

# **WinAccs Upgrade Notes - Version 6.35 SP7**

## **Changes to WinAccs in V6.35 SP7 - 31<sup>st</sup> March 2011**

### **System reports**

- Added the transaction audit trail number to the sales and purchase VAT reports.

## **Changes to WinAccs in V6.35 SP6 - 14<sup>th</sup> March 2011**

### **Applications/certificates**

- Corrected a minor issue on the default nominals form. Contra's and set-off's were reversed.

### **Company parameters**

- Allow the user to edit the CIS rules VAT codes on the main VAT selection screen.

### **Enquiry/display**

- Added a new link to Outstanding Purchase Orders by Contract available if viewing contracts and defaulting to the current contract.

### **Financial reporting**

- Increased the available size of titles and heading lines to 75 characters.

### **Invoices**

- Addressed a VAT calculation error when entered a CITB deduction.

### **Journals**

- Addressed an issue where a newly created journal was not referenced correctly.

### **Sale ledger link**

- New feature to import Sage compatible sale invoice CSV files.

### **Statements**

- Forced the 'Aged by' option to be Normal payment date and disable the control. This ensures the due by date is correctly calculated.

### **VAT report**

- Added a new feature to produce an Exhibitors sales VAT report. This is a subset of the normal VAT report and you are not allowed to post a P&L journal or purge the VAT data.

### **System reports**

- Edited the nominal trial balance report (NOMTB.VRX) to clearly show when the TB figures do not balance.

## **Changes to WinAccs in V6.35 SP5 - 15<sup>th</sup> November 2010**

### **Account file verification**

- Include a check to ensure the Sales, Purchase and Subcontractor control accounts are in balance with the transaction details.
- New feature to correct any transactions which were posted with a 1911 date
- Added a new check during verification to find any invoice transaction records without a relevant header.

### **Aged balance reports**

- New feature to output detail and column data as Tab Separated Value (TSV) files for further analysis

### **Balance and details by date reports**

- Fixed the balances by date and the details by date reports

### **Cash posting**

- New payment schedule report (PaySch\_1.vrx, landscape payment schedule) and option in 'Install Reports' to select a customised payment schedule report if required
- Addressed a focus issue while entering nominal cash
- Corrected an issue when posting subcontractor payments and increasing the matched amount by an unmatched amount
- Asset accounts not liability accounts should be of type 'Receipt' and vice versa.

### **Database utilities**

- Added a new feature to globally change the payment type for sales, purchase and subcontractor accounts

### **Enquiry/display**

- New feature to allow the user to print the details shown on the invoice enquiry screen

### **Financial reporting**

- Addressed an issue when deleting reports

### **Invoices**

- Corrected an issue when creating an invoice from a sales order and then continuing to add further invoices. The first invoice address was found correctly, but any subsequent addresses were not being correctly read from the account
- Addressed an issue where changing the settlement amount as the last task before accepting the invoice, caused an 'invoice out of balance' error during the posting.

### **Journals**

- Corrected the calculation of balancing VAT while entering VAT related journals

### **Transaction maintenance**

- Added a warning if the company details are set to Cash Accounting for VAT as Cash Posting must be used to match cash in this scenario. You can still use this function to change the status of any invoices

## **Changes to WinAccs in V6.35 SP4 - 14<sup>th</sup> May 2010**

### **2 digit dates**

- Fixed an issue where 2 digit dates after 2010 were converted into 19xx dates. Only affected the 16 bit subsystem

### **Account file verification**

- Added a check to ensure that invoice header and detail lines are where they are expected to be.
- Added a new feature to delete all transaction records for a particular audit trail. Company data will require a relink after this operation.

### **Contracts WIP**

- New filter to include or exclude 'not started' and 'live' jobs. The difference between these job status' can be defined as either a job with no transactions or a job that has not reached its start date. Updated the reports to include this information on the header.

### **Currency maintenance**

- Added Currency maintenance to the WinAccs menu.
- You can no longer edit the home currency (GBP).
- The home currency is always shown first on the currency select form.

### **Database utilities**

- New option to check and reset the next audit trail number on the control record if it becomes corrupt.
- New feature to re-order the bank accounts on the control record.
- Visual update to number the options more clearly.

### **Invoices**

- If posting a Multi Currency invoice, while writing the invoice to the transaction posting file, calculate the order gross and use that value instead of the converted order value otherwise a rounding error may occur and the batch could be discarded.
- If entering a contract write off, the contract name and existing write off are displayed when the contract is entered and now when the contract is cleared, the name and existing write off are cleared also.
- When invoicing from sales (not purchase or subcontractors) orders, the invoice address is picked up from the order and populates the header section of the invoice.
- Addressed a minor issue where a customer or supplier name containing ampersands were shown with double ampersands in the invoice batch.

