

Streamline Month End with 9.10.00

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Why is this an important enhancement and whom does it benefit?

This new feature will reduce the amount of time needed for each month end closing by allowing the user to control what is being reported, cleared and to schedule these processes to occur, unattended, during the evening. Another benefit is to ensure the integrity of the reports by storing them electronically while still incorporating user security that will only allow those employees access based on a need to know requirement. A reduction in costs is recognized by storing the reports electronically rather than being printed. Efficiency of your staff is recognized by keeping them focused on daily tasks and reducing the downtime due to the month end closing. Less down time results in better overall performance of processing orders and addressing customer service.

What is the enhancement?

This new feature will allow the scheduling of month-end reports and update/clearing options to run automatically. Once all data entry for the month has been completed, you may use this new function to flag all month-end reports and update/clearing options that should be processed. This option may either be "Run" immediately or may be set up to process unattended later in the day or evening.

Prior to using this option, you will want to compare your company's month-end report checklist to the new stored report month-end format(s) for each option to be certain the correct selections have been chosen for your needs. You may store as many formats for a month-end report as you want. Sample formats are available with the enhancement.

See F1-Help for further setup details.

The user interface is laid out in the same logical sequence as the normal month end steps and all standard month end reports will be displayed. Each section contains a specific tab that shows the various reports and clearing functions to be processed.

During processing, the indicated reports will be generated as a PDF files and the update/clear functions will be completed. This option also allows a zipped copy of your data to be stored. The reports and zipped data copy will be stored in a directory specific to each month and year. To view or print the reports at a later time, a new option titled Month-End Reports, similar to the current Journals options, will allow the printing of any of the stored month-end reports for each year/month and module.