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## Invoices with OCR Coding

AR-1097

### Overview

This Extended Solution to the Accounts Receivable module enables Accounts Receivable invoices to be printed with a special scan line printed in OCR-A or OCR-B font.



*Specific Purpose Rule:* 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.

### 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

## Extended Solutions

- Merge Installation Files
- Extended Solutions Setup options

**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**

Once the disk is installed, you will need to access the Accounts Receivable options screen. After the option screens have been displayed, a Setup screen for this Extended Solution will appear. Check the 'Enable Extended Solution' box to activate this Extended Solution (Figure 1). The manual for this Extended Solution, if it has been installed, 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).

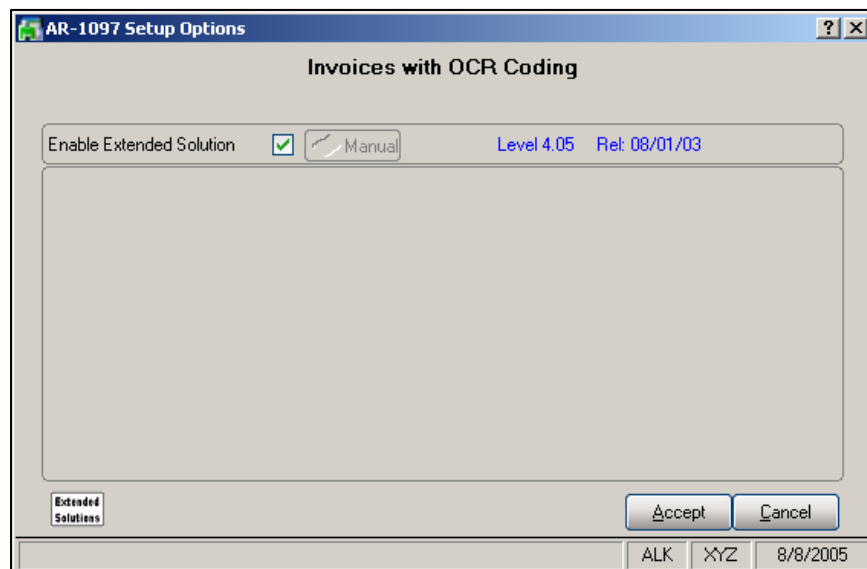


Figure 1

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

**Operation***Division Maintenance*

A 'More' button has been added to the Division Maintenance screen (Figure 2). When you click this button, a pop up window will give you the ability to enter and maintain a Bank

Code. The Bank Code referenced in each customer's division will be used in the OCR code line as described below.

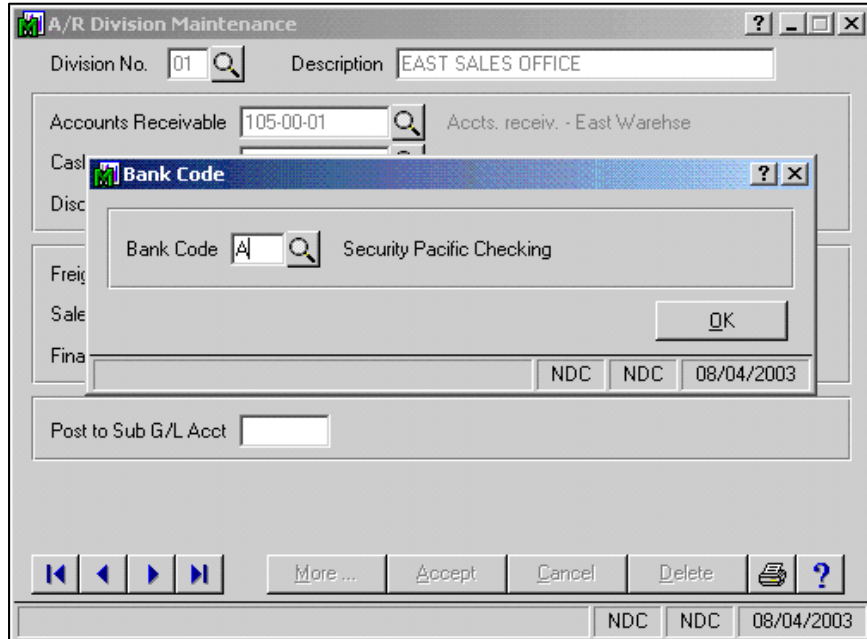


Figure 2

*Bank Code Maintenance*

A 'More' button has been added to the Bank Code Maintenance screen (Figure 3). When you click this button, a pop up window will give you the ability to enter and maintain the Lock Box Number, which will be used as described below.