### **Journals**

- Addressed an issue where the Post button sometimes disappeared off the form.

### **System reports**

- New report to summarise nominal journals filtered by date (NOMJRNL..VRX).
- Updated 'Who entered unauthorised invoices' (INVCELOG2.VRX) to include subcontractor invoices.
- Created new system report 'Unauthorised invoices by batch title' (INVCELOG3.VRX).

### **Transaction posting**

- We have identified an issue with the Windows cache not being updated by the XACT posting engine. To counter this, we have implemented a system where we force the network cache to be refreshed both before and after the transaction posting. You may see a window saying 'Waiting for network refresh'.

### **VAT report**

- Update to VAT Report to account correctly for EU Input VAT (Acquisition tax).

## **Changes to WinAccs in V6.35 SP3 - 31<sup>st</sup> March 2010**

### **All posting functions**

- The audit trail production and display has been moved to the end of the posting process.
- Also, the transaction posting lock (VBPost) is not released until the audit trail has been viewed and closed.
- The V-Rex spooler has been updated with a new feature to convert any audit trails created by the posting process that have not yet been converted automatically.

### **Applications & certificates**

- The new HMRC & VAT regulations message was displayed when doing sales certificates and applications. The message does not apply in these scenarios.

### **Cash posting**

- Stopped attempting to process the new transaction locking system and post validity check, if the user did not post any cash transactions.

### **Enquiry / display**

- While transactions records are on display, it is now possible to use the cursor keys to move the selected row up and down. If the visible row goes off screen, the grid is moved to make it visible again.

#### **Invoices**

- Changes due to the introduction of multi currency invoices and form reorganisation.

#### **Journals**

- Addressed an issue where the user leaves both the journal description and the detail description blank, causing the program to loop, displaying two error messages.

### **Changes to WinAccs in V6.35 SP2 - 25<sup>th</sup> March 2010**

#### **All posting functions**

- New verification procedure to ensure that the posting has been recorded correctly. It checks several key fields on the control record, and offers to reset them if the user wants to try and recover the posting.

#### **Contract (job) ledger maintenance**

- Corrected an issue where using the "Like" button when entering a new contract did not correctly clear down the transactions pointers and account balances.

#### **Database utilities**

- New function to correct missing bank accounts on the control record.
- New function to correct invalid entries on stock records.

### **Changes to WinAccs in V6.35 SP1 - 11<sup>th</sup> March 2010**

#### **Batch nominal summary**

- Made the form resizable vertically. Added an option to output a log file for detailed analysis.

### **Changes to WinAccs in V6.35 - March 2010**

#### **Account file verification**

- Added a check to the normal scan to ensure that there are no bank nominal accounts that are not listed in the company parameters and vice versa.

#### **Applications / certificates**

- When on the nominal allocation and application matching screens, you can no longer use the "Close Window" button, but must use the OK or cancel buttons to advance through the process.
- Also updated the posting message to state that, to comply with VAT and HMRC regulations, payment should be made immediately.

#### **Enquiry / display**

- Corrected an issue while viewing purchase ledger accounts. The columns headings should be Cr/Dr.
- When swapping ledgers, show the first account from the ledger or blank the screen if no records exist.

#### **Financial reporting**

- Long headings were being truncated.
- Use line drawing to replace underline and overlines.

### **Invoicing**

- You can no longer exit the program with a batch entered. If you want to exit, you must first either post the batch or delete all invoices in the batch.

### **Nominal group codes**

- When using the select group code function, if you use the maintenance button, the selected group code is shown on the maintenance form and the selected group code (even a new one) is returned back to the calling program.

### **Representatives**

- When using the select representative function, if you use the maintenance button, the selected rep is shown on the maintenance form and the selected rep (even a new one) is returned back to the calling program.

### **Territories**

- When using the select territory function, if you use the maintenance button, the selected territory is shown on the maintenance form and the selected territory (even a new one) is returned back to the calling program.

## **Changes to WinAccs in V6.34 SP13 - 9 December 2009**

### **Aged balances**

- Addressed an issue where the file balance showed the amount including future/pending balances regardless of the filter setting.

### **Applications and certificates**

- Corrected an issue where passing the RFP number to V-Rex failed if the user entered an RFP number containing a space.

### **Cash posting**

- Addressed an issue introduced in SP12 where clicking on a transaction did not transfer the values to the "amount" boxes so you could part match or apply a discount. Also, the control focus was transferred away from the transaction list stopping the user selecting multiple transaction with the keyboard.

