



Cash Basis Accounting and History Posting

AP-1006

Overview

This Extended Solution provides the ability to operate a cash basis accounting system in the Accounts Payable module. Posting to the General Ledger occurs only when an Accounts Payable check is generated to pay an Invoice created from Invoice Data Entry or Manual Check Entry.

Three new reports have been added:

- Invoice Distribution by G/L Account
- Invoice Distribution by Vendor
- Check History by G/L Account

Alternately, you may continue to post to G/L on an accrual basis and use this Extended Solution to track the original G/L distribution of cash disbursements.



This Extended Solution effects only A/P generated invoices. If you wish to write P/O generated invoices to the distribution files you will need to use Extended Solution PO-1037, *Cash Basis Accounting and History Posting*.

Installation

Before installing this Extended Solution, please verify that the version level(s) printed on the CD label are the same as the version level(s) of the MAS 90 MAS 200 module(s) you are using. For further information, please see the Upgrades and Compatibility section below. Check your Shipping Manifest for a complete list of Extended Solutions shipped.

Installing Your Extended Solutions under Windows From a CD

If you have the *autorun* function turned on for your PC, the installation program will start up automatically. If not, find the **autorun.exe** file on your CD-ROM drive and double-click it to start the installation program. Follow the on-screen instructions.

Extended Solutions Control Center

Installing any Extended Solution will add an Extended Solutions Control Center to the MAS 90 MAS 200 Library Master Utilities menu. When you open the Control Center, the following options will be available:

- Extended Solutions Manuals
- Remove Extended Solutions
- Unlock Extended Solutions
- Merge Installation Files
- Extended Solutions Setup options

Custom Office

If you customize your MAS 90 MAS 200, then you must run the Update Utility *every time* you install this Extended Solution.

Setup

Upon completion of software installation, you will need to access Extended Solutions Setup from the Accounts Payable Setup menu. Select this part number and the Setup screen for this Extended Solution will appear (Figure 1). Check the 'Enable Extended Solution' box to activate this Extended Solution. The manual for this Extended Solution can be viewed by clicking the 'Manual' button next to the 'Enable Extended Solution' check box. It can also be viewed via the Extended Solutions Control Center (see Installation, above).

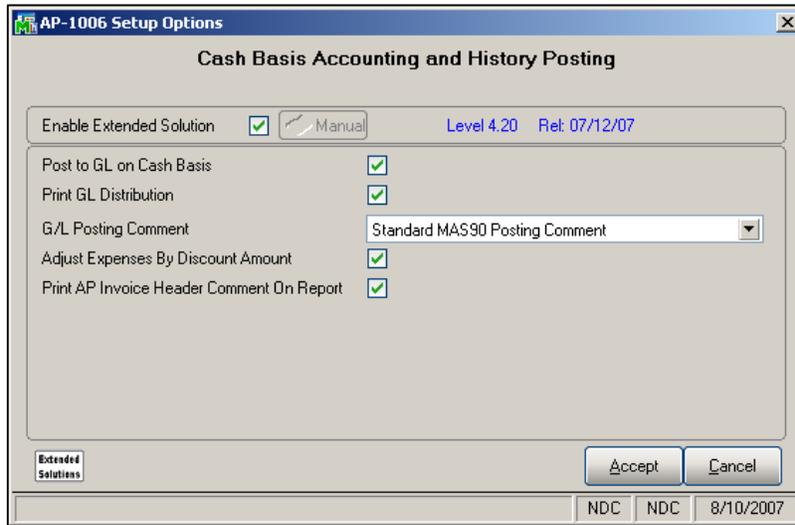


Figure 1

Answer the following prompts:

POST TO G/L ON A CASH BASIS: Check this box if you wish to enable the delayed G/L Posting capabilities of this Extended Solution. Leave it unchecked to post on the standard accrual basis but retain the reporting capabilities of this Extended Solution.



If Job Cost is installed and you are using retention and you are posting on a cash basis, be aware that no G/L postings will ever be made to the Retention Payable account as it is an accrual account.

PRINT GL DISTRIBUTION: Check this box to include account distribution records in the Invoice Payment Selection Register work file. See instructions in the Operation section on how

to modify the register to print account distributions. Do not check this box if you do not want to print G/L Distribution. See 'Helpful Hints' below.

