



Software Solutions...

Newsletter 2004 2nd Quarter

Table of Contents

New Employee	1
Compensating Tax	1
Best Releases MAS 90/ 200 Version 4.0	1
BusinessWorks Gold Updates	4

NEW EMPLOYEE

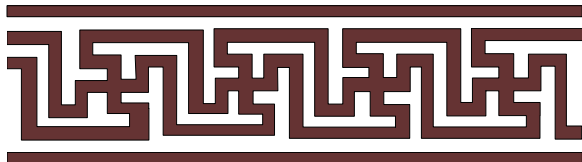
Many of you have already had the opportunity to talk to our new software consultant, Luanne Bessee. Luanne comes to

us with over 10 years of software support and accounting experience as well as a slight southern drawl. We know you will enjoy talking with her when you call ITG.

business is subject to compensating tax, please contact us. Do not assume your business is not affected simply because it has never been a problem before now.

Recently, we were referred a new customer who had been unaware of the law. Because of our data management skills and manufacturing experience, we were able to substantially reduce the initial assessment.

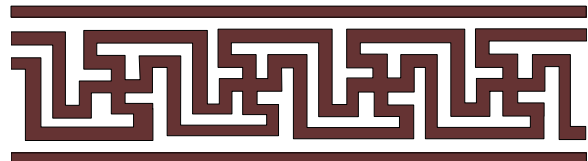
We can assist you by creating custom reports to determine your exposure and evaluate options for resolution. We can help you find invoices paid to out-of-state vendors for specific business purchases. Call us if you have questions!



COMPENSATING TAX

The State of New Mexico has increased its efforts to ensure compliance with the Compensating Tax statutes. If your New Mexico business buys assets (not including inventory for resale) from vendors outside of New Mexico, you may want to consider how Compensating Tax may affect you. You may not be aware that New Mexico businesses are required to assess themselves a 5% tax for certain assets purchased out of state if the vendor did not collect the tax that would have been owed had the assets been purchased within New Mexico. The penalty for non-compliance to the statute can be substantial. The unpaid tax liabilities are assessed interest compounded daily (yes...DAILY), up to six years at 15%! An additional 10% penalty may also be assessed.

The best advice we can give you is to be proactive. Estimate your exposure to liability before you are selected by the State of New Mexico for an audit. If you aren't sure if your



BEST RELEASES MAS90/200 VERSION 4.0



The long awaited features in version 4.0 are now available. You will be receiving your upgrade copy within a couple of weeks. Call us if you don't receive your CD by April 30th, 2004. Here are some of the highlights:

Global Enhancements

Business Insights Reporting:

- The Business Insights Reporter displays data in a logical tree view, which makes the data easier to locate. You can use one of the pre-defined views or define your own custom views of data.
- You can specify report options each time the report is run.
- Reports can be added to menus.

BEST RELEASES MAS90/200 VERSION 4.0 (continued)

- Reports can be edited using Crystal Reports.
- Reports can be used to export data in a wide variety of formats including XML and Excel.

Simplified Data Export to Microsoft Excel:

- The advanced lookup engine (ALE) can export the selected data to an Excel spreadsheet with the click of a button. Excel must be installed on the desktop.

Greater Flexibility with Security:

- Using role-based security, you can define various roles, such as “Supervisor” and “Data Entry”, which have different levels of access to programs. One or more of these roles can then be assigned to individual users.
- Security is task-based, not menu-based, allowing it to be maintained regardless of how various tasks are executed.

General Ledger Enhancements

New User Interface Standards:

- New grid entry provides faster and more flexible data entry.
- New controls allow you to customize column widths, sort and hide fields, and undo unsaved changes.
- All the windows have the new Windows XP look and feel with redesigned icons.
- You can quickly access various features using the right-click menus and hyperlinks.

Improved Integration with Bank Reconciliation:

- You can transfer funds between banks as a one-step transaction journal entry.

