



Welcome

Welcome to the Spring 2026 newsletter for users and partners of Datafile Software.

This newsletter contains details on features in our forthcoming release along with information on the current product roadmap.

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Gold Software Update – Key Features

Ledger Enquiries – Nominal Ledger – View Source Document

When viewing Nominal Transactions, when transactions are updated in detail, the system can display a SL/PL Trans option that displays the source transactions on the Sales / Purchase Ledgers . This new option adds a **DOCUMENT** option to the enquiry allowing you to view the document linked to that Transaction. For Sales journals this would be the Datafile generated invoice, for Purchase journals the scanned/saved pdf.

The screenshot shows the 'Transactions' window in Datafile. The main area displays a table of journal entries with columns for JOURNAL, DATE, DE-ACCOUNT, CR-ACCOUNT, Debit, Credit, SOURCE, MEMO-ACC, and DESCRIPTION. The 'Document' button in the bottom toolbar is highlighted with a red box.

JOURNAL	DATE	DE-ACCOUNT	CR-ACCOUNT	Debit	Credit	SOURCE	MEMO-ACC	DESCRIPTION
000458	26/01/2024	750	001	0.00	23.00	S/L	BAL001	Umbrella and Stand
000458	26/01/2024	750	001	0.00	5.00	S/L	BAL001	Delivery Charges
000458	26/01/2024	750	001	0.00	351.96	S/L	BAL001	Dining Suite
000458	26/01/2024	750	001	0.00	180.00	S/L	BAL001	Dining Suite
000458	26/01/2024	750	001	0.00	210.99	S/L	BAL001	Dining Suite
000458	26/01/2024	750	001	0.00	334.36	S/L	KAR001	Showroom sale
000458	26/01/2024	750	001	0.00	193.78	S/L	KAR001	Showroom sale
000458	26/01/2024	750	001	0.00	200.44	S/L	KAR001	Showroom sale
000458	26/01/2024	750	001	0.00	560.49	S/L	KAR001	Showroom sale
000458	26/01/2024	750	001	0.00	82.93	S/L	BAL001	
000458	26/01/2024	750	001	0.00	87.99	S/L	ZZZ001	
000458	26/01/2024	750	001	0.00	101.99	S/L	ZZZ001	
000458	26/01/2024	750	001	0.00	87.99	S/L	ZZZ001	
000458	26/01/2024	750	001	0.00	87.99	S/L	ZZZ001	
000458	26/01/2024	750	001	0.00	101.99	S/L	ZZZ001	
000458	26/01/2024	750	001	0.00	170.21	S/L	BAL002	
000458	26/01/2024	750	001	0.00	351.96	S/L	BAL001	
000458	26/01/2024	750	001	0.00	180.00	S/L	BAL001	
000458	26/01/2024	750	001	0.00	210.99	S/L	BAL001	
000458	26/01/2024	750	001	0.00	1,140.00	S/L	DAT001	Complete suite
000458	26/01/2024	750	001	0.00	10.00	S/L	DAT001	Complete suite

The screenshot shows the 'Invoice' window in Datafile. The invoice is for 'Dataman Computers' (Pasture Lane Farm, Rainford, RF7 3FR) from 'Datfile Demonstration Limited' (5 Priory Mews, Monks Ferry, Birkenhead, Wirral, CH41 5AZ). The invoice date is 26/01/2005 and the invoice number is 000017. The invoice details are as follows:

Code	Description	Quantity	Price	Value	Tax
CH0174	Dining suite	1.00	1200.00	1140.00	S



Stock Control – Period End – Save Physical and Stock Valuation Details

As part of the Period End Procedure, the Demand Quantity, Sales Value and Cost Value for a Stock Item are automatically saved by month for later Enquiry. This new option allows the saving of the Physical Amount and Physical Cost value per Month. These items can also be configured to save for the two previous years.

The screenshot displays the 'Ledger Enquiries - Stock Control' window. The 'Period End Vals' tab is active, showing a table of stock data for item 'CH0167 Dining Chair - teak/dralon'. The data is organized by year (2025 and 2024) and month, with columns for Physical, Cost Price, and Value. Below the main table, there are two smaller tables showing order details for 2025 and 2024, including Order-Ref, Status, Date-Input, Order-Qty, Price, Detail-Value, Del-Qty, O/S-Delivered, and Os-Delivered.

