

Datafile Newsletter

December
2014

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

this issue

Updates Released **P.1**

Release 6.8 Details **P.2**

Datafile 2015 Details **P.4**

Welcome

Welcome to the December newsletter for users 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 2015.

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.

Terry Moore

Managing Director
Datafile Software Support Ltd

Contact Details

Telephone
0845 643 2766

Facsimile
0845 643 2624

Email
office@datafile.co.uk

Website
www.datafile.co.uk

ADDRESS

Datafile Software Support Ltd
Windgate Lodge
1c, Tarleton Office Park
Windgate
Tarleton
Lancashire
PR4 6JF



Release 6.8 and Datafile 2015 Now Available

Release 6.8 and Datafile 2015 updates are now available. Please contact the support team to discuss installation of the update for your system.

The update supplement can be reviewed and downloaded from the Datafile website ([link](#)).

Users 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 additions to your system.

We continue to develop additional functionality to our modules based upon requests from users and partners. Feedback is always 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 6.8 and Datafile 2015 include:

- ◆ Job Record Pick Lists
- ◆ Extra Sales / Purchase Order Document Confirm Items
- ◆ Alternate Selling Units for Sales Order Processing
- ◆ Sales / Purchase Order Document Dunning Messages
- ◆ Sales Order Staged Payment Options
- ◆ Sales Order Detail Pick Lists
- ◆ Works Order Header/Detail Pick Lists
- ◆ Batch Tracking Bin Locations
- ◆ Stock Batch Update – Batch/Serial Stock Support
- ◆ Additional Options for Discount Matrix
- ◆ Additional Screens for Main Applications on Ledger Enquiry

Christmas and New Year Office Hours

The Datafile office will close on Tuesday 23rd December at 5pm and re-open on Monday 5th January at 9am

For any queries on the 24th, 29-31st December and the 2nd January the support team will be monitoring email and voicemail messages. Please email support@datafile.co.uk or leave a message on the usual support line.



Release 6.8

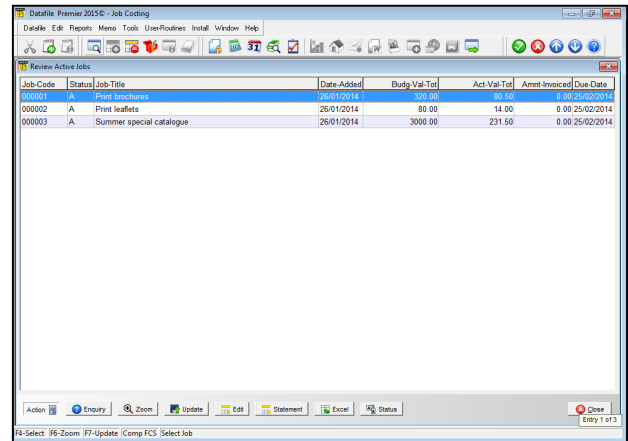
Release 6.8—the next update for the Datafile Version 6 series is now available. Some of the features available with this update are documented below.

Even More Application Pick Lists

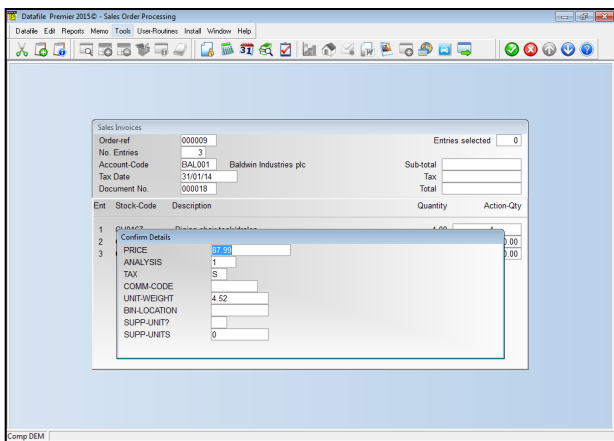
Earlier releases have introduced definable pick lists into Order Processing, Sales and Purchases Ledgers and Stock Control. Release 6.8 now extends this facility to Job Costing, Bill of Materials / Works Orders, and Sales and Purchase Order Details

The pick lists allow you to review a set of application records, allowing enquiry options plus updating/editing records and Excel output as required. Up to nine pick lists can be defined for each set and each list has its own selection criteria and definition layout which can be configured as needed.