The following option is available only if you checked 'Post to G/L on a Cash Basis':

G/L POSTING COMMENT: Select one of the following

- Standard MAS90 Posting Comment (will use whatever standard MAS90 uses for expense account posting comment)
- Vendor Name + Invoice Number + Check Number
- Vendor Name + Check Number + Invoice Header Comment.

The following option is only available if the standard MAS 90 MAS 200 A/P Setup Option 'Account for Discounts Earned or Lost' is set to 'Earned'.

ADJUST EXPENSES BY DISCOUNT AMOUNT: Check this box to adjust Expenses by the Discount Amount. Please see 'Accounting for Discounts Earned' in the 'Operation' section of this manual.

PRINT A/P INVOICE HEADER COMMENT ON REPORTS: Check this box if you wish to print the A/P Invoice Header Comment on the 'A/P Check History by G/L Account' and 'A/P Invoice Distribution by G/L Account' reports.

You should visit this Setup screen after each upgrade or reinstallation of this Extended Solution.

Role Maintenance

The following Tasks have been added to Accounts Payable, Reports menu:

- Invoice Distribution by Vendor Report
- Invoice Distribution by G/L Report
- Check History by G/L Report

The following Task has been added to Accounts Payable, Setup Options:

- Extended Solutions Setup

Users who are authorized to run any of the above should be granted permissions for the prospective tasks and security events. Please review your security setup in Role Maintenance and make appropriate changes.

Operation

Invoice Register and Update

When the A/P Invoice Register is printed the Accounts Payable Recap By Division will show only the expense distribution (Figure 2); the posting to the Accounts Payable account will not be shown.

| Accounts Payable Invoice Register - Recap By Division | | | |
|---|--------------------------|-------|-------------------|
| Journal Posting Date: 5/1/2010 | | | |
| Register Number: AP-000298 | | | |
| | | | NDC Company (NDC) |
| Division Number: 01 TRADE ACCOUNTS PAYABLE | | | |
| G/L Account | Description | Debit | Credit |
| Company: NDC | | | |
| 765-00-04 | Miscellaneous expense | 89.94 | |
| 770-00-04 | Postage & other freight | 5.00 | |
| | | 94.94 | 0.00 |
| | | 94.94 | 0.00 |
| Division Number: 02 OTHER ACCOUNTS PAYABLE | | | |
| G/L Account | Description | Debit | Credit |
| Company: NDC | | | |
| 755-00-04 | Travel and entertainment | 75.00 | |
| | | 75.00 | 0.00 |
| | | 75.00 | 0.00 |

Figure 2

Postings will not be made to the General Ledger when the Register is updated. Instead, the distribution information (Vendor Number, Invoice Number, Account Key, Std MAS90 Posting Comment, and Posting amount) is captured into a new 'Invoice Distributions' file for use during the Check Register Update and for reporting purposes.

Credit Card Transfers

No postings will occur until the Credit Card is paid; this includes discounts. Refer to 'Accounting for Discounts Earned' below for an explanation on Discounts.

Invoice Payment Selection

If you elected in Setup to 'Print G/L Distribution' on the Invoice Payment Selection Register, G/L distributions for each invoice will be written to the report work file. To print these distributions, you need to modify the Invoice Payment Listing report.

If you have AP-1063 installed, skip to AP-1063 section below. To add account distribution details to the Invoice Payment Selection Register (without J/C) modify AP_InvoicePaymentListing.rpt as follows

- Select Database / Verify Database
- Go into Section Expert
- Select Details section
- Un-check 'Suppress' check box.
- Click the formula button next to the 'Suppress' check box
- Enter and save this formula:

formula = {AP_InvoicePaymentListingWrk.AccountKey_001} = ""

- Click OK to leave Section Expert
- Add account fields to Detail section
- Select Record Sort Expert from the Report menu
- Add AP.InvoicePaymentListingWrk.SortField to sort fields

If you have AP-1063 installed, skip to AP-1063 section below. To add account distribution details to the Invoice Payment Selection Register (with J/C) modify AP_InvoicePaymentListingJC.rpt as follows:

- Select Database/Verify Database
- Go into Section Expert
- Insert new Details section
- Click the formula button next to the 'Suppress' check box
- Enter and save this formula:
 $formula = \{AP_InvoicePaymentListingWrk.AccountKey_001\} = ""$
- Click OK to leave Section Expert
- Add account fields to this new section

