

Multi Company Vendor Synchronization

AP-1085

Overview

This Extended Solution to the Accounts Payable module synchronizes Vendor Maintenance information across multiple companies.



Additional functionality is available if you have Sage Software Extended Solution AP-1063: *Electronic Payment for Accounts Payable* installed and enabled.

Installation

Before installing this Extended Solution, please verify that the version level(s) printed on the CD label are the same as the version level(s) of the MAS 90 MAS 200 module(s) you are using. For further information, please see the Upgrades and Compatibility section below. Check your Shipping Manifest for a complete list of Extended Solutions shipped.

For detailed installation instructions, please refer to the Sage website at:

http://support.sagesoftwareonline.com/mas/extended_solutions/main.cfm

Installing Your Extended Solutions under Windows

From a CD

If you have the *autorun* function turned on for your PC, the installation program will start up automatically. If not, find the **autorun.exe** file on your CD-ROM drive and double-click it to start the installation program. Follow the on-screen instructions.

From the Sage FTP site

When your Extended Solution is ready to be downloaded, you will receive an email from 'extendedsolutions.na@sage.com' telling you that it is ready. The email will contain the Customer Name, Cross Reference, a case-sensitive Password, a link via which you can download your Extended Solution, instructions, and a Shipping Manifest. If you have any problems with this order, please email extendedsolutions.na@sage.com and we will assist you during normal business hours.

Extended Solutions Control Center

Installing any Extended Solution will add an Extended Solutions Control Center to the MAS 90 MAS 200 Library Master Utilities menu. When you open the Control Center, the following options will be available:

- Extended Solutions Manuals
- Remove Extended Solutions
- Unlock Extended Solutions
- Merge Installation Files
- Extended Solutions Setup options

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Setup

Upon completion of software installation, you will need to access Extended Solutions Setup from the Accounts Payable Setup menu. Select this part number and the Setup screen for this Extended Solution will appear (Figure 1). Check the 'Enable Extended Solution' box to activate this Extended Solution. The manual for this Extended Solution can be viewed by clicking the 'Manual' button next to the 'Enable Extended Solution' check box. It can also be viewed via the Extended Solutions Control Center (see Installation, above).

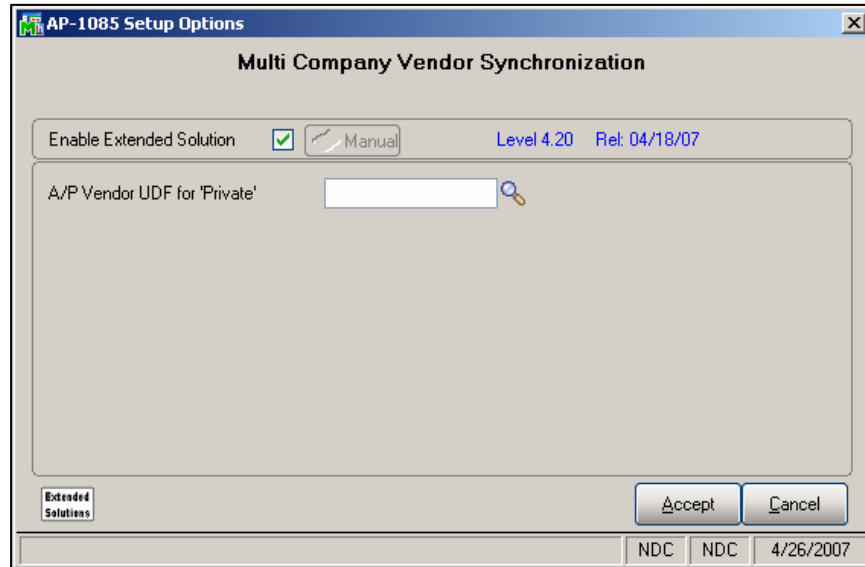


Figure 1

Answer the following prompt:

A/P Vendor UDF for 'Private': Enter a check box type Custom Office A/P Vendor UDF. Vendors that are marked private will be excluded from the synchronization process.

Role Maintenance

The following Task has been added to Accounts Payable, Reports Menu:

- Vendor Name Report

You should visit this Setup screen after each upgrade or reinstallation of this Extended Solution.

