

Datafile Software
Limited

Accounting and
Management
Information
Systems

Established 1985

Welcome

Welcome to our Autumn Newsletter for 2011 for users of Datafile Software systems.

October has seen the release of version 6.5 of the Datafile product. This newsletter contains details of some of the features available within this release.

Do you wish to receive hints and tips on how to use Datafile, or news of upcoming features more frequently? If so send your email address to office@datafile.co.uk and we will include you in our monthly mailing.

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Datafile Software User News

The UK's number one flexible accounting solution

Release 6.5 Now Available

Release 6.5 is the second major update of 2011 of the Datafile product following the Payroll update earlier this year. Enhancements and improvements have concentrated on further development to the Stock and Bill of Materials applications to add additional features to assembly handling. In addition we have continued to develop additional options to the system based on feedback from users. As always any feedback is added to our development review list for consideration and potential inclusion in subsequent updates of the software as this release continues to demonstrate.

Features introduced in Release 6.5 include:

- Reason for Dispute Flags for Sales / Purchase Transactions
- Additional Account Items on the Aged Analysis Reports
- Improvements to the Cashbook Bank Reconciliation interface.
- Daily VAT Totals on update to Nominal
- Stock History Report (similar to the Turnover Report available in Sales/Purchase Ledgers)
- Additional Features for Stock Take including additional transactions for audit trail and reporting functions
- Bulk Stock, Phantom and Decimal Precision options within Stock Assemblies
- Employee Calendar Reporting Options
- Additional Quick Form Order Entry Options for SOP and POP
- Link Contacts to Sales and Purchase Orders
- Change Accounts Utility on Sales and Purchase Orders
- Separate Facilities to Issue Components and Build Finished Items in BOM
- Operation Stage Recording for Works Orders
- Calculate Work Commencement Dates for Works Order
- Stock, Nominal and Job Record Maintenance Improvements

Users should contact their resellers to schedule the update at their convenience.

Users can review the update supplement for this release at http://www.datafile.co.uk/release_latest.html to see more detail on these and other new features and then discuss with the support team implementation of any of the features required.

Minimum Wage Rates

The Department for Business, Innovation and Skills has announced the national minimum wage rates from 1 October 2011:

- the adult rate will increase by 15p to £6.08 an hour
- the rate for 18-20 year olds will increase by 6p to £4.98 an hour
- the rate for 16-17 year olds will increase by 4p to £3.68 an hour
- the rate for apprentices will increase by 10p to £2.60 an hour

Release 6.5: Link Sales / Purchase Orders to Accounts Contact

The Sales and Purchase Ledger Enquiry, for *Diamond* and *Premier* users, can include options to record contacts for your customers and suppliers in a separate database.

This new feature allows, when adding sales or purchase orders, to select a contact from the database to link the order to a contact, the order can then be updated with information for the contact (contact name, email etc.) which can be used in place of the standard customer information.

Release 6.5: Order Entry—Show Qty Available in Other Stock Locations

This new feature allows, when using multi-location stock, the ability to press the <F4-Select> key on the quantity input to display the quantities available in this and other locations. Pressing <F4-Select> displays a pre-set list showing the location, physical, reserved and free stock quantities for review.

Location	Description	Physical	Reserved	Free-Stock
CH	CHESTER	38.00	41.00	55.00
DI	DIDCOT DEPOT	4.00	0.00	4.00
DT	DARLINGTON DEPOT	0.00	0.00	0.00
SU	SUNDERLAND	0.00	0.00	0.00
YE	YEOVIL	11.00	0.00	11.00
Total		53.00	41.00	70.00

Physical stock level Free stock

Release 6.5: Stock History Analysis to Excel/Open Office

Release 6.3 introduced the output to Excel of Sales and Purchase turnover, in Release 6.5 the same facility becomes available for Stock Control. Stock records will, depending on configuration, contain a rolling history of demand, sales and cost values for each period. The operator can select for output one of these values, together with average values for the last 3, 6, 9 and 12 periods so that increases/decreases in values over time may be monitored.

