



The Score

A Quarterly Update on Adagio Accounting



Volume 9 Issue 2

New Products from AOC 2010

Softrak's Adagio Opportunity Conference is a great chance to learn about new products for Adagio, and this year's conference, held in June in Whistler BC, was no exception.

Adagio users big and small, in any industry, will find something from AOC that is sure to make their working day easier or make their office run more efficiently. Here is a recap of some of the products we saw at AOC that impressed us.

ShadowSafe Backup and Disaster Recovery

A sound backup / disaster recovery / business continuity plan is essential to protect the well being of an organization. This cannot really be over emphasized, yet many enterprises still side step the issue or hold plans which are clearly out of date or inadequate. ShadowSafe allows you to make a complete "image copy" backup of a laptop, desktop, or server and store that copy, plus incremental changes (at the block level) in your vitalEsafe account. The image copy backup includes databases, registry entries, users, printers, rights, application programs, etc. — everything needed to completely restore a system back to full working order.

- www.vitalesafe.com

MacroSeries for Adagio—Day End Automation

This macro will automatically run your day end procedure for you after hours. You no longer have to wait for everyone to go home, or kick everyone off the system so you can run day end. This macro will backup your database, run your day end procedures, post batches and print and clear all your Day End Audit Reports, Transaction Reports and Posting Journals. All of those tedious day end tasks are done for you, and no one had to stop working while you did them!

- www.accsyssoftware.com

Lenmax EDI Translator and WMS for Adagio

Lenmax's EDI Translator for Adagio provides 100% automated integration with Adagio IC

and OE, eliminating manual data import and export. It translates valid EDI X12 ASCII files into Adagio recognizable documents such as Sales Orders and Invoices.

WMS for Adagio integrates seamlessly with Adagio's Operational Suite and provides a complete inventory management and stock location solution for small to medium sized businesses. Data is entered in real time through barcode scanning, eliminating the manual re-keying of item's shipped or received quantities, adjustments, transfers, assemblies and inventory counts. WMS for Adagio extends Adagio's stock location functionality.

- www.lenmax.com

JobTracker for Adagio

Do you need to track the status of a job, itemize parts and labor recorded against it, print a workorder, and identify all outstanding jobs? How about looking back at previous jobs, or accurately billing current jobs? Do you need to build an item and add it to inventory? JobTracker is your solution.

- www.islandmicro.com

Virtual Vendor's Catalog Builder PDF

Use your AR, OE, and IC data to generate product catalogs in PDF document files. Generate web-efficient downloadable PDF catalogs and print-quality PDF catalogs. Wholesalers and distributors put a great deal of effort into producing their catalogs. CatalogBuilderPDF can save you thousands of dollars and hundreds of hours.

- www.virtual-vendor.com

Each year, more and more Adagio end users join their resellers at this conference and can't believe how much they learn. Next year, plan to attend AOC 2011! The dates and location will be announced this fall. ♪

Adagio
2010
Opportunity Conference

Upgrades This Spring

Softrak released major upgrades to the following modules this spring and early summer:

- Crystal Reports for Adagio 8.5B
- Adagio BankRec 8.1B
- Adagio Time&Billing 8.1B

We always recommend our clients stay current. Call us today for more information on how to upgrade these products.

Brought to you by...



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Improve your Sales Prospecting

Use Adagio SalesCQ to track customers and prospects, create quotes, and convert quotes to orders. Far more than just a contact manager, SalesCQ allows you to turn a prospect into a customer in Adagio Receivables and turn a quote into a fully editable order in Adagio OrderEntry with just a few clicks of the mouse.

Deleting Accounts

Question: How can I delete accounts?

I want to clean up my chart of accounts by deleting old accounts and departments. However, I keep getting the error message "Accounts with current or historical values cannot be deleted". How can I do this?

Answer: You can't delete an account with transactions, no matter how old or inactive it is. However, you can make departments 'inactive' by editing a department and removing the 'department active' selection. This will make the department and all associated accounts inactive. You can then choose to hide inactive accounts from the Edit Accounts and the account Finder screens, which would remove the clutter of departments that you don't use anymore. Perhaps this would be a better solution than purging transactions and deleting accounts.

Or, ask us about Toolkit for Adagio, a collection of utilities that do handy things like this for you.

Reversing a Batch

Question: I posted a batch in the GL that I wish to reverse back. The entry is too long for me to make a reversing entry and post it. How can I do this?

Answer: You can use the Unpost function within Adagio Ledger to bring back a batch that was already posted. In addition to restoring the batch, you can choose to delete the posted transaction details created from the incorrect posting, or leave them there. You can also choose to have the newly restored batch have the debits and credits reversed.

In order to use the Unpost function, you first have to enable it from the Company Profile. You can find the Batch Unpost function under the Post menu.

Alternatively, if you are running the current version of Adagio Ledger 9.0C, you could also use the Recover Batch function from the Maintenance menu. This function can restore batches that were either posted or deleted

in error, and also recover batches that have consolidated entries. Recover Batches cannot remove the effects of the original posting.

Printing & Clearing Journals

Question: I am in the process of closing the year, and need to print and clear some reports. The problem is that after I print, I don't get a pop up asking to clear the journals. How do I get this?

Answer: In the company profile, there is an option to 'Allow post journal purge'. If it is not selected, the question to purge posting journals will not "pop up" after printing.

In this case, running Close Current Fiscal Year will remove the posting journals for you, without requiring that you print and purge them before you can close the year.

Second Language Option

Question: We need to have our part descriptions also show up in a second language, French. Is there an easy, efficient way to do this?

Answer: Write the French description for the part number in one of the additional fields and have a specification that prints this field rather than the regular item description on an invoice or order confirmation.

To be efficient, export the item number and English description into a spreadsheet, have the French description typed in alongside, and import the result back into the database.

Accounts Payable Vendor Finder

Question: When we search for a vendor using F6 and find the customer and select it, it only takes us to the vendor but doesn't open the vendor. It used to open the vendor in the same way Receivables does with customers. Is there a setting for this to have it open the vendor after it finds it?

Answer: Do you have the radio button on the Find Vendor window set to Highlight? Check, you'll want to set it to Edit instead. 🎵

You can find more tips like this in the Softrak Support Forum at www.softrak.com under the Support>Support Forum heading.