With AP-1063, ACH Electronic Payment for A/P

To add account distribution details to the Invoice Payment Selection Register modify AP1063_001AP_INVOICEPAYMENTLISTING.RPT as follows

- Select Database / Verify Database
- Add a detail section below the current detail section
- Any AP-1063 fields can be added to Details a
- Go into Section Expert
- Select Details b section
- Click the formula button next to the 'Suppress' check box
- Enter and save this formula:
 $formula = \{AP_InvoicePaymentListingWrk.AccountKey_001\} = ""$
- Click OK to leave Section Expert
- Add AP-1006 account fields to Details b section
- Select Record Sort Expert from the Report menu
- Add AP.InvoicePaymentListingWrk.SortField to sort fields

The AccountBalance_001 field in the work file contains the current balance of each distribution. It is not necessarily the amount that will be posted to General Ledger when the check register is updated unless you are paying off the entire invoice with that check.

Check Register Update and Manual Check Register Update

All the General Ledger postings are made during the Check Register Update and Manual Check Register Update. The expense accounts that were captured during the Invoice Register Update are used.

When a partial payment is made on an invoice through Check Entry or Manual Check Entry, the same expense accounts are used as when a full payment is made. However, the amounts posted to each account are calculated using that account's proportion of the total invoice amount. For example, if an invoice for \$100.00 is created with expense account A of \$60.00 and expense account B of \$40.00 and a \$50.00 payment is made, a debit of \$30.00 would be made to account A and a debit of \$20.00 would be made to account B.

During the updates the Bank Code, Check Number, Invoice Number, G/L Account Key and Payment Amount are captured to the 'Cash Disbursements' file for reporting purposes.

If there are any undistributed amounts on an invoice, they will be distributed to the Accounts Payable account upon update of the Daily Transaction Register, after updating the A/P Check Register.



Any invoices in existence at the time of installation of this Extended Solution will also post to the Accounts Payable Account.

Accounting for Discounts Earned

When a discount is taken on an Invoice during Check Register Update or Manual Check Update and the MAS 90 MAS 200 A/P Option 'Do You Account for Discounts Earned or Lost?' option is set to account for discounts earned, the discount is normally posted to the Discount Earned Account. However, when the 'Adjust Expenses by Discount Amount' option is set to Yes, discounts taken are allocated to each Expense Account directly based on the account's balance as a proportion of the payment amount. For example:

On an invoice for \$100.00, a 10% discount is taken, making the check amount \$90.00. The Invoice line distributions are to an expense Account A of \$60.00 and an expense Account B of \$40.00. The \$10 discount would be allocated as follows: \$6.00 to Account A, \$4.00 to Account B.

All reports showing the G/L distribution will reflect the net values for the expense accounts. No posting is made to the G/L Discount Account. In the case of the example above, \$54.00 would be posted to Account A and \$36.00 to Account B. In the unusual case where the payment amount is zero and the discount amount is non-zero, the full discount amount will be posted to the expense account of the last distribution line.

Accounts Payable Check History Report

The option 'Print Invoices and Accounts' has been added to the Main tab of the report selection screen (Figure 3). Select 'Invoice and G/L Detail' to include the invoices and their corresponding account distributions on the report. Select 'G/L Summary' to print a summary of the G/L accounts and distribution amounts that were paid with each check.

