

What's New in Sage Accpac 5.4

System Manager

- Record encrypted credit card information in selected modules.
- Specify a tax reporting currency and automatically calculate taxes in the source currency, functional currency, and the tax reporting currency.
- Comply with International tax requirements with full control over taxing of retainage.
- Utilize numerous options to take full control over the identifying details that get transferred to the General Ledger.
- Take advantage of optional fields in lookups and financial reports.
- Easily reconcile OFX bank entries and individual receipts within each deposit.
- Print checks for multiple banks and languages when processing Accounts Receivable refunds.

General Ledger

- Define your own account groups and assign them to your General Ledger accounts.

Accounts Receivable

- Process a refund for customers using the Customer Refunds feature and specify the payment method – check, cash, or credit card.
- Enter receipts with different currencies in a single batch.
- Track credit card payments received from your customers.
- Specify if you want to automatically post General Ledger journal entry batches created from Accounts Receivable.
- Allow Project and Job Costing Fixed Price projects to be billed using a summary or item invoice.
- Update Bank Services with deposit and receipt information.
- Automatically calculate taxes on miscellaneous receipts and update the Tax Tracking report.
- Automatically carry forward descriptions and comments from invoice detail lines using the quick entry mode.
- Choose to include or exclude prepayments when printing the Aged Trial Balance report.
- Check a customer's credit based on pending transactions in both Accounts Receivable and Order Entry plus their aged transactions.
- Print labels for the customer's ship-to location.
- Designate a multicurrency rounding account.
- Create recurring invoices which include item details, comments, and tax information.
- Create default tax groups, tax classes, salespeople and statement options for groups of customers.
- Specify a default inventory location for the customer so that goods are shipped from the nearest warehouse location.
- Automatically use the customer's salesperson information when setting up a new ship-to location for the customer.
- Assign a single deposit slip to multiple receipt batches.
- Post multiple invoice, adjustment, receipt, and refund batches simultaneously.
- Save the selections you make to view transactions within Customer Activity (e.g. Order By) so that they can be used as defaults.
- Easily write-off small overpayments by adjusting the receipt in Adjustments.
- Clear inactive recurring charges using the Delete Inactive Records form.
- Change the accounts within an account set even when the account set is in use by a customer.
- Choose to automatically apply a receipt to the transactions of open item customers.
- Make a customer inactive even when there are active recurring charges.
- Assign a member of a national account a different account set than the national account.
- Print the Batch Listing report from the transaction entry forms.

- Easily view and enter customer comments and capture comment dates.
- Enter recurring charges that total to a zero amount.
- Use new security options to allow authorized users to change customer credit information.
- Print a receipt document for receipt, prepayment, unapplied cash, and miscellaneous receipt transactions.
- Print statements for open item customers that show only those documents that have had activity since the last statement.
- View Year-to-Date statistics for the Customer and the Customer Group.
- Automatically prohibit a customer from being deleted or set to inactive if there are unposted documents.
- Automatically prohibit a ship-to location from being deleted or set to inactive if there are unposted documents.
- Enter and post unapplied prepayments.
- Record advance credit claims in Receipt Entry. *
- Print ANSI compliant refund checks for the U.S. and Canada.
- Allow multiple users to add entries to the same batch at the same time.
- Perform Data Integrity checks for subsets of AR data.
- Void a check from the Refund Entry screen.

Accounts Payable

- Enter an invoice (with taxes) and apply a payment at the same time for on-the-spot settlement of an invoice.
- For fixed price projects, capture cost details needed to support summary or item billing in Accounts Receivable.
- Specify the method of payment for documents within Payment Entry.
- Set up your own payment codes to define the payment method you use – credit card, cash, check, and more.
- Automatically post General Ledger journal entry batches created from Accounts Payable.
- Automatically calculate taxes on miscellaneous payments and update the Tax Tracking Report.
- Automatically carry forward descriptions and comments from invoice detail lines in quick entry mode.
- Automatically prohibit a vendor from being deleted or set to inactive if documents exist that have not been posted.
- Automatically prohibit a remit-to location from being deleted or set to inactive if documents exist that have not been posted.
- Specify the maximum payment amount for a document in Control Payments.
- Choose to include or exclude prepayments when printing the Aged Payables report.
- View payments in date order or check number order in Vendor Activity.
- Store your unique selections when viewing transactions within Vendor Activity (e.g. Order By) so that they can be used as defaults.
- Clear inactive recurring payables using the Delete Inactive Records form.
- Specify additional vendor criteria in Payment Selection Codes and select by a vendor optional field or by the vendor's default payment code.
- Change the accounts within an account set even when the account set is in use by a vendor.
- Print the Batch Listing from the transaction entry screen.
- Easily view and enter vendor comments.
- Receive a warning when entering a payment in Payment Entry for a document that is currently on hold.
- Store comments and handle taxes on recurring payables.
- View Year-to-Date statistics for vendors and vendor groups.
- Use expanded import options for recurring payables and terms codes.
- Prohibit the changing of remit-to information when a remit-to location is specified in Payment Entry.
- Designate a multicurrency rounding account.
- Print ANSI compliant checks for the U.S. and Canada.

