*The Detail Report is Not in Balance\*\***

Report Total: 0.00, 3,594,118.91, 3,595,333.91, 1,215.00-, 1,215.00-

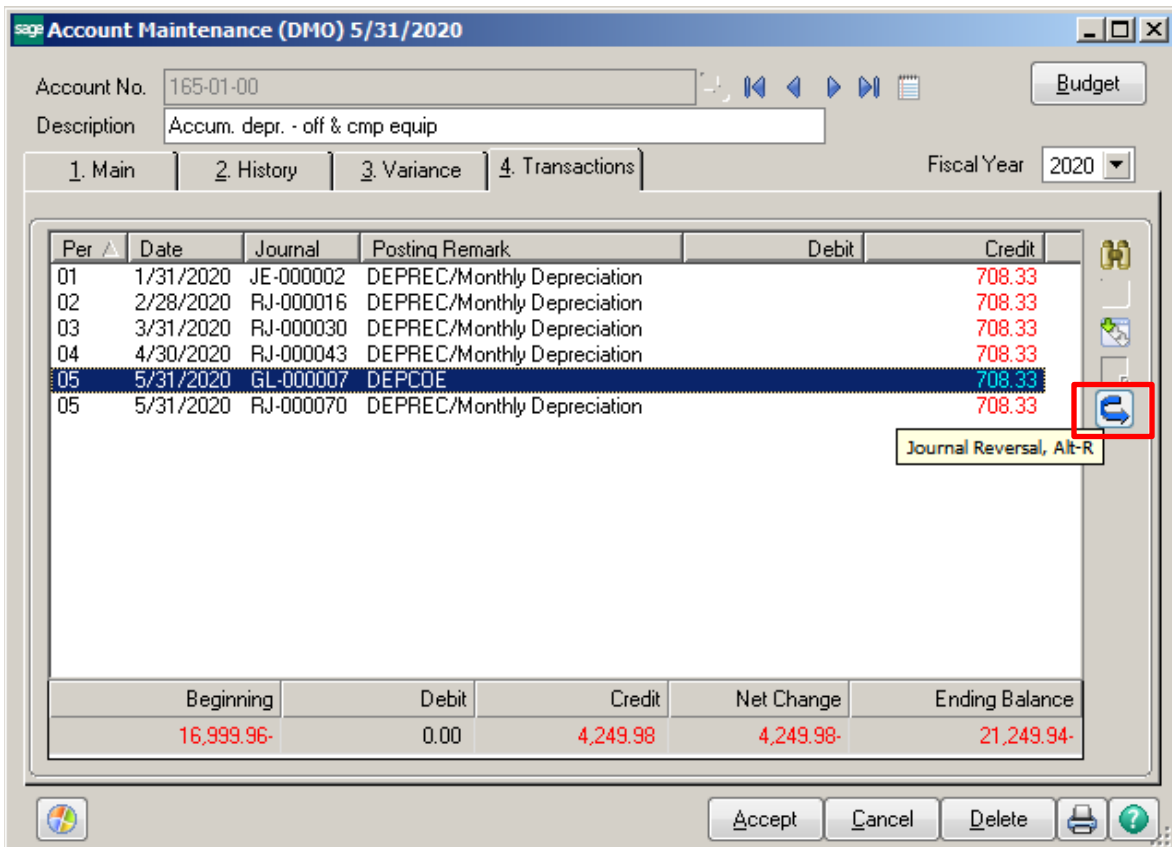
- General Ledger Detail by Source report will print Out of Balance message next to Journal Number.

200000 return or pre-pa ins.

Account Number	Date	G/L	Description/Comments	Debit	Credit
				Journal CR-000007 Totals:	
				30,000.00	30,000.00
CR-000067	5/31/2020	G/L			
101-01-00			Cash in bank - Reg. checking	441,944.23	
105-00-01			ARCOL/Monthly A/R Collections Accts. receiv. - East Warehse		284,675.12
105-00-02			ARCOL/Monthly A/R Collections Accts. receiv. - West Warehse ARCOL/Monthly A/R Collections		157,269.11
				Journal CR-000067 Totals:	
				441,944.23	441,944.23
				Source CR Totals:	
				499,622.31	499,622.31
IA-000001	5/15/2020	G/L 00001			
115-00-01			Inventory - East Warehouse Inventory Adjustment		1,215.00
				Journal IA-000001 Totals:	
				0.00	1,215.00
				The Journal is Not in Balance.	
IA-000001	5/29/2020	I/M 00001			
115-00-03			Inventory - Central Warehouse Inventory Transaction (ADJUSTMENT)		86.03
960-00-04			Miscellaneous Inventory Transaction (ADJUSTMENT)	86.03	

Run Date: 9/14/2015 4:28:38PM Page: 11  
G/L Date: 5/15/2020

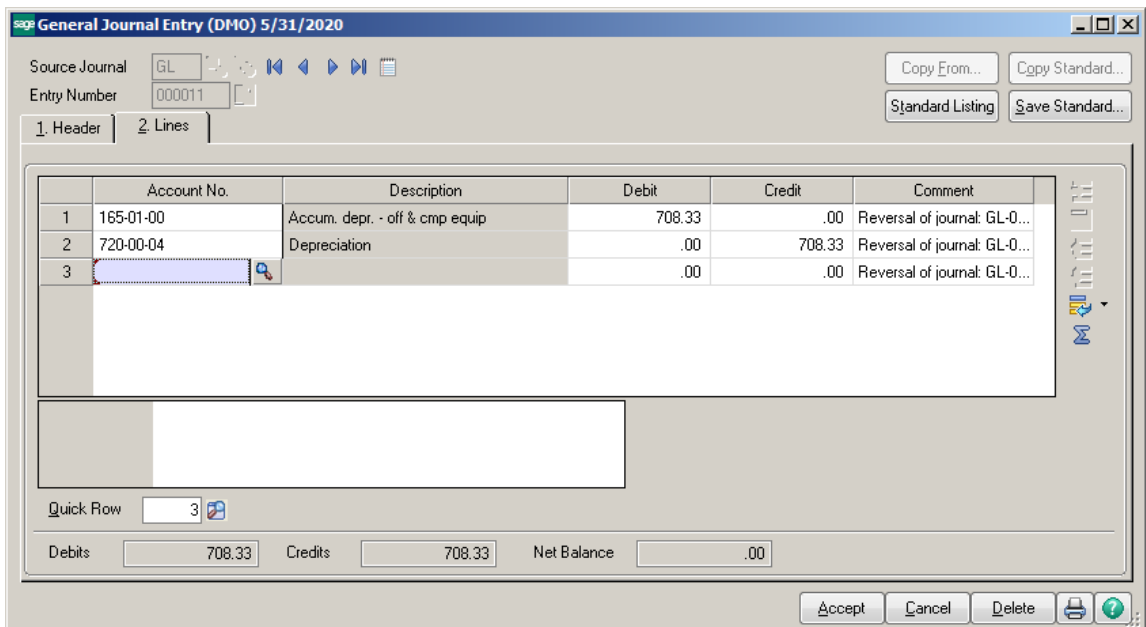
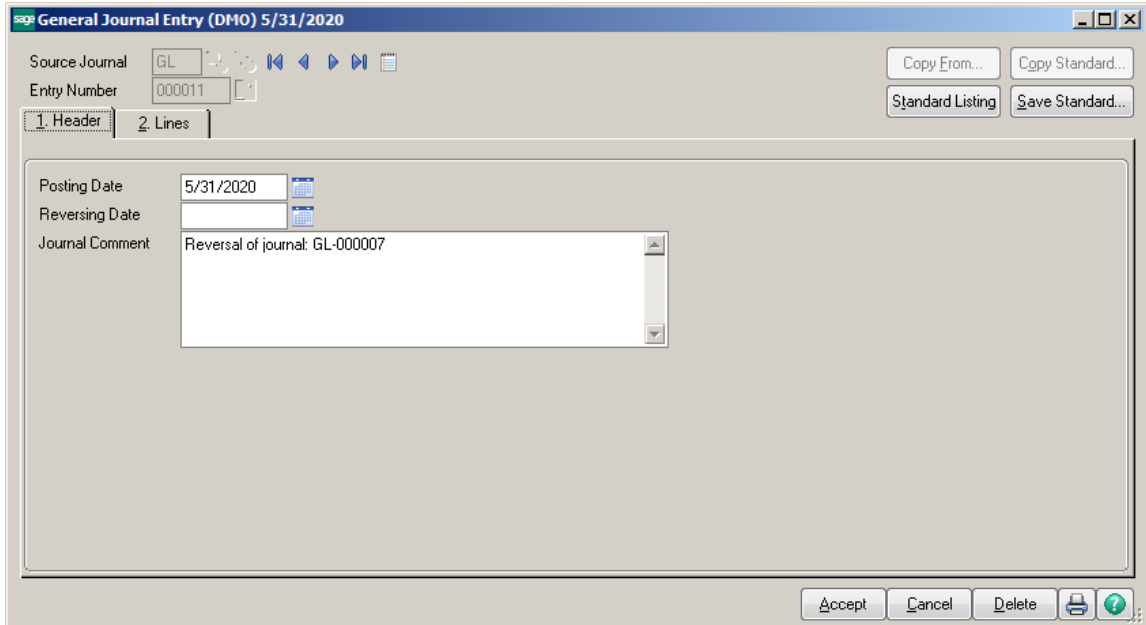
- One-Click Journal Reversal will reverse journal entries with a single click.



- Select the Journal Reversal button, the system will automatically reverse the journal entry and place it in General Journal Entry for review before posting.



- Access General Journal Entry. Select the journal, the Journal Comment can be modified.



- Print and Update the General Journal.