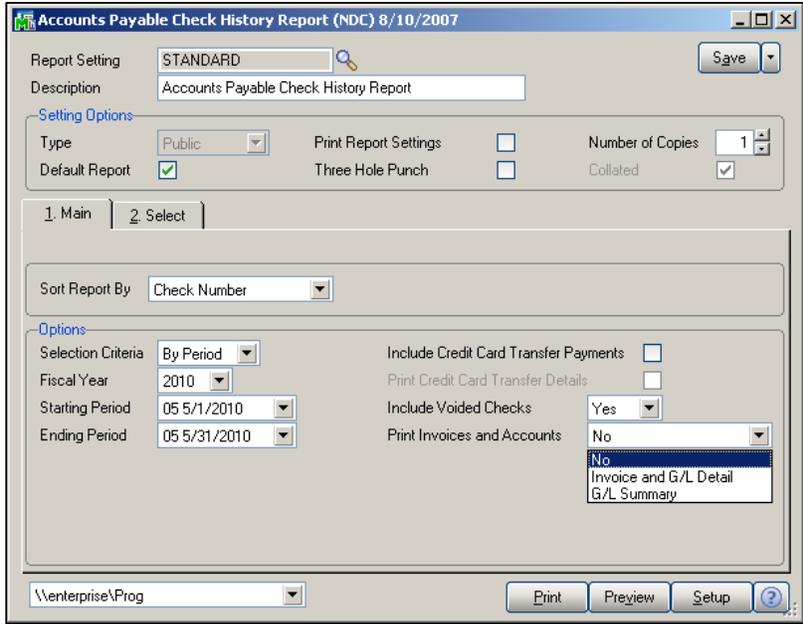


Figure 3

In order to print invoice and G/L account information on the Check History Report (AP_CheckHistory.rpt) you need to modify it as follows:

- Select Database - Verify Database
- Go into Section Expert
- Add a new Details `d` section
 - Click the formula button next to the 'Suppress' check box
 - Enter and save this formula:
formula = {AP_CheckHistoryWrk.AccountSeqNo_001} = ""
- Select Details `a` section
 - Click the formula button next to the 'Suppress' check box
 - Enter and save this formula:
formula = {@SortedBy} = "C" or {AP_CheckHistoryWrk.AccountSeqNo_001} <> ""
- Select Details `b` section
 - Click the formula button next to the 'Suppress' check box
 - Enter and save this formula (all on one line):
formula = {@SortedBy} = "V" or {@SortedBy} = "N" or
{AP_CheckHistoryWrk.AccountSeqNo_001} <> ""
- Click OK to leave Section Expert
- Add invoice and account fields to Details d section

A/P Invoice Distributions by G/L Account Report

This report reflects the invoices and account distributions, the posting amount for each distribution, and the balance remaining on the distribution when a partial payment has been made to the invoice. Answer the following prompts (Figure 4):

Figure 4

SORT BY G/L SEGMENT: Select the segment for the main sort from the drop box.

INVOICE OR TRANSACTION DATE: Select invoices for inclusion based on the Invoice Date or the Transaction Date from the A/P Invoice Transaction History file.

PAGE BREAK BY ACCOUNT SEGMENT: Check this box to page break the report by account segment.

INCLUDE ZERO BALANCE ENTRIES: Check this box to include zero balance records.

PRINT SUMMARY: Check this option to print a summary posting for each account.

(MAIN) SEGMENT: Title will depend on the segment specified in 'Sort by G/L Segment' option above. Define the range of segments.

G/L ACCOUNT: Specify the range of G/L accounts.

VENDOR NUMBER: Specify the fine the range of vendors.

INVOICE NUMBER: Specify the range of invoice numbers.

(TRANSACTION/INVOICE) DATE: Title will depend on the date specified in 'Invoice or Transaction Date' option above. Specify the range of dates.

Figure 5 is an example of the report.

| A/P INVOICE DISTRIBUTIONS BY G/L ACCOUNT | | | | | | | NDC Company |
|--|-----------------|----------------|--------------|------------------|------------------|---------|-------------|
| VENDOR NUMBER | NAME | INVOICE NUMBER | INVOICE DATE | TRANSACTION DATE | POSTING AMOUNT | BALANCE | |
| 665 Miscellaneous expense | | | | | | | |
| 665-01-00 - Miscellaneous expense | | | | | | | |
| 01-AIRWAY | Airway Property | 100044 | 07/17/07 | 05/01/10 | 1.19 | 1.19 | |
| 01-AIRWAY | Airway Property | 100045 | 07/17/07 | 05/01/10 | 1.19 | .00 | |
| 01-AIRWAY | Airway Property | 100046 | 07/18/07 | 05/01/10 | 1.41 | 1.41 | |
| | | | | | 665-01-00 TOTAL: | 3.79 | 2.60 |
| | | | | | 665 TOTAL: | 3.79 | 2.60 |
| 765 Miscellaneous expense | | | | | | | |
| 765-00-04 - Miscellaneous expense | | | | | | | |
| 01-AIRWAY | Airway Property | 100044 | 07/17/07 | 05/01/10 | 15.00 | 15.00 | |
| 01-AIRWAY | Airway Property | 100044 | 07/17/07 | 05/01/10 | 8.81 | 8.81 | |
| 01-AIRWAY | Airway Property | 100045 | 07/17/07 | 05/01/10 | 15.00 | .00 | |
| 01-AIRWAY | Airway Property | 100045 | 07/17/07 | 05/01/10 | 8.81 | .00 | |
| 01-AIRWAY | Airway Property | 100046 | 07/18/07 | 05/01/10 | 15.00 | 15.00 | |
| 01-AIRWAY | Airway Property | 100046 | 07/18/07 | 05/01/10 | 8.59 | 8.59 | |
| | | | | | 765-00-04 TOTAL: | 71.21 | 47.40 |
| | | | | | 765 TOTAL: | 71.21 | 47.40 |
| 950 Discounts earned | | | | | | | |
| 950-01-04 - Discounts earned | | | | | | | |
| 01-AIRWAY | Airway Property | 100046 | 07/18/07 | 05/01/10 | 2.91- | 2.91- | |
| | | | | | 950-01-04 TOTAL: | 2.91- | 2.91- |
| | | | | | 950 TOTAL: | 2.91- | 2.91- |
| | | | | | REPORT TOTAL: | 72.09 | 47.09 |

