DATAFILE
s o f t w a r e

this issue

Welcome

Welcome to the May newsletter for users of the Datafile Software system

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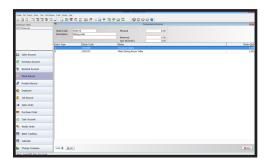Windgate Lodge
1c Tarleton Office Park
Windgate
Tarleton
Lancashire
PR4 6JF

Release 6.7

Release 6.7 is scheduled for October this year—confirmed features for this update so far include changes to extend the history / detail database options to Stock Control that are available for the Sales, Purchase and Order Processing enquiry tools. Here the history file is set to display the components for associated stock assembly.
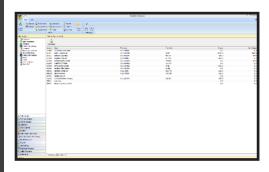
Other confirmed items for Release 6.7 include the ability to include stock images within Bill of Materials documents, options to populate assembly components into a order entry quick form and enquiry links between sales and works orders.

Datafile 2013—New Version

Our new Datafile 2013 version will be made available in late autumn. We've decided to delay the release from the original planned June date to ensure the software contains a set of new robust functionality from the start whilst still preserving all of the existing feature set. This release will also contain the additional features and functions in the 6.7 annual GOLD software update.
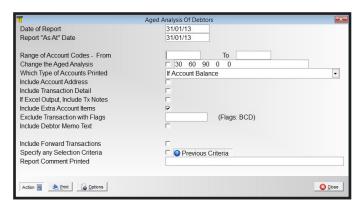
A major new feature of Datafile 2013 is the ability to configure a "landing page" per application using our new "Application Panel". This displays master records such as Sales Accounts or Stock records and can be customised to automatically filter or colour code records according to rules. Up to 12 data items can be displayed with optional automatic sorting.

Aged Analysis of Debtors & Creditors

The Aged Analysis report analyses the outstanding transactions and groups the values into your defined ageing periods—this is helpful in debtor chasing and payment generation.

Outstanding Transactions can be broken into (up to) five ageing periods which can be set day terms—7/14/21 or 30/60/90 etc. or on a monthly terms basis. You can also choose whether to age based on the transaction date or the due date—it is particularly helpful when used for debtor chasing to age on due date.
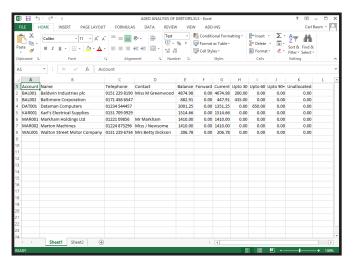

By default the ageing analysis is usually constructed on a factor of 30 days with three ageing periods. When ageing on due date the categories break down the transactions as follows:

- Forward—transactions that are not due until 31 days or later than the "as at" date of the report.

- Current—transactions due today or within the next 30 days

- 30 days—transactions that are up to 30 days overdue

- 60 days—transactions that are 31 to 60 days overdue

- 90 days—transactions that are 91 days or more overdue.

The key ageing point is the "as at" date—this is the point at which the ageing breakdown is based. Depending on system settings this will either be manually set/updated on each run or will be automatically updated to todays date (but can be manually amended if required)
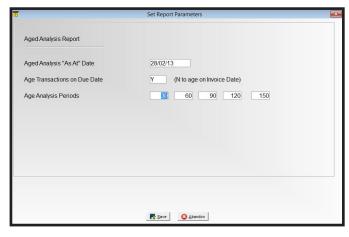
The report ages all *currently* outstanding transactions and cannot go "back-in-time" - if you enter an "as at" date for the start of the month (say) the system will <u>not</u> show transactions that were outstanding at the start of the month but have since been paid and will only show the transactions that are outstanding now.

The one exception to this is forward period transactions—as you pass the end of the period you'll be entering invoices and payments for the next period but until the period end has been run the effect of these transactions will not be included within the aged analysis report (unless you select to include forward transactions when run the report).

Report options at run-time allow user control over whether you include the transaction breakdown or whether you include account contact details. Configuration options allow you to define up to five account or transaction items to be included.

In addition to the standard aged analysis report Datafile have developed an application add-on that is available for *Premier* users to allow the aged analysis report to go "back-in-time". This add-on uses the allocation log file to reverse the effect of allocations to get an outstanding value at a specified point in time.

The add-on requires that users do not remove analysis or transaction records from the ledger at period end and keep the full history, plus you can only go back as far as the allocation log file records details.