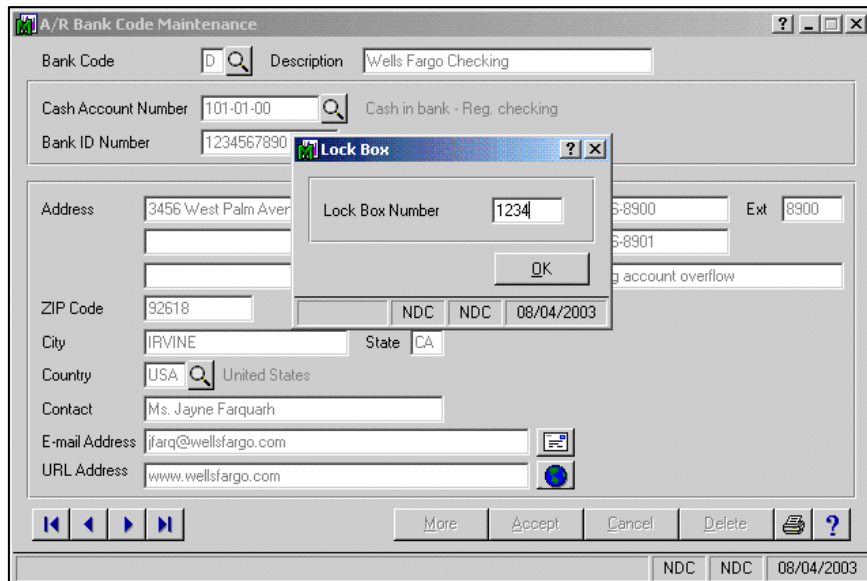


Figure 3

## Extended Solutions

*Invoice Printing*

A new form field has been added that contains the Company Code, Bank Code, Customer Number, Invoice Number, Invoice Date, Invoice Amount, Bank Account Number (taken from Bank Code Maintenance), Lock Box Number and Check Digit in specified locations as follows:

Field	Characters	Description	Positions
1	3	COMPANY CODE	1 - 3
1	1	BANK CODE From Division Maintenance	4
2	9	CUSTOMER NUMBER	5 - 13
3	9	INVOICE NUMBER Contains invoice number right justified and zero filled.	14 - 22
3	6	INVOICE DATE mmddy format	23 - 28
4	9	INVOICE AMOUNT Includes decimal places. The maximum amounts would be 9,999,999.99 or -999,999.99. An amount outside this range will print as zero. The amount is formatted without a decimal point, right justified, zero filled.	29 - 37
5	10	BANK ACCOUNT NUMBER Taken from the Bank Code Maintenance. The first 10 of 13 characters from the 'Bank Acct' field. The value is right justified, zero filled. If the bank account number contains non-numeric data, the entire number will print as zeros.	38 - 47
6	4	LOCK BOX NUMBER The new field added to Bank Code Maintenance	48 - 51
7	1	CHECK DIGIT Calculated; see Helpful Hints	52

During A/R Invoice and Repetitive Invoice Printing the new form field containing the above data will be printed in the OCR-A or OCR-B font, specified by form code.

If the division the customer is in does not have a bank code setup, or if the specified bank code does not have a lock box number entered, no OCR line will print on that invoice.

## Extended Solutions

**Forms***Non-Graphical Forms*

You can maintain the new form fields for this Extended Solution by clicking the 'Form...' button. A window will pop up where you may select the form you would like to maintain (Figure 4). Select this Extended Solution to display the Form Maintenance screen.

Click the Options button on the Header tab to access the pop-up OCR font selection drop box (Figure 5). Figure 6 shows the Detail tab with the new form field.

The new fields that you activate with this Extended Solution will print in addition to any other fields that have been activated in FORM maintenance.