	2025			2025			2024		
	Physical	Cost Price	Value	Physical	Cost Price	Value	Physical	Cost Price	Value
Jan	35.00	39.23	1373.05	30.00	37.25	1117.50	37.00	34.50	1276.50
Feb	32.00	39.23	1255.36	28.00	37.25	1043.00	35.00	34.50	1207.50
Mar	27.00	39.23	1059.21	25.00	37.25	931.25	33.00	34.50	1138.50
Apr	15.00	39.23	588.45	24.00	37.25	894.00	24.00	34.50	828.00
May	50.00	42.45	2122.50	20.00	37.25	745.00	19.00	34.50	655.50
Jun	0.00	0.00	0.00	17.00	37.25	633.25	11.00	34.50	379.50
Jul	0.00	0.00	0.00	50.00	39.23	1961.50	50.00	37.25	1862.50
Aug	0.00	0.00	0.00	45.00	39.23	1765.35	48.00	37.25	1788.00
Sep	0.00	0.00	0.00	40.00	39.23	1569.20	45.00	37.25	1676.25
Oct	0.00	0.00	0.00	38.00	39.23	1490.74	37.00	37.25	1378.25
Nov	0.00	0.00	0.00	37.00	39.23	1451.51	34.00	37.25	1266.50
Dec	0.00	0.00	0.00	36.00	39.23	1412.28	32.00	37.25	1192.00

Order-Ref	Status	Date-Input	Order-Qty	Price	Detail-Value	Del-Qty	O/S-Delivered	Order-Ref	Status	Date-Input	Order-Qty	Cost	Detail-Value	Del-Qty	Os-Delivered
000009	A	26/01/2024	4.00	87.99	351.96	0.00	4.00	000011	A	26/01/2024	20.00	39.23	784.60	0.00	20.00
000008	H	26/01/2024	2.00	87.99	175.98	0.00	2.00	000009	A	26/01/2024	20.00	39.23	784.60	0.00	20.00
000007	A	26/01/2024	1.00	87.99	87.99	0.00	1.00	000005	H	26/01/2024	14.00	35.00	490.00	0.00	14.00
000005	C	26/01/2024	4.00	87.99	351.96	4.00	0.00	000004	C	26/01/2024	4.00	35.00	140.00	4.00	0.00
000004	Q	26/01/2024	4.00	87.99	351.96	0.00	4.00	000003	A	26/01/2024	4.00	39.23	156.92	0.00	4.00
000003	A	26/01/2024	4.00	87.99	351.96	4.00	0.00	000001	C	26/01/2024	24.00	38.23	917.52	24.00	0.00
000001	C	26/01/2024	4.00	87.99	334.36	4.00	0.00								



General – Omit Nominal Accounts From Selection

Chart Of Accounts - Full

Home Tools Edit Links

Mail Notes Spreadsheets Graph Associate File Labels
 Word Scans PDF Files Website Location Map Clipboard
 Memo Contacts Image Route Map Enquiry Transactions

Tools Utilities Enquiries

NOMINAL CHART OF ACCOUNTS MAINTENANCE

Account Code: 41000
 Account Name: Class 1A NIC
 Category: 04) Vehicle Costs
 Currency: GBP
 Branch:
 P&L or B/S: P *P* - Profit & Loss A/C, *B* - Balance Sheet
 Full Updating?: Y *Y* if you want all Sales and Purchase details
 Budget Factor: 0 1-5 to use pre-defined budget spread, esle 0

Cash Account?: *Y* to allow Cash Book to manage this account
 Reconcile?: *Y* only if Cash Account AND to be reconciled
 VAT Code: Used as default in Cash Book postings
 Authority:
 Non-Posting?: *Y* to prevent transaction posting to this a/c
 Information A/C?: *Y* to record non-financial values to this a/c
Omit From Sel: Y *Y* to Omit from F4 Selection

COST CENTRES AND DEPARTMENTS

Code Centre: 01
 Department: 01

Distribution Accounts

Code	% To Be Allocated
	0.00
	0.00
	0.00
	0.00

Action Save Abandon Close

F8-Zoom F9-Memo Comp NDM

When entering an Invoice within the ledgers or Sales / Purchase Order, the system may prompt for a nominal code.