**General Journal**

**ABC Distribution and Service Corp. (DMO)**

Source Journal	Posting Date	Journal Comment	Reversing Date	User Updated Logon
GL-000011	5/31/2020	Reversal of journal: GL-000007		sjd
<b>Account Number</b>		<b>Description/Comment</b>	<b>Debit</b>	<b>Credit</b>
165-01-00		Accum. depr. - off & cmp equip Reversal of journal: GL-000007	708.33	
720-00-04		Depreciation Reversal of journal: GL-000007		708.33
<b>Journal GL-000011 Totals:</b>			<u>708.33</u>	<u>708.33</u>
<b>Source GL Totals:</b>			<u>708.33</u>	<u>708.33</u>
<b>Report Totals:</b>			<u>708.33</u>	<u>708.33</u>

- The entry will appear in the Transaction list as a Reversal.

**Account Inquiry (DMO) 5/31/2020**

Account No. 165-01-00  
 Description Accum. depr. - off & cmp equip  
 Fiscal Year 2020

1. Main | 2. History | 3. Variance | 4. Transactions

Per	Date	Journal	Posting Remark	Debit	Credit
01	1/31/2020	JE-000002	DEPREC/Monthly Depreciation		708.33
02	2/28/2020	RJ-000016	DEPREC/Monthly Depreciation		708.33
03	3/31/2020	RJ-000030	DEPREC/Monthly Depreciation		708.33
04	4/30/2020	RJ-000043	DEPREC/Monthly Depreciation		708.33
05	5/31/2020	GL-000007	DEPCOE		708.33
05	5/31/2020	GL-000011	Reversal of journal: GL-000007	708.33	
05	5/31/2020	RJ-000070	DEPREC/Monthly Depreciation		708.33

Beginning	Debit	Credit	Net Change	Ending Balance
16,999.96-	708.33	4,249.98	3,541.65-	20,541.61-

OK [Print] [Help]

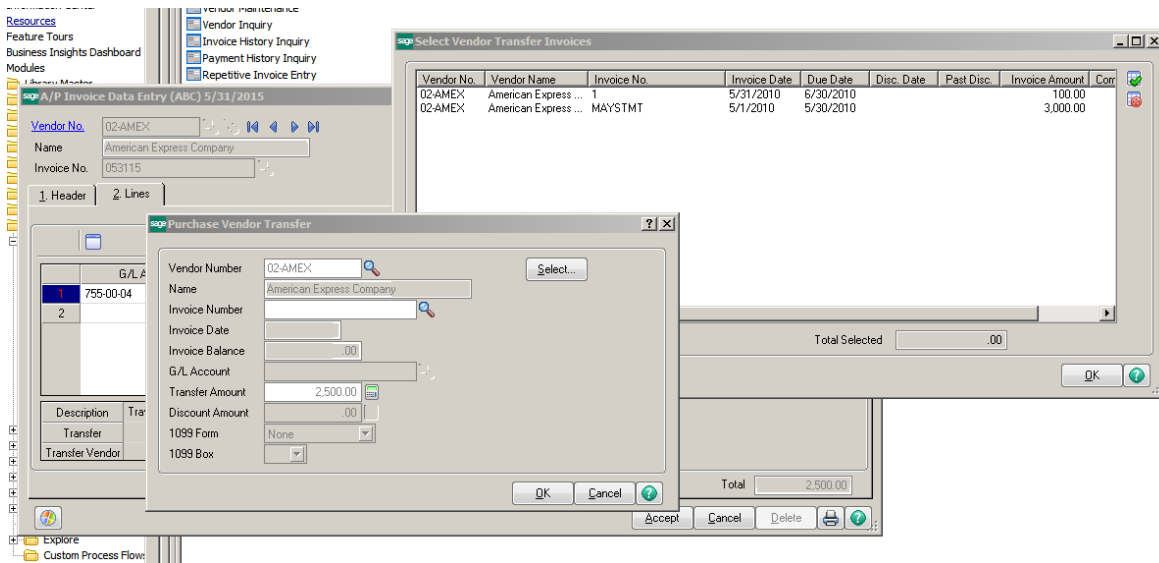
**ACCOUNTS PAYABLE:**

➤ **Expanded Vendor Name to 50 Characters**

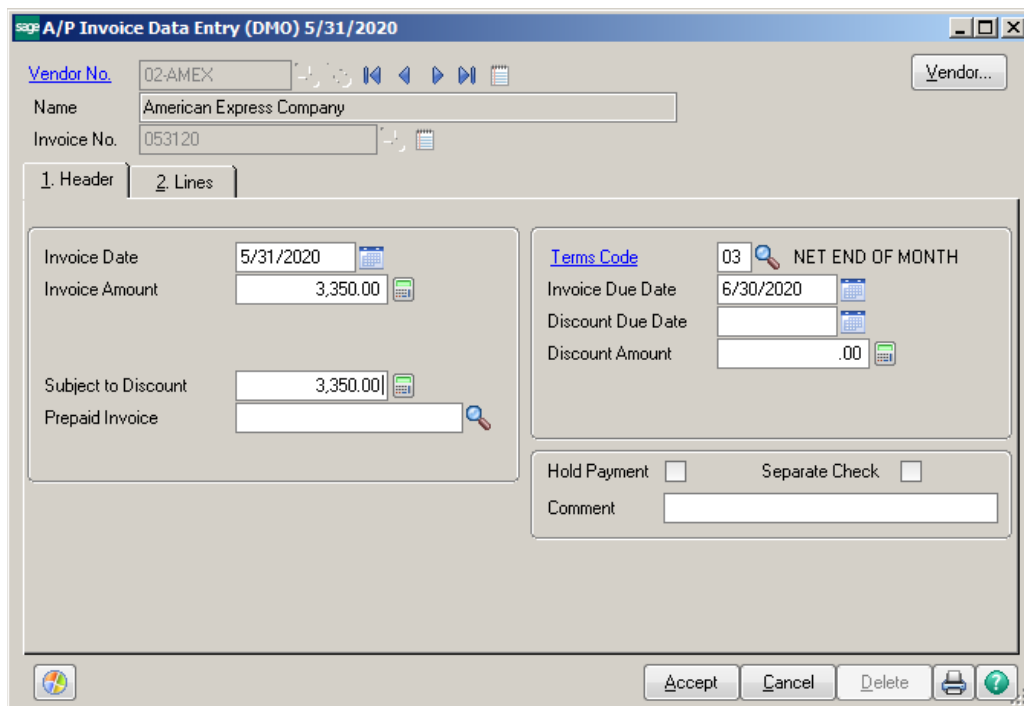
The Vendor Name field has been automatically expanded to 50 characters. Reports and forms have been updated with the new field length.

The screenshot shows the SAP Vendor Maintenance (DMO) interface for the date 5/31/2020. The window title is "SAP Vendor Maintenance (DMO) 5/31/2020". The Vendor No. is "01-MIDW" and the Name is "Midwesten Automated Supply Distribution Depot", marked as "\*\* NEW \*\*". The interface includes a navigation bar with tabs: 1. Main, 2. Additional, 3. Statistics, 4. Summary, 5. History, 6. Invoices, 7. Transactions, 8. Checks, and 9. P/Os. The main form is divided into several sections: Address (123 Elm Street), ZIP Code (63141), City (Saint Louis), State (MO), Country (USA), Telephone ((314) 550-2525), and Fax. There are also fields for Terms Code (00), Reference, Credit Card Vendor, Hold Payment, Exemption No. on File, and Tax Schedule (NONTAX). The interface includes buttons for "Copy From...", "Renumber...", "More...", "Paperless...", "Accept", "Cancel", and "Delete".

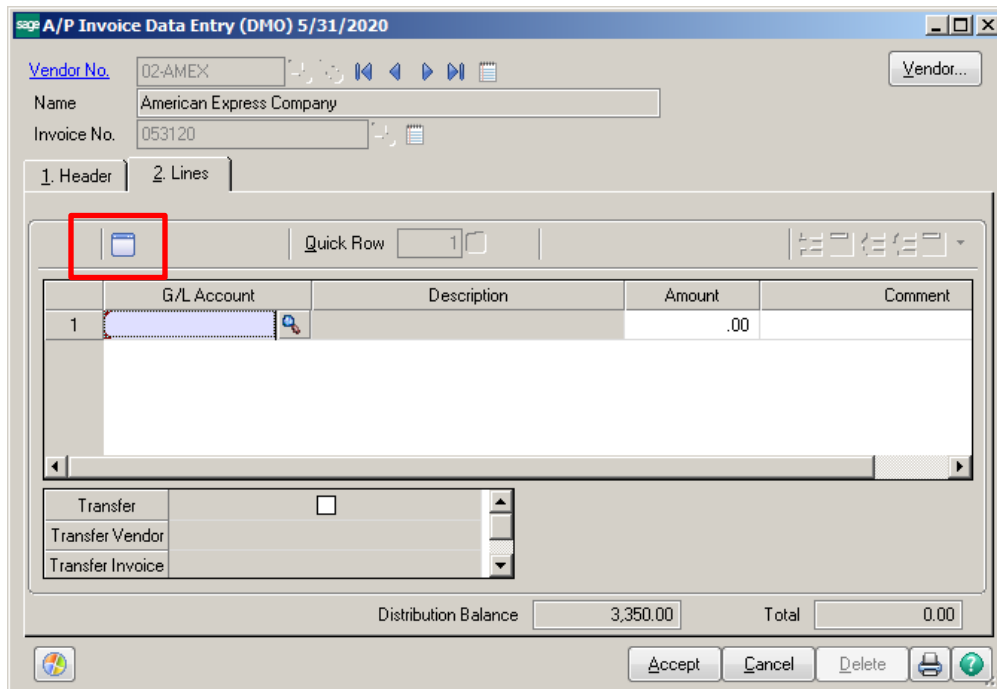
- **Select Multiple Invoices to Transfer Credit Card Vendor Using Select Button**  
 Old Version – Select button would only allow you to combine existing invoices in Credit Card Vendor into one invoice.