### **Contract (job) ledger maintenance**

- You can now store site name, address and contact details on the contract (job).
- You can import this new address from the related sales account, if entered

## **Changes to WinAccs in V6.34 SP12 - 23 November 2009**

### **Account file verification**

- Added two new support functions to replace missing contracts or contract analysis codes while doing the sequential record check.
- Reclassified invalid contract analysis codes during "Check/delete xact records - sequential" as warnings but let them be passed into the updated transaction file.
- New function to remove invalid contract analysis codes.

### **Account maintenance**

- Sales, purchase and subcontractor accounts can now be marked as payment type "Manual" where you can enter the electronic banking details, but do not use the WinAccs EB module. When posting cash to accounts marked as "Manual", the payment type is converted to "Other".

### **Applications / certificates**

- Subcontractor and sales certificates can now contain the entered RFP invoice number. If you use a custom report, you will need to edit it to show the RFP invoice number. If you require a reprint of an application or certificate, we recommend you use the spooled copy rather than using the reprint function.

### **Cash posting**

- Correct an issue when quickly double clicking on account transactions while posting cash, it was possible to inadvertently do it 'too' quickly causing a problem.
- The date of a printed remittance advice is now set to the payment date of the batch rather than the system date.
- Corrected a tab/focus issue when posting nominal cash.
- Changed the message when posting nominal cash, to make it clearer that it's perfectly normal to post nominal cash with no VAT liability.
- When posting nominal cash, as soon as the account has been chosen, set the transaction description to the account name and set the date to today.

### **Contracts work in progress**

- Added facility to export the report data to a TSV file and open the file automatically.
- New facility to filter the report by transaction period and/or a specific date range.

### **Create new company**

- When creating a new company, the basic financial reports (Profit and loss report and Balance sheet) are imported automatically into the new Financial reporting system.

### **Database utilities**

- New routine to delete any unused contract analysis codes.

### **Enquiry / display**

- Show budget values for any job analysis records that do not yet have any cost or sales allocated.

### **Invoices**

- When using auto-numbered invoices, corrected an issue with the program reporting that the temporary invoice number (e.g. Auto0001) had already been used.
- When recovering an invoice batch, if the batch cannot be fully read, it is discarded.

### **Journals**

- Addressed a focus issue when maintaining recurring journals.

### **Purge settings**

- Added a new function to set the delete at purge flag for contracts if there are no transactions. This includes an optional setting to remove any outstanding balances.
- Added a new function to remove contracts marked as delete at purge which have no balances and no transaction. This is used to help delete old, unused or completed contracts.
- Added comprehensive notes on how to delete completed contracts.

### **Purge transactions**

- Added notes related to the year end purge to the Purge pre-flight check.

### **System reports**

- Two new system reports to show name, address and electronic banking details for purchase and subcontractor ledger accounts.  
Purchase ledger address and bank details (purbank.vrx) and  
Subcontractor ledger address and bank details (subbank.vrx).
- New report, sales day book by invoice number.

### **VAT report**

- New VAT report system. Instead of potentially missing VAT details due to postings being made to VAT codes which are not included in the standard VAT report, the system has been completely rewritten to show all VAT records irrespective of the VAT code used.

## **Changes to WinAccs in V6.34 SP11 - 9 Sept 2009**

### **Aged balances**

- Created a new filtering system so that only accounts with a user selected balance are included in the report. However, if an account passes the filter, all transactions are included in the report.

### **Applications / Certificates**

- Added a range check to all values and the final total, so that value MUST be between £-99,999,999.99 and £99,999,999.99. These are the maximum values that an XACT journal posting file can handle.
- After entering the subcontractor code, don't select the first of any existing jobs listed, leave blank until the user selects something.

### **Cash posting**

- When filtering accounts while running a schedule, accounts are only included if the account balance is greater than 0 for sales or less than 0 for purchase and subcontractors.
- Added support for Danske Bank electronic banking.

### **Company details**

- When creating a new company, default and mandatory nominal accounts are now all set to purge type 'Never' rather than 'Monthly'.

### **Contract analysis codes**

- New feature to allow the entry of variable mark up percentages against each contract analysis code. This percentage is used in Enquiry / display and Contracts work in progress report.

### **Contracts work in progress**

- Calculate the contract mark up using the new variable mark up percentages.

### **Database utilities**

- New feature to list when subcontractors are due for re-verification.

### **Enquiry / display**

- Corrected an issue where all cash payment records on contracts (jobs) were treated as receipts.
- Calculate the contract mark up using the new variable mark up percentages.
- Created a new calculation system when viewing cost and sales analysis and 'View WIP' which uses the XACT records rather than the data in the job analysis records.
- Addressed an issue which omitted the retention release date when viewing invoice details.

