Accounting Functionality & Best Practices

What's new & improved or just underused in BC & cERP

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Meet your presenters

Joanna Broszeit

Manager of Client Services

Tracie Folscroft

Project Lead

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Agenda

- ➤ PO Receipt Match
- ➤ Sales Order Deposits
- ➤ Clear Entries
- ➤ Posting Date
- ➤ Electronic Funds Transfer
- ➤ Auto Match Bank Reconciliations
- ➤ Dimension Correction
- ➤ Data Check During Entry
- ➤ Extended Posting Preview
- ➤ Find Entries
- ➤ Undo Deposit
- ➤ Consolidate Customer & Vendor Balances
- ➤ Integration with PayPal

PO Receipt Match

Benefits:

- Quickly Populate **Qty to Inv** & **Assignments** on PO lines for posting of Partial Receipts

- Eliminates Errors

- More Accurately selects matching assignments

- Saves Time

Sales Order Deposits

Edit - Sales Order Deposit - SO-001475 · BAY SHORE CONSTRUCTION

Page

General

No.	SO-001475	Deposit Value	100.00
Total Line Amount	346.00	Apply Terms To	Entire Order
Tax	29.84	Deposit Required	375.84
Amount Including Tax	375.84	Tolerance Amount	375.84
Deposit Terms Code	100%	Amount Received	375.84
Deposit Type	Percent	Total Payoff Amount	0.00

Approval >

Lines | Manage

	Payment Method Code ↑		Amount
→	MC	⋮	375.84

Close

Benefits:

- Record full or partial payments on an open Sales Order
    - Enables Counter Sales to Record Payment at POS
    - Including multiple deposits & payment methods

- Payment Received shown on Printed Sales Order Confirmation & Sales Invoice with balance due

- Reconcile by terminal or drawer

- Define Deposit terms by:
    - Special Order Material
    - Order Amount
    - Set Tolerance

- Option to Prevent SO from being picked/ordered/fabricated before deposit received

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Clear Entries

Benefits:

- Quickly Reconcile G/L Entries
  - Match Debits to corresponding Credits
  - Link them by the date and time matched for reference
  - Ability to Undo if needed

- Hide Cleared Entries from View
  - Only see open entries that make up the balance

- Useful in:
  - Payroll Tax Liabilities
  - Bank Holding / Deposit Accounts
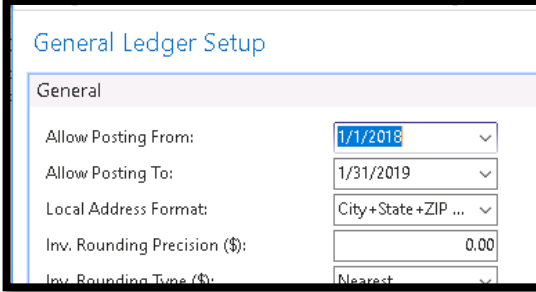 - Prepaid expenses
  - Prepaid Insurance

Posting Date

Does this next slide look familiar?

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Posting Dates

- There are two areas to adjust the posting date ranges
  - General Ledger Setup:
    - Think of these as the "umbrella" posting date range for all users in the system
    - This is the date the system generated entry will use when cost adjustments are posted to your general ledger
      - EXAMPLE: A user is posting a sales order as Invoiced. There is a cost adjustment that will happen due to a freight charge from the vendor. The system is going to try to post the cost adjustment to the original posting entry, but if that is not an allowable posting date, as per the GL Setups, it will post to the very first allowable posting date.
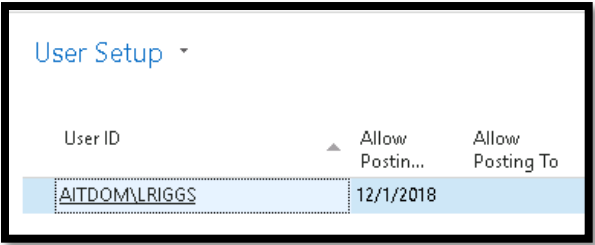
General Ledger Setup

General

Allow Posting From:	1/1/2018
Allow Posting To:	1/31/2019
Local Address Format:	City+State+ZIP ...
Inv. Rounding Precision ($):	0.00
Inv. Rounding Type ($):	Nearest

  - User Setup:
    - Certain users will need to post into a previous period. This table will allow you to adjust users that need this capability.
    - Cost adjustments will still apply to the allow posting from date in the GL Setup, but journal entries can be posted back to the first allowable date set on the user setup table.

User Setup ▾

User ID	Allow Postin...	Allow Posting To
AITDOM\LRIGGS		12/1/2018

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FORWARD| 2019

Electronic Funds Transfer (EFT)

Benefits:

- Saves Time

- Saves Money

- Saves Trees

- First Step to Paperless

Auto Match Bank Rec

Benefits:

- Automates Matching of checks and deposits to Bank cleared entries

- Saves time each month

- Streamlines Bank Reconciliation process

Dimension Correction

Benefits:

- Correct Dimensions on G/L Entries

- Includes Change Log to track/undo corrections

- Useful in:
  - General Ledger
  - Account Schedules

- Caution—Dimension corrections are not carried to the Sub ledgers or originating documents

Data Check During Entry

Benefits:

- **Validate data entry real time**
  - Instead of time of posting

- **Warns user that data is missing**
  - Posting groups
  - Dimensions

Extended Posting Preview

Benefits:

- Preview Detailed G/L Posting

- Prevent Errors before Posting

- Useful in:
  - SO/PO
  - General Journal
  - Payment Journal
  - Sales Journal
  - Purchase Journal

Find Entries

Benefits:

- Quickly Search for Documents
  - Using Doc #
  - Using External Doc #
  - Posting Date

- Presents all documents that match your criteria

- From anywhere **Ctrl + Alt + Q**

Undo Deposit

Benefits:

- Quickly reverse Bank Deposit posted with errors

- Quickly reverse all Applied Entries for Bank Deposit

Consolidate Customer & Vendor Balances

Benefits:

- Link Customer & Vendor via Shared Contact

- Net Customer and Vendor Balances in Payment Journal

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Integration with PayPal

Benefits:

- Provides Customers with more options to pay

- Payments made Faster
    - Decreasing Days outstanding & Delinquent accounts

- PayPal link can be auto added to Sales Docs

- Click Link on Emailed Invoices to open PayPal account

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Questions?