Potential pick lists may include lists of active jobs or works orders, jobs assigned to particular operatives, works orders due for completion in next X days, etc.



Additional Document Confirmation Items



Sales and Purchase Order document processing currently allows for the setting of two confirm items when confirming the action quantity for an order line.

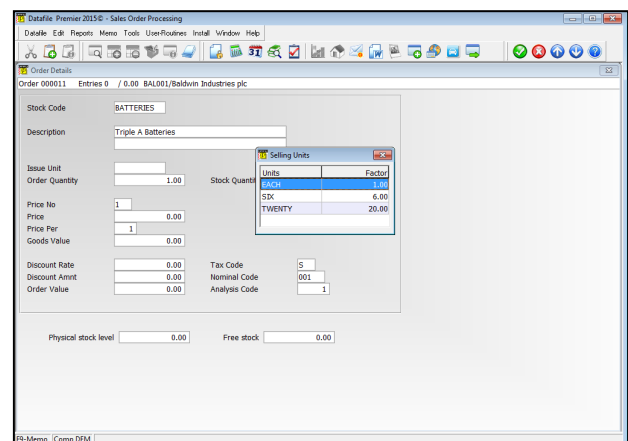
This new feature allows for an additional ten items to be confirmed.

Confirm items can be used for sales price and cost price confirmation, analysis entry, weight confirmations and so on.

Alternate Stock Selling Units

This new feature allows Order Entry to select a selling unit for a stock line to allow order entry to have a quantity / price in one unit but to update stock in the main stock holding unit. For example you may hold selling units for (say) Apples as items, bags (6) and boxes (24) – this option allows you to enter an order for 1 item, 1 bag or 1 box and have stock updated with 1, 6 or 24 units respectively.

As you enter an order line a pop-up on the Issue Unit allows you to select the selling unit – selecting the selling unit then alters the price offered based on the selling unit selected and the customer which price number.



Release 6.8

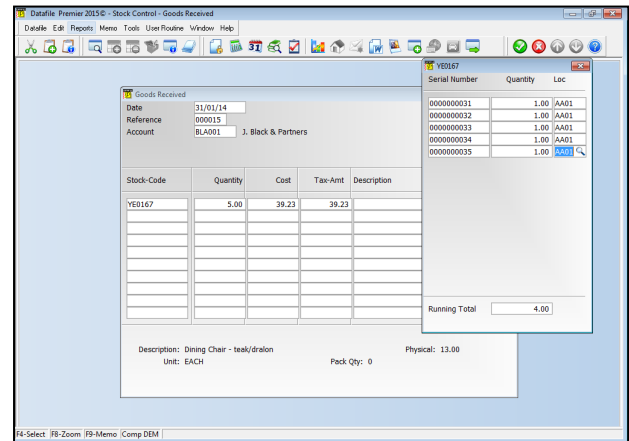
Release 6.8—the next update for the Datafile Version 6 series is now available. Some of the features available with this update are documented below.

Batch Tracking Locations

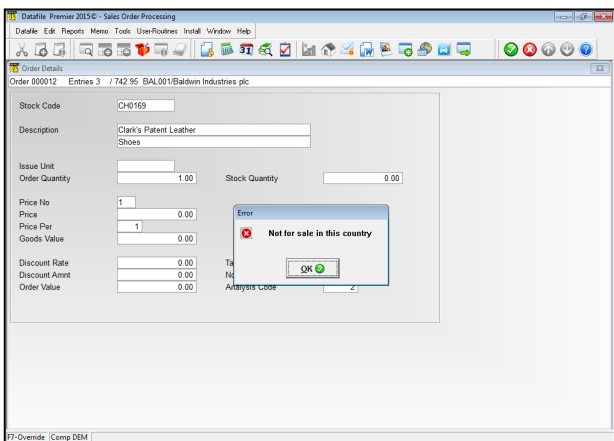
This feature allows for the recording of stock holding locations against individual batch/serial entries for stock codes.

Locations can be defined as required—they could be general warehouse locations or as specific as row and shelf number.

When entering a transaction where you are prompted for batch/serial to be issued a new input/display item is shown for the Location. When selecting a Batch/Serial then the system returns the current location and this can be included on picking notes for despatch. If receiving stock into a new batch/serial, the system will prompt for the location that stock is to be held at.