By default when using F4 Search, the system shows the codes within the pre-defined Income / Expenses ranges set on the Nominal System Profiles but this doesn't restrict the code that you can select.

This option allows you to set a flag on the Nominal Account record and hide Nominal Codes from selection.



Sales and Purchase Order Processing – Print Image from Order Header

Order Processing documents allow image printing within the Order Line such as Pictures of Stock Items. Available now is an option to include specific general images from items in the Datafile Order Header databases. This could be a Signature Image of the operator who placed the Order or a specific Company Logo if sharing the order processing system for multiple companies and want to include an appropriate logo.

ACKNOWLEDGEMENT		Datafile Demonstration Limited									
Baldwin Industries plc Unit 5, Light Ind. Estate Stopgate Lane Aintree, Liverpool Merseyside L9 6PY		Windgate Lodge Windgate Tarleton Lancashire PR4 6JF									
		Tel: 0845 643 2766 Fax: 0845 643 2624 V.A.T. Registration No 999900001									
Account	Date	Ack No	Order No	Your Ref							
BAL001	31/01/2022	000029	000009								
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						
Order Prepared By											
				<table border="1"> <tr> <td>Goods Total</td> <td>742.95</td> </tr> <tr> <td>V.A.T.</td> <td>133.73</td> </tr> <tr> <td>Total Order Value</td> <td>876.68</td> </tr> </table>		Goods Total	742.95	V.A.T.	133.73	Total Order Value	876.68
Goods Total	742.95										
V.A.T.	133.73										
Total Order Value	876.68										



Sales Order Processing – Minimum Order Values – Add Delivery Charge

The screenshot shows the 'Maintain Orders' window in Datafile. The order number is 000011, and it contains two items:

Stock	Description	WP	Quantity	Price	Disc%	Value	TC	Nom	An	C/O	P/O	Cost-	W/O
CH0167	Dining Chair - teak/dralon	1	1.00	87.99	0.00	87.99	S	001	1	N	N		N
CH0168	Carver-teak/dralon	M	1.00	90.00	0.00	90.00	S	001	2	N	N		N

A warning dialog box is displayed in the foreground with the following text:

```
Warning
Minimum Order Value - Delivery Charge Line Added
OK
```

Introduced in Datafile 2024 was a new option to apply a surcharge to an order when the order was below a minimum order value – the surcharge taking the value of the order up to the minimum.

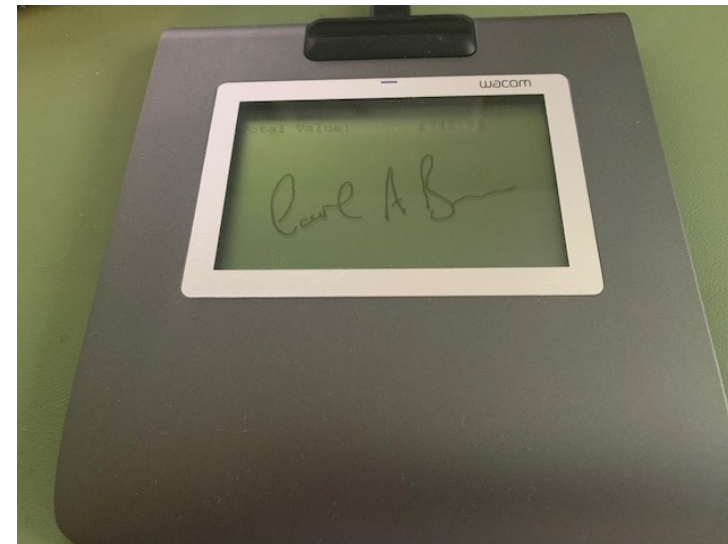
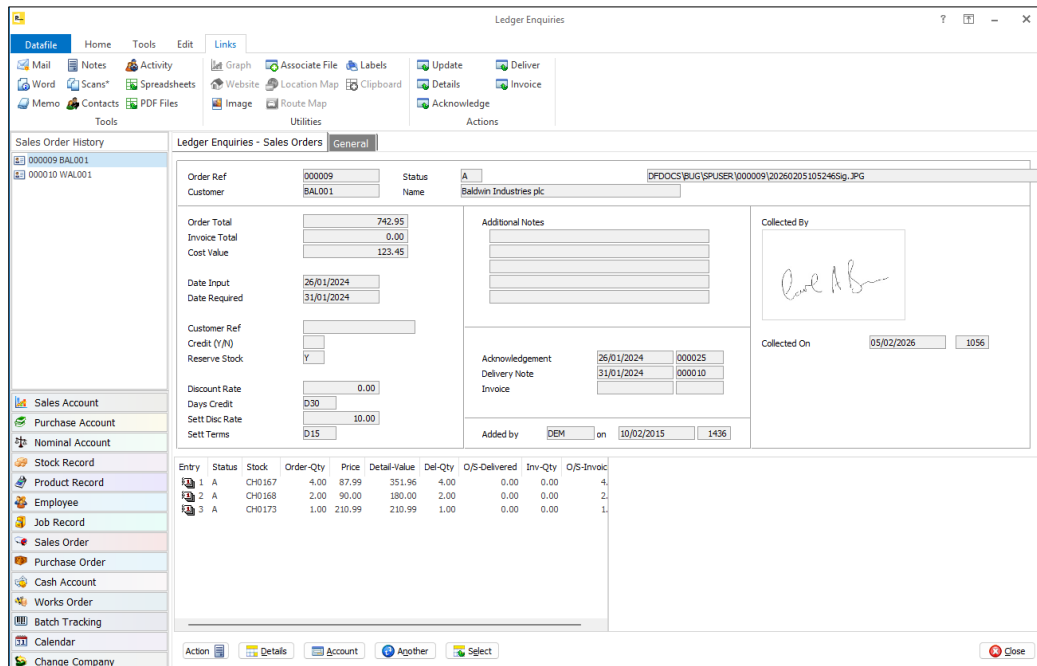
New in Datafile 2026 this feature now includes the option to automatically add a delivery charge to the order if it is below minimum. The charge is set against the customer record.

