

## Monthly Bulletin

December  
2013

# D A T A F I L E

s o f t w a r e   s o l u t i o n s

### Welcome

Welcome to the December newsletter for reseller partners of Datafile Software Solutions.

All at Datafile would like to wish you a Merry Christmas and a prosperous New Year. We thank you for your support and look forward to your continued custom in 2014.

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

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## Release 6.7 Now Available

Release 6.7 is now available.

You will have been emailed a link for the download together with upgrade keys for your Datafile users—please contact the support team if you have not received this.

The Release 6.7 Supplement can be reviewed and downloaded from the Datafile website ([link](#)).

Partners are advised to review this supplement and ask the support team for more details on implementing these features where you feel they will be useful for your users.

Release 6.7 is the second major update of 2013 of the Datafile software following the Payroll update earlier this year.

Enhancements and improvements have been introduced into many areas of the system including the Ledger Enquiry, Discount Matrix, Application Reporting and the Sales Order Processing application.

We have continued to develop additional options to the system based on feedback from users.

As always any feedback is added to our development review list for consideration and potential inclusion in subsequent updates of the software as this release continues to demonstrate.

Features introduced in Release 6.7 include:

- ◆ Save copies for Period End Reports for Sales, Purchase and Stock Ledgers into set folders.
- ◆ Save copies of general application reports into set folders.
- ◆ Complementary Stock Lines during Sales Order Entry
- ◆ Multiple Invoice Document Report to Email
- ◆ Stock History / Detail Databases on Ledger Enquiry
- ◆ Additional Links between Sales and Works Orders on Ledger Enquiry
- ◆ User-Defined Authority Levels on CRM functions in the Ledger Enquiry
- ◆ Discount Matrix Enquiry List Facility
- ◆ Nominal Ledger Reverse Journal Improvement
- ◆ Include Stock Images in BOM Documents.

## Christmas and New Year Office Hours

The Datafile office will close on Monday 23rd December at 5pm and re-open on Thursday 2nd January at 9am.

For any queries on the 24th, 27th, 30th and 31st of December the support team will be monitoring email and voicemail messages. Please keep contacts during this period to those which you consider urgent.



## Release 6.7 Details

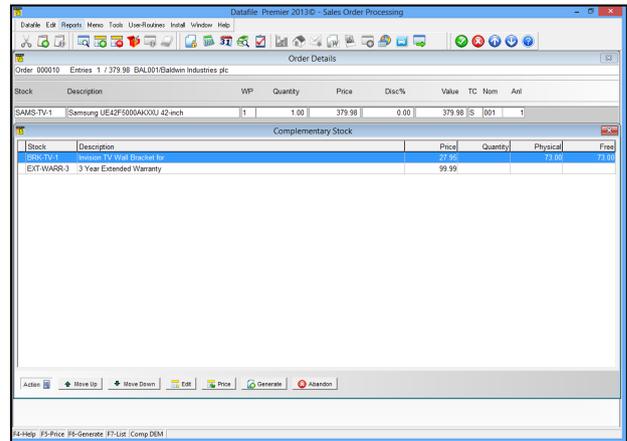
Release 6.7—the next update for the current Datafile version has now been released. Some of the features available with this update are documented below. If you need assistance to implement any of these features please contact the support team. Full details are available in the Release 6.7 Supplement documentation.

## Complementary Items

A new feature in Sales Order Processing means that when entering an order a operator can suggest to the customer other potential products to purchase. This is useful when cross-selling and means the operator doesn't have to commit to memory all potentially linked or complementary items.

Practical examples for this could include where an order for a TV is entered—the system could suggest offering an extended warranty, a wall bracket, extra batteries for the remote and so on.

There is no real limit on how many Complementary items can be recorded against a stock item—only the amount of free items left in the Stock table.



## Discount Matrix / Supplier Matrix

The screenshot shows the 'List Matrix Entries' window in Datafile Premier 2014D. The window displays a table with the following data:

Code	Disc%	Price Qty/Bk	Account Code	Account Name	Stock Code	Description
BAL001-CH0167	0.00	84.00 N	BAL001	Baldwin Industries plc	CH0167	Dining S
BAL001-CH0168	0.00	90.00 N	BAL001	Baldwin Industries plc	CH0168	Carver's
BAL001-CH0169	10.00	0.00 N	BAL001	Baldwin Industries plc	CH0169	Chair's P
BAL001-CH0172	5.00	0.00 N	BAL001	Baldwin Industries plc	CH0172	Display,
BAL001-CH0173	0.00	7.50 N	BAL001	Baldwin Industries plc	CH0173	Oral din
BAL001-CH0174	2.50	0.00 N	BAL001	Baldwin Industries plc	CH0174	Dining S

The Discount Matrix or special pricing function allows for complex price rules to be applied for Customers or Suppliers as required.

Over time we've created applications for clients to allow Price Simulation exercises or to bring in prices en-masse from a third party application such as Excel. With this release we've overhauled the options to maintain pricing including being able to send all the special prices into Excel directly.

Using the new "List" function, adding or amending price entries can be done from the same form resulting in a faster way to keep on top of changes.

## Multiple Invoice Reprint to Email

Whenever documents are generated in the system—Sales Invoices, Statements, Purchase Orders, Payslips, etc.—the system can store a copy against the customer/supplier account or employee record so that it can be reprinted when required.