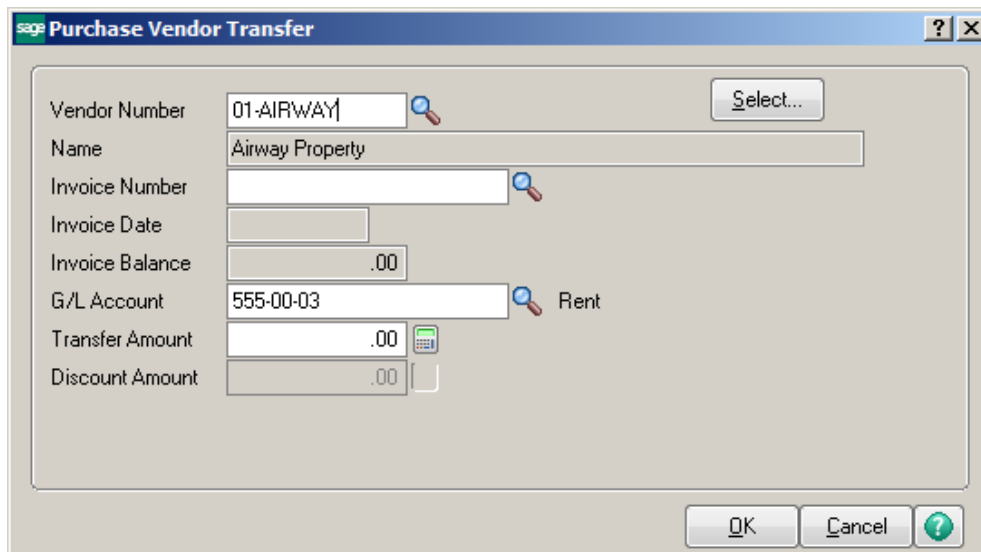
New Version – From Invoice Data Entry, select the Credit Card Vendor. Enter the invoice number and amount.



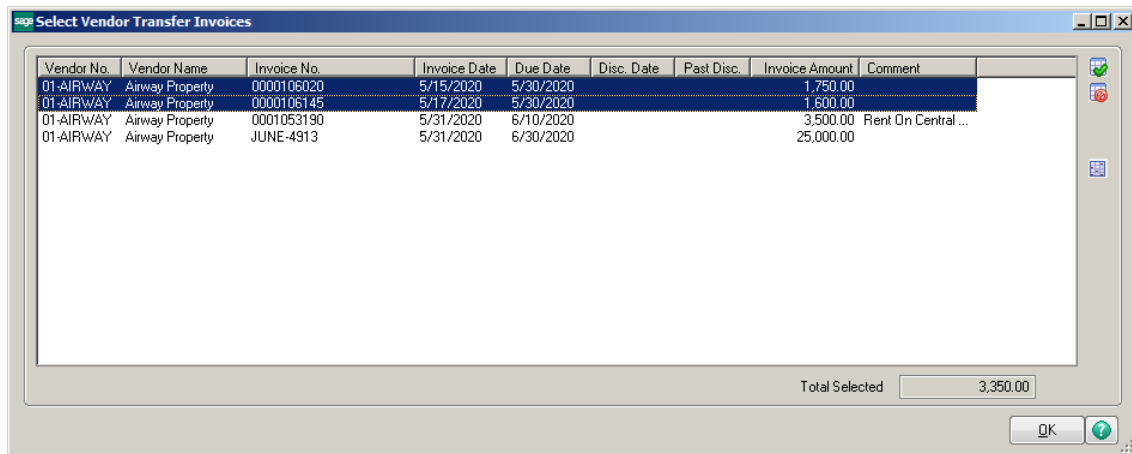
- Click on the Lines Tab. Click on the Transfer button.



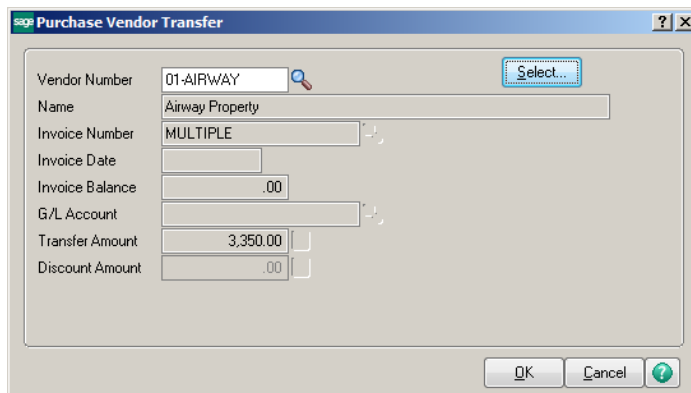
- Enter Vendor Code to Transfer FROM, then click on the Select button.



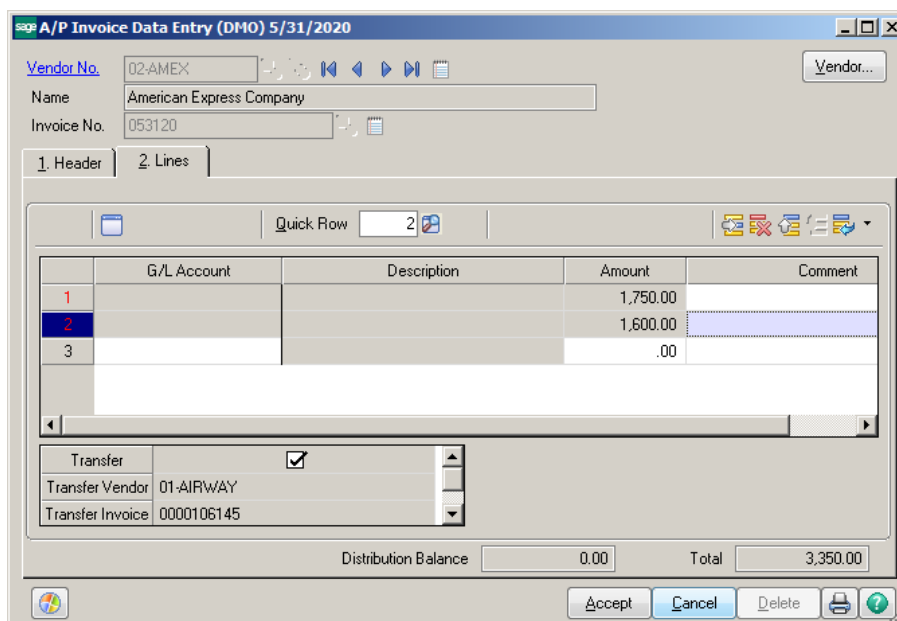
- Highlight the invoices to Transfer to the Credit Card Vendor.



- Click Ok.



- Click Accept.





- Print Invoice Register and Update.

**sage Accounts Payable Invoice Register (DMO) 5/31/2020**

Current General Ledger Period: 05 Ending: 5/31/2020  
 Accounts Payable Posting Date: 5/31/2020  
 Print Full Comments:

HP LaserJet P2055d UPD PCL 6

Print Preview Setup

**Accounts Payable Invoice Register**  
 Journal Posting Date: 5/31/2020  
 Register Number: AP-000017

ABC Distribution and Service Corp. (DMO)

Division Number: 02 OTHER ACCOUNTS PAYABLE

Vendor Number/ Invoice Number	Invoice	Dates Due	Discount	Invoice Amount	Discount	Distribution Amount
AMEX 053120	American Express Company				Separate Check: No	
	5/31/2020	6/30/2020		3,350.00	0.00	
	Transfer From: 01-AIRWAY	Airway Property			TRANSFER	1,750.00
	Invoice Number: 0000106020		Discount: 0.00			
	Transfer From: 01-AIRWAY	Airway Property			TRANSFER	1,600.00
	Invoice Number: 0000106145		Discount: 0.00			
	Division 02 Total:			3,350.00	0.00	3,350.00
	Report Total:			3,350.00	0.00	3,350.00
	Prepaid Amount:			0.00	0.00	0.00
	Prepaid Amount:			0.00	0.00	0.00

- The Invoice will now appear as an open Invoice for the Credit Card Vendor.

**sage Vendor Maintenance (DMO) 5/31/2020**

Vendor No: 02-AMEX  
 Name: American Express Company

Copy From... Renumber... More...

1. Main 2. Additional 3. Statistics 4. Summary 5. History 6. Invoices 7. Transactions 8. Checks 9. P/Os

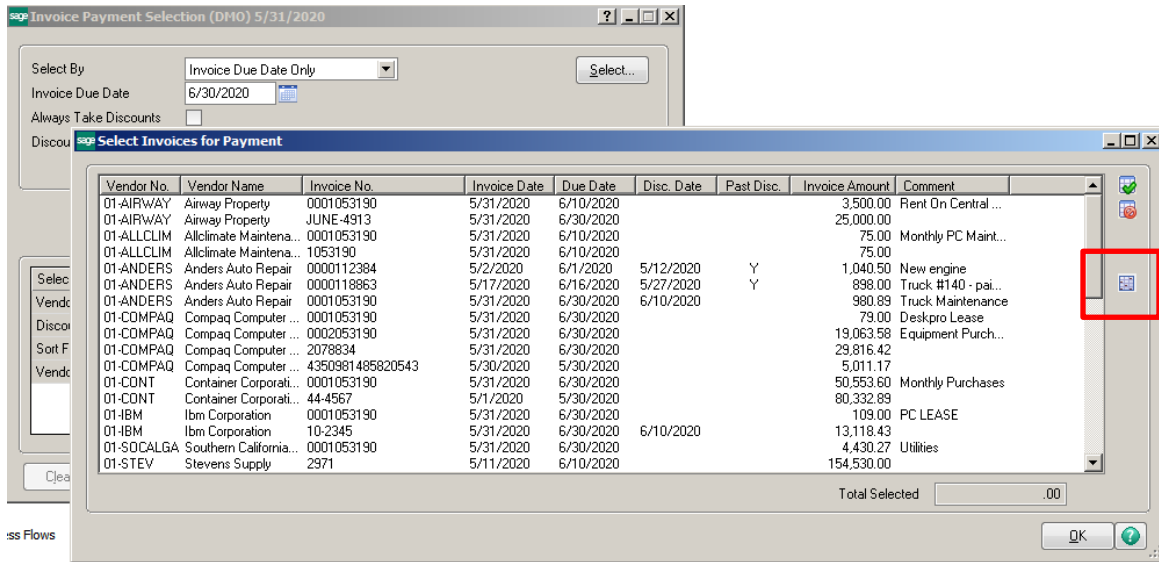
Invoice No.	Inv Date	Inv Due Date	Disc Date	Amount	Discount	Balance	Comment	Terms
053120	5/31/2020	6/30/2020		3,350.00	0.00	3,350.00		03
1	5/31/2020	6/30/2020		100.00	0.00	100.00		03
MAYSTMT	5/1/2020	5/30/2020		3,000.00	0.00	3,000.00		03