As you exit from a sales order the system will check if the order is below the minimum order value and, if is, adds the delivery charge line. The delivery charge line can be deleted as per any other order line. You will be prompted to give a reason for the deletion of the line. If deleted the line the delivery charge will not be re-added on exit from the order.



Sales Order Processing – Document Signature Capture

When operating a Trade Counter you can have the requirement to capture a signature off the customer for proof of collection. This would involve printing two copies of the collection note – one for the customer to take with them and one for the customer to sign for you to keep. This would then need to be scanned back against the order to save the proof. This new feature allows the Sales Order document to link to a signature tablet – the Wacom Signature STU-430 – to capture the signature and save it to the associate file folder for the order to display on the enquiry. The image could also be included using the ‘print image’ option discussed above on any subsequent emailed pdf invoice.

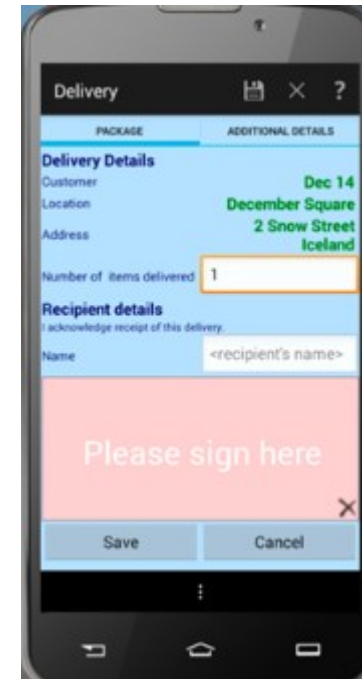
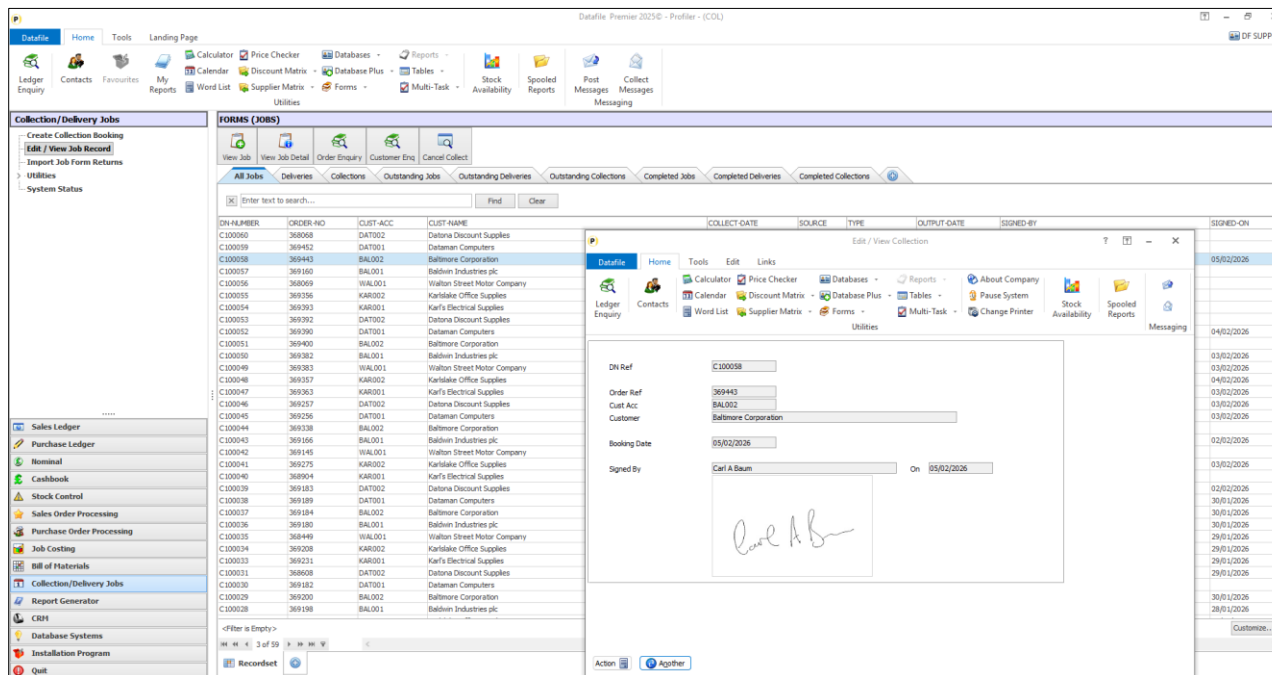




Mobile Data Management – Magic 5 Software

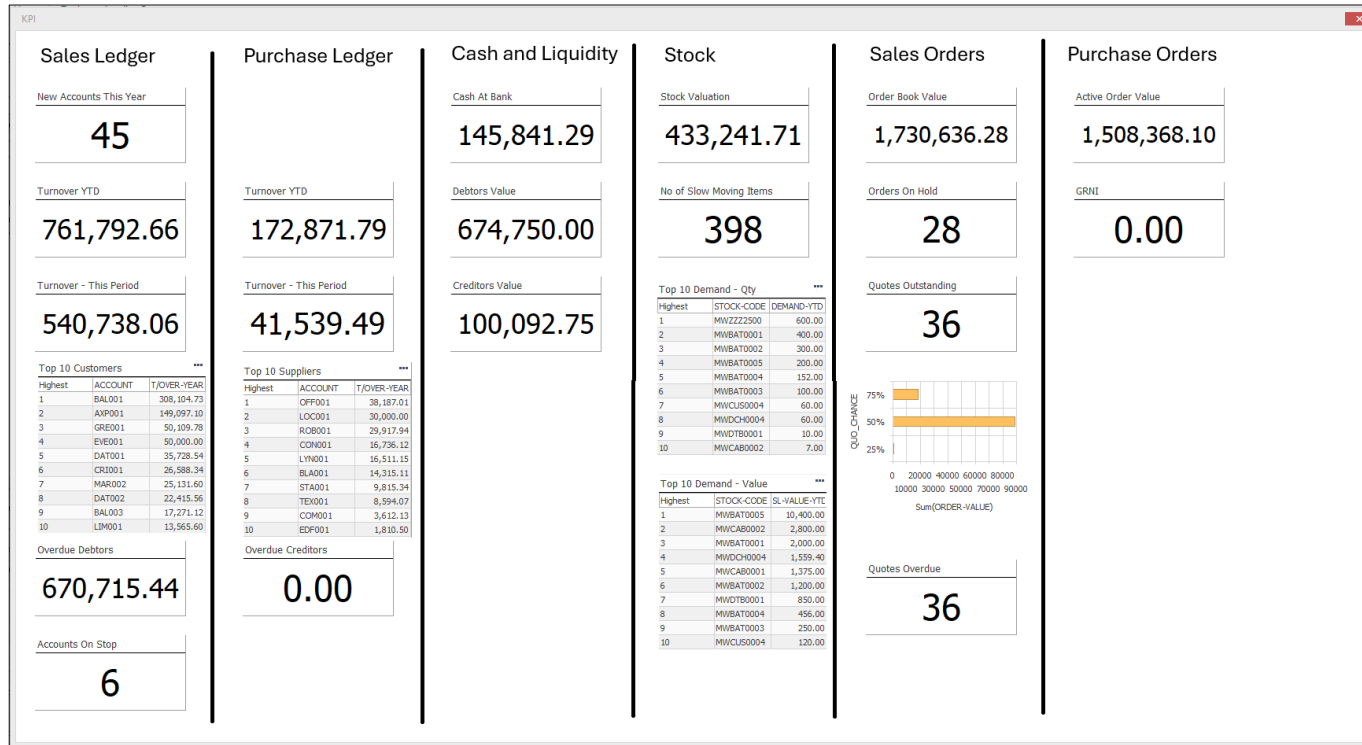
Where customers have their own delivery fleet or service operators there can be a requirement for mobile data management – the operator is provided with a list of service, collection or delivery jobs and, as completed, they get the customer to sign for proof of completion.

