



**SAGE ACCPAC**

**267 NEW FEATURES**

**Now you have even more reasons to love Sage Accpac ERP ... over 267 of them, in fact.**

The 5.4 release of Sage Accpac delivers 267 new features you've been asking for—plus a sophisticated, powerful new RMA module.

With these new enhancements, Sage Accpac 5.4 can help everyone in your accounting department get their jobs done with greater speed and confidence. Business owners and controllers will love the better, faster access to information with Sage Accpac's new reporting and inquiry tools. Accounting staff will love the new process improvements that will have them whipping through their tactical tasks and having more time for analysis and strategic thinking. And everyone will love the new operational flexibility that runs through every module of Sage Accpac 5.4. Now you have more ways than ever to configure Sage Accpac to accommodate your processes, procedures, and preferences.

What will you love about Sage Accpac 5.4? Take a look at the following pages to find out.

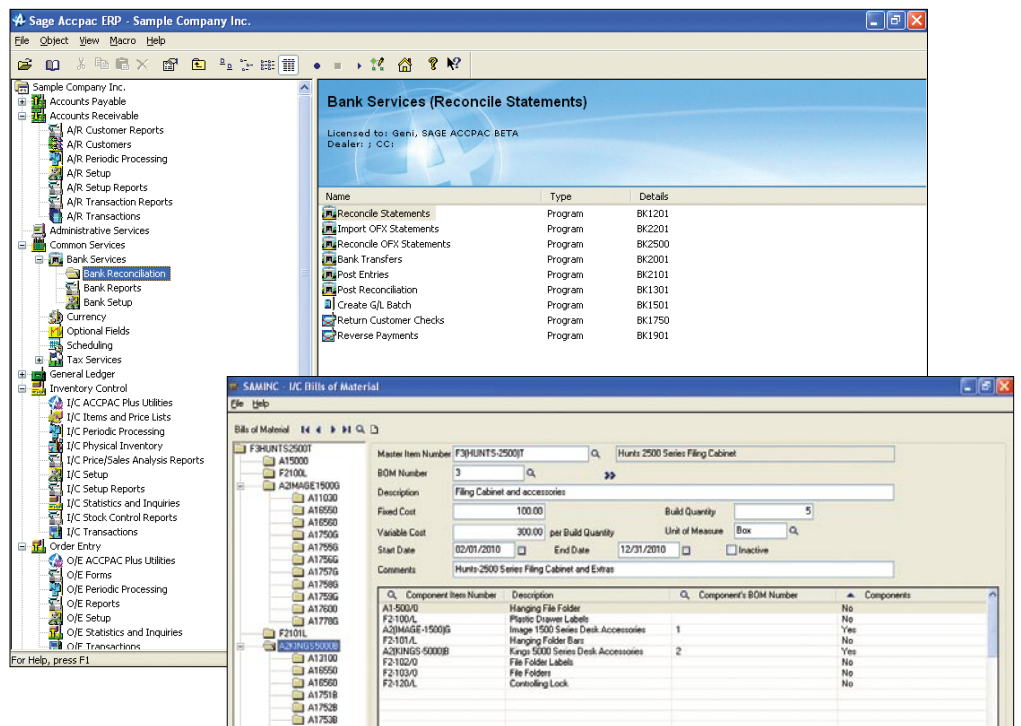
**ABOUT SAGE SOFTWARE**

Sage Software has been responding to the needs, challenges, and dreams of small and mid-sized businesses for over 25 years. With a complete range of business management solutions and services, Sage Software helps companies improve customer relationships, reduce costs, and automate and integrate a variety of operational activities. Its solutions support the specialty needs of a broad scope of industry segments, including manufacturing, distribution, construction, real estate, nonprofit, and professional services.

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*Sage Accpac 5.4. gives you more flexibility—whether you're reconciling your bank statement or creating a multi-level Bill of Materials.*

## What's New in Sage Accpac 5.4

### System Manager

- Record encrypted credit card information in selected modules.
- Specify a tax reporting currency and automatically calculate taxes in the source currency, functional currency, and the tax reporting currency.
- Comply with International tax requirements with full control over taxing of retainage.
- Utilize numerous options to take full control over the identifying details that get transferred to the General Ledger.
- Take advantage of optional fields in lookups and financial reports.
- Easily reconcile OFX bank entries and individual receipts within each deposit.
- Print checks for multiple banks and languages when processing Accounts Receivable refunds.