### **Invoices**

- Addressed a focus issue when changing from a non-costed to a costed nominal.
- Corrected the default 'No' selection when entering a balance sheet nominal. Now defaults to 'Yes'.

### **Journals**

- Addressed an issue when a maximized form (maintain recurring journals) overlaid other form elements.

### **Maintenance programs**

- Final accounts, bank, group codes, contract analysis codes, accounts, management information, representatives and territories. Made the VCR controls, shortcut keypresses and focus work as the rest of the system.

#### **Management information**

- When using the auto-populate button on maintain key accounts, it now clears any existing records first.

#### **Nominal ledger maintenance**

- When nominal accounts have a priority greater than the user, allow the user to exit the program.

#### **Period end**

- Created a system which is launched prior to the period end. Allows the user to do a preliminary check on all the "Delete at purge" flags, to make sure the accounts are in good order, to run the period end reporting extract and finally to run the normal purge routine.

#### **System reports**

- Who entered unauthorised invoices. Added a total to show the total value of unauthorised invoices.
- Nominal ledger trial balance. New trail balance report in VRex which you can export to a CSV file.
- Nominal transactions. A new, simple report which lists detailed transactions on the nominal ledger.
- Sales detailed app/cert listing by job & Sales detailed app/cert listing by client. Added a field which shows whether the line is an application or certificate.
- Outstanding retention invoices. Three new reports, one for each ledger, which shows any outstanding retention invoices. Accessed via Reports index.

#### **System utilities**

- Account file verification. New test element to ensure that any contracts analysis codes used are validated and summarised.
- Test data files. Updated to categorise issues into warnings and errors.

### **Changes to WinAccs in V6.34 SP10 - 28 July 2009**

#### **Enquiry / display**

- Corrected an issue when loading the program with a Windows taskbar at the side of the screen rather than at the top or bottom.

### **Changes to WinAccs in V6.34 SP9 - 24 July 2009**

#### **Contracts work in progress report**

- Converted to use V-Rex rather than Compact spooler. 6 standard reports included.

#### **Invoicing**

- Corrected a focus issue after entering a costed nominal code.

#### **Journals**

- Corrected an issue which occurred if you changed the date of a standard journal while leaving the description blank.

### **Changes to WinAccs in V6.34 SP8 - 20 July 2009**

### **Account maintenance**

- When changing an account's banking settings, retain the sort code and account number.

### **Aged balances**

- Allow transactions to be filtered by date. A new button to automatically fill these dates with 30, 60 and 90 day settings.

### **Applications and certificates**

- Fixed an error that occurred when entering a retention only certificate. When entering a sales certificate, if you leave the sales account blank, if you enter a job with a valid related sales account, this is used on the startup form.

### **Contracts work in progress report**

- Updates to allow filter by sales account and new report style for custom heading.
- Expanded the detailed report for the new custom headings.

### **Enquiry / display**

- New features to view more contracts (jobs) data. You can now see a summary screen of WIP data for contracts (jobs) as well as the detailed breakdown.
- Written off sales invoices now default to a contract analysis code of 99/99.
- If the program drops through to the original enquiry program, show a message stating why.
- Correctly pass the super-user flag to V-Rex so you no longer need to explicitly set permissions for viewing audit trails and other central reports.

### **Invoicing**

- Added a new field 'Our reference' onto the header for sales invoices. Added the new field to all system sales invoices.
- When entering purchase invoices, if any invoices are marked as unauthorised, you now have a chance to edit the batch BEFORE the unauthorised ones are written out to a temporary and discarded from the batch.
- Strengthened the warning about discounts and VAT liability when using Invoices to pay subcontractors. Now also shows when using retentions on subcontractor invoices.

### **Journals**

- Strengthened the validation when entering repeating or reversing journals.

### **Nominal ledger maintenance**

- Added 'User category' and 'Group code' into the list of fields that can be searched on while selecting a nominal code. Affects anywhere there is an @ button for selecting a nominal code.

### **Transaction posting**

- All programs that post to WinAccs now use the new locking system to ensure that only one user can post to WinAccs. This does not affect data entry, only when the user actually clicks the Post button.

### **System reports**

- Daybook reports. Created entries on the reports menu (More 2) to make the daybook reports easier to access. Expanded some of the columns in the daybook reports as dates were being truncated. Show purchase and subcontractor values as positive. Added 3 new versions of the day book reports which total by account.
- Sales and subcontractor certificates are now classed as Central reports and are spooled automatically.