Operation

As a new vendor is created in Vendor Maintenance and Vendor Maintenance on-the-fly, or when there is a change on the Main tab or Additional tab (see field listing below) of Vendor Maintenance, a company listing window will pop up when you click the 'Accept' button

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(Figure 2). All Company Codes with the Accounts Payable module activated will be listed. If the Vendor Number does not yet exist in a Company Code, then the Selected flag will be unchecked. If it does exist, it will be checked. Double-click the Company Code to change the Selected flag.

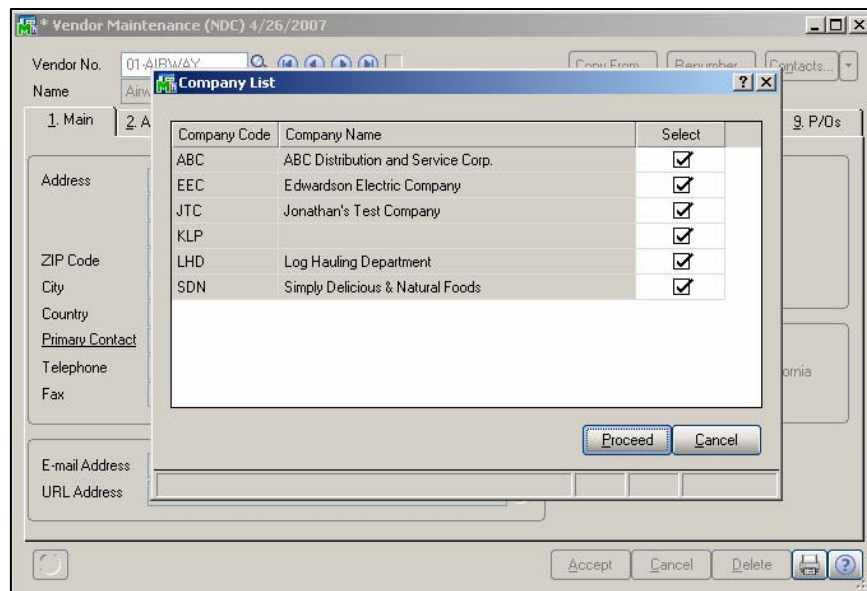


Figure 2

If the vendor being added/changed is marked 'private' in the current company code, the company listing window will not appear. If the vendor being added/changed is not marked 'private' in the current company code but is marked 'private' in another company code, that company code will not appear in the company listing.

Once you click 'Accept,' the same Vendor (if new) will be created in all the selected company codes. If the Vendor already exists, then Vendor information will be updated.

New Contact Code records and Terms code records will be created as well if they do not exist in the destination company code.

If the G/L Account does not exist in the destination company code, you will receive a warning message and the G/L Account Number field will be set to blank in that company code (Figure 3).

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The screenshot shows the 'Vendor Maintenance (NDC) 4/26/2007' window. The vendor is '01-AIRWAY' with the name 'Airway Property'. A warning dialog box is displayed over the 'Address' field, stating: 'Company EEC: Account Number does not exist. The Vendor G/L Account field will be set to blank.' The dialog has an 'OK' button. The main form fields include: Vendor No. (01-AIRWAY), Name (Airway Property), Address (Sage MAS 90), ZIP Code, City (Orange), State (CA), Country (USA), Primary Contact (LEO HENRY), Telephone ((714) 665-0980), Ext (5852), Fax ((714) 665-0900), E-mail Address (leo.henry@airway.com), and URL Address (www.airway.com). There are also fields for 'Hold Payment', 'Exemption No. on File', 'Tax Schedule' (CA), and 'Tax Class' (NT).

Figure 3

If the Vendor Division does not exist in the destination company, you will receive a warning message and that vendor will not be created in that company.