### General Ledger

- Define your own account groups and assign them to your General Ledger accounts.

### Accounts Receivable

- Process a refund for customers using the Customer Refunds feature and specify the payment method—check, cash, or credit card.
- Enter receipts with different currencies in a single batch.
- Track credit card payments received from your customers.
- Specify if you want to automatically post General Ledger journal entry batches created from Accounts Receivable.
- Allow Project and Job Costing Fixed Price projects to be billed using a summary or item invoice.
- Update Bank Services with deposit and receipt information.
- Automatically calculate taxes on miscellaneous receipts and update the Tax Tracking report.
- Automatically carry forward descriptions and comments from invoice detail lines using the quick entry mode.
- Choose to include or exclude prepayments when printing the Aged Trial Balance report.
- Check a customer's credit based on pending transactions in both Accounts Receivable and Order Entry plus their aged transactions.
- Print labels for the customer's ship-to location.
- Designate a multicurrency rounding account.
- Create recurring invoices which include item details, comments, and tax information.
- Create default tax groups, tax classes, salespeople and statement options for groups of customers.
- Specify a default inventory location for the customer so that goods are shipped from the nearest warehouse location.

### NEW IN SAGE ACCPAC 5.4!

Run Sage Accpac on 64-bit Intel Pentium or AMD processors.

- Automatically use the customer's salesperson information when setting up a new ship-to location for the customer.
- Assign a single deposit slip to multiple receipt batches.
- Post multiple invoice, adjustment, receipt, and refund batches simultaneously.
- Save the selections you make to view transactions within Customer Activity (e.g. Order By) so that they can be used as defaults.
- Easily write-off small overpayments by adjusting the receipt in Adjustments.
- Clear inactive recurring charges using the Delete Inactive Records form.
- Change the accounts within an account set even when the account set is in use by a customer.
- Choose to automatically apply a receipt to the transactions of open item customers.
- Make a customer inactive even when there are active recurring charges.
- Assign a member of a national account a different account set than the national account.
- Print the Batch Listing report from the transaction entry forms.
- Easily view and enter customer comments and capture comment dates.
- Enter recurring charges that total to a zero amount.
- Use new security options to allow authorized users to change customer credit information.
- Print a receipt document for receipt, prepayment, unapplied cash, and miscellaneous receipt transactions.
- Print statements for open item customers that show only those documents that have had activity since the last statement.
- View Year-to-Date statistics for the Customer and the Customer Group.
- Automatically prohibit a customer from being deleted or set to inactive if there are unposted documents.
- Automatically prohibit a ship-to location from being deleted or set to inactive if there are unposted documents.
- Enter and post unapplied prepayments.
- Record advance credit claims in Receipt Entry.
- Print ANSI compliant refund checks for the U.S. and Canada.
- Allow multiple users to add entries to the same batch at the same time.
- Perform Data Integrity checks for subsets of AR data.
- Void a check from the Refund Entry screen.

## Accounts Payable

- Enter an invoice (with taxes) and apply a payment at the same time for on-the-spot settlement of an invoice.
- For fixed price projects, capture cost details needed to support summary or item billing in Accounts Receivable.
- Specify the method of payment for documents within Payment Entry.
- Set up your own payment codes to define the payment method you use—credit card, cash, check, and more.
- Automatically post General Ledger journal entry batches created from Accounts Payable.
- Automatically calculate taxes on miscellaneous payments and update the Tax Tracking Report.
- Automatically carry forward descriptions and comments from invoice detail lines in quick entry mode.
- Automatically prohibit a vendor from being deleted or set to inactive if documents exist that have not been posted.
- Automatically prohibit a remit-to location from being deleted or set to inactive if documents exist that have not been posted.
- Specify the maximum payment amount for a document in Control Payments.
- Choose to include or exclude prepayments when printing the Aged Payables report.
- View payments in date order or check number order in Vendor Activity.
- Store your unique selections when viewing transactions within Vendor Activity (e.g. Order By) so that they can be used as defaults.
- Clear inactive recurring payables using the Delete Inactive Records form.
- Specify additional vendor criteria in Payment Selection Codes and select by a vendor optional field or by the vendor's default payment code.
- Change the accounts within an account set even when the account set is in use by a vendor.
- Print the Batch Listing from the transaction entry screen.
- Easily view and enter vendor comments.
- Receive a warning when entering a payment in Payment Entry for a document that is currently on hold.
- Store comments and handle taxes on recurring payables.
- View Year-to-Date statistics for vendors and vendor groups.
- Use expanded import options for recurring payables and terms codes.
- Prohibit the changing of remit-to information when a remit-to location is specified in Payment Entry.
- Designate a multicurrency rounding account.
- Print ANSI compliant checks for the U.S. and Canada.
- Allow multiple users to add entries to the same batch at the same time.
- Void checks while entering payments or pre-payments