Trans Date	Trans Type	Trans Amount	Discount	Check Date	Check No.	Cleared	Cleared Date
5/31/2020	Invoice	3,350.00	0.00			No	

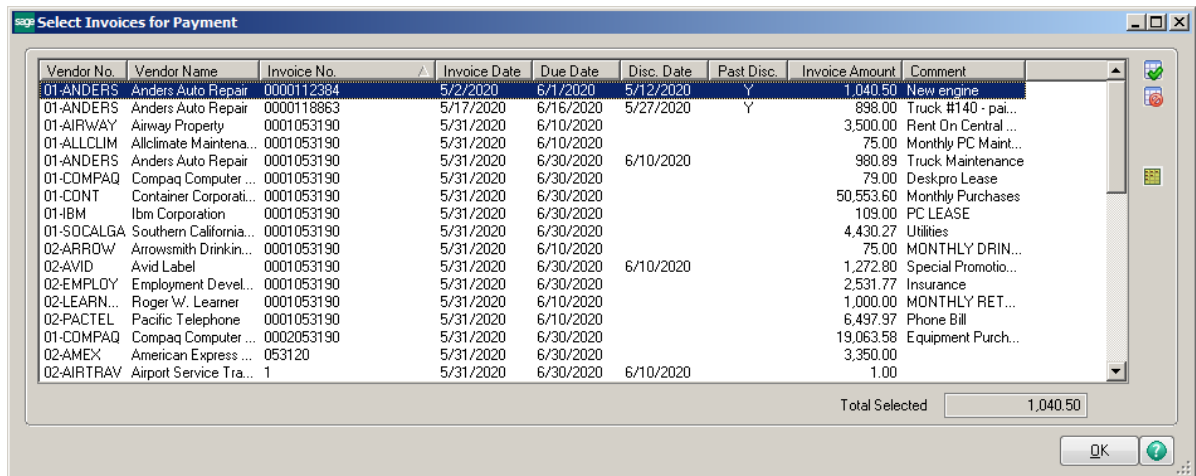
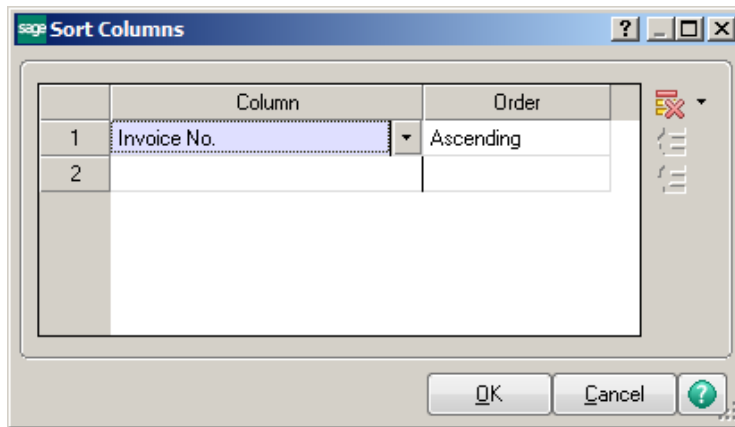
Balance	Current	30 Days	45 Days	60 Days	90 Days
6,450.00	6,450.00	0.00	0.00	0.00	0.00

Accept Cancel Delete

➤ New Sort Options Button in Selection Windows



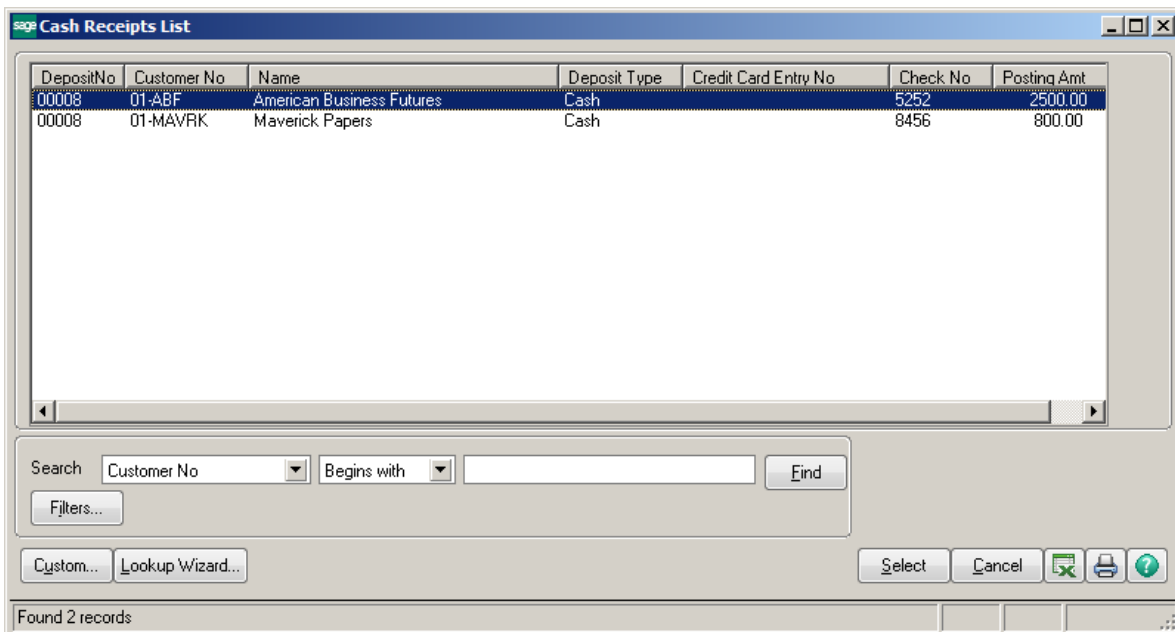
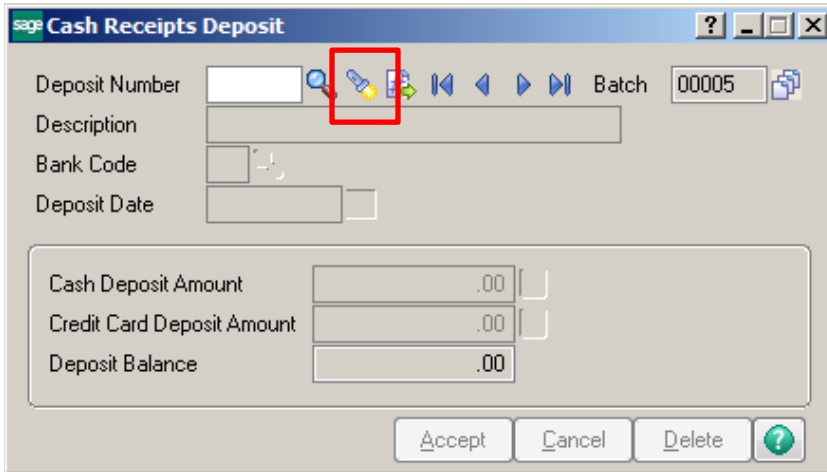
- Select the columns to Sort by.



- This feature is available in:
  - Invoice Payment Selection
  - Check and Electronic Payment Maintenance
  - Manual Check and Payment
  - Vendor Transfer Invoices
  - AP from AR Clearing Entry

**ACCOUNTS RECEIVABLE:**

- **Cash Receipt List Button** – Displays a quick list of the customers that are to be posted on this deposit.



➤ Ship Via field added to the Customer Ship-To Address Maintenance.

The screenshot shows the Sage CRM interface for Customer Maintenance (DMO) dated 5/15/2020. The main window is titled "Customer Maintenance (DMO) 5/15/2020" and displays the "Customer Ship-To Address Maintenance" window. The customer information is as follows:

- Customer No.: 01-ABF
- Name: American Business Futures
- Address: 2131 N. 14th Street, Suite 100, Accounting Department
- ZIP Code: 53205-1204
- City: Milwaukee, State: WI
- Country: USA, United States
- Residential Address:
- Salesperson: 0100, Jim Kentley
- Telephone: (414) 555-4787, Ext: 219
- Fax:
- E-mail Address: artie@sage.sample.com
- URL Address: www.abf.com

The "Customer Ship-To Address Maintenance" window shows the following details:

- Location Code: 1
- Name: American Business Futures, Primary:
- Address: Distribution Warehouse, Residential Address:
- Address: 3121 W. 24th Street
- ZIP Code: 53146
- City: Milwaukee, State: WI
- Country: USA, United States
- Telephone: (414) 555-4311, Ext:
- Fax:
- Batch Fax:
- E-mail Address:
- Contact: ARTIE JOHN, Artie Johnson
- Warehouse:
- Salesperson: 0100, Jim Kentley
- Ship Via: UPS BLUE
- Sales Tax: Tax Schedule: WI MILMIL, Milwaukee, Exemptions...

Buttons at the bottom of the window include Accept, Cancel, Delete, Print, and Refresh.