- Allow multiple users to add entries to the same batch at the same time.
- Void checks while entering payments or pre-payments

Inventory Control

- Keep track of goods in-transit using logical versus physical inventory designations.
- Set up multi-level bill of materials.
- Automatically post General Ledger journal entry batches created from Inventory Control.
- Define a table of weight units of measure with conversion factors and assign them to inventory items.
- Make automatic inventory adjustments where appropriate.
- Quickly create new inventory items using the Items Wizard.
- Use advanced pricing features for more control over your sales.
- Specify a physical inventory adjustment account.
- Define custom units of measure for inventory items.
- Separate components from finished product using the "sellable" status for inventory items.
- Store customer-specific item numbers in inventory.
- Authorize order entry to use the lowest price for your customer regardless of the contract price.
- Print a stock movement report.
- Generate stock aging reports for each all costing methods.
- Print a transfer form.

Order Entry

- Copy orders from one customer to another using the Copy Orders form.
- Drill down at every level of the order, shipment, and invoice process.
- Inquire on sales orders by customer based on order status.
- Automatically post General Ledger journal entry batches created from Order Entry.
- Specify a discount for the entire order as well as detail lines.
- Inquire on invoices posted for a specified item number.
- Check a customer's credit based on pending transactions in both Accounts Receivable and Order Entry in addition to their aged transactions.
- Receive a warning if a credit note has been previously posted for an invoice.
- Allow authorized users to view item costs during order entry.
- Specify item weight and weight unit of measure during Order, Shipment, and Invoice Entry.
- Check the price of an item to ensure the price is not below a specified cost or below a specified margin.
- Prohibit the sale of certain inventory items.
- Select items for sale based on physical versus logical inventory designations.
- Price inventory items based on weight, multiple units of measure, or cost plus a specified percentage or amount.
- Specify a default location for each customer so that goods are shipped from the nearest warehouse.
- Simplify order entry by assigning customer item numbers to inventory items.
- If a contract price has been set up for a customer, use the lowest price regardless of the contract price.
- Account for multicurrency rounding differences in Accounts Receivable and Order Entry.
- View the bill of materials during order, shipment, and invoice entry.
- Automatically post Accounts Receivable batches created from Order Entry.
- Take advantage of expanded and encrypted credit card fields.

Purchase Orders

- Print an invoice posting journal showing both the audit information for the invoices that are created in Accounts Payable and any General Ledger entries created from posting the invoice.
- Set up contract pricing for each vendor.
- Assign security rights to allow specific users to view costing information in Receipt Entry.
- Automatically post Accounts Payable batches created from Purchase Orders.

Project and Job Costing

- Allow Project and Job Costing Fixed Price projects to be billed using a summary or item invoice.
- Automatically post General Ledger journal entry batches created from Project and Job Costing.
- Automatically post Accounts Receivable invoice batches created from Project and Job Costing for billings.
- Take control of labor costs using Payroll and Project and Job Costing integration.
- Use enhanced reporting features for audit lists, transaction lists, posting journals, committed costs reports, and contact information for each project.
- Specify a customer's tax group for each contract and project.
- Enter miscellaneous costs directly to a contract, project, and category.
- Add a new category and resource to a contract's project at any time.
- Update customer receipt balances when a refund is issued to the customer.
- Specify the fiscal year and period when recognizing revenue and creating a billing worksheet.
- Use enhanced integrity checker to verify that P/O committed amounts equal those displayed in Contract Maintenance. Also Check A/R, A/P, P/O, UP, CP for job-related entries in which contract/project is closed/ completed/estimate.
- Post transactions and select which status types (approved, entered, etc) to post.
- Specify material allocation for current quantities and the amount (qty/cost and related billing) that is actually used.
- Print A.I.A Documents G703 and G702.

U.S. and Canadian Payroll

- Integrate with the Project and Job Costing module to track committed and actual quantities and costs by contract, project, and category (as well as resource for standard contracts).
- Print a Certified Payroll report in U.S. Payroll.
- Automatically post General Ledger journal entry batches from Payroll.
- Take advantage of improved overtime calculations for salaried employees – including the ability to override the overtime calculations.
- Have more control over earnings and deductions for non-annualized wage bracket calculations, incremental wage bracket tables, increased accrual periods, and percentage above maximum.
- Calculate the maximum earning and deduction amounts at the employee level.
- Print additional reports using expanded selection criteria.
- View a list of timecards in one place.
- Use the expanded selection lists within Payroll for easier processing.
- Consolidate multiple EFT files.
- View details of individual employee paychecks.
- Drill down from General Ledger to Payroll.
- Copy timecards.
- Take advantage of usability enhancements for employees, forms, manual checks, and updating TD1, taxes, earnings, and deductions.
- Utilize cost center overrides.
- View a listing of checks.
- Allow your employees to enter Piece Rate Table and Commission Table earnings in Employee Timecards.

* Not available in all editions of Sage Accpac ERP. Please check the [Feature Differentiation Document](#) for details by edition.