

## Version 8.0 Enhancements

### **Available from November, 2004**

Version 8.0 of CBA 2000 includes a significant number of user-driven enhancements designed to further strengthen your investment in the CBA product. Greentree International has worked to minimise the number of data file changes required to ensure the upgrade is quick and easy for your CBA Reseller to install. All CBA clients who are up to date with their annual maintenance payments qualify for this exciting upgrade.

Listed below are the enhancements that have been incorporated into this version – call your authorised CBA Reseller to arrange for CBA 2000 Version 8.0 to be installed on your system.

## Modules for free!

### **Forms Manager**

When you upgrade to Version 8.0 you now have the option of getting the Forms Manager module free of charge! This means you will be able to print any of the forms, provided in Forms Manager, in a laser format and, as part of the upgrade sample layouts suitable for laser printers will be provided.

### **Bank Interface**

In this upgrade you also have the option of getting the Bank Interface module free of charge.

Note: Any future maintenance charges will include maintenance on these modules.

## Global Features

**File Viewer** – the new windows based file viewer that was introduced with Version 7.0 will be further enhanced. You will now be able to choose, per user, a default font and also the number of lines per page when displaying files. If you have changed fonts or added underlines to the text, when you save to a PDF this formatting will be retained in the PDF.

# Accounts Payable

**Holds** – the Release/Alter Holds function will be easier to use and also include the ability to put an invoice on hold at the time of invoice entry. No longer will you need to select individual lines, you simply apply the hold value to the invoice.

## **Invoice and Credit Note entry**

You will now be able to scroll backwards and forwards through the lines entered, so you can easily locate the lines you wish to edit.

## **Apply Unapplied Payments**

This new program will mean you can leave manual payments and credit notes unapplied, choosing to apply them to the correct invoices at a later date. It will make the management of pre-payments easier.

**Change Supplier Number** – when changing a supplier number the Detail field on the Inventory transactions will also now be updated, so any Inventory reports or enquiry will reflect the new supplier number.

# Accounts Receivable

**Invoice and Credit Note entry** – you will now be able to scroll backwards and forwards through the lines entered, so you can easily locate the lines you wish to edit.

**Invoice Print** – with V7 the option to print invoices in Customer Number or Alpha order was introduced and now re-printing invoices in that order will be easier. When doing a re-print in either of these orders you will select the first Customer to print from, so you don't have to re-print the whole run.

**Tax Summary Report** – the report will now split the opening balances and the current period values. So if you run you tax period across multiple months you will be able to easily distinguish what makes up the opening balance opposed to the tax values for the current period.

**Detailed Tax Report** – this new report will show you all invoices/credit notes for the current period and how the tax component has been analysed - making the reconciliation of your tax much easier.

**Change Customer Number** – when changing a customer number the Detail field on the Inventory transactions will also now be updated so any Inventory reports or enquiry will reflect the new customer number.

# Bank Interface

**Create AP Output File** – you will now be able to create a direct credit file for a Manual Payments batch. No more having to key these manual payments into your banking software.

# Cost Management

**Batch Edit List** – you will be able to select batches within a date range.

# Fixed Assets

**Asset Maintenance** – when flagging an Asset for deletion you will be asked if you want to also change the balance type for Balance Forward. Only Assets with a balance type of Balance Forward can be deleted at the next year end.

# Forms Manager

Due to the enhancement being done for Spin-A-Fax, all the Set-Up programs will become much easier to use. You will be able to scroll up and down through the definition and you will also have some additional fields available for selection.

# General Ledger

**Update from other Ledgers** – the audit report that is printed will also be saved to a text file so if by chance your printer destroys the report you will be able to re-print it.

# Inventory

**Audit Trail Report** – this new report will be similar to the Audit Trails available in the other modules. It will show all the current period transactions broken down by type along with relevant totals. It will also have an option to group the transactions by batches.

# Order Entry

**Prepare Invoices** - the audit report that is printed will also be saved to a text file so if by chance your printer destroys the report you will be able to re-print it.

# Payroll

**Employee Maintenance** – you will be able to record a salary value for every employee even if they are paid hourly. This should make it easier for you when it comes time for pay reviews. Also you will be able to record an email address and a mobile phone number for all employees.

**Employee Enquiry** – the new email address and mobile phone number information will be displayed.

**Superannuation Report (NZ Only)** - the tax percentage used when working out the SSCWT will be set on each employee rather than a global control file setting. This will allow companies to use the new options offered by the IRD, i.e. a tax rate based on the employee's income.

# Purchase Orders

**Batch Edit List** - you will be able to select batches within a date range.

# Spin-A-Fax

The CBA end of Spin-A-Fax is being restructured to make it easier to use and also remove some of the current limitations.

The following list of enhancements includes:

- contact information and control file settings will be stored in new files. This will allow for easier reporting and extracting of contact information.
- when deleting a customer or supplier (via Period Ends or Maintenance) the contact information will also be deleted.
- the “Body” section of each form will now be user defined. This is done by utilising the same principles and programs as Forms Manager. It means you will no longer have to have the body of the form in a set format determined by us.
- you will be able to include “calculated fields” in your documents. This could be used for things like total weight or number of lines etc.
- Payslips will be available to be sent via Spin-A-Fax.
- Manual Payment Remittances will be available to be sent via Spin-A-Fax.
- Order Confirmation/Pro-Forma Invoices will be available to be sent via Spin-A-Fax.
- each user will be able to have a different directory to use for the output of the documents. This will provide remote users with a mechanism to have the files transferred locally prior to them being processed and thus reduce the size of the files being transferred to the remote user.