Some users have mentioned that when using the Credit Control Manager with the system that their customers often asked for multiple invoices to be reprinted or emailed across. In the previous release this meant that the operator had to process each invoice individually.

This new feature means the operator can select multiple documents for an account and send over in one batch by "tagging" each line required then selecting to Print/Email.

The screenshot shows the 'Invoices' window in Datafile Premier 2013D. The window displays a list of documents for reprinting. The table below shows the data:

Document	Type	Date	Description	Total
00002	ACK	26/11/05	Automatic Acknowledgement	872.50
00023	ACK	26/11/05	Automatic Acknowledgement	1163.20
00022	ACK	26/11/05	Automatic Acknowledgement	1386.48
00019	ACK	31/01/05	Order Acknowledgement	872.96
00017	ACK	19/12/03	Order Acknowledgement	872.96
	STM	31/01/03	Current Period Statement	4674.99
	STM	31/01/03	Current Period Statement	4674.99
00015	INV	31/01/03		872.96
00055	INV	31/01/02		82.93
00001	ACK	31/01/02	Order Acknowledgement (U)	629.21
00002	ACK	31/01/02	Order Acknowledgement	1386.48
00000	INV	26/01/09	Dining Suite	872.96
00001	DEL	05/11/99	Delivery Note	872.96
00003	ACK	05/11/99	Order Acknowledgement	872.96
00007	INV	27/06/91	Dining suite	1419.00
00001	INV	21/05/91	Dining suite	1345.47

## Release 6.7 Details (continued)

Release 6.7—the next update for the current Datafile version has now been released. Some of the features available with this update are documented below. If you need assistance to implement any of these features please contact the support team. Full details are available in the Release 6.7 Supplement documentation.

### Save Period End Reports—Sales, Purchase and Stock Control

Feedback from many users and partners suggests that Period End Reports are a necessity for accountants when year-end comes around but not necessarily useful in the normal course on management reporting. These reports are sometimes printed and archived away or sent to the Spooler for later retrieval. Whilst the spooler is an adequate tool, a more secure and reliable method of saving these reports is necessary.

Previously you could send the reports set within the Automatic Period End reports to PDF but each report is loaded in turn and you had to manually save to the required location.

This new feature will automatically create folders and save each report into the relevant folder automatically without

any prompts to the operator. Reports can then easily be retrieved by looking in a simple folder structure which is made up of:

COMPANY \ APPLICATION \ YEAR \ PERIOD

e.g.

DEM\SL\2013\09 or DEM\PL\2013\06

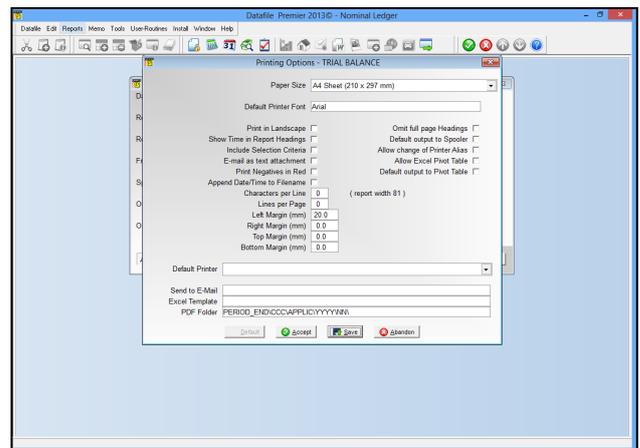
This feature will save time, organise the reporting in a logical manner and reduce the need for paper based reporting.

### Save Application Reports

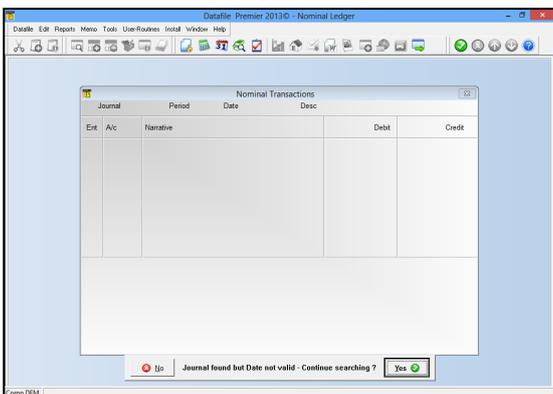
In addition to the above the individual application reports can also be saved to PDF using a similar folder structure. This allows you to save non-period end reports to similar folders—e.g. Cashbook Receipt Listings, Nominal Trial Balance and Financial Summaries.

Against each application report that you required to save a copy of you can select the OPTIONS button when printing the report and set the save pathname.

Special character combinations can be used to save the pathname in the required folder structure so that can auto save into the required company, application, year and period folders.



### Nominal Reverse Journals



Historically the Nominal Ledger Journal Reference was a four-digit number. Whilst we now allow a six-digit reference many users still use a four-digit value and, as such, have looped around on their journal numbers.

Whilst for general purposes this doesn't cause any issues, the 'Reverse Journal' procedure only looked for the first journal with the entered reference and generally reported that the date isn't valid as not within the current or previous financial year. Now the system will warn that this journal not valid but ask to continue to search if any other journals with this reference.