## Inventory Control

- Keep track of goods in-transit using logical versus physical inventory designations.
- Set up multi-level bill of materials.
- Automatically post General Ledger journal entry batches created from Inventory Control.
- Define a table of weight units of measure with conversion factors and assign them to inventory items.
- Make automatic inventory adjustments where appropriate.
- Quickly create new inventory items using the Items Wizard.
- Use advanced pricing features for more control over your sales.
- Specify a physical inventory adjustment account.
- Define custom units of measure for inventory items.
- Separate components from finished product using the “sellable” status for inventory items.
- Store customer-specific item numbers in inventory.
- Authorize order entry to use the lowest price for your customer regardless of the contract price.
- Print a stock movement report.
- Generate stock aging reports for each all costing methods.
- Print a transfer form.

## Order Entry

- Copy orders from one customer to another using the Copy Orders form.
- Drill down at every level of the order, shipment, and invoice process.
- Inquire on sales orders by customer based on order status.
- Automatically post General Ledger journal entry batches created from Order Entry.
- Specify a discount for the entire order as well as detail lines.
- Inquire on invoices posted for a specified item number.
- Check a customer's credit based on pending transactions in both Accounts Receivable and Order Entry in addition to their aged transactions.
- Receive a warning if a credit note has been previously posted for an invoice.
- Allow authorized users to view item costs during order entry.
- Specify item weight and weight unit of measure during Order, Shipment, and Invoice Entry.
- Check the price of an item to ensure the price is not below a specified cost or below a specified margin.
- Prohibit the sale of certain inventory items.
- Select items for sale based on physical versus logical inventory designations.

- Price inventory items based on weight, multiple units of measure, or cost plus a specified percentage or amount.
- Specify a default location for each customer so that goods are shipped from the nearest warehouse.
- Simplify order entry by assigning customer item numbers to inventory items.
- If a contract price has been set up for a customer, use the lowest price regardless of the contract price.
- Account for multicurrency rounding differences in Accounts Receivable and Order Entry.
- View the bill of materials during order, shipment, and invoice entry.
- Automatically post Accounts Receivable batches created from Order Entry.
- Take advantage of expanded and encrypted credit card fields.

## Purchase Orders

- Print an invoice posting journal showing both the audit information for the invoices that are created in Accounts Payable and any General Ledger entries created from posting the invoice.
- Set up contract pricing for each vendor.
- Assign security rights to allow specific users to view costing information in Receipt Entry.
- Automatically post Accounts Payable batches created from Purchase Orders.

## Project and Job Costing

- Allow Project and Job Costing Fixed Price projects to be billed using a summary or item invoice.
- Automatically post General Ledger journal entry batches created from Project and Job Costing.
- Automatically post Accounts Receivable invoice batches created from Project and Job Costing for billings.
- Take control of labor costs using Payroll and Project and Job Costing integration.
- Use enhanced reporting features for audit lists, transaction lists, posting journals, committed costs reports, and contact information for each project.
- Specify a customer's tax group for each contract and project.
- Enter miscellaneous costs directly to a contract, project, and category.
- Add a new category and resource to a contract's project at any time.
- Update customer receipt balances when a refund is issued to the customer.
- Specify the fiscal year and period when recognizing revenue and creating a billing worksheet.
- Use enhanced integrity checker to verify that P/O committed amounts

equal those displayed in Contract Maintenance. Also Check A/R, A/P, P/O, UP, CP for job-related entries in which contract/project is closed/completed/estimate.