STOCK-CODE	DESCRIPTION	Dem-Prev-12	Avg-3	Avg-6	Avg-9	Avg-12	DEMAND-PER-12	DEMAND-PER-11	DEMAND-PER-10	DEMAND-PER-9	DEMAND-PER-8	DEMAND-PER-7	DEMAND-PER-6
CH0167	Dining Chair - teak/dralon	1173.00	99.67	96.17	96.44	97.75	86.00	100.00	113.00	92.00	86.00	100.00	86.00
CH0168	Carver-teak/dralon	1193.00	106.33	99.50	98.67	99.42	86.00	100.00	133.00	92.00	86.00	100.00	86.00
CH0169	Clark's Patent Leather	1173.00	99.67	96.17	96.44	97.75	86.00	100.00	113.00	92.00	86.00	100.00	86.00
CH0170	Teak Chair Frame	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CH0171	Leather Cushion Pad	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CH0172	Display cabinet-teak 6x4	1173.00	99.67	96.17	96.44	97.75	86.00	100.00	113.00	92.00	86.00	100.00	86.00
CH0173	Oval dining table-teak	1173.00	99.67	96.17	96.44	97.75	86.00	100.00	113.00	92.00	86.00	100.00	86.00
CH0174	Dining suite	1173.00	99.67	96.17	96.44	97.75	86.00	100.00	113.00	92.00	86.00	100.00	86.00
DD0167	Dining Chair - teak/dralon	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Release 6.5: Extra Account Items in the Aged Analysis Report

The Aged Analysis reports allow for the inclusion of one item from the accounts file to be printed on the report—this was usually set to be the telephone number. Release 6.5 increases the number of account items that can be included to five allowing for the inclusion of such items as credit limit, account contact, etc.

Sales Ledger		AGED ANALYSIS OF DEBTORS								Report as at 09/10/11 Printed on 31/01/11
Premier Demonstration										Period Page
Account	(Type Ref Due-Date)	Balance	Forward	Current	Upto 30	Upto 60	Upto 90+	Unallocated		
BAL001	Baldwin Industries plc									
	INV 000001 25/02/11	1246.47						1246.47		
	INV 000007 25/02/11	1410.00						1410.00		
	INV 000008 25/02/11	272.59						272.59		
	INV 000009 25/02/11	872.96						872.96		
	INV 000015 25/02/11	872.96						872.96		
BAL001		4674.98	0.00	0.00	0.00	0.00	0.00	4674.98	0.00	
	Miss M Greenwood 1151 229 8190 10000.00									

Release 6.5: Sales / Purchase Ledger Disputed Transactions

Date	Reference	*	Total	I	Outstanding	Description	Tx-Type
26/01/10	000001		1346.47		1246.47	Dining suite	DB-Inv
26/01/10	000007		1410.00	D	1410.00	Dining suite	DB-Inv
26/01/10	000008		272.59	D	272.59	Garden Furniture	DB-Inv

