

# The Score

A Quarterly Update on Adagio Accounting

Volume 2 Issue 2

## FX 2003 delivers easy financials

Companies (and their accountants) can be very particular about the formatting and presentation of their financial statements. Whether the statements are prepared for management, the Board of Directors, or the bank, they are a reflection of the financial health of a company.

Given a powerful enough tool, the general ledger can be a wealth of information for ad hoc reporting. For many companies, presenting financial statements in the format they desire has often necessitated a complicated and repetitive export to Excel. **Adagio FX 2003 does away with that step.** It has all the computational power of your favorite spreadsheet, and most of its cell formatting capabilities too.

Adagio FX 2003 is the easiest way to create presentation quality financial statements, run comparatives by year or between companies.

- Loads from ACCPAC Plus, Adagio, Simply Accounting or QuickBooks at the click of a button. Includes accounts and posted transactions.
- Multi-column comparative financial statements
- Drag and drop account groups onto a financial statement spreadsheet
- Choose columns from MTD, YTD, Budget YTD, Quarter, Fiscal Half, etc.
- Use any fonts and formatting
- Present statements in summary or detail form
- Restating statements in multiple currencies can be as simple as including an exchange rate on the sheet.
- creating industry specific financial statements with revenue and expense per unit is straightforward.

- Drill down from an amount on the statement all the way to posted transaction detail
- Easy e-mailing with a single click export to Excel
- Produce consolidated statements or span multiple years from ACCPAC Plus, Adagio, Simply Accounting or QuickBooks

Related companies can be loaded into Adagio FX 2003 Pro for comparison statements even if they use different accounting software.

Call us today for more details on FX 2003, or visit [www.softrak.com](http://www.softrak.com).

1. The data retrieval process is straightforward yet flexible.
2. The financial statement designer is easy to use, with a drag-and-drop method of quickly creating complete financial statements.
3. Adagio FX 2003 creates presentation-quality financial statements from the Financial Reporter.

### Adagio Payables 6.8B

Softrak has shipped a new version of Payables that boasts these new features, and more...

All SmartFinder search results can be exported to Excel at the click of a button.

Multiple Payables modules may be open simultaneously

Custom Reports designed with Crystal Reports for Adagio (available separately) can be added directly to the Reports menu in the module.

All report options are saved and recalled when a report is reprinted.

All posting journals now optionally include general ledger summaries at the end of the report.

You can print a blank company check without a payee or amount.

Invoice and manual check batches can now be imported.

The check reconciliation screen can now be restricted to display checks from a single bank.

Posting journals can be automatically printed by the posting process.

Adagio Corporation, Inc. Balance Sheet For the 12 Period(s) Ending Dec 31 99			
Assets			
	31-Dec-99		%
	Current Year		
<b>Current assets</b>			
Cash - Operating Account	99,032.50	54.67	
Accounts receivable	53,546.92	29.56	
Employee Loans and Advances	100.00	0.06	
<b>Total current assets</b>	<b>\$152,679.42</b>	<b>84.29</b>	
<b>Fixed assets:</b>			
Fixed assets	28,476.85	15.72	
Less accumulated depreciation	0.00	0.00	
<b>Total fixed assets:</b>	<b>\$28,476.85</b>	<b>15.72</b>	
<b>Total assets</b>	<b>\$181,156.27</b>	<b>100.00</b>	
<b>Liabilities and Equity</b>			
	31-Dec-99		%
	Current Year		
<b>Liabilities</b>			
Accounts payable - Trade	12,868.80	7.10	
Federal Withholding Payable	2,767.34	1.53	
State Payroll Withholding	3,647.81	2.02	
Unemployment Taxes Payable	3,018.91	1.67	
Payroll Clearing Account	0.00	0.00	
Sales Taxes Payable	28.39	0.02	
Note Payable	26,050.00	14.38	
<b>Total Liabilities</b>	<b>\$44,922.25</b>	<b>24.87</b>	
<b>Shareholders' equity</b>			
Retained Earnings	0.00	0.00	
Paid In Capital	0.00	0.00	
Profit/Loss for period	136,054.02	75.13	
<b>Total shareholders' equity</b>	<b>\$136,054.02</b>	<b>75.13</b>	
<b>Total liabilities and equity</b>	<b>\$181,156.27</b>	<b>100.00</b>	

Brought to you by...



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## Passing an Invoice Reference

**Question: How do I transfer data from the Reference Field in Adagio Invoices to Adagio Receivables?**

**Answer:** When entering invoices, click on the "Bill to" tab and enter text in the "Reference" field.

Then, after posting, that text carries over to the reference field in Receivables:

Type	Document	Doc Date	Reference	Job	Current Amt	Original Amt
IN	32	6/14/2003	Rentals		505.00	505.00

## Making a Year End Copy

**If you wish to make a copy of your fiscal year's data before performing the year-end process, you can have a copy of both the previous year and current (new) year data on your system. Here's how:**

At the Adagio Ledger Login screen, click on the stacked folders icon and make note of the location of your Ledger data files. This may be something like "C:\Softrak\data". Also make note of the extension listed at the right side.

Start Windows Explorer. (Keyboard shortcut, Windows Key + E)

Browse to the folder noted above. In the right panel, select all the files whose names begin with GL and end with the extension you noted above; right click and select Copy. (Hint, if you have several sets of data in the same folder, it may be easier to select the files if you select View /Arrange Icons / By Type.)

**Note:** if your data extension is "DAT," you may not see it. To make it visible, do the following in Windows Explorer. Select Tools / Folder Options and click on the View tab.

Remove the check mark from the box labeled "Hide file extensions for known file types. Click on Apply and then OK.

Now make a new folder where you wish, perhaps "C:\Softrak\FY2003." Click on that folder to open it. Right click and select Paste.

Start Adagio Ledger again, and click on the open folder icon. Browse to your new folder and select the GLGLOB file. Enter a user name, password and appropriate date. Click on Open.

Select Edit / Company Profile. On the Company data tab, check the box at the bottom labeled Background, then click on the button labeled Background. Select a shade other than gray and click OK. This background will provide a visual cue that you are working with last year's data instead of the current data. 🎵

## Worth Noting

**You can customize your Adagio with the Grid Editor...**

**Adagio allows customization by user of the Finder, Smart Finder and grid screens, including field selection, title, size and column position. This lets each user tailor their use of Adagio to their specific task in the organization.** 🎵

## Adagio Backup Fact

Adagio allows you to easily backup either all your company data to standard zip format files, just a single application's data, or all data related to the application (example: backing up OrderEntry also backs up Inventory and Receivables). Backing up Adagio is so easy, you have no excuse for not backing up DAILY!