➤ Pay Date Added to Salesperson Commission Report

**Sage Salesperson Commission Report (DMO) 5/15/2020**

Report Setting: STANDARD Save

Description: Salesperson Commission Report

Setting Options

Type: Public  Print Report Settings  Number of Copies: 1

Default Report:  Three Hole Punch:  Collated:

Options

Print Cost of Goods Sold Information:

Treat Negative Balance Invoices as Paid:

Selections

Select Field	Operand	Value
Salesperson	All	
Invoice Date	All	
Customer Number	All	
Pay Date	All	

HP LaserJet P2055d UPD PCL 6 Keep Window Open After Print Preview Setup

**Salesperson Commission Report**  
Invoice Date: All

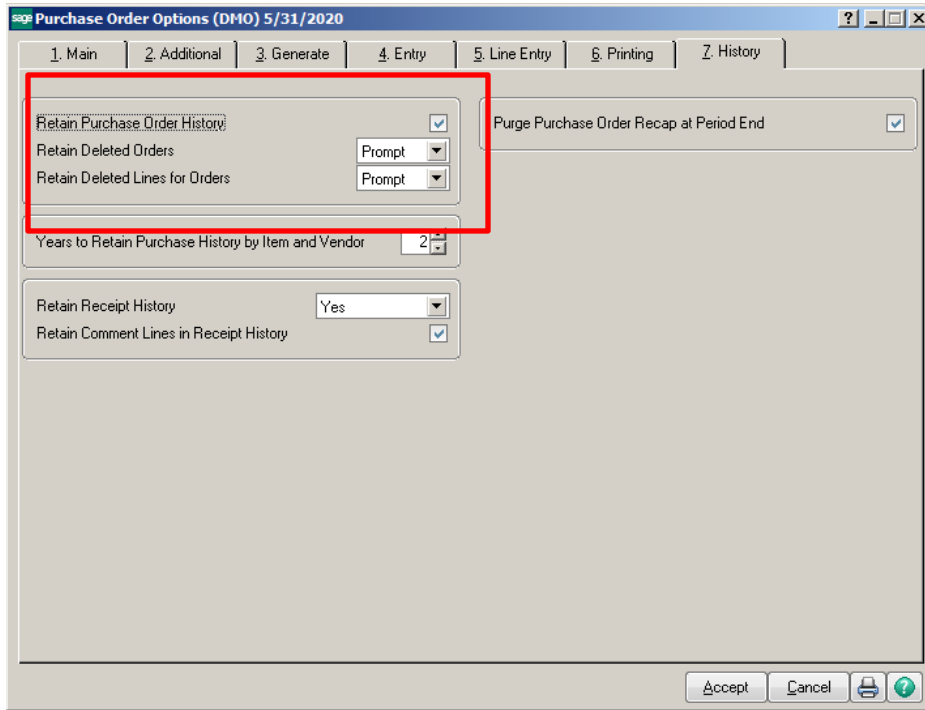
ABC Distribution and Service Corp. (DMO)

Salesperson Number: 01-0100 Jim Kentley

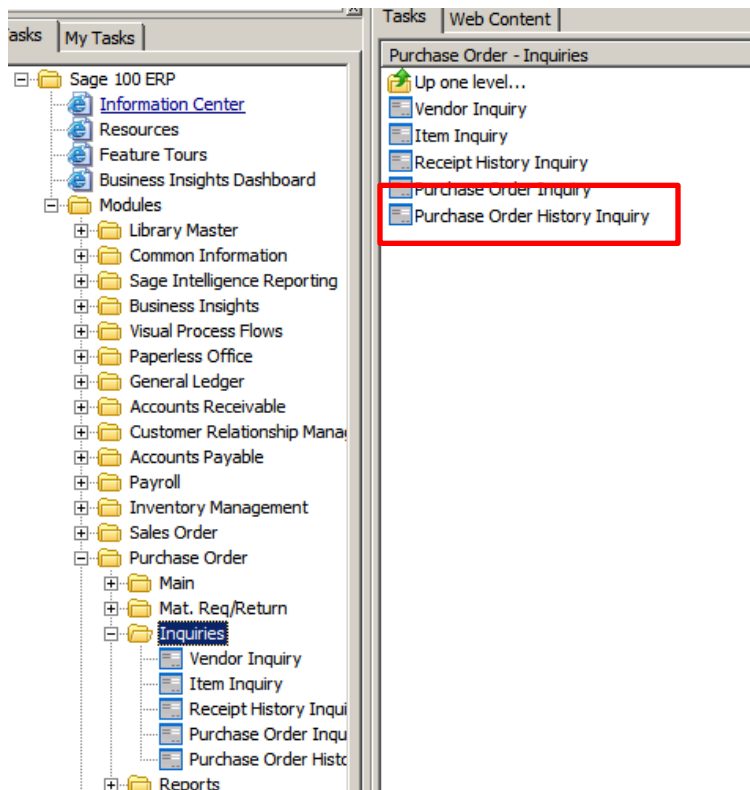
Customer Number/ Invoice Number	Invoice Date	Pay Date	Commission Rate	Invoice Total	Sales Subject To Commission	Cost Subject To Commission	Gross Profit	Profit Percent	Commission Amount	Invoice Amount Paid	Commission Payable
01-ABF American Business Futures											
0000169-IN	5/29/2020	5/31/2020	10.00%	2,416.25	2,295.00	0.00	2,295.00	100.00%	229.50	2,236.95	229.50
0000190-IN	4/30/2020		10.00%	85.00	85.00	0.00	85.00	100.00%	8.50	0.00	0.00
0000191-IN	5/31/2020	5/31/2020	10.00%	2,416.25	2,295.00	0.00	2,295.00	100.00%	229.50	2,416.25	229.50
0100009-IN	5/23/2020	5/31/2020	10.00%	2,032.54	1,979.99	1,086.55	893.44	45.12%	198.01	2,032.54	198.01
0100011-IN	5/28/2020	5/31/2020	10.00%	265.86	242.34	106.30	136.04	56.14%	24.23	265.86	24.23
0100012-IN	5/28/2020	5/31/2020	2.00%	666.53	610.56	298.61	311.95	51.09%	12.22	666.53	12.22
0100033-IN	5/15/2020	5/31/2020	10.00%	1,113.05	1,075.85	589.83	486.02	45.18%	105.44	500.00	0.00
0100034-IN	5/15/2020		10.00%	2,467.61	2,350.10	145.75	2,204.35	93.80%	213.86	0.00	0.00
Split Commission: 91.00%											
0100039-CM	5/16/2020		10.00%	47.56	44.66	15.50	29.16	65.29%	4.47	0.00	4.47
0100041-IN	5/31/2020		0.00%	38.20	33.20	15.45	17.75	53.46%	3.32	0.00	0.00
0100042-IN	5/21/2020	5/31/2020	10.00%	864.25	826.25	387.50	438.75	53.10%	82.63	864.25	82.63
0100048-IN	5/30/2020		0.00%	130.00	130.00	65.00	65.00	50.00%	13.00	0.00	0.00
0100054-IN	4/1/2020		0.00%	407.40	407.40	171.25	236.15	57.97%	40.74	0.00	0.00
0100055-CM	5/10/2020		0.00%	81.48	81.48	34.25	47.23	57.97%	8.15	0.00	8.15
0200086-CM	5/31/2020		10.00%	179.30	165.75	82.50	83.25	50.23%	16.58	0.00	16.58
Apply to Invoice: 0000169			Balance:	0.00							
Customer 01-ABF Totals:				12,594.60	12,038.80	2,733.99	9,304.81	77.29%	1,131.75	8,982.38	746.89
01-BRESI IN Braslin Parts Supply											

## PURCHASE ORDER:

- **Purchase Order History now AVAILABLE!!**



- PO's can now be accessed through Purchase Order History Inquiry.



- All Purchase Orders will be written to the History file. Select the PO to view.

The screenshot shows the Sage Purchase Order History Inquiry (DMO) 5/31/2020 interface. An "Order Number List" dialog box is open, displaying a table of 22 records. The main window shows the "Header" tab selected, with fields for Order Number, Order Date, Vendor No., Name, Order Status, Required Date, Sales Tax, Schedule, and Use Tax.

P. O. Number	P. O. Date	Order Status	Vendor No.	Purchase Name
0010012	5/31/2020	A	01-STEVE	STEVENS SUPPLY
0010013	5/31/2020	A	01-IBM	IBM CORPORATION
0010014	5/31/2020	A	01-STEVE	STEVENS SUPPLY
0010017	5/10/2020	A	01-COINT	Container Corporation Of Usa
0010018	5/29/2020	A	01-SWAM	Southwest Amalgamated Distribution, Missi
0010019	5/29/2020	X	02-CORPEIS	Corporate Enterprise Infrastructure Solution
0010020	5/29/2020	A	02-CORPEIS	Corporate Enterprise Infrastructure Solution
0010021	5/29/2020	A	01-SWAM	Southwest Amalgamated Distribution, Las F
0010022	5/29/2020	C	01-SWAM	Southwest Amalgamated Distribution, Missi
0010023	5/30/2020	A	01-AIRWAY	Airway Property
0010024	5/31/2020	C	01-ALLCLIM	Allclimate Maintenance
0010025	5/30/2020	A	01-ANDERS	Anders Auto Repair
0010026	5/30/2020	A	01-AIRWAY	Airway Property
0010027	5/30/2020	A	01-COMPAQ	Compaq Computer Corporation

Found 22 records

The screenshot shows the Sage Purchase Order History Inquiry (DMO) 5/31/2020 interface for Order Number 0010024. The "Header" tab is selected, showing details for the order. The vendor is Allclimate Maintenance, and the order status is "Completed Order".