Figure 5

If you selected 'Print A/P Invoice Header Comment on Reports' in Setup, the A/P Invoice Header Comment will print (Figure 5a).

| | | | | | | | NDC Company |
|--|----------------------------------|----------------|--------------|------------------|------------------|---------|-------------|
| A/P INVOICE DISTRIBUTIONS BY G/L ACCOUNT | | | | | | | |
| VENDOR NUMBER | NAME | INVOICE NUMBER | INVOICE DATE | TRANSACTION DATE | POSTING AMOUNT | BALANCE | |
| 665 Miscellaneous expense | | | | | | | |
| 665-01-00 - Miscellaneous expense | | | | | | | |
| 01-AIRWAY | Airway Property | 100044 | 07/17/07 | 05/01/10 | 1.19 | 1.19 | |
| | Garbage collection and Recycling | | | | | | |
| 01-AIRWAY | Airway Property | 100045 | 07/17/07 | 05/01/10 | 1.19 | .00 | |
| | Plumbing | | | | | | |
| 01-AIRWAY | Airway Property | 100046 | 07/18/07 | 05/01/10 | 1.41 | 1.41 | |
| | New plants and flowers | | | | | | |
| | | | | | 665-01-00 TOTAL: | 3.79 | 2.60 |
| | | | | | 665 TOTAL: | 3.79 | 2.60 |
| 765 Miscellaneous expense | | | | | | | |
| 765-00-04 - Miscellaneous expense | | | | | | | |
| 01-AIRWAY | Airway Property | 100044 | 07/17/07 | 05/01/10 | 15.00 | 15.00 | |
| | Garbage collection and Recycling | | | | | | |
| 01-AIRWAY | Airway Property | 100044 | 07/17/07 | 05/01/10 | 8.81 | 8.81 | |
| | Garbage collection and Recycling | | | | | | |
| 01-AIRWAY | Airway Property | 100045 | 07/17/07 | 05/01/10 | 15.00 | .00 | |
| | Plumbing | | | | | | |
| 01-AIRWAY | Airway Property | 100045 | 07/17/07 | 05/01/10 | 8.81 | .00 | |
| | Plumbing | | | | | | |
| 01-AIRWAY | Airway Property | 100046 | 07/18/07 | 05/01/10 | 15.00 | 15.00 | |
| | New plants and flowers | | | | | | |
| 01-AIRWAY | Airway Property | 100046 | 07/18/07 | 05/01/10 | 8.59 | 8.59 | |
| | New plants and flowers | | | | | | |
| | | | | | 765-00-04 TOTAL: | 71.21 | 47.40 |
| | | | | | 765 TOTAL: | 71.21 | 47.40 |
| 950 Discounts earned | | | | | | | |
| 950-01-04 - Discounts earned | | | | | | | |
| 01-AIRWAY | Airway Property | 100046 | 07/18/07 | 05/01/10 | 2.91- | 2.91- | |
| | New plants and flowers | | | | | | |
| | | | | | 950-01-04 TOTAL: | 2.91- | 2.91- |
| | | | | | 950 TOTAL: | 2.91- | 2.91- |
| | | | | | REPORT TOTAL: | 72.09 | 47.09 |

Figure 5a

Figure 5b is the result if you checked the option to run in summary.

| | | POSTING AMOUNT | BALANCE |
|-------------------------------------|------------------|-------------------|----------|
| 760 Office supplies | | | |
| 760-00-04 - Office supplies | | | |
| | 760-00-04 TOTAL: | 79.88 | 39.94 |
| | 760 TOTAL: | 79.88 | 39.94 |
| 765 Miscellaneous expense | | | |
| 765-00-04 - Miscellaneous expense | | | |
| | 765-00-04 TOTAL: | 5,216.57 | 1,987.46 |
| | 765 TOTAL: | 5,216.57 | 1,987.46 |
| 770 Postage & other freight | | | |
| 770-00-04 - Postage & other freight | | | |
| | 770-00-04 TOTAL: | 325.20 | 124.43 |
| | 770 TOTAL: | 325.20 | 124.43 |
| 950 Discounts earned | | | |
| 950-01-04 - Discounts earned | | | |
| | 950-01-04 TOTAL: | 87.40- | 56.58- |
| 950-02-04 - Discounts allowed | | | |
| | 950-02-04 TOTAL: | 2.01- | .00 |
| | 950 TOTAL: | 89.41- | 56.58- |
| | REPORT TOTAL: | 6,032.24 | 2,095.25 |

Figure 5b

A/P Invoice Distributions by Vendor Report

Similar to the A/P Invoice Distributions by G/L Account Report only it sorts the data by Vendor Number rather than G/L Account Number. Answer the following prompts (Figure 6):

Figure 6

INCLUDE ZERO BALANCE ENTRIES: Check this box to include zero balance entries.

INVOICE OR TRANSACTION DATE: Select invoices for inclusion based on the Invoice Date or the Transaction Date from the A/P Invoice Transaction History file.

VENDOR NUMBER: Specify the fine the range of vendors

INVOICE NUMBER: Specify the range of invoice numbers.

(TRANSACTION/INVOICE) DATE: Title will depend on the date specified in 'Invoice or Transaction Date' option above. Specify the range of dates.

Figure 7 is an example of the report.

| NDC Company | | | | | |
|--|------------------|---------------|----------------|---------|-------|
| A/P INVOICE DISTRIBUTIONS BY VENDOR NUMBER | | | | | |
| VENDOR NUMBER | INVOICE NUMBER | GL ACCOUNT | POSTING AMOUNT | BALANCE | |
| 01-AIRWAY | 100044 | 665-01-00 | 1.19 | 1.19 | |
| | | 765-00-04 | 15.00 | 15.00 | |
| | | 765-00-04 | 8.81 | 8.81 | |
| | | 100044 TOTAL: | 25.00 | 25.00 | |
| | 100045 | 665-01-00 | 1.19 | .00 | |
| | | 765-00-04 | 15.00 | .00 | |
| | | 765-00-04 | 8.81 | .00 | |
| | | 100045 TOTAL: | 25.00 | .00 | |
| | 100046 | | 665-01-00 | 1.41 | 1.41 |
| | | | 765-00-04 | 15.00 | 15.00 |
| 765-00-04 | | | 8.59 | 8.59 | |
| 950-01-04 | | | 2.91- | 2.91- | |
| | 100046 TOTAL: | 22.09 | 22.09 | | |
| | 01-AIRWAY TOTAL: | 72.09 | 47.09 | | |
| | REPORT TOTAL: | 72.09 | 47.09 | | |

Figure 7

Check History by G/L Account Report

This report reflects the posting amounts by invoice / check for specific G/L accounts. Answer the following prompts (Figure 8):

| Selection | All | Starting | Ending |
|----------------|-------------------------------------|----------|------------|
| Main | <input checked="" type="checkbox"/> | | ZZZ |
| G/L Account | <input checked="" type="checkbox"/> | | ZZ-ZZ-ZZ |
| Vendor Number | <input checked="" type="checkbox"/> | 00- | 99-ZZZZZ |
| Invoice Number | <input checked="" type="checkbox"/> | | ZZZZZZ |
| Check Number | <input checked="" type="checkbox"/> | | 999999 |
| Check Date | <input checked="" type="checkbox"/> | | 08/15/2007 |

Figure 8

PRINT SUMMARY: Check this option to print a summary posting for each account.

PAGE BREAK BY ACCOUNT SEGMENT: Check this box to page break the report by account segment.

SORT BY G/L ACCOUNT SEGMENT: Select the segment for the main sort from the drop box.

(MAIN) SEGMENT: Title will depend on the segment specified in 'Sort by G/L Segment' option above. Define the range of segments.

G/L ACCOUNT: Specify the range of G/L accounts.

VENDOR NUMBER: Specify the fine the range of vendors.

INVOICE NUMBER: Specify the range of invoice numbers.

CHECK NUMBER: Specify the range of check numbers.

CHECK DATE: Specify the range of check dates.

Figure 9 is a sample of the report.

| A/P CHECK HISTORY BY G/L ACCOUNT | | | | | | | NDC Company | |
|-------------------------------------|-----------|--------------|------------|---------------|-----------------|------------------|----------------|--|
| | BANK CODE | CHECK NUMBER | CHECK DATE | VENDOR NUMBER | | INVOICE NUMBER | POSTING AMOUNT | |
| 665 Miscellaneous expense | | | | | | | | |
| 665-01-00 - Miscellaneous expense | | | | | | | | |
| | D | 000008 | 07/26/07 | 01-AIRWAY | Airway Property | 100050 | 4.98 | |
| | D | 000008 | 07/26/07 | 01-AIRWAY | Airway Property | 100051 | 9.91 | |
| | | | | | | 665-01-00 TOTAL: | 14.89 | |
| | | | | | | 665 TOTAL: | 14.89 | |
| 765 Miscellaneous expense | | | | | | | | |
| 765-00-04 - Miscellaneous expense | | | | | | | | |
| | D | 000008 | 07/26/07 | 01-AIRWAY | Airway Property | 100050 | 40.00 | |
| | D | 000008 | 07/26/07 | 01-AIRWAY | Airway Property | 100050 | 43.02 | |
| | D | 000008 | 07/26/07 | 01-AIRWAY | Airway Property | 100051 | 165.09 | |
| | | | | | | 765-00-04 TOTAL: | 248.11 | |
| | | | | | | 765 TOTAL: | 248.11 | |
| 770 Postage & other freight | | | | | | | | |
| 770-00-04 - Postage & other freight | | | | | | | | |
| | D | 000008 | 07/26/07 | 01-AIRWAY | Airway Property | 100050 | 12.00 | |
| | D | 000008 | 07/26/07 | 01-AIRWAY | Airway Property | 100050 | 10.25 | |
| | D | 000008 | 07/26/07 | 01-AIRWAY | Airway Property | 100051 | 25.00 | |
| | D | 000008 | 07/26/07 | 01-AIRWAY | Airway Property | 100051 | 20.38 | |
| | | | | | | 770-00-04 TOTAL: | 6.37 | |
| | | | | | | 770 TOTAL: | 6.37 | |
| | | | | | | REPORT TOTAL: | 269.37 | |

Figure 9

If you selected 'Print A/P Invoice Header Comment on Reports' in Setup, the A/P Invoice Header Comment will print on the report (Figure 9a).

| | | | | | | | NDC Company | |
|-------------------------------------|-----------|--------------|------------|---------------|---|----------------|------------------|----------------|
| A/P CHECK HISTORY BY G/L ACCOUNT | | | | | | | | |
| | BANK CODE | CHECK NUMBER | CHECK DATE | VENDOR NUMBER | | INVOICE NUMBER | | POSTING AMOUNT |
| 665 Miscellaneous expense | | | | | | | | |
| 665-01-00 - Miscellaneous expense | | | | | | | | |
| | D | 000008 | 07/26/07 | 01-AIRWAY | Airway Property | 100050 | | 4.98 |
| | D | 000008 | 07/26/07 | 01-AIRWAY | Carpet cleaning Airway Property landscaping | 100051 | | 9.91 |
| | | | | | | | 665-01-00 TOTAL: | 14.89 |
| | | | | | | | 665 TOTAL: | 14.89 |
| 765 Miscellaneous expense | | | | | | | | |
| 765-00-04 - Miscellaneous expense | | | | | | | | |
| | D | 000008 | 07/26/07 | 01-AIRWAY | Airway Property | 100050 | | 40.00 |
| | D | 000008 | 07/26/07 | 01-AIRWAY | Carpet cleaning Airway Property | 100050 | | 43.02 |
| | D | 000008 | 07/26/07 | 01-AIRWAY | Carpet cleaning Airway Property landscaping | 100051 | | 165.09 |
| | | | | | | | 765-00-04 TOTAL: | 248.11 |
| | | | | | | | 765 TOTAL: | 248.11 |
| 770 Postage & other freight | | | | | | | | |
| 770-00-04 - Postage & other freight | | | | | | | | |
| | D | 000008 | 07/26/07 | 01-AIRWAY | Airway Property | 100050 | | 12.00 |
| | D | 000008 | 07/26/07 | 01-AIRWAY | Carpet cleaning Airway Property | 100050 | | 10.25 |
| | D | 000008 | 07/26/07 | 01-AIRWAY | Carpet cleaning Airway Property landscaping | 100051 | | 25.00 |
| | D | 000008 | 07/26/07 | 01-AIRWAY | Airway Property landscaping | 100051 | | 20.38 |
| | | | | | | | 770-00-04 TOTAL: | 6.37 |
| | | | | | | | 770 TOTAL: | 6.37 |
| | | | | | | | REPORT TOTAL: | 269.37 |