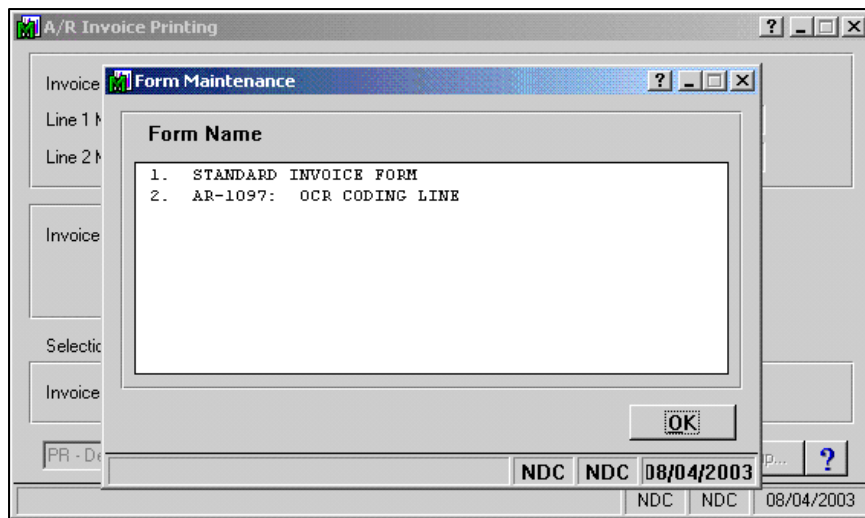


Figure 4

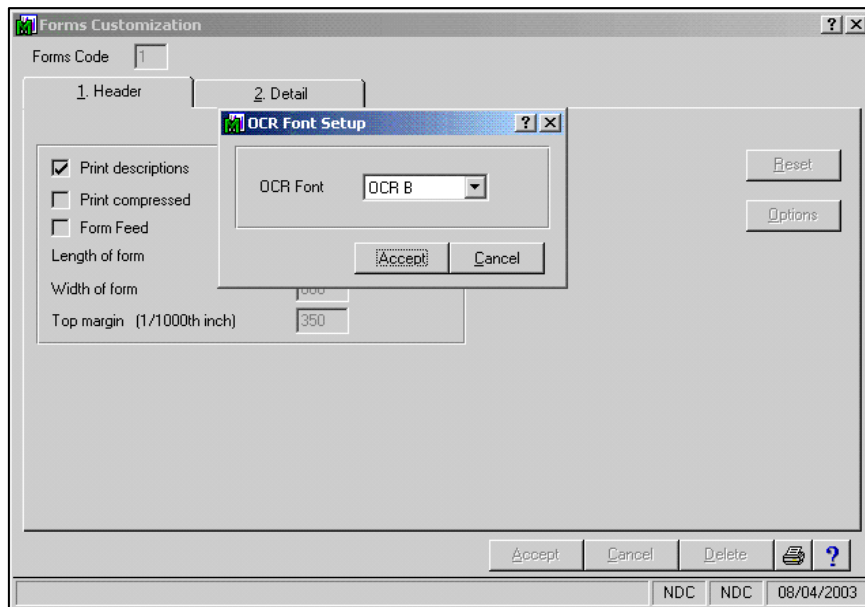


Figure 5

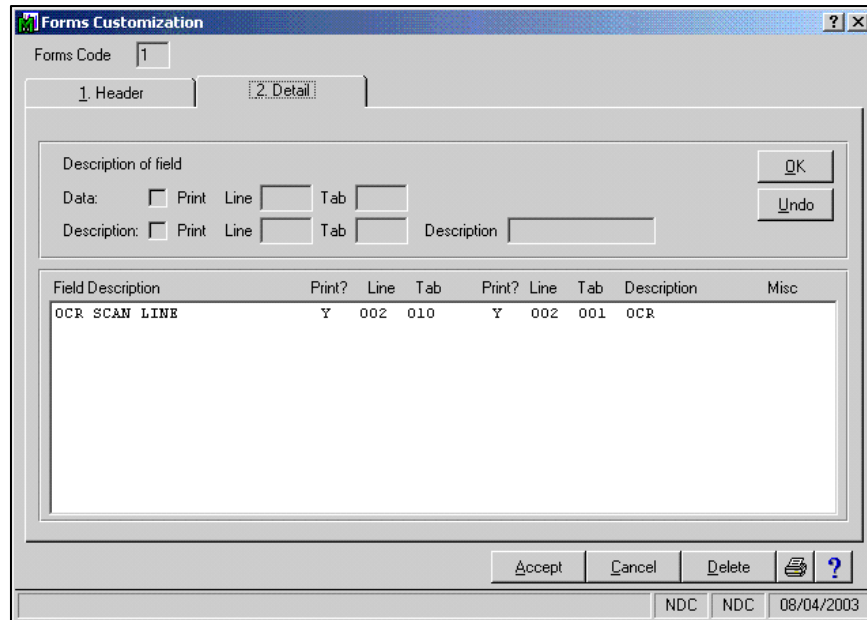


Figure 6

### Graphical Forms

No changes have been made to Graphical Forms printing.

### Report Master/Visual Integrator

The files listed below have been added or changed in the Data Dictionary by this Extended Solution for Visual Integrator purposes.

*New File:* AR.DIV\_II  
*Field:* BANK\_CODE

The Data Dictionary may contain other files and data fields that are not available without their corresponding Best Software Extended Solutions installed.

*Note:* The Report Master module is not supported in MAS 200 SQL.

### Crystal Reports and the ODBC Dictionary

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

*File:* AR\_AB  
*Description:* Division File  
*Field:* BankCode

Be aware that the ODBC Dictionaries may contain other files and data fields that will be unavailable without their corresponding Extended Solutions installed.

## Extended Solutions

**Helpful Hints**

- The Scan line Check Digit is calculated as the Double-Add-Double, sum-of digits, modulus-10, subtract procedure. This procedure is performed by multiplying the scan line digits by a weighted value then taking the sum of the digits and subtracting it from a value of the next higher multiple of 10. Non-numeric characters (including the minus sign and the decimal point) will evaluate to zero for the purposes of calculating the check digit.
- An HP4 or compatible printer must be used in order for this Extended Solution to function properly.
- The OCR-A and OCR-B fonts from the Adobe Type Library are required and are supplied with this Extended Solution. Your license to use these fonts has been registered with Adobe Systems Incorporated.
- The OCR font will print with a point size of 10.
- This Extended Solution will only function properly on a DOS or NOVELL system when printing to a local printer (e.g., the PRN device).

**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**

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