Order Number: 0010024  
 Order Date: 5/31/2020  
 Order Type: Standard  
 Master/Repeat PO:   
 Vendor No.: 01-ALLCLIM  
 Name: Allclimate Maintenance  
 Order Status: Completed Order  
 Required Date: 6/15/2020  
 Purchase Address: Allclimate Maintenance  
 Ship-To Address: 0000 ABC Distributing Company  
 Terms Code: 01 NET 10  
 Ship Via:  FOB   
 Warehouse: 000 CENTRAL WAREHOUSE  
 Confirm To: Janice Thurston  
 E-mail: janice@sage.sample.com  
 Telephone: (714) 555-1013 Ext: 110  
 Fax: (714) 555-1000 Batch Fax:   
 Comment:   
 On Hold:



SAP \* Purchase Order History Inquiry (DMO) 5/31/2020

Order Number 0010024    User: sjd

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

Line No.	DEL	Item Code	Item Description	Ordered	Received	Back Order	Quantity Invoiced	Unit Cost	Extension	Whse
1		2480-9-50	DESK FILE 8" CAP 50	3.00	3.00	.00	3.00	1,545.30	4,635.90	000
2		2481-5-50	DESK FILE 5 1/4" CAP 50	3.00	3.00	.00	3.00	401.100	1,203.30	000
3		2551-3-50	DESK FILE 3 1/2" CAP 50	3.00	3.00	.00	3.00	1,145.80	3,437.40	000
4		2568-3-25	DESK FILE 3 1/2" CAP 25	3.00	3.00	.00	3.00	575.800	1,727.40	000
5		4886-18-14-3	PAPER CADDY 18"W 14"D 3"H	3.00	3.00	.00	3.00	22.604	67.81	000

Total Amount 11,071.81

OK

**\*Note – the screen has been modified using Custom Office to move the Received and Back Ordered columns next to the Ordered column. The Qty Invoiced column has also been added.**

➤ **Purchase Order History Report has been added**

**Report Setting** STANDARD

**Description** Purchase Order History Report

**Setting Options**

Type: Public  Print Report Settings:  Number of Copies: 1

Default Report:  Three Hole Punch:  Collated:

**Sort Report By** Purchase Order Number

**Types to Print**

All Types:  Purchase Orders:  Drop Ship Orders:  Material Requisitions:

Cancelled Orders:  Cancelled Drop Ship Orders:  Cancelled Material Requisitions:

**Extension Calculation** Revised Order Quantity  Print Original Unit Cost and Quantity:

**Print Summary Report**  Include Extended Description:  Print Comments: Partial

Include Cancelled Lines:  Print Sales Order Information:

**Selections**

Select Field	Operand	Value
Purchase Order Number	All	
Vendor Number	All	
Vendor Purchase Name	All	
Order Date	All	
Master Repeating Order Number	All	
Last Receipt Date	All	
Last Invoice Date	All	
Completion Date	All	
Order Cancel Reason Code	All	
Order Sales Order Number	All	

HP LaserJet P2055d UPD PCL 6  Keep Window Open After Print  Preview

**Notes:**

- **The report will ALWAYS print landscape.**
- **A "d" will print next to a Drop Ship.**
- **Subtotals will be provided for Active, Complete and Cancelled orders.**

Purchase Order History Report  
Sorted by Purchase Order Number  
Extension Calculation Based on Revised Order Quantity

ABC Distribution and Service Corp. (DMO)

d=drop ship

Order Number	Vendor Number/Name	Order Date	Order Status	Last Receipt Number	Last Receipt Date	Last Invoice Number	Last Invoice Date	Completed Date	Master/Repeating Order Number
Item Code/Description	Unit of Measure	Original Unit Cost	Last Unit Cost	Original Quantity	Revised Quantity	Received Quantity	Backordered Quantity	Extension Amount	
0010002	01-UPS UNITED POST OFFICE SERVICE	5/15/2020	Active	R001000	5/31/2020	A-25064	5/31/2020	5/31/2020	
*4800	BOX 1/2" X 3" LABELS - WHITE		EACH	0.000	2.650	20.00	20.00	20.00	0.00
*9550	STANDARD MAILING LABELS		CASE	0.000	50.500	2.00	2.00	1.00	0.00
*9275C	CUSTOM MAILING LABELS		CASE	0.000	100.000	5.00	5.00	2.00	0.00
/C02	PLEASE SHIP VIA FEDERAL EXPRESS								500.00
<b>Order Total:</b>									654.00
0010003	01-CONT CONTAINER CORPORATION OF USA	5/15/2020	Active	R001001	5/31/2020	7594-RT	5/31/2020		
VOG-CM-CB	PRINTOUT CATCHER BASKET		EACH	0.000	28.250	300.00	300.00	200.00	100.00
VOG-CM-CB	PRINTOUT CATCHER BASKET		EACH	0.000	28.200	86.00	86.00	86.00	0.00
VOG-CM-MPB	MODESTY PANEL		EACH	0.000	26.750	100.00	100.00	99.00	0.00
VOG-CM-MPB	MODESTY PANEL		EACH	0.000	26.750	66.00	66.00	50.00	16.00
VOG-CM-MPB	MODESTY PANEL		EACH	0.000	26.750	46.00	46.00	0.00	46.00
VOG-CM-MSC	STORAGE CUBE		EACH	0.000	144.770	50.00	50.00	40.00	0.00
<b>Order Total:</b>									23,809.70
d0010007	01-UNITED UNITED COMPUTERS	5/25/2020	Active			275-UN	5/31/2020		
GB-MD750	MODEM 9600 (SYNCHRONOUS)		EACH	0.000	1,273.850	5.00	5.00	0.00	0.00
GB-MD788	MODEM 300 (AUTO-ANSWER)		EACH	0.000	67.450	5.00	5.00	0.00	0.00
GB-MD791	MODEM 9600 FAST POLL		EACH	0.000	1,108.500	5.00	5.00	0.00	0.00
/C	PLEASE RUSH DELIVERY TO ADDRESS SPECIFIED ABOVE								5,542.50
<b>Order Total:</b>									12,249.00
0010009	02-TELCOMM TEL-COMMUNICATIONS	5/30/2020	Active	I001003	5/31/2020	102001	5/31/2020		
GB-EL04MS-07	RJ-11 4 WIRE MOD CABLE 7 FT		EACH	0.000	0.730	50.00	50.00	25.00	25.00
GB-EQ380-10MF	CENTRONICS CABLE 10 FT M/F		EACH	0.000	16.930	100.00	100.00	100.00	0.00
PFS-004-CABLE	EIA RS232 CABLE 4 CONDUCTOR		FT	0.000	0.090	1,000.00	1,000.00	0.00	1,000.00
PFS-007-CONN M	EIA RS323 CONECT 7 CONDUCTOR M		EACH	0.000	8.250	10.00	10.00	12.00	0.00
*MP9950	MULTI-PORT ADAPTOR		EACH	0.000	15.000	10.00	10.00	10.00	0.00
/CABLES	MP9950 ADAPTOR CABLES		PAIR	0.000	10.000	2.00	2.00	2.00	0.00
/C									20.00
/C	PLEASE HOLD SHIPMENT UNTIL ALL ITEMS ARE AVAILABLE INCOMPLETE ORDERS WILL BE REFUSED.								
<b>Order Total:</b>									2,072.00
0010010	01-UNITED UNITED COMPUTERS	5/30/2020	Active	G001003	5/31/2020	8327-LM	5/31/2020	5/31/2020	0010000
GB-MD750	MODEM 9600 (SYNCHRONOUS)		EACH	0.000	1,275.850	5.00	5.00	5.00	0.00
GB-MD788	MODEM 300 (AUTO-ANSWER)		EACH	0.000	67.450	5.00	5.00	5.00	0.00
VOG-CM-CB	PRINTOUT CATCHER BASKET		EACH	0.000	28.250	20.00	20.00	20.00	0.00
GB-EQ380-5MF	CENTRONICS CABLE 5 FT M/F		EACH	0.000	12.750	100.00	100.00	100.00	0.00

Run Date: 9/18/2015 10:45:31AM  
PIO Date: 5/31/2020

Page: 1

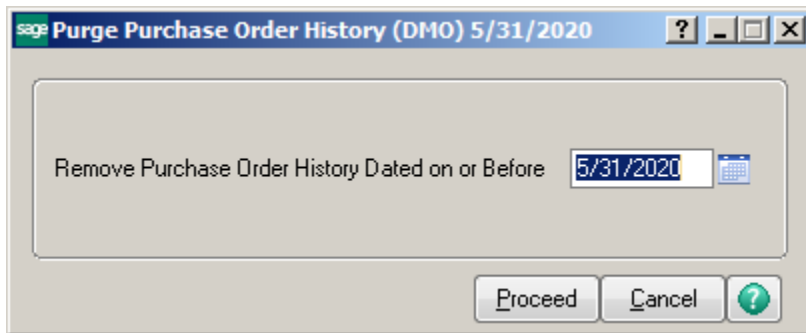
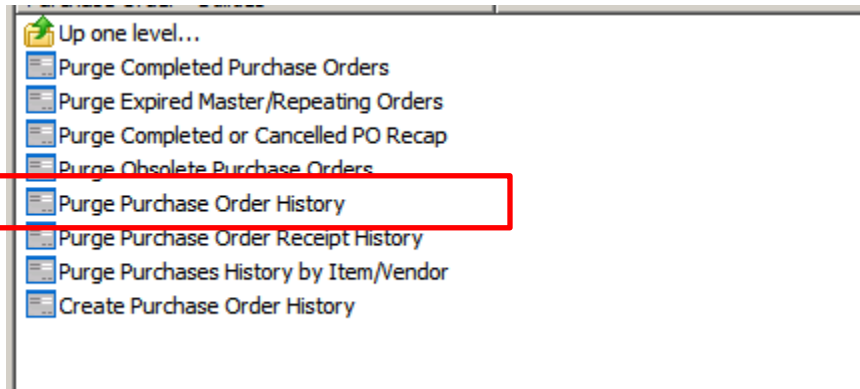
Purchase Order History Report  
Sorted by Purchase Order Number  
Extension Calculation Based on Revised Order Quantity