Redesigned Budget Maintenance:

- The new Budget Maintenance window allows you to maintain unlimited budgets.
- Only the budget you want to work with appears.
- You can simultaneously edit budgets for multiple general ledger accounts.

Greater Power and Flexibility in Allocations:

- Source Accounts may be Financial or Non-Financial accounts.
- Automatic allocations may be run at any time for any period.
- The new Basis allocation enables you to distribute the allocation amount from the source account based on values that are associated with other specified accounts.

New Company Setup Wizard for General Ledger:

- The New Company Setup Wizard is available only for General Ledger in this release.
- You can now easily set up a new company in MAS 90 or MAS 200 tailored to meet your specific business needs.
- An optional pre-defined Chart of Accounts helps you get started on the right track.



Expanded Account Number and Structure:

- You can format your account structure with up to 32 characters and 10 segments.
- The expanded account number is compatible with all subsidiary MAS 90 modules.

Batch Manager:

- Batch Manager tracks individual user batches and allows them to be private or shared.

Memo Manager:

- You can establish, manage, and display memos for general ledger accounts using this company-wide memo management system.

Expanded Numeric Fields:

- To accommodate larger transactions, the numeric masks in the General Ledger module is expanded to allow 999 million dollars within entry programs, 9 billion on the account level and 99 billion for reports.

BEST RELEASES MAS90/200 VERSION 4.0 (continued)

Reporting Enhancements

Expanded Financial Statements:

- You can easily set up Financial Statements with a wizard-based front end.
- Quarter-To-Date Income Statements and the ability to define segment or roll-up codes for Income Statements are added.
- You can specify whether to print account numbers, dollar signs, zero balances, and/or set a percentage mask.

FRx Desktop Version 6.5:

- FRx Desktop version 6.5 is bundled with the purchase of the General Ledger module and replaces some of the more advanced features of Custom Financials.
- FRx Desktop can drill back to source transactions in MAS 90.

Saved Report Settings in General Ledger:

- You can set up pre-defined report selection options for each report, which decreases setup time and error in report generation.
- You can define the settings as Public, Read-Only, or Private to ensure that the appropriate users modify them.

Other Enhancements

Greater Flexibility with User-Defined Fields (UDFs):

- The enhanced UDFs are available only for General Ledger in this release.
- You may define UDFs for any table and are not limited to single pre-defined entities.
- UDFs reside in the actual data table (for example, GL_Account), not in a separate UDF table.
- The source of the value of a UDF may be defined when the UDF is created, allowing you to specify default values or the source from which a UDF value is inherited.
- UDFs can be defined to validate on User-Defined Table (UDT) key fields.

Enhanced Wide Area Network Support for MAS 200:

- MAS 200 is compatible with firewalls that use Network Address Translation (NAT).
- Traffic between the client and host may be optionally SSL encrypted to help ensure data security.
- Client/server connection is enhanced to be more fault tolerant, resulting in fewer dropped connections.

New Version of Business Alerts:

- You can send HTML-formatted e-mail.
- Streamlined setup procedure simplifies configuration.
- The user interface has been updated to be more intuitive.
- All customers with a current maintenance plan will receive a Business Alerts Select Edition at no additional charge. This limited version of Business Alerts includes the following five alerts that demonstrate the product's power:
 - Accounts Payable - Invoice discount due
 - Accounts Receivable - Past due receivables over \$1,000
 - General Ledger - Account balance exceeds budget amount
 - Accounts Receivable - New customer welcome
 - Sales Order - Open orders over \$2,500.

Please note that because of extensive changes to the program, version 4.0 will require some time and effort to install. ITG can perform the upgrade for you, or you may want to try the upgrade on your own. Be sure to read **all** of the instructions prior to beginning the installation. There is a checklist of tasks to perform **before** and **after** the upgrade. Be certain that you feel comfortable with all of the steps before you begin. The documentation can be found at BOSS (Best Online Support Services) and also should come included with the installation CD. The length of the documentation does not allow for us to list all the steps here, however here are some items to consider before you start the process.

