



DSD Business Systems

MAS 90 Enhancements

APAC
Accounts Payable
Alphanumeric Check Number

Version 4.10



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A/P Alphanumeric Check Number User's Manual
Version 4.10

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SECTION A: Introduction

This manual contains a description and instructions for this DSD product. Operating instructions are included for the features added by this product to MAS 90. For instructions on using MAS 90, refer to the appropriate MAS 90 manual, or call your MAS 90 reseller. DSD Business Systems offers excellent MAS 90 support, at an hourly rate.

Web Resources

DSD web site: <http://www.dsdinc.com>

The Enhancement page contains:

- Current Release Schedule*
- Purchasing Information*
- Installation Instructions*
- Product Support*
- Enhancement Links*

APAC A/P Alphanumeric Check Number: <http://www.dsdinc.com/enh/pages/APAC.htm>

The product web page contains:

- Product Description*
- Adobe Acrobat Product Description*
- Web Links*
- Current Product Version Table*
- Product Installation File Download*
- Product Manual in Word 97 and Adobe Acrobat Formats*
- Revision History*
- FAQ*

Support

DSD provides product support through MAS 90 resellers. Support is provided for the current version. Older versions are supported at an hourly rate. DSD's telephone number is **858-550-5900**. Fax: **858-550-4900**.

For a hard error, where the program displays an error dialog, report:

- Error number.*
- Program name.*
- Line number.*

Program version.

Exact sequence that caused the error, including menus and menu selections.

Other pertinent information.

If leaving a message or faxing, please include:

Your name.

Your phone number (and fax if applicable) and extension.

It is possible to be unable to duplicate a problem, because of data corruption or because we have not exactly duplicated a particular operating environment. In such circumstances, we can only continue to try to fix the problem if we can either access the system with Symantec PCAnywhere or by some other means access or duplicate the system.

A/P Alphanumeric Check Number Features

This enhancement allows alphanumeric check number entry and display for Accounts Payable checks.

The following programs have been modified to accept and display an alphanumeric A/P check number:

- **Bank Code Maintenance**
- **Bank Reconciliation**
- **A/P Manual Check Processing & Printing**
- **A/P Check Processing & Printing**
- **Purchase Order Entry, Receipt of Goods/Invoice (prepaid check number)**

SECTION B: Getting Started

CAUTION

- **If you reinstall or upgrade one of the MAS 90 modules listed in the following table, you must also reinstall this Enhancement.**
- Enhancements from different Master Developers are generally not designed to work together. If installed together, problems are likely to occur.
- **Check with DSD before installing more than one Enhancement.**
- **Do not install this Enhancement on MAS SQL Systems.**

Required Levels

MAS 90 Module	Module Required	Required Level
A/P	Y	4.10

Installation

The following instructions are for installing to Windows. For UNIX instructions see the "INSTALL.HTM" HTML file on the CD-ROM (you can use a Windows machine to view it.) It will guide you in mounting the CD-ROM on the UNIX file system and running a UNIX installation script.

1. **Back-up:** Exit all MAS 90 / MAS 200 sessions. Back-up existing MAS 90 / MAS 200 data.
2. **Check Levels:** MAS 90 / MAS 200 module levels **must match** those listed above.
3. **Run Enhancement Setup Program:** Insert the installation CD-ROM. The installation will normally run automatically, otherwise, run SETUP.EXE on the CD-ROM. This can be run from the server or a workstation. Follow on-screen instructions. *If installing from an e-mail message or from a Web download, run the program sent to you (or downloaded). This will self-extract and run same Setup program.*
4. **Re-Start MAS 90 / MAS 200:** MAS 90 / MAS 200 will be updated.
5. **Unlock the Enhancement:** DSD Enhancements must be unlocked to run. When any part of the Enhancement is run for the first time, the **DSD Enhancement License Agreement and Activation** window will appear. Follow the steps shown on that window. *You can click the Help button for more detailed instructions.*

Note: On the next page is a screenshot of the DSD Enhancement License Agreement and Activation window.

After accepting the License Agreement, you can then select the type of unlocking that you'd prefer. The choices are Normal, Demo and Web.

Normal Unlock: You will need to unlock the Enhancement by calling DSD during business hours (8am to 5pm PST) at **858-550-5900**.

Web Unlock: If the system that is running the DSD Enhancement *has web access* and you *have a DSD WebUnlock code*, can unlock the Enhancement without assistance using WebUnlock. When this option is selected, the window will change to show the WebUnlock entry section. Enter the WebUnlock code and click the Unlock button.

- *Entering a WebUnlock code will unlock all DSD Enhancements that have been licensed.*
- *The MAS 90 / MAS 200 system that is being used must have web access for this option to be available.*
- *You can get a WebUnlock Code from your DSD Enhancements sales representative.*

Demo Unlock: If a Demo mode is available for the Enhancement you're running, you will be able to Demo unlock the product without assistance from DSD for demo purposes.

