



The Score

A Quarterly Update on Adagio Accounting



Volume 4 Issue 4

Adagio Invoices 8.0 is here

Softrak has released a great new multi-currency version of Invoices, which boasts the ability to e-mail invoices, in addition to a suite of other new features. Read on for details...

- Full **multi-currency** accounting support when used with Adagio Multi-Currency V8.0C or higher.
- **E-mail invoices and credit notes** as PDF attachments with customizable cover letters, including fields from the document and the customer. E-mails are queued prior to transmission, and can be resent from the queue. Documents may be faxed or e-mailed to the ship-to address.
- You can **sort invoice and archive batches** into sequence by different fields, including customer number, name, zip code or salesperson.
- Update archive can now update many fields from Customer and Inventory Items. Additional fields have been added to update Ship-to and Item fields.
- You can set up **Pop-up Alerts** for customers, inventory items or ship-to locations.
- **Additional optional fields** (3 strings, 2 dates, 2 amounts and 2 units) have been added to the invoice header. Optional fields from Receivables 8.0 and Inventory 8.0 can also be automatically copied into the invoice header and detail.
- **View History** has been added to let users scan historical documents without giving them the ability to restore or delete. History functions are now fully multi-user.
- A **payments tab** has been added to the document for processing payments with an invoice. Payment information is now displayed on the Totals tab. This can be turned on or off in the Company Profile.
- Receivables 8.0's new invoicing fields are used when creating invoices, including a default ship-from location and a default payment method.
- **Inventory Item Inquiry** has been added to the Invoices menu, with the added

ability to edit items, alternate items and alternate price lists.

- You can **sell items from OrderEntry's price list**, as well as from Inventory.
- Import invoices with Inventory Items. This allows you to import invoices containing a mix of item types.
- You now control which fields are posted to Receivable reference and description fields.
- Create **custom Views** of your Invoices data and place them on the Adagio Invoices' Inquiries menu with Adagio GridView.

Users on the Adagio Upgrade Plan will have already received this upgrade. Those who haven't should call us today to order! 🎵

ACCPAC Plus is Dead!

It is official! Effective September 30, 2006, ACCPAC is discontinuing ALL SALES AND SUPPORT of ACCPAC Plus. Adagio's great feature set and easy conversion is reason enough to move to Adagio, but certainly the official discontinuation of ACCPAC Plus is another compelling reason to make your move TODAY!

Print invoice

Invoice: 542 Reprint invoices: **Print**

Customer preference: Print Fax Email **Preview**

Specification option: Use selected specification **Setup**

Invoice spec.: All Specification codes 8.0 **Fax**

Invoice Email cover: IN1 **Email**

Credit note spec.: All Specification codes 8.0

Credit Email cover: CN1

Destination Options:
Destination: Printer
Printer: \\sbs1\Konica

E-mail invoices and credit notes as PDF attachments with customizable cover letters.

Email Setup

Return address: info@adagiocorp.com **OK**

Request receipt:

Email method: Mapi Direct **Cancel**

Direct options:
Mail server:
Display name:
Server requires authentication:
Account name:
Password: **Test email**

Batch 5

Invoice Number	Customer	Status	Type	Items
541	ABL01	Printed	IN	1

New Invoice

Document type: Invoice **OK** **Copy**

Customer code: ABL01 **Cancel** **Delete**

Customers

Code	Name	Alt Limit
ABL01	Ables Cables	300.00
BCS01	BCS Engines	300.00
BOH01	Bohr Drilling	300.00
BOL01	Bolts Hardw.	300.00
BRA01	Braxton Con	300.00
CAP01	Cape May Ir	300.00
CCX01	CCX Express	10,000.00
CHE01	Cheng, Cheng, Chipperfield	10,000.00

Alert

Customer's credit card information is incorrect **OK**

You can set up Pop-up Alerts for customers, inventory items or ship-to locations.

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Grayed out menus?

Question: My import invoices menu item in Payables has been grayed out. How can I make this option available again?

Answer: Either you are running an evaluation version of Adagio Payables, or your security group does not have rights to that function.

Are you opening Payables as the System Administrator or another user? If you use Payables with a user ID other than SYS, it may simply be that the security group has importing disabled. To check this, have someone with full Adagio rights open the data, then go to the File/Groups menu, and edit the Group that you belong to. Check to make sure that the proper menu privileges have been granted.

If you happen to be running an evaluation version of Adagio, the import/export menu choices will not be grayed out and inaccessible—rather you will get a message that import is not available when you try to actually import a file. If you are running an evaluation version, install your full version.

Faxing Invoices and Statements

Question: How do I get Adagio to work with WinFax Pro? I was told they are not compatible. Is this true?

Answer: You are correct, Adagio is not compatible with XP/WinFax—but it is compatible with XP, and **does not require any faxing software at all** as all the necessary components are supplied with Adagio. All you need is a fax modem on one of the computers running Adagio and a connection to the phone system.

In the module you are trying to fax from, select File | Options and make sure that faxing is enabled for the station. You should then see a fax button available where you can print statements or invoices. The document will be generated and the telephone number automatically retrieved for the customer. Adagio supports full 10-digit dialing with long distance rules and dialing prefixes and suffixes.

A couple of other notes re: faxing

- Every workstation that will use Adagio Receivables to Fax statements should go to the Fax Setup screen and make sure the correct COM port is selected for faxing. If the particular computer does not have a modem (and simply wants to add statement to the Fax queue), select None for the Fax COM port.

- On occasion, we have seen circumstances where running another process that uses the fax modem interferes with the Adagio faxing process. You should be aware of this in case you are running WinFax and want to start faxing statements from Adagio.
- Adagio Receivables and Adagio Invoices 8.0 now let you e-mail statements and invoices, in addition to either printing or faxing.

Ghost Users on Novell Server

Question: When trying to print a listing of a ledger batch I get a record conflict error that tells me the record is in use. Neither "Cancel" or "Retry" prints the report. I am the only user in Adagio Ledger, which is on a Novell Server. What is wrong?

Answer: Sometimes the Novell server will think that someone else is using a file even when you are clearly the only possible user.

This can happen if Person A is using an application which has a lock on a file, but they exit from the application abnormally (i.e. power failure, software crash, LAN interruption etc.). The Novell server still thinks that Person A has a lock on the file and will not allow Person B (or even Person A again) to access the files.

If this is the cause, it is easily resolved by having all possible Adagio users log out of their computers (even turn them off) and then log back into Novell. If that fails, try rebooting the server.

Please note: This issue's Tips and Techniques come from Softrak's Technical Support Discussion Forum. This is a great resource open to all Adagio users, simply by registering online at www.softrak.com/cgi-bin/ultimatebb.cgi. We encourage you to check it out!

Looking for Point of Sale?

Orion Point of Sale offers full-featured SQL-based point of sale that integrates directly with Adagio Ledger, Accounts Receivable, and Adagio Inventory. For more information, call us today, or visit www.orion-adagio.com.