Datafile Software User News

The UK's number one flexible accounting solution

Datafile Software Limited

Accounting and Management Information Systems

Welcome

Happy New Year and welcome to the first newsletter for users of the Datafile Software system for 2012

In this newsletter we include advance information on forthcoming payroll changes whilst on page 2 we advise on the options available with the Discount Matrix feature.

If you have any suggestions for issues you would like to see covered in future newsletters please contact the support team at the email address below.

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Payroll 2012/13

Changes are currently being finalised with regards to the Payroll Update for the end of the 2011/12 tax year and the new 2012/13 tax year—the update is scheduled for release to resellers at the end of February. Updates this year include the usual changes to PAYE and NI rates plus uplifts in statutory payment rates and, for this year, an increase in the student loan repayment threshold.

Even though the year end is a little way off just yet users are advised to keep an eye on the Employers Order-Line on the HMRC website for updates to allow ordering of the end of year forms for 2011/12 for issue to employees. Datafile will as usual supply form layouts to match the standard Laser Sheet forms issued by the HMRC.

Most users will now be registered with the HMRC for online submissions and will have submitted either in-year or end-of-year returns previously but if you're a new employer or have created a new company on the Datafile system you may need to register with the HMRC to use their PAYE for Employers service. Visit the HMRC website for more details.

One further change for the next tax year is the removal of NI categories F, G and S. Guidance from the HMRC is that applicable employees should be automatically updated to codes A, B and L respectively and the system will perform this update as part of the year end. However, individual employee circumstances may vary so employers should review with any employees affected by this change.

Your reseller support team will be contacting Payroll users when the release is available to schedule the update of your system.

Payroll—Real Time Information (RTI)

HMRC are introducing a new system called Real Time Information (RTI) which some users have raised queries regarding implementation within the Datafile software. The RTI system will provide updates to the HMRC on a period basis at the same time as you pay your employees rather than the end of the year as now and is intended to ensure that the HMRC can respond more efficiently to errors and ensure that employee tax deduction records are accurate.

This process is scheduled to be introduced on a rolling basis for all employers between April 2013 and October 2013 and as such the payroll update for 2013/14 will include support for this facility. More details on the implementation of this feature in the software will be released closer to this time.

For further details on the RTI process and an introduction for employers you can visit the HMRC website at http://www.hmrc.gov.uk/rti/employerfaqs.htm

Datafile Discount Matrix

The Datafile Stock / Product files allow you to set—depending on product level—up to nine sales prices for a stock item and each customer can then be assigned a particular price band. Where more flexibility is required—i.e. a particular customer gets 10% discount on this product range and 15% on another and so on—the Discount Matrix facility comes into its own.

The matrix facility allows you to define special discount structures based on a combination of an account group (or account code) and a product group (or stock code). It gives support for specific prices or discounts as well as price breaks which are dependent on quantities purchased. The matrix entry also allows special offers valid only until a specified date. There are two matrix files – a discount matrix file for sales, and a supplier matrix file for purchases. If the matrix feature is active then the file is checked for the price offered at order entry or invoicing time. If a match is found on the account group or code and stock group or code combination, then the details in the matrix file are used in preference to the prices from the stock / product file.

When adding matrix entries you can select whether the matrix entries apply for a specific customer / supplier account or whether they apply to an account group. After selecting the account details you then select whether the entry applies for a specific stock code or a group of stock items.

With the use of account or stock groups it is possible that multiple matrix records may apply to a particular order line or invoice entry. For example 'Baldwin Industries' is a customer account in group 10 for which a 10% discount applies when purchasing dining chairs, however there is also a specific entry for Baldwin Industries in the matrix which gives this user a price of £25 for this item.

Where multiple entries apply for a matrix entry they are applied in a hierarchy of increasing specificity—Account Group / Stock Group, Account Group / Stock Code, Account Code / Stock Group and Account Code / Stock Code. Therefore a discount matrix entry for an Account Code / Stock Group would override any matrix entry for an Account Group / Stock Group etc.

If operating special prices via the Discount Matrix—or indeed offering multiple price bands—when a customer calls to enquire upon a price for a stock item the **Price Checker** tool is available to advise on the price that the customer will be charged. Access to the price checker is available via the 'tick' icon on the main toolbar or the Price Checker option within the Discount Matrix menu.

The Price Checker also includes a 'haggle' facility where sales people can adjust prices and discounts in discussion with the customer and monitor the effect that any change would have on any sales profit values.