Prevent Sale of Items to Selected Customers



This new feature allows for the creation of a discount matrix to prevent sale of an item or group of items to a set customer or group of customers.

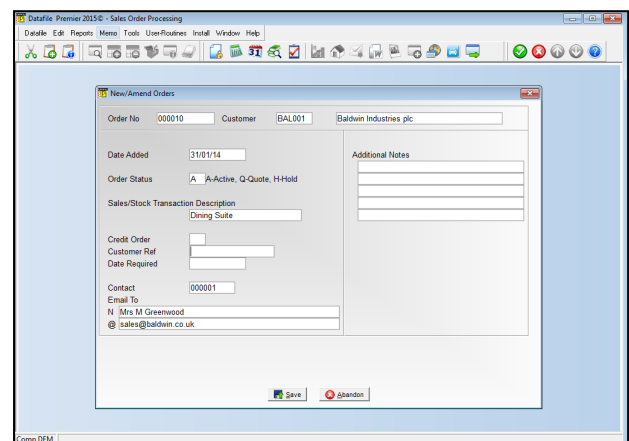
This may be required where a product is not for sale in particular territories or is restricted for a particular customer (not sold with their branding).

During Order Entry if the 'Prevent Sale' matrix entry applies the system will display warning accordingly.

Mandatory Customer / Supplier References by Account

Selected Customers can require, and will reject, any invoice without a purchase order reference. Similarly you may require that orders to selected suppliers require an order reference. This new facility allows a flag to be set against a customer/supplier account to force input of a customer/supplier reference when entering an order.

If set when adding/updating sales or purchase orders the system will not allow a blank input for the customer/supplier reference when the account is flagged to require a reference.



Datafile 2015

Datafile 2015 is a completely new version of our software written in a modern development environment. It contains all the features and functions available in our current V6 product (plus more) and a fresh new user interface to improve navigation and speed up information retrieval. This new development environment gives us greater flexibility longer term to allow the inclusion of features and functions not currently possible with v6 and ensures longevity of the software.

This new version has been written with our many end users in mind to ensure a cost effective migration; any customisations made to v6 including user menus, database table changes, screen designs, and reports are automatically transferred across meaning that there is no re-work required by the client.

If you are interested in finding out more about Datafile 2015 please call the support team to arrange a demonstration

Staged Payment Schedules

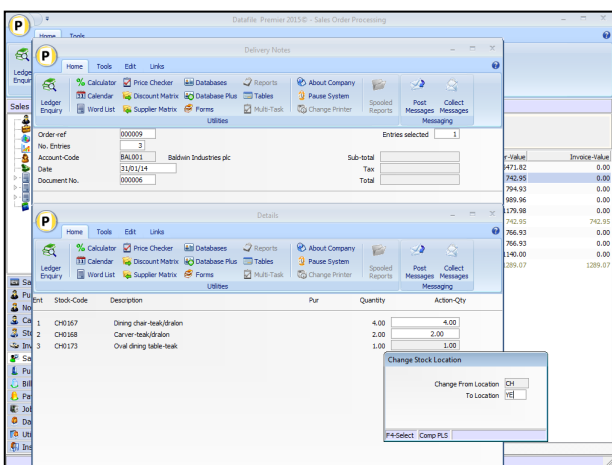
Sales Order Processing generates each invoice with a single payment due date, this new feature allows SOP Invoice production to generate an invoice with a payment schedule recorded against it – splitting the invoice over a range of 1-9 payments.

During order entry you can set the number of payments an invoice is to be split over (leaving as 0 for standard invoice production).

The credit terms recorded against the sales order being used to determine the frequency the payments are required – i.e. D30 means that payment is due every 30 days, M125 meaning that the first payment is due on the 25th of next month and then the 25th of each following month for the remaining payments.