## **Changes to WinAccs in V6.34 SP7 - 1 June 2009**

### **Cash posting**

- If a subcontractor invoice was marked as "Not CIS related", the CIS posting screen is no longer displayed. The payment record still goes through to the CIS payments database, but with no materials and no tax deduction.
- When individually matching invoices set to Hold, the system now remembers your choice of 'No all' or 'Yes all'.
- Corrected an issue when a negative payment (i.e. a receipt) was marked as paid by cheque. It attempted to find the PAYMAST record, but failed.

#### **CIS records**

- Fixed the subcontractor browse buttons.

#### **Contract (Job) maintenance**

- Corrected an error when an updated budget record was not written back to the main contract record.

#### **Current period reporting**

- Added more validation to the date fields and more help to make it clearer what the dates mean and how they work together.
- Added the dates to the report headings.

#### **Invoices**

- When entering subcontractor invoices, if you tick the box that says "This is not a CIS related invoice", the rest of the form is now disabled, so you cannot enter further data.
- Corrected an issue where the credit limit message was shown incorrectly.

#### **Management information**

- Default to show the today balance rather than the period end.

#### **System reports**

- Remittances with cheques (cheqreme.vrx). Addressed an issue when a subcontractor payment picked up an incorrect purchase account address.

### **Changes to WinAccs in V6.34 SP6 - 30 April 2009**

#### **Cash posting**

- Changed the order of control priority when tabbing between fields to make the 'Tool' frame a higher priority.

#### **Enquiry**

- Addressed an issue when folio ref or invoice contained a /D (e.g. D/D direct debit) and enquiry could not drill down to the correct detail. An indicator is now displayed when subcontractor account has exceeded its credit limit.

#### **Journals**

- Set the VAT rate more consistently when selecting subcontractor/purchase accounts.
- When selecting any account, as well as the name being displayed, the today balance (BF+current+pending) is also shown.
- Users now have the option of entering Dr and Cr amounts separately or going back to the original method (there is a tickbox called 'Use classic value entry') and the setting the user prefers is stored for later use.
- When creating or maintaining recurring journals, folio ref is now disabled.

#### **Management information**

- New function to delete all details from a key group.
- New function to auto-populate the top X accounts from any ledger at any time (where X can be from 1-99).

### **System reports**

- AGEDALL5.VRX - There was an invalid filter on this report making it suitable for sales aged balances only. Corrected for all ledgers.
- CHEQREML.VRX - Corrected an issue when printing a cheque for a subcontractor who has the same account code as a purchase ledger account. Blank address lines in the account address are removed.
- CIS reports - Four new reports to create detail reports for both CIS payments and statement records.
- Subcontractor costs by contract. A new program and report which summarises which subcontractors have worked on which contracts.

### **Changes to WinAccs in V6.34 SP5 - April 2009**

#### **Cash Posting**

- Strengthened the validation when entering contract codes and contract analysis codes.

#### **Group Consolidation**

- Stop the Error 5 encountered when running group consolidation and Spool=1

### **Changes to WinAccs in V6.34 SP4 - March 2009**

#### **Enquiry / Display**

- When viewing contracts, journal postings with an analysis type of 'sales' are now displayed correctly in the sales column.

#### **Invoices**

- Created a new option in WinAccs.ini to allow the company to use duplicate purchase invoice numbers.
- Corrected an issue when entering a value in the withheld/retention field on invoice headers. A withhold until date is also required and is now mandatory.

#### **System Reports**

- Corrected the job ledger balance reports to stop the 'error evaluating boolean expression' message.
- A new report 'Job ledger balances - Pending balance' which is similar to the standard 'Job ledger balance' report but includes the account pending value

### **Changes to WinAccs in V6.34 SP3 - March 2009**

#### **Journals**

- When posting journals in quick succession, a previously unknown issue with the Lock Table caused any posting after the first to be incorrectly recorded. To resolve this issue, the program now exits after every posting. This brings it into line with other posting programs (invoices, cash posting etc) which also exit after posting

### **Changes to WinAccs in V6.34 SP2 - March 2009**

#### **Audit Trails**

- New option to stop V-Rex showing the audit trail posting. This option is accessed by logging in as BOSS and selecting Settings / System wide WinAccs settings. At the bottom select V-Rex Audit Trails, click Properties and choose your required action, click Apply and Save. This will affect ALL users of your WinAccs system.

