

## Form Code by Division for A/R and S/O

AR-1093

### Overview

This Extended Solution allows you to maintain default form codes in A/R Division Maintenance for A/R Statements, A/R Invoices, Sales Orders, S/O Picking Sheets, S/O Invoices, S/O Packing Lists, Shipping Labels and COD Labels.

### 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](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](mailto: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

## Extended Solutions

**Custom Office**

If you customize your MAS 90 MAS 200, then you must run the Update Utility *every time* you install this Extended Solution.

**Setup**

Upon completion of software installation, you will need to access Extended Solutions Setup from the Accounts Receivable 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).

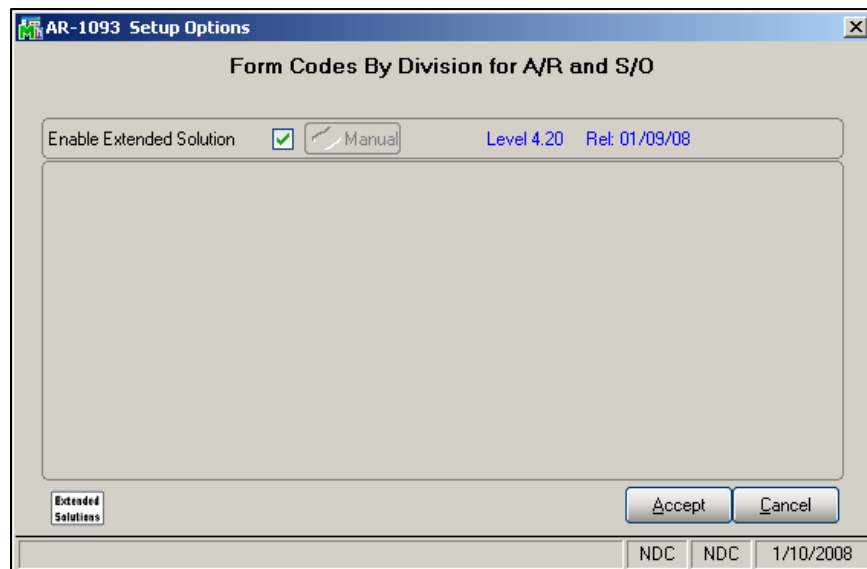


Figure 1

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

**Role Maintenance**

The following Task has been added to Accounts Receivable, Setup Options:

- Extended Solutions Setup

Please review your security setup in Role Maintenance and make appropriate changes.

## Extended Solutions

**Operation**

A/R Division Maintenance has been modified with a 'Form Codes' button (Figure 2). Click the button to access Division Form Codes (Figure 3).

A/R Division Maintenance (NDC) 1/11/2008

Division No. 01

Description EAST SALES OFFICE

Accounts Receivable	105-00-01	Accts. receiv. - East Warehse
Cash Sales	111-00-00	Other Receivables
Discounts Allowed	950-02-04	Discounts allowed
Freight	400-03-01	Freight charges - East
Sales Tax	235-01-00	Sales tax payable - East Cnty
Finance Charge	960-00-04	Miscellaneous

Post to Location

Form Codes Accept Cancel Delete

Figure 2

Division Form Codes

A/R Invoice Form Code	
Statement Form Code	
Sales Order Form Code	
S/D Invoice Form Code	
Picking Sheet Form Code	
Packing List Form Code	
Additional Packing List Form Code	
Shipping Label Form Code	
COD Label Form Code	

OK

Figure 3

## Extended Solutions

Specify a divisional form code for each of the following:

- A/R Invoice
- Statement
- Sales Order
- S/O Invoices
- Picking Sheet
- Packing List
- Additional Packing List
- Shipping Label
- COD Label

These documents will print in division number order, with each document using its specified form code for the division. If the form code is blank in Division Form Codes, printing will use the form code on the document's selection screen. If no form code is defined for a form in all divisions, standard print processing will take place.

Where Quick Print is available, the form code specified for the division will be loaded into the form code field but can be overridden.

### ODBC Dictionary

The files listed below have been added, or changed, in the ODBC Dictionaries by this Extended Solution for Crystal Reports purposes.

<i>File:</i>	<i>Fields:</i>
AR_Division	SalesOrderFormCode_001
	SOInvoiceFormCode_001
	PickingSheetFormCode_001
	StatementFormCode_001
	ARInvoiceFormCode_001
	PackingListFormCode_001
	AddIPackingListFormCode_001
	ShippingLabelFormCode_001
	CODLabelFormCode_001
AR_DivisionListingWrk	SalesOrderFormCode_001
	SOInvoiceFormCode_001
	PickingSheetFormCode_001
	StatementFormCode_001
	ARInvoiceFormCode_001
	PackingListFormCode_001
	AddIPackingListFormCode_001
	ShippingLabelFormCode_001
	CODLabelFormCode_001

Be aware that the ODBC Dictionaries may contain other files and data fields that will be

## Extended Solutions

unavailable without their corresponding Extended Solutions installed.

### 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 to the standard operation of 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.

### Acknowledgments

© 2008 Sage Software, Inc. All rights reserved. Sage Software, MAS 90 and MAS 200 are registered trademarks or trademarks of Sage Software, Inc. All other trademarks are the property of their respective owners.

		The Premier Provider of Effective Business Software Solutions
<b>Sage Software Business Partner of the Year</b>		
<b>Complete Sage Software Solutions</b> Sage MAS 500 • Sage MAS 200 • Sage MAS 90 Sage BusinessWorks • Sage SalesLogix CRM • ACT! by Sage Sage ABRA HRMS • Sage FAS • Sage MIP Fund Accounting & Fundraising		
<b>Offices in these cities &amp; states:</b> Atlanta, GA • Chicago, IL • Los Angeles, CA • Orange County, CA • Tampa, FL Colorado • Minnesota • Missouri • New Jersey • Ohio • Oklahoma • Pennsylvania • South Carolina • Tennessee • Texas • Washington		
<b>Regional Offices</b>		National Presence - Local Touch
Orange County, California 23161 Mill Creek Drive Laguna Hills, California 92653 Phone: (949) 583.9500 Toll Free: (800) 425.9843 Fax: (949) 583.0649 <a href="http://www.blytheco.com">www.blytheco.com</a>	Atlanta, Georgia 1100 Johnson Ferry Road, Ste. 450 Atlanta, Georgia 30342 Phone: (404) 841.6240 Toll Free: (800) 455.1368 Fax: (404) 841.6243 <a href="mailto:solutions@blytheco.com">solutions@blytheco.com</a>	