- Post transactions and select which status types (approved, entered, etc) to post.
- Specify material allocation for current quantities and the amount (qty/cost and related billing) that is actually used.
- Print A.I.A Documents G703 and G702.

## U.S. and Canadian Payroll

- Integrate with the Project and Job Costing module to track committed and actual quantities and costs by contract, project, and category (as well as resource for standard contracts).
- Update projects with all payroll costs.
- Print a Certified Payroll report in U.S. Payroll.
- Automatically post General Ledger journal entry batches from Payroll.
- Take advantage of improved overtime calculations for salaried employees—including the ability to override the overtime calculations.
- Have more control over earnings and deductions for non-annualized wage bracket calculations, incremental wage bracket tables, increased accrual periods, and percentage above maximum.
- Calculate the maximum earning and deduction amounts at the employee level.
- Print additional reports using expanded selection criteria.
- View a list of timecards in one place.
- Use the expanded selection lists within Payroll for easier processing.
- Consolidate multiple EFT files.
- View details of individual employee paychecks.
- Drill down from General Ledger to Payroll.
- Copy timecards.
- Take advantage of usability enhancements for employees, forms, manual checks, and updating TD1, taxes, earnings, and deductions.
- Utilize cost center overrides.
- View a listing of checks.
- Allow your employees to enter Piece Rate Table and Commission Table earnings in Employee Timecards.

## Feature Comparison – Sage Accpac 100, 200, and 500

Feature	500 Version 5.4	200 Version 5.4	100 Version 5.4
Separate or Combined Modules	Separate Modules	Separate Modules	Separate Modules
Number of Companies	Unlimited	Unlimited	5
Number of Users	Unlimited users	Limited to 10 users	Limited to 5 users
Pervasive.SQL Version	Yes	Yes	Yes
Microsoft SQL Server Version	Yes	Yes	Yes
IBM DB2 Version	Yes	Yes	Yes
Oracle Version	Yes	Yes	Yes
Linux Version	Yes	Yes	Yes
iConnect Server	Part of System Manager	Part of System Manager	Part of System Manager
Process Server	Yes – 500	Yes – 500	Yes – 500
Multicurrency	Yes – 500	Yes – 200	Yes – 100
Transaction Analysis and Optional Field Creator	Yes – 500	Yes – 200	Yes – 100
<b>Financial Management</b>			
Accounts Receivable	Yes – 500	Yes – 200	Yes – 100
<b>NEW!</b> Advance Credit Claims (Receipt Entry)	Yes	Yes	No
Accounts Payable	Yes – 500	Yes – 200	Yes – 100
General Ledger:	Yes – 500	Yes – 200	Yes – 100
Number of Account Segments	10	3	2
Number of Account Structures	Unlimited	3	2
Number of Budgets	5	1	1
Years of History	99	5	2
<b>NEW!</b> User-defined Accounts Groups	Yes	Yes	No
G/L Security	Yes – 500	Yes – 500	Yes – 500
National Accounts Management	Yes – 500	Yes – 500	Yes – 500
<b>Inventory, Purchasing, and Order Management</b>			
Order Entry	Yes – 500	Yes – 200	Yes – 100
Purchase Orders	Yes – 500	Yes – 200	Yes – 100
<b>NEW!</b> Vendor Contract Costs	Yes	Yes	No
Inventory Control:	Yes – 500	Yes – 200	Yes – 100
Number of Item Segments	10	10	4
<b>NEW!</b> Multiple Levels of Bills of Material	Yes	No	No
<b>NEW!</b> Customer Item Numbers	Yes	No	No
<b>NEW!</b> Advanced Pricing:			
<b>NEW!</b> Price by Unit of Measure	Yes	No	No
<b>NEW!</b> Price by Weight or Quantity	Yes	No	No
<b>NEW!</b> Price by a Cost Plus a Percentage or Amount	Yes	No	No
<b>NEW!</b> Below Cost or Sales Margin Price Checks	Yes	No	No
<b>U.S. and Canadian Payroll</b>	Yes – 500	Yes – 200	Yes – 100
<b>NEW!</b> Non-incremental Commission Calculations	Yes	Yes	No
<b>NEW!</b> Non-incremental Piece Rate Calculations	Yes	Yes	No