### **Cash Posting**

- On batch defaults, ask whether the user wants a normal remittance or a subcontractor remittance. You can process mixed payments (both purchase and subcontractor), but only have one style of remittance per batch. This is a replacement for checking the last ledger that was used, for deciding which report to use. Only affects users with subcontractors module.
- Re-instated the copy of the Bank control on the details screen. Changing the batch default bank, changes the detail bank, but not vice versa. However, processing a schedule, the bank is still picked up from the batch default bank.
- The 'Print remittance' flag has been moved to the details screen. This flag is set when you select an account. To change these flags, see Database utilities.
- Payment schedule detail records are now sorted by date rather than the order in which they were posted to the accounts.

### **Database Utilities**

- Added a new feature to set all purchase and/or subcontractor accounts to either print remittances or to not print remittances. During the upgrade to v6.34, all purchase and subcontractor accounts were set to print remittances.

### **Enquiry / Display**

- Corrected an issue when viewing the subcontractor ledger when display options 'Dr/Cr columns' was selected. The 'Amount Cr' information was being displayed in the discount column.
- Double clicking on a row in "Cost analysis" or "Sales analysis" opens a second contract enquiry screen displaying only transactions that have the selected analysis code.
- The view options 'Brought forward', 'Current periods', 'Future periods' and 'Omit fully matched' are now set by the user and saved for the each ledger. However, when drilling down, these options may be ignored to ensure that all of the data is visible.

### **Period Reporting**

- Added a manual parameter (-BF) which can be used to archive any brought forward balances (current and pending transactions and balances are ignored) into the new period reporting system.

### **Remittance Advices**

- Added 'Payment by' to both remittance advices.

### **System Reports**

- New report 'contracts.vrx' which allow you to print the list of contract (job) accounts. You can choose to filter suspended and completed jobs.

## **Changes to WinAccs in V6.34 SP1 - March 2009**

### **Cash Posting**

- On the schedule, corrected an error where you could blank the payment date and bypass the validation.

### **Contract Analysis Codes**

- New feature to split the "Other" category into 10 custom columns. You can also give these new columns a custom heading. See Contracts work in progress report.

### **Contract Work in Progress report**

- Additional report style to use the new "Other" categories. You can also change the custom headings here as well as in Contract analysis codes.

### **Current Period Reporting**

- A new program to archive account balance, transaction details and job analysis balances on a period basis. This data can be used for further reporting. Currently only one new report, job costing report. But this allows you to select a range of periods to easily calculate year to date values.

### **Enquiry / Display**

- When viewing contracts (jobs), sales invoices, including retentions and sales RFP's, are always viewed in the sales column.
- When switching between ledgers the brought forward and omit fully matched are changed automatically to the most appropriate type for that ledger.
- Payment type, cheque number and account name are now optional on the main view.

### **Financial reporting**

- Corrected an error clearing lower level subtotals.

### **Journals**

- Corrected an error when quickly entering contract details on journal entry. It was possible to bypass the validation and enter invalid contract codes.

### **Nominal Ledger Maintenance**

- Stop the user entering a major analysis code (ending /00) as the default analysis code.

### **System Reports**

- New report - jobcurpe.vrx. Shows a list of contracts (jobs) with current value, pending value, sales current value and sales pending value. Includes grand totals.
- New report - jobhead.vrx. A new version of jobhead.rpt which shows the list of job analysis headings and the details of those records.
- Sales and Product Sales reports (prodsales.vrx, prodsales.vrx, salproddet.vrx and salprodsum.vrx) now show credit note figures as negative values.

## **Changes to WinAccs in V6.34 - January 2009**

### **Company Details**

- On the VAT tab after upgrading a company to version 6.34 there should be a VAT rate of 15% defined to cater for the changes made by the Chancellor taking effect on 1st December 2008. This will probably be defined as VAT Rate C (leaving VAT rate A as 17.5% and VAT rate B at the reduced rate for fuel of 5%). This VAT rate of 15% should be used for all invoices created after 1st December. The VAT report has been updated to print the VAT rates A, B and C.

### **Latest application/certificate reporting**

- A new system for extracting only the last certificate or application and putting them into a report file. See **Last App/Cert reporting** on the Reports menu.

### **Financial reporting**

- A new system for financial reporting - see **Financial reporting** on the Reports menu.

### **Purge settings**

- See Maintenance, Parameters, **Purge Settings**. A new program so that you may select which ledger(s) you wish to change and the purge settings you wish to change from and the new purge settings you require. When the action is completed you will see a list of the accounts whose purge setting has been changed. You can also use this program to remove all "delete at purge" settings.

### **Root data**

- Changes to allow the compact data to be stored at the root level (e.g. W:\).

### Management information

- A new facility (see **Management information** on the main WinAccs menu) to summarise the balances of key accounts and show a graph of that information. When the key account is displayed together with its balance you may double click to view the account in Enquiry2. To use this facility you must first use the button **Maintain key accounts and groups** to set up the key accounts group and to define what accounts are to be in that group for monitoring.