- *Creating a Demo Unlock is a good way to temporarily unlock DSD Enhancements off-hours, if you do not have web access and/or an WebUnlock code. Later, you can unlock the product fully, during business hours.*

Note: You can also unlock a DSD Enhancement through the DSD Utility Suite window. This is accessed at the bottom of the Library Master Utility menu. In the DSD Utility Suite window, click the **DSD Enhancement Control Panel** button on the bottom of the window. Then, select the Enhancement with your mouse from the list of Enhancements and click the **Unlock Product** button on the right side of the window.

6. **Convert Data:** After registration, the Data Conversion window will appear. Follow on-screen instructions to complete data conversion. *You can exit the conversion program without converting data. The Enhancement will not proceed, however, until data is converted. If you enter an enhanced program and data has not been converted, the conversion program will run again.*

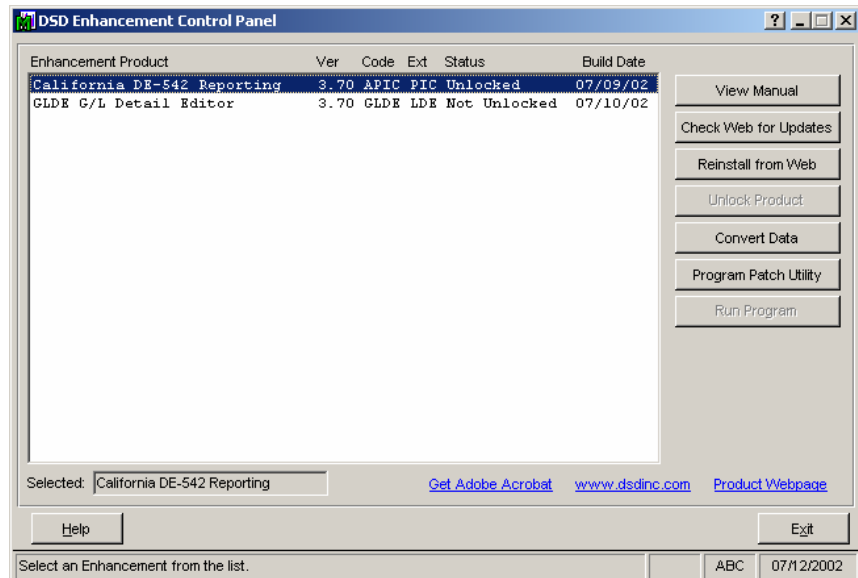
DSD Enhancement Control Panel

Starting with version 3.70, all DSD Enhancement products include DSD's Utility Suite menu and DSD's Enhancement Control Panel. The **DSD Utility Suite is accessed from the Library Master Utilities menu**. The **DSD Enhancement Control Panel** is accessed from a **button on the bottom of the DSD Utility Suite window**.

The DSD Enhancement Control Panel is a simple to use yet powerful system to help maintain DSD Enhancements installed on a MAS 90 / MAS 200 system. To use it, select an Enhancement product

from the list on the window and then click the button, on the right side of the window, which corresponds with the desired task.

View Manual: This button will display the product manual for the selected Enhancement using Adobe Acrobat. For this to be possible, the PDF file for the corresponding manual must be in the “MAS90/PDF” folder in the MAS 90 system. If the file is not present, and the system has web access, the correct PDF file will be automatically downloaded from the DSD website, put into the “MAS90/PDF” folder and then displayed.



Check the Web for Updates: This button will check the DSD website to see what the current build is the selected Enhancement and alert the user if a later version is available. *This requires a web connection on the MAS 90 / MAS 200 system.*

Reinstall from Web: After a verify dialog, this will automatically download and reinstall the selected Enhancement from the DSD website. *This requires a web connection on the MAS 90 / MAS 200 system.*

Unlock Product: This will cause the DSD Enhancement License Agreement and Activation window to appear. Using this window is described on the previous page. *This button is disabled if the selected Enhancement is already unlocked.*

Convert Data: After verification, the selected Enhancements data conversion program will run.

Program Patch Utility: Only use this option under the guidance of a DSD Enhancement Technician. That person will guide you in its use.

Run Program: This button is enabled for certain DSD Utility programs only.

Additional Controls

Help: The Help button, located at the bottom left of the window, opens an HTML help file similar to the above.

Get Adobe Acrobat: Opens the Adobe Acrobat website to the page where Acrobat can be downloaded and installed.

There are also links to the DSD website and the Enhancement page on that site.

SECTION C: Setup

Bank Code Maintenance

Bank Code Maintenance has been enhanced to accept alpha characters in “Next Check Number” in both A/P Bank Code Maintenance...

... and B/R Bank Code Maintenance:

A numeric check number will continue to work as it did before in standard MAS 90 and MAS 200.

Section D: System Operations

Using the A/P Alphanumeric Check Number Enhancement

All A/P programs that only allowed a numeric Check Number field have been modified to allow entry/display of an alphanumeric (A/N) Check Number, including Manual Check Processing and Check Printing. This will allow the user to enter an A/N Check Number for an electronic transfer or credit card transaction, with the numeric check numbers continuing to be processed as they were in standard MAS 90 and MAS 200.

Manual Check Processing

Manual Check Entry has been modified to accept entry of an A/N check number manually, or if the “Next Check Number” in Bank Code Maintenance is A/N, it will be the default if the “Next Check No” button is pushed.

The screenshot shows the 'Manual Check Entry' window. At the top, the title bar reads 'Manual Check Entry'. Below the title bar, there are several input fields and buttons. The 'Bank Code' field contains 'A' and is labeled 'Wells Fargo Checking'. The 'Cash Account' field contains '10200-01-000-000-000'. The 'Check No.' field contains 'ET0021'. There are buttons for 'Vendor...' and 'Quick Print...'. Below these fields, there are two tabs: '1. Header' and '2. Lines'. The '1. Header' tab is selected. Inside the '1. Header' tab, there are several input fields: 'Check Date' with the value '11/04/2004', 'Check Amount' with the value '.00', 'Vendor No.' with a search icon, 'Comment' with a text box, and 'G/L Distribution Only' with a checkbox. At the bottom of the window, there are navigation buttons (back, forward, etc.), 'Accept', 'Cancel', and 'Delete' buttons, and a status bar showing 'LB ABX 11/4/2004'.

The Manual Check Register has been modified to print A/N check numbers.

Updated A/N checks will display/print in all inquiries and reports.

MANUAL CHECK REGISTER

American Business Exp (APAC)
REGISTER NO: MC-0002

BANK: A Wells Fargo Checking

CHECK NO/ INVOICE NO.	CHECK/ INV DATE	VENDOR NO/ INV AMOUNT	DISCOUNT	GL ACCOUNT	DISTRIBUTION AMOUNT	CHECK AMOUNT	
ET0021	11/04/04	01--MASTER		Master Vendor		1,000.00	
11-040001	11/04/04	1,000.00		.00			
GL: Utilities-Irvine-Main-Sal					78000-01-000-000-100	1,000.00	
BANK A TOTAL:		1,000.00		.00	1,000.00	1,000.00	
REPORT TOTAL:		1,000.00		.00	1,000.00	1,000.00	

Check Printing

The setup window for Check Printing has been modified to display an A/N “First Check Number” if the Bank Code has an A/N check number in “Next Check Number”:

This A/N Check Number will increment by one as the checks print if the numeric portion occurs at the end (ET9999, ET0001).

A standard numeric Check Number will continue to be processed as it was in standard Mas90/200.

Check Printing

Bank Code: A Wells Fargo Checking [Extended Stub...]

Check Date: 11/04/2004

First Check Number: ET0022

Check Message: []

Print Checks Already Printed: Print G/L Distribution: Print in ANSI Format:

Check Form Type: Stub_Check [Multi Part Enable] [Form...]

Form Code: 1 [Description: A/P Checks - Plain] [Multi Part...]

Stub Message: []

Stub Lines: 22

Selection: All Starting Ending

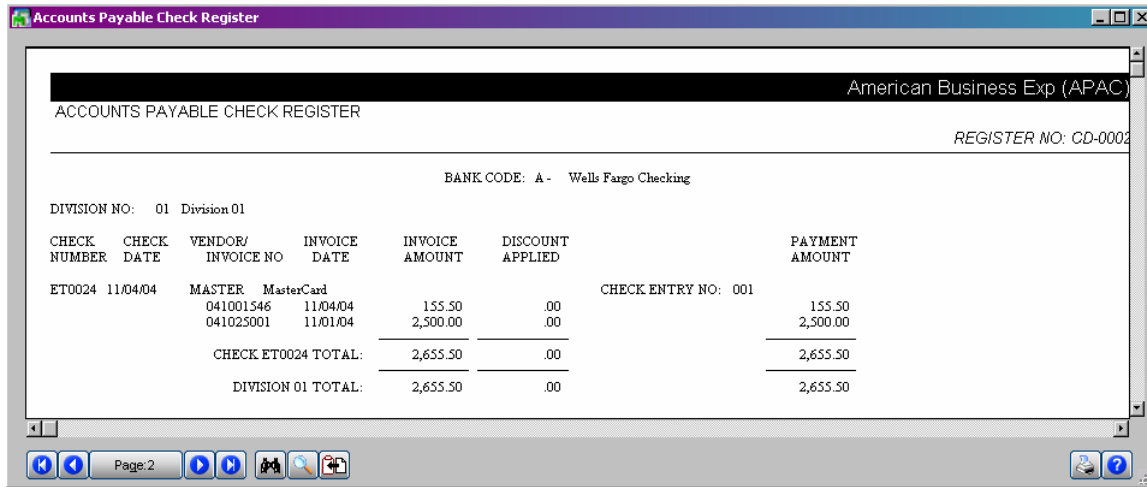
Vendor Number: 00- [99-??????]

Check Entry No.: 001 [999]