BEST RELEASES MAS90/200 VERSION 4.0 (concluded)

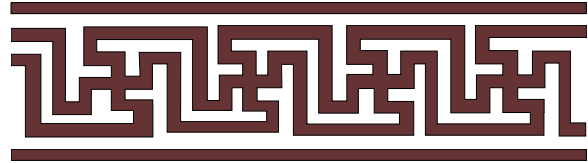
- Be sure your hardware and operating system (on both client and server computers) is supported by the new version. The requirements are lengthy, but basically you will be safe if your workstation operating systems are Windows 2000 or above. For Windows Networks, the operating software should be Windows NT Server 4.0 and above. For Novell networks, the operating system should be 4.2 or higher. Contact us if your system does not meet these specifications.
- Make sure you have enough hard drive space. The upgrade requires 150 MB plus an additional 15 to 25 MB for each module. If you will be installing Crystal Reports Designer, an additional 400 MB will be required. We can assist you if you need help to determine if you have enough hard drive space.
- Run the GL Level 3 Account Analysis utility from the BOSS website. Read all instructions before running the utility.

When you are ready to start the installation don't forget to:

- Backup your data before you start the install.
- Verify that all data entry files have been updated and are empty before upgrading. Any data in the data entry files during the migration will be lost.
- Print all custom form definitions. These forms may be erased in the process.
- Contact us prior to running the installation if you have any custom modifications to your MAS90/200 system.

Read and follow all of the steps on the Pre-Installation and Post-Installation checklists. ITG will be happy to assist you with any questions you may have about the upgrade process. If you prefer, we can install Version 4.0 and run tests to ensure your data migrated successfully. If you use MAS90 for Client Write-Up. Do not upgrade at this time. This module is being

discontinued in Version 4.0. Call us for instructions. We look forward to serving you.



BUSINESSWORKS GOLD UPDATES

Program updates and answers to many of your questions may be found on the Best Online Support and Services (BOSS) web site. You can access BOSS from within BusinessWorks Gold.



1. Click the View Menu and select Viewer to enable the option if it is not checked.
2. Select the User Assistance Resource bar (the gray bars running down the left side of the screen) and click Contact Support.
3. In the window displayed, click BW Support on the Web.
4. Log into BOSS. You will be taken directly to the BusinessWorks page, and your login will be remembered the next time you access BOSS through BusinessWorks Gold.

Service packs and fixes are available for versions 3 through 4.2. As always, make a backup before installing any update, fix, or utility. Be sure to verify the version of BusinessWorks Gold before running any of the following patches. If you have any questions, please call us and we will be happy to assist you.

Version 4

🔗 [MMREF-1 Repair Utility](#) repairs the MMREF-1 file for customers who file W-2s via magnetic media. Please click the link for additional information and to download the utility.

If you do not file via magnetic media or if you used BusinessWorks Gold v3 to create your MMREF-1 magnetic media, you do not need to repair the magnetic media file.

BUSINESSWORKS GOLD UPDATES (concluded)

Note: The 4.1 CD contains the late tax table changes for the following states: AK, CT, HI, IL, MA, MI, MO, NJ, OK, PA, RI, UT.

• [Accounts Receivable Hot Fix](#) prevents payments from being removed during an Accounts Receivable close when those payments were applied to deposits, open credits, cash refunds or finance charges. ***This update does not include SP2 changes.***

• [Inventory Control Hot Fix](#) allows a single purchase order to be created for the primary warehouse that includes the inventory requirements for all warehouses assigned to the part. ***Please only install this update on version 4.1.***

• [Version 4.0x Service Pack 2](#) updates Payroll Tax Tables for 2004 and includes SP1 changes. A successful v4.0x Service Pack installation updates BusinessWorks Gold *Help > About*. Do not install this update if you are currently using BusinessWorks Gold v4.1, which was released on CD in mid-February 2004.