ABC Distribution and Service Corp. (DMO)

d=drop ship

Order Number	Vendor Number/Name	Order Date	Order Status	Last Receipt Number	Last Receipt Date	Last Invoice Number	Last Invoice Date	Completed Date	Master/Repeating Order Number
Item Code/Description	Unit of Measure	Original Unit Cost	Last Unit Cost	Original Quantity	Revised Quantity	Received Quantity	Backordered Quantity	Extension Amount	
6650-26-16-11	SOUND CVR 26"W 16"D 11"H DM		EACH	36.373	36.373	6.00	6.00	0.00	0.00
6652-28-24-15	SOUND CVR 28"W 24"D 15"H LQ		EACH	215.850	215.850	6.00	6.00	0.00	0.00
6657-24-20-12	SOUND CVR 24.5"W 20"D 12"H LQ		EACH	101.809	101.809	6.00	6.00	0.00	0.00
6655	PRINTER STAND W/ BASKET		EACH	81.250	81.250	6.00	6.00	0.00	0.00
<b>Sales Tax:</b>									13.06
<b>Order Total:</b>									2,624.75
0010026	01-AIRWAY Airway Property	5/30/2020	Active			6598735	5/30/2020		
1001-HON-H252	HON 2 DRAWER LETTER FLE W/O LK		EACH	34.250	34.250	10.00	10.00	0.00	0.00
1001-HON-H252LK	HON 2 DRAWER LETTER FLE W/ LCK		EACH	37.150	37.150	10.00	10.00	0.00	0.00
1001-HON-H254	HON 4 DRAWER LETTER FLE W/O LK		EACH	83.500	83.500	10.00	10.00	0.00	0.00
1001-HON-H254LK	HON 4 DRAWER LETTER FLE W/ LCK		EACH	87.250	87.250	10.00	10.00	0.00	0.00
<b>Sales Tax:</b>									12.11
<b>Order Total:</b>									2,433.61
0010027	01-COMPAQ Compaq Computer Corporation	5/30/2020	Active			4350981	5/30/2020		
GB-MD750	MODEM 9600 (SYNCHRONOUS)		EACH	1,275.850	1,275.850	4.00	4.00	0.00	0.00
GB-MD788	MODEM 300 (AUTO-ANSWER)		EACH	67.450	67.450	4.00	4.00	0.00	0.00
GB-MD789	MODEM 300		EACH	39.540	39.540	4.00	4.00	0.00	0.00
GB-MD791	MODEM 9600 FAST POLL		EACH	1,107.500	1,107.500	4.00	4.00	0.00	0.00
<b>Sales Tax:</b>									49.81
<b>Order Total:</b>									10,011.17
<b>Report Total:</b>									105,761.31
<b>Active Order Total:</b>		94,219.84							
<b>Completed Order Total:</b>		11,541.47							

➤ **Purge Purchase Order History utility has been added**



**Note: This utility purges from the PO History files only, not the data entry files.**

➤ Purchase Order “Copy From” Button Added

The screenshot shows the Sage Purchase Order Entry (DMO) 5/31/2020 window. The 'Copy From...' button is highlighted with a red box. The window contains the following fields and controls:

- Order Number: 0010028
- Order Date: 5/31/2020
- Order Type: Standard Order
- Master/Repeat PO: [Field]
- Vendor No.: [Field]
- Name: [Field]
- Order Status: New
- Required Date: 5/31/2020
- Purchase Address: [Field]
- Ship-To Address: 0000 (ABC Distributing Company)
- Terms Code: [Field]
- Ship Via: [Field] (FOB [Field])
- Warehouse: 000 (CENTRAL WAREHOUSE)
- Confirm To: [Field]
- E-mail: [Field]
- Telephone: [Field] Ext: [Field]
- Fax: [Field] Batch Fax:
- Comment: [Field]
- On Hold:
- Print Order:
- Quick Print... [Icon]
- Accept, Cancel, Delete, [Print Icon], [Help Icon]

The screenshot shows the Sage Copy From dialog box. The 'Copy From' dropdown menu is open, showing the following options:

- Purchase Order
- Purchase Order History
- Purchase Order Receipt History
- Accounts Payable Invoice History

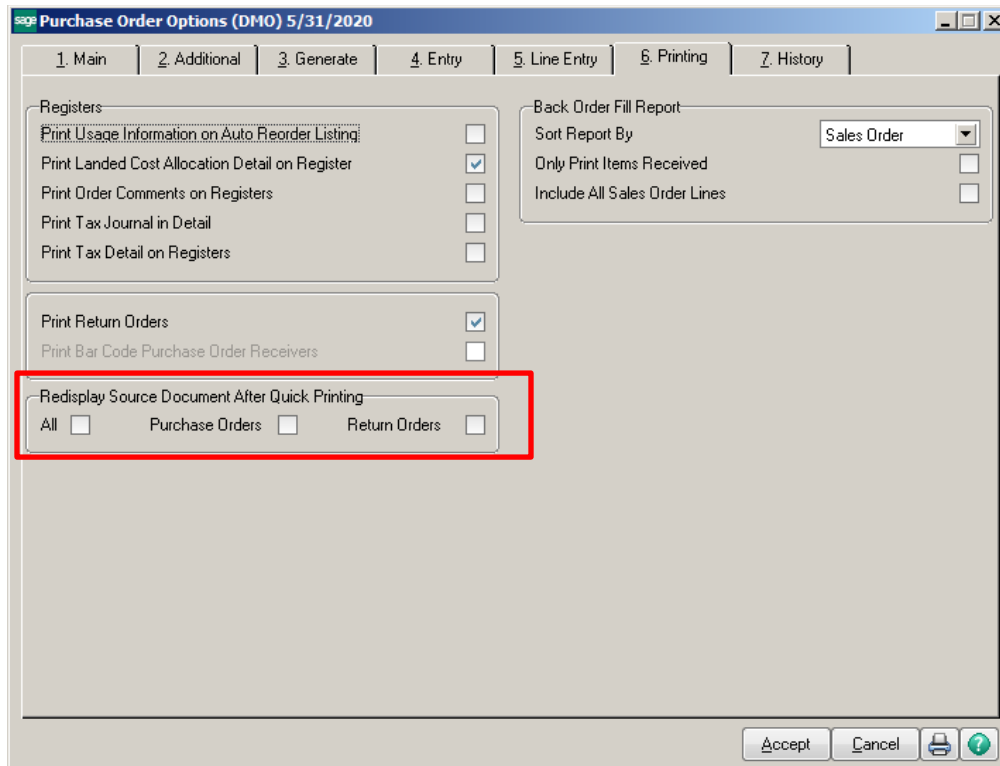
The 'Copy From' field is currently set to 'Purchase Order'. Other fields include Order Type, Receipt Number, and Copy Memos. The dialog box has OK, Cancel, and Help buttons.

**Copy From:**

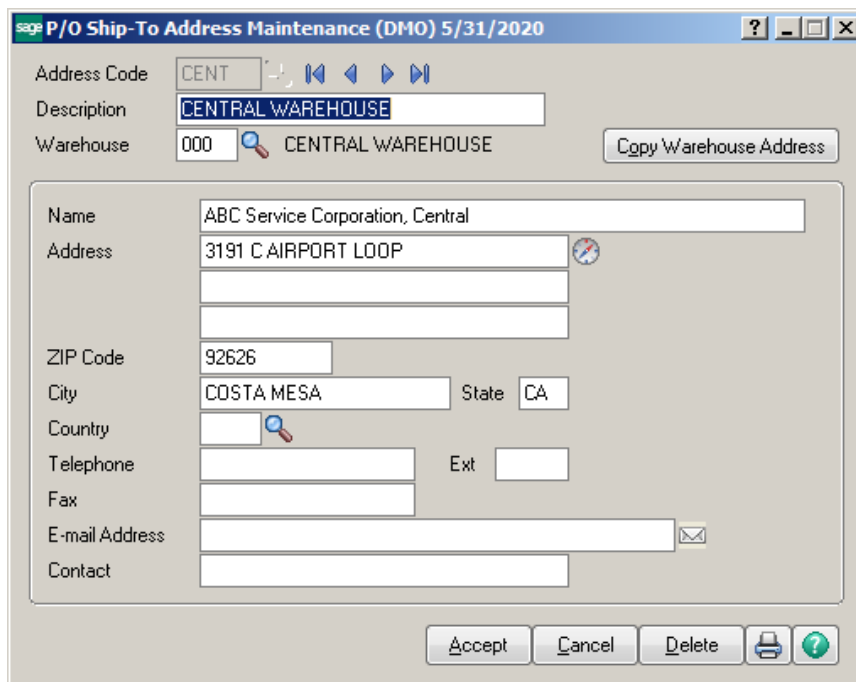
- **A Purchase Order**
- **Purchase Order History**
- **Purchase Order Receipt History**
- **Accounts Payable Invoice History**

➤ **Redisplay Source Document after Printing Purchase Order**

- After printing the Purchase Order the system will remain on the PO Entry screen without having to reopen the PO that was just printed.



➤ **Warehouse Field Added to Ship-To Address Maintenance**



➤ **Vendor Memo Button Added to Header**

The screenshot displays the Sage Purchase Order Entry (DMO) 5/31/2020 window. The title bar includes the Sage logo and the window title. The main interface is divided into several sections. At the top, there is a header area with the Order Number (0010027) and a 'Vendor' button highlighted with a red box. Below this, there are tabs for '1. Header', '2. Address', '3. Lines', and '4. Totals'. The 'Header' tab is active. The 'Order Date' is set to 5/30/2020, and the 'Order Type' is 'Standard Order'. The 'Vendor No.' is 01-COMPAQ, and the 'Name' is Compaq Computer Corporation. The 'Order Status' is 'Open', and the 'Required Date' is 5/30/2020. The 'Purchase Address' is blank, 'Ship-To Address' is 0000, 'Terms Code' is 03, and 'Ship Via' is blank. The 'Warehouse' is 000. The 'Confirm To' is JERRY ALLE, 'E-mail' is blank, 'Telephone' is (714) 555-9921, 'Fax' is blank, and 'Comment' is blank. The 'On Hold' checkbox is unchecked, and the 'Print Order' checkbox is also unchecked. At the bottom, there are buttons for 'Quick Print...', 'Accept', 'Cancel', 'Delete', and a printer icon.