### Statement flags

- There is a new tab on Company Details called **Statement flags**. Here you can set the company default which controls how Aged Balances and Statements process accounts i.e. whether they print statements at all, and if they do whether they print statements for accounts with zero balance, with negative balance etcetera. The company default can be over-ridden for each account on the Statement flags tab within Maintenance, Ledger accounts, Sales ledger for each account.

### Remittance flags

- Within Maintenance, Ledger accounts and then Purchase or Subcontractor ledger for each account there is a new tab called **Remittance flags**. Here you may choose to print remittances for this account or not as you wish.

### Addresses

- The **other** addresses of a company or account may now have upto 30 characters and the email address may have a maximum of 60 characters.
- Two new address types have been added - the Statement address and Remittance address. These addresses are used by Aged Balances and Cash Posting.

### Cash posting

- Changed to not include accounts in the Payment Schedule if the only transactions are Held invoices beyond the cut-off date.
- The user can filter the accounts prior to running the schedule.
- WinAccs can deal with Bankline, the Internet banking system used by Royal Bank of Scotland and Natwest. See Company Details below.
- A check has been added to ensure that the bank credit date is no less than and no more than 14 days ahead of the bank processing date.
- Change to layout of cash posting to assist matching.
- The payment schedule report can now include contract codes and name although as invoices can contain invoice lines with different contract codes only the first one found on the invoice is used.
- When posting cash to subcontractors, either manually or through a schedule, WinAccs calculates the expected CIS value and if different from the details held on the subcontractor invoice it shows a form requesting the correct details for posting to CIS records.

### VAT101

- This report is now spooled for easy reproduction.

### Batch nominal summary

- Error fixed whereby once Cancel had been pressed it was never reset.
- The user may filter the results by up to 8 nominal accounts.

### Invoices

- On sales invoices duplicate invoice numbers are no longer allowed. For purchase and subcontractor invoices duplicate invoice numbers are no longer allowed for the same account.
- Fixed error where CIS return form was being shown incorrectly.
- You can now log in as BOSS and in WinAccs.ini select Invoicing Options P to make the default that invoices are set as Autohold for the Purchase accounts. This setting will also be used for the invoices for the subcontractor accounts.
- The CIS deduction form no longer shows when the company parameter subcontractor status is unset.

### **Aged Balance**

- When there are no records to display then the message "No records match your criteria" instead of showing an empty screen.
- Exclude Future renamed Exclude Pending.
- Company name now on the reports.
- New button to allow users to see the company default statement flags.
- Data for reports is now stored in a temporary file so that multiple users can run reports simultaneously.

### **Nominal maintenance**

- If you attempt to mark a mandatory account to "Delete at Purge", as well as receiving a warning, the Delete at Purge is now cleared before saving the record.

### **Job balance report**

- There is a new version of the job balance report which includes all pending/future values in the calculations - see Reports, Reports Index, JOBBALPT.VRX.

### **Company Details**

- The buttons have been changed as follows :-
  - The button "OK" has been changed to "Save and exit"
  - The button "Cancel" has been changed to "Exit without saving"
  - The button "Apply" remains unchanged and will save any changes you have made on this tab.
- WinAccs can deal with Bankline, the Internet banking system used by Royal Bank of Scotland and Natwest. On the E.B. tab you can select the payment type as Bankline (RBS) (Payment); or you may select Bankline (RBS) (Bulk list payment) and later when you have selected (in Ledger Maintenance) which purchase or subcontractor ledger accounts are to be paid using Electronic Payments you can create the Bankline (RBS) (Bulk list payment) beneficiary import file.

### **Assign User Rights**

- The administrator can now decide which users can view and/or delete the Central spool files and Other users' spool files.

### **Reports**

- New reports are available from Reports, Reports Index as follows :-
  - saledga.vrx - sales ledger account details by account code
  - saledgn.vrx - sales ledger account details by name
  - purledga.vrx - purchase ledger account details by account code
  - purledgn.vrx - purchase ledger account details by name
  - subledga.vrx - subcontractor ledger account details by account code
  - subledgn.vrx - subcontractor ledger account details by name.
- For standardisation reports including the word "customers" in the name or text have been changed to say "sales" and reports including the word "bought" have been changed to say "purchase". Reports changed are vatp.vrx, custsales.vrx becomes salproddet.vrx, custsaless.vrx becomes salprodsum.vrx, custrtrn.vrx becomes salrtn.vrx.
- Added VAT rate C figures to Sales, Purchase and Subcontractor VAT reports.
- The invoice reports heldsalinv.vrx and heldsubinv.vrx now print in date order and subtotals have been added on change of subcontractor.
- Heldpurinv.vrx prints in invoice date order.