Datafile have now joined up with Magic 5 Software to allow for the recording of job sheets, signature capture, timesheets, onsite ordering or service/installation schedules. We have already implemented the software for proof of collection on trade counters, proof of delivery where customers have their own delivery drivers and for selected customers in the Washroom Servicing industry for service job sheet completion. The software can be installed on Apple and/or Android phones and tablets.





Coming in 2026 - KPI Homepages



Data Visualisation options allows you to design KPI pages showing key metrics for each of the applications. With the Sales Ledger, for example, you can show the number of accounts on stop, values overdue and top 10 customers among other key values.

This new feature adds a homepage option that allows you to design a KPI page with metrics from multiple sources allowing you to mix information from the financial ledgers, stock control and order processing.

The KPI homepage can be set to be displayed immediately on logging on to Datafile and can be designed individually for each user or department. Usual security options are available to restrict access to key applications.



Full List of Applications Available

Business Area	Module	Business Area	Module	Business Area	Module
Finance	Sales Ledger	Production	Works Order Processing	E-Business	XML Module
	Sales Invoice Surcharging		Works Order Batch Update		XML Sales Orders In
	Purchase Ledger		Works Order Time Logging		XML Sales Order ASN
	Payment Practices / Performance Reporting		Works Order Planning		XML Sales Invoices and Credits
	Nominal Ledger	Stock Control	Amazon Web Order Import		
	Cashbook	Stock Control and Order Processing	Stock Forecasting	Digital Forms	Formworks Integration Platform
	Currency		Sales Order Processing	Integrations	Sales Ledger Transaction Batch Update
	Intrastats / SSD		Sales Order Batch Update		Purchase Ledger Tx Batch Update
	Fixed Asset Register		Sales Order Digital Signatures		Stock Transaction Batch Update
	Sales Invoicer		Sales Order Change Logging		Job Costing Transaction Batch Update
Payroll	Payroll		Back 2 Back Order Processing	Carrier Integration	DPD
	Human Resources		Sales Order Call Off's		Tuffnells
	Pension Management		Sales Order Stock Assembly Link		FedEx
	NEST Integration		Inter Branch Transfers	Other	Data Visualisations I
	Peoples Pension Integration		Purchase Order Processing		Data Visualisations II
	Payroll +	Purchase Consignment Tracking	Excel RTD		
Costing	Project and Job Costing	Automatic Purchase Ordering	SQL Out Service		
	Advanced Budgeting	GRNI and Nominal Accrual Posting	SQL In Service		
	Estimating	Purchase Order Batch Update	Post Code Lookup		
	Project Tasks	Purchase Order Call Off's	Outlook Contact Synchronisation		
Service	CRM	Batch and Serial Number Tracking	Advanced Alerts		
	Contract Management / Repeat Billing	Point of Sale	Profiler		
	Contract Scheduling		Profiler +		
	Customer Care Log / Helpdesk				