**Vendor Memo button has been added to:**

- **Purchase Order Entry**
- **Receipt of Goods Entry**
- **Receipt of Invoice Entry**
- **Return of Goods Entry**

➤ Allocated Landed Cost Fields Added to Receipt History Inquiry

Receipt History Inquiry (DMO) 5/31/2020

PO Number: 0010024    Receipt Number: G001013    Invoice Number: AM962358147  
 PO Date: 5/31/2020    Receipt Date: 5/31/2020    Invoice Date: 5/31/2020

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

Whse	U/M	Qty Received	Unit Cost	Extension	Comment	Allocated Landed...	Allocated Tax
000	CASE	3.00	1,545.300	4,635.90		107.11	.00
000	CASE	3.00	401.100	1,203.30		27.81	.00
000	CASE	3.00	1,145.800	3,437.40		79.43	.00
000	CASE	3.00	575.800	1,727.40		39.92	.00
000	EACH	3.00	22.604	67.81		1.57	.00

➤ Additional Control for Vendor Mail Address to Send Paperless PO Documents

Paperless Office Delivery Options

Vendor No.: 01-AIRWAY    Airway Property  
 Document: P/O Order

1. Main    2. E-mail    3. Fax

E-mail Options

Use E-mail Address in Data Entry

Use Vendor E-mail Address  lhenry@sage.sample.com

To Vendor Contacts

Contact Code	Contact E-mail Address

To Additional E-mail Addresses

Accept    Cancel



## **BILL OF MATERIALS:**

### ➤ **Synchronize Bill of Materials and Item Description**

- This feature allows the system to sync the item description between the Bill of Materials module and the Inventory module.
- This feature only applies to items that do not have an Extended Item Description.

The screenshot shows the 'Bill of Materials Options' window for item XYZ as of 5/31/2020. The window has three tabs: '1. Main', '2. Entry', and '3. Printing'. The 'Main' tab is active. On the right side, under 'Bill of Materials Maintenance', the 'Sync Bill Description and Item Description' option is checked and set to 'Prompt'. Other options include 'Allow Kit Bills', 'Allow Phantom Bills', 'Allow Duplicate Components', 'Allow Entry of Negative Quantities', 'Allow Scrap and Yield Percentage Factors', and 'Integrate with General Ledger'. The 'Maximum Number of Levels' is set to 10. At the bottom, there are 'Accept', 'Cancel', and a help icon.

### ➤ **Access Bill of Materials Maintenance from Item Maintenance**

- Click the More button to access Bill of Materials.

The screenshot shows the 'Item Maintenance' window for item XYZ as of 9/18/2015. The 'Item Code' is BOARD-004230-33 and the 'Description' is 80486DX4 MOTHERBOARD 100MHZ. The 'BOM Q...' button is highlighted with a red box. The window has seven tabs: '1. Main', '2. Additional', '3. Quantity', '4. History', '5. Transactions', '6. Orders', and '7. Cost Detail'. The 'Main' tab is active. The 'Product Line' is set to 'CARD' and 'COMPUTER CARDS'. The 'Unit of Measure' is 'EACH'. The 'Price Code' is 'STD' and 'STANDARD PRICING'. The 'Default Whse' is '000' and 'MAIN WAREHOUSE'. The 'Primary Vendor' is 'MAKE' and 'MAKE ITEM VENDOR'. The 'Sales' section shows 'Retail Price' as .00, 'Standard Price' as 1,754.56, and 'Last Sold' as blank. The 'Purchases' section shows 'Standard Cost' as 1,254.650, 'Average Cost' as .000, and 'Last Receipt' as 5/4/2020. The 'Last Costs' section shows 'Item' as .000, 'Allocated' as .000, and 'Total' as .000. At the bottom, there are 'Accept', 'Cancel', 'Delete', and a help icon.

**INVENTORY:**

➤ **GL Source Journal Drill Down Added to Maintenance Tab**

sage Item Maintenance (DMO) 5/31/2020

Item Code: 1001-HON-H252  
 Description: HON 2 DRAWER LETTER FLE W/O LK

1. Main | 2. Additional | 3. Quantity | 4. History | 5. Transactions | 6. Orders | 7. Cost Detail

Warehouse: 000 CENTRAL WAREHOUSE

Whse	Description	Trans Date	Type	Ref No.	Quantity	Unit Cost	Extension	Item Cost	Allc
000	CENTRAL ...	5/1/2020	IR	00000009	2,500.00	34.250	85,625.00	34,250	
000	CENTRAL ...	5/1/2020	IR	9	.00	.000	.00	.000	
000	CENTRAL ...	5/3/2020	IT	TR-545	41.00-	33.646	1,379.49-	33,646	
000	CENTRAL ...	5/7/2020	IT	TR-7868	25.00-	34.250	856.25-	34,250	
000	CENTRAL ...	5/15/2020	IP	PHYS C...	2.00-	34.250	68.50-	34,250	
000	CENTRAL ...	5/29/2020	IA	00000009	2.00	34.250	68.50	34,250	
000	CENTRAL ...	5/31/2020	IA	00000002	200.00	34.250	6,850.00	34,250	
000	CENTRAL ...	5/31/2020	IA	00000010	1.00	34.250	34.25	34,250	
000	CENTRAL ...	5/31/2020	IR	00000001	10.00	34.250	342.50	34,250	
000	CENTRAL ...	5/31/2020	IR	1	.00	.000	.00	.000	
000	CENTRAL ...	5/31/2020	IT	00090010	10.00-	34.250	342.50-	34,250	
000	CENTRAL ...	5/31/2020	IT	90010	.00	.000	.00	.000	
000	CENTRAL ...	5/31/2020	PO	G001007	10.00	34.250	342.50	34,250	

Beginning Qty: 33.00 | Received: 2,520.00 | Adjusted/Sold: 125.00 | Issued: .00 | Ending Qty: 2,678.00

Accept | Cancel | Delete

sage Journal Drill Down

Journal No: IA-000002 | Inventory Transaction (ADJUSTM) | Posting Date: 5/31/2020

Updated On: 9/18/2015 | Updated At: 2:31 pm | Updated By: sjd

Account No.	Description	Debit	Credit	Comment
115-00-03	Inventory - Central ...	34.25		Inventory Transacti...
960-00-04	Miscellaneous		34.25	Inventory Transacti...

OK

➤ Last Physical Count Date Updates by Item and Warehouse

Item Maintenance (DMO) 5/31/2020

Item Code: 1001-HON-H252  
 Description: HON 2 DRAWER LETTER FLE W/O LK

Standard Unit of Measure: EACH

Whse	Description	On Hand	On PO	On SO	On Bk Ord	Committed	Available	In Shipping	On Hand Less Ship	Last Coun...
000	CENTRAL ...	2,678.00	11.00	.00	.00	.00	2,678.00	.00	2,678.00	4/30/2020
001	EAST WA...	991.00	.00	3.00	.00	3.00	988.00	.00	991.00	4/30/2020
002	WEST WA...	1,519.00	.00	12.00	10.00	22.00	1,497.00	.00	1,519.00	4/30/2020
098	SCRAP W...	1.00	.00	.00	.00	.00	1.00	.00	1.00	4/30/2020
<b>Totals</b>		<b>5,189.00</b>	<b>11.00</b>	<b>15.00</b>	<b>10.00</b>	<b>25.00</b>	<b>5,164.00</b>	<b>.00</b>	<b>5,189.00</b>	

Buttons: Accept, Cancel, Delete, Print, Help

## SALES ORDER:

- Customer Memo Button has been added to the Header

The screenshot shows the SAP Sales Order Entry (DMO) 5/31/2020 window. The title bar reads "SAP Sales Order Entry (DMO) 5/31/2020". The window contains several fields and buttons. The top toolbar includes buttons for "Copy From...", "Defaults...", "Customer..." (highlighted with a red box), and "Credit...". Below the toolbar, there are tabs for "1. Header", "2. Address", "3. Lines", "4. Totals", and "5. Credit Card". The "Header" tab is active. The main area contains fields for "Order Number" (0000176), "Order Date" (5/31/2020), "Order Type" (Standard Order), and "Master/Repeating No.". There are also fields for "Customer No." (01-ABF), "Cust PO", "Ship Date" (5/31/2020), "Status" (New), "Whse" (001), "Sales Tax" (WI), "Print Order" (checked), "Print Pick Sheets" (checked), and "Quick Print Without Displaying Printing Window" (unchecked). The right side of the window contains fields for "Ship To Addr" (2), "Terms Code" (01), "Ship Via" (UPS RED), "Confirm To" (John Quinn), "E-mail" (artie@sage.sample.com), "Salesperson" (0100), and "Split Comm." (No).

**Note: This feature is controlled using Memo Maintenance. Users Role must have the rights to display the field.**

➤ Ability to not print Orders that are on Hold

The screenshot shows the 'Sales Order Printing (DMO) 5/31/2020' window. The 'Print Orders On Hold' checkbox is checked and highlighted with a red box. Other visible fields include 'Form Code' (STANDARD), 'Description' (Plain), 'Number of Copies' (1), 'Collated' (checked), 'Multi-Part Form Enabled' (unchecked), 'Sort Orders By' (Order Number), 'Order Type to Print' (All), 'Print Comments' (Partial), and 'Paperless Office Output' (Print All). The bottom of the window shows printer information (HP LaserJet P2055d UPD PCL 6) and buttons for 'Print', 'Preview', and 'Setup'.

➤ Calendar buttons added to various fields such as Order Date and Ship Date

The screenshot shows the 'Sales Order Entry (DMO) 5/31/2020' window. The 'Order Date' field (5/11/2020) and the 'Ship Date' field (5/31/2020) both have calendar icons next to them, which are highlighted with red boxes. The window displays various order details including 'Order Number' (0000176), 'Customer No.' (01-ABF), 'Ship To Addr' (2), 'Terms Code' (01), 'Ship Via' (UPS RED), 'Confirm To' (John Quinn), 'E-mail' (artie@sage.sample.com), 'Salesperson' (0100 - Jim Kentley), and 'Status' (New). The bottom of the window features buttons for 'Print Order...', 'Print Pick...', 'Recalc Price', 'Accept', 'Cancel', and 'Delete'.