Figure 9a

Figure 9b is the result if you checked the option to run in summary.

| | | POSTING AMOUNT |
|---|------------------|-------------------|
| A/P CHECK HISTORY BY G/L ACCOUNT - SUMMARY | | |
| NDC Company | | |
| 665 Miscellaneous expense | | |
| 665-01-00 - Miscellaneous expense | | |
| | 665-01-00 TOTAL: | 102.21 |
| | 665 TOTAL: | 102.21 |
| 765 Miscellaneous expense | | |
| 765-00-04 - Miscellaneous expense | | |
| | 765-00-04 TOTAL: | 2,734.58 |
| | 765 TOTAL: | 2,734.58 |
| 770 Postage & other freight | | |
| 770-00-04 - Postage & other freight | | |
| | 770-00-04 TOTAL: | 111.47 |
| | 770 TOTAL: | 111.47 |
| | REPORT TOTAL: | 2,948.26 |

Figure 9b

Period End Processing

The invoice distribution records are purged when the corresponding invoice is purged from the Open Invoice file during Period End Processing. The cash disbursement records are purged when the corresponding check is purged from the Check History file.

ODBC Dictionary

The files listed below have been added or changed in the Dictionaries by this Extended Solution for Crystal Reports or visual Integrator purposes.

| <i>File</i> | <i>Field</i> |
|------------------------------|------------------|
| AP_CashDisbursements_001 | All Fields |
| AP_CheckDtIPostingwork_001 | All Fields |
| AP_InvoiceDistributions_001 | All Fields |
| AP_InvoiceDtIPostingWork_001 | All Fields |
| AP_CheckHistWrk | AccountSeqNo_001 |
| | InvoiceNo_001 |

AP_InvoicePaymentListingWrk

| |
|------------------------|
| AccountCompanyCode_001 |
| AccountKey_001 |
| Account_001 |
| AccountDesc_001 |
| AccountPaymentAmt_001 |
| AccountSeqNo_001 |
| AccountCompanyCode_001 |
| AccountKey_001 |
| Account_001 |
| AccountDesc_001 |
| AccountBalance_001 |

The Data Dictionaries may contain other files and data fields that are not available without their corresponding Extended Solutions installed.

Helpful Hints

- Check reversals are supported, however, if the check was issued prior to implementing AP-1006, the GL postings will reflect the postings at the time the check was issued.
- Invoice Payment Selection Register will print zero invoice amounts, if '**PRINT GL DISTRIBUTION**' is checked and Report has not been modified.

What's New

With the 08-10-07 release:

- Upgraded to Business Framework
- Added support for standard MAS90 Posting Comment

Upgrades and Compatibility

The installation CD is labeled with the version of the MAS 90 MAS 200 module for which this Extended Solution was prepared. This Extended Solution will check its compatibility with the appropriate MAS 90 MAS 200 modules and will be disabled if an incompatibility is found. If you upgrade your MAS 90 MAS 200 modules, this Extended Solution must be upgraded as well. Your MAS 90 MAS 200 dealer can supply this upgrade.

Documentation

Only changes made by SWK Technologies, Inc. to the standard operation of MAS 90 MAS 200 have been documented in this manual. Operations not documented in this manual are standard procedures of MAS 90 MAS 200 processing. Standard MAS 90 MAS 200 processes, data entry screens, inquiry screens, reports, updates, etc., have not been changed unless addressed in this document.

Parts of this document may refer to the *Specific Purpose Rule*. When referenced, the described feature was developed for a specific client to their specifications and may not

conform to generally accepted MAS 90 MAS 200 standards and procedures. These features may or may not benefit you in your application of MAS 90 MAS 200.