Reason for Dispute

Invoice not per agreed quote

Save Abandon

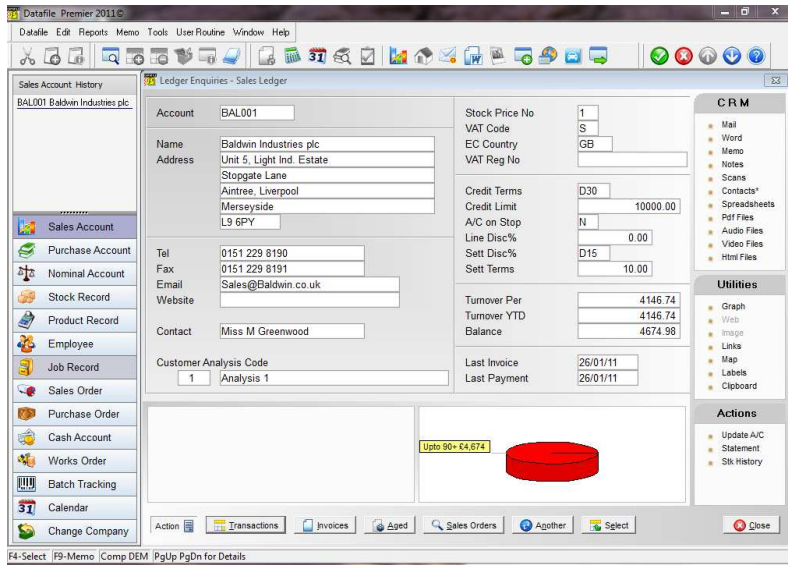
When flagging transactions as disputed the option is available to press the <F7-Option> key and enter a series of notes as to the reason this transaction is being disputed.

These notes are then available to view in the Ledger Enquiry, Allocations and on the Aged Debtors/Creditors report if sent to spreadsheet. In Release 6.5 a new analysis option will be available which allows you to select from a set list of the reasons for dispute and this is displayed automatically when a transaction is flagged.

The set list of reasons is defined via a table data item against either the sales or purchase ledger transaction file accordingly.

Release 6.5: Additional Ledger Enquiry CRM Links

The CRM panel within the Ledger Enquiry allows links to record Word documents, Notes, Scans, and Emails against the application enquiry record. Users have requested additional options to store the likes of spreadsheet documents for supplier price lists, PDF files for product specification and audio files for quote acceptances against the enquiry. Whilst you could store these files generically via the Links option Release 6.5 allows the facility to define up to five additional CRM links for use in the Ledger Enquiry.



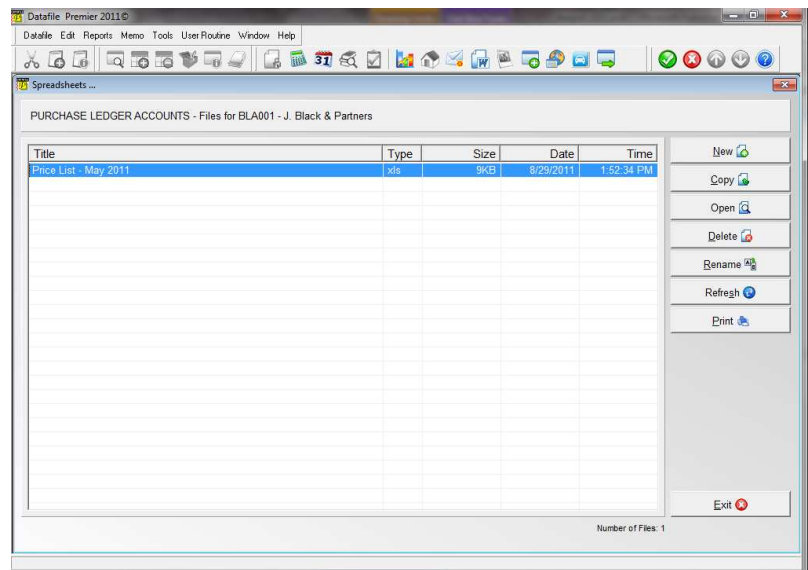
The actual link options are user-definable, on the enquiry screen, displayed on the left here, new facilities have been added to link spreadsheet files, PDF files, audio files, video files and HTML document files to the enquiry record. Alternatively you could include options such as publisher files or images instead of the examples here.

Selecting one of the links against an enquiry record lists any existing files for the selected type and allows options similar to that within the other link actions such as scans.

You can create new files (for selected types), you can also open, delete or rename files and print.

The Copy function allows you to open an explorer window and browse to pick up a file from another location and copy to the enquiry.

This facility is available in Release 6.5 for all product levels.



Email address



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If so send your email address to office@datafile.co.uk and we will include you in our monthly mailing.

You can view earlier monthly newsletters via our website—www.datafile.co.uk