INVOICE						Datafile Demonstration Limited	
Baldwin Industries plc Unit 5, Light Ind. Estate Stoggate Lane Aintree, Liverpool Merseyside L9 6PY				Windgate Lodge Windgate Tarleton Lancashire PR4 6JF		Tel: 0845 643 2786 Fax: 0845 643 2624	
				V.A.T. Registration No 123-4567-89			
Account	Invoice Date	Invoice No	Order No	Your Ref			
BAL001	31/01/2014	000019	000010				
Code	Description	Quantity	Price	Value	Tax		
CH0167	Dining Chair - teak/dralon	4.00	87.99	351.96	S		
CH0168	Carver-teak/dralon	2.00	90.00	180.00	S		
CH0173	Oval dining table-teak	1.00	210.99	210.99	S		
Code	Rate	Goods Amnt	Tax Amnt				
S	20.00	742.95	148.59				
Payment Schedule				Goods Total		742.95	
No	Payment Due	Amount Due	V.A.T.		148.59		
1/3	02/03/14	297.18	Total Invoice Value		891.54		
2/3	01/04/14	297.18	Date Payable		02/03/2014		
3/3	01/05/14	297.18					

Change Stock Locations



This option allows, during Delivery Note or Goods Received processing, to change the stock location that the order line is recorded against and thus issuing / receiving stock from / to another location.

Subject to authority levels when processing a document that updates Stock the <F5> function key is available to change the stock location.

Selecting the <F5> action prompts for the location to change to – F4-Select is available as required. Provided the stock code exists in both locations, the system will update the order line to amend the stock location – the outstanding delivery quantity is unreserved against the original location and re-reserved against the new location.

Datafile 2015

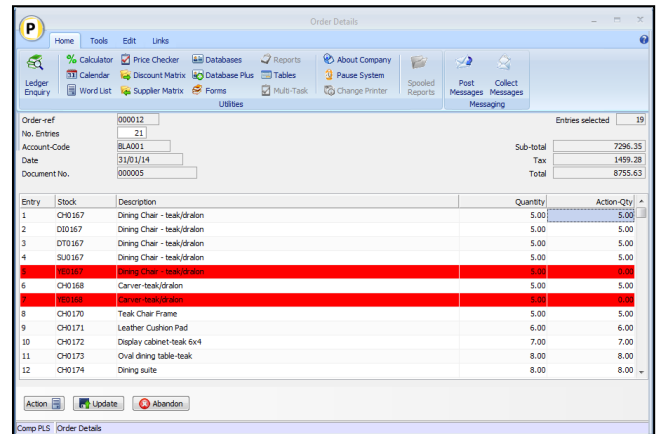
Datafile 2015 is now available. Some of the features available are documented below.

Quick Document Pick List

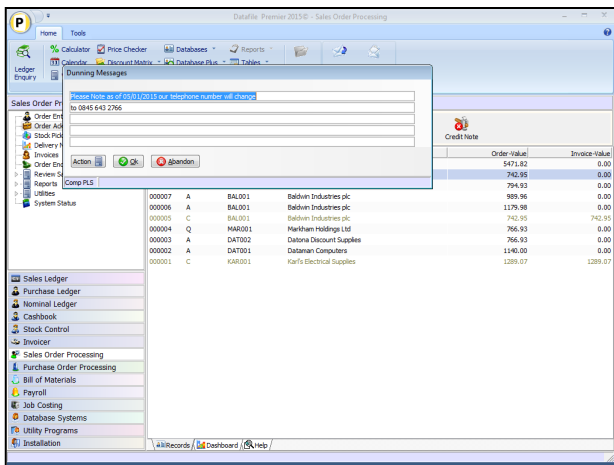
When processing a document manually the system displays ten entries from the order(s) at a time and asks to confirm each action quantity in turn. With a large number of details this can take some time.

This new option displays the document details as a single list allowing you to scroll up/down and amend quantities are required, selecting to update when ready. You select the order, confirm document date, account and order details as normal but when displaying the document details the system creates a pick list for the order details.

The system applies normal default quantities as per document configuration, if all details are OK you can select Update directly or scroll up/down the list to amend quantities as required. Right-click on column heading will allow a Find Equal / Find Contains search option.



Dunning Messages



Often there is a requirement to include a message on documents issued to customers and suppliers – office hours changes, telephone and address changes, special offer notices and so on.

Currently these messages have to be updated on to the document layout as text items, this new feature allows for the document to be updated to include dunning messages as print items. If configured, on document selection, the system will display and subject to authority level settings, allow amendment of the message and save back to the document for next time.

Create Order Line within Documents

This new feature allows the addition of order details whilst processing documents. This may be a packing charge that is required as weight exceeds a set value, a additional item that has been missed as part of order entry, etc.

Within the document, after confirming all the existing details the operator is prompted 'All Order Details Completed' at this point, if needed, they can press <F7-Option> to create a new order detail record.