Changes to fields that trigger the synchronization process are:

- Vendor Name
- Address Line 1, 2, 3
- City
- State
- Zip
- Country
- Primary Contact
- Vendor Reference
- Terms Code
- GL Account
- Email
- URL
- Phone Number
- Extension
- Fax Number
- Batch Fax
- Sort Field
- Temporary Vendor
- Hold Payment
- Separate Check
- Comment
- Retention Rate

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Tax Schedule
 Exemption Number On File
 Tax Class
 1099 Vendor Type
 1099 Default Form
 Taxpayer ID Number
 Default Box No.
 Misc Box 9
 AP-1063 Direct Deposit Account Info

** Note regarding standard MAS90 processing: If you change a vendor data field before going into another dialog, your change may be automatically saved and cannot be cancelled.*

With AP-1063

If Extended Solution AP-1063 is installed and enabled, direct deposit information will be updated as well. When you copy direct deposit information from one Company Code to another, the program first removes all the existing direct deposit account information in the destination company that does not match that of the originating company. Then the program will copy account info from one to the other. However, the 'YTD Deposit Amount' in the destination Company Code will not be updated.

Vendor Name Report

Available from the A/P reports menu, you will be prompted for a range of Vendor Numbers (Figure 4).

The screenshot shows a Windows-style dialog box titled "Vendor Name Report". At the top, there are window control buttons (minimize, maximize, close). Below the title bar, there are labels for "Selection", "All", "Starting", and "Ending". Under "Selection", there is a dropdown menu showing "All" and a checked checkbox. The "Starting" field contains "00-" and has a search icon. The "Ending" field contains "99-/////////" and also has a search icon. Below these fields are three buttons: "Print", "Preview", and "Printer Setup...". At the bottom of the dialog, there is a checkbox labeled "Check this box to print all vendors" and a date field showing "02/12/2004".

Figure 4

The Vendor Name Report prints vendor numbers, vendor names, and all the company codes in which a vendor number exists. If a vendor number has different names in different company codes, a warning message will print (Figure 5).

VENDOR NAME REPORT

VENDOR NUMBER	VENDOR NAME	COMPANY CODES
01-AIRWAY	AIRWAY	ABC ATB EEC
01-AK	TEST	ABC
01-ALLCLIM	Allclimate Maintenance	ABC ATB
01-ANDEEC	Anders Auto Repair	ABC ATB
01-COCHRAN	Cochrane's Concrete Coring	EEC
01-COMPAQ	Compaq Computer Corporation	ABC ATB
01-CONT	Container Corporation Of Usa	ABC ATB
01-DENNICK	Denmick Concrete	EEC
*** WARNING: Multiple Vendor Names exist for Vendor Number 01-IBM		
01-IBM	IBM	EEC
01-IBM	Ibm Corporation	ABC ATB
01-J&J	J & J Construction	EEC
01-POSTMST	U.S. Postmaster	ABC ATB
01-SOCALGA	Southern California Gas Co.	ABC ATB
01-STEV	Stevens Supply	ABC ATB
01-UNITED	United Computers	ABC ATB
01-UPS	United Post Office Service	ABC ATB
01-WHOLE	South Coast Wholesale Supply	EEC
02-AIRTRAV	Airport Service Travel	ABC ATB
*** WARNING: Multiple Vendor Names exist for Vendor Number 02-AIRWAY		
02-AIRWAY	Airway Propertyaaa	ABC
02-AIRWAY	airway	EEC
02-AMERALR	American Alarm Service	ABC ATB

Figure 5

What's New

With the 04-30-07 release:

- Converted to Business Framework

Upgrades and Compatibility

The installation CD is labeled with the version of the MAS 90 MAS 200 module for which this Extended Solution was prepared. This Extended Solution will check its compatibility with the appropriate MAS 90 MAS 200 modules and will be disabled if an incompatibility is found. If you upgrade your MAS 90 MAS 200 modules, this Extended Solution must be upgraded as well. Your MAS 90 MAS 200 dealer can supply this upgrade.

Documentation

Only changes made by the Sage Software, Inc. to the standard operation of Sage Software, Inc., MAS 90 MAS 200 have been documented in this manual. Operations not documented in this manual are standard procedures of MAS 90 MAS 200 processing. Standard MAS 90 MAS 200 processes, data entry screens, inquiry screens, reports, updates, etc., have not been changed unless addressed in this document.

Parts of this document may refer to the *Specific Purpose Rule*. When referenced, the described feature was developed for a specific client to its specifications and may not conform to generally accepted MAS 90 MAS 200 standards and procedures. These features may or may not benefit you in your application of MAS 90 MAS 200.