### **Transaction matching**

- Changed the update procedure so that users can no longer put their accounts out of balance.

### **Missing CIS payments check**

- When running the CIS payments check, any print is sent to V-Rex rather than to direct print. Also it shows more information about the missing payment, value and audit trail number.

### **CIS Statement**

- Now includes the partnership unique taxpayer reference if applicable.

## Journals

- When adding journals that are VAT related, the VAT code is changed to the new default VAT code from Company Details.

## Contract (Job) Ledger

- New field to mark contracts (jobs) as complete. This affects the Contract Work in Progress Report and the reports jobbal.vrx, jobbalpt.vrx and pcertjob.vrx which now all have an option to exclude accounts marked as complete. Jobs can also be marked as complete/incomplete using the Utilities, Database Utilities menu.

## Database Utilities

- There is a new item on the Utilities menu called Database Utilities which will contain database functions that do not warrant a program of their own. At present the menu has on it :-  
To mark contracts (jobs) as complete or incomplete,  
To check/clear subcontractor CIS totals, tax and materials.

## Enquiry2

- There is a new sort option to view transactions by date instead of period/date. Added a print button to cost/sales analysis.
- On the View all audits screen, show the audit trails in reverse order.
- All Ledger Grid Column widths now save on the exit of the form, and are user specific. The 'Reset to Default' button now resets the Columns Width to the Default settings.
- 'Nominal details' and 'Contract details' account details have been added to the screen and Print report.
- Added 'Export to Excel' button which creates and opens a MS Excel spreadsheet. All the Excel spreadsheet columns are formatted i.e. to Currency, Aligned. Blank lines are removed.
- All the Excel date columns are in ddmmmyyyy Custom format and can be sorted. Columns 'Due Date' and ODUE on the Purchase and Sales Ledgers are highlighted red when 'Date Due' is overdue (ODUE). This button is made invisible if the machine does not have MS Excel installed.
- Added 'Export to TSV' button that creates and displays a TSV file using any client Spreadsheet Application.
- When changing the ledger:-  
On selecting Nominal : Option 'Omit fully matched' un-ticked and grey out, and 'Brought forward' is un-ticked.  
On Selecting Sales, Purchase or Subcontractor : Option 'Omit fully matched' is ticked.
- Audit trails, both individual and 'All' are now displayed in the new V-Rex Spooler.
- Contract Job Ledger: Analysis (Code) and Description added to the Grid, 'Export to Excel' and 'Export to TSV'. Analysis (Code) added as a Tick-Box to the 'Display options' - On selection the Analysis Code and Description are displayed. (Analysis) Code added to 'Print' Report.
- The screen can now be stretched to any size with Maximize button added.
- Any screen resizing for the main form and Cost Analysis form are saved.
- Display option 'Dr/Cr Columns' are now disabled for the Nominal and Contract Ledgers as there are no grid changes when clicked.

## Long Nominal Wizard reports

- These have all been removed.

## Banks

- As part of the upgrade process XBANK is copied into each company folder and renamed banka.dat in the WinAccs companies and bankp.dat in the WinAccs companies. In Maintenance, Parameters, Bank (Sort Codes) there is now an option to copy the bank records to different companies.

## Reports Index

- In the list of reports you may now on the right of the screen enter a string of characters (e.g. JOB) and then select **Search**. Then the list of reports will be limited to the reports within the selected folder that have those characters in their description.

## **Autobackups**

- a) Before purging, WinAccs takes an autobackup of the company and puts it in the root directory in the folder Autobackup in the file A\xxx\2009\Pre-Purge\20090126-0941.zip where the company is xxx, the end of year is 2009, the date is 26<sup>th</sup> January 2009 and the time 09.41.
- b) You can choose at any time to select Utilities, Security, Perform an Autobackup (or use File, Perform an Autobackup) and the autobackup will go to the file A\xxx\2009\User-Selected\20090127-0945.zip where the company is xxx, the end of year is 2009, the date is 27<sup>th</sup> January 2009 and the time 09.45..
- c) Before updating data it takes an autobackup of the company and puts it in the root directory in the folder Autobackup in the file A\xxx\2009\Pre-Upgrade\20090126-1454-From\_6\_33\_to\_6\_34\_.zip where the company is xxx, the end of year is 2009, the date is 26<sup>th</sup> January 2009 and the time 14.54 and WinAccs is upgrading the company from version 6.33 to 6.34.
- Pre purge and Pre upgrade autobackups are kept forever (unless deleted by the user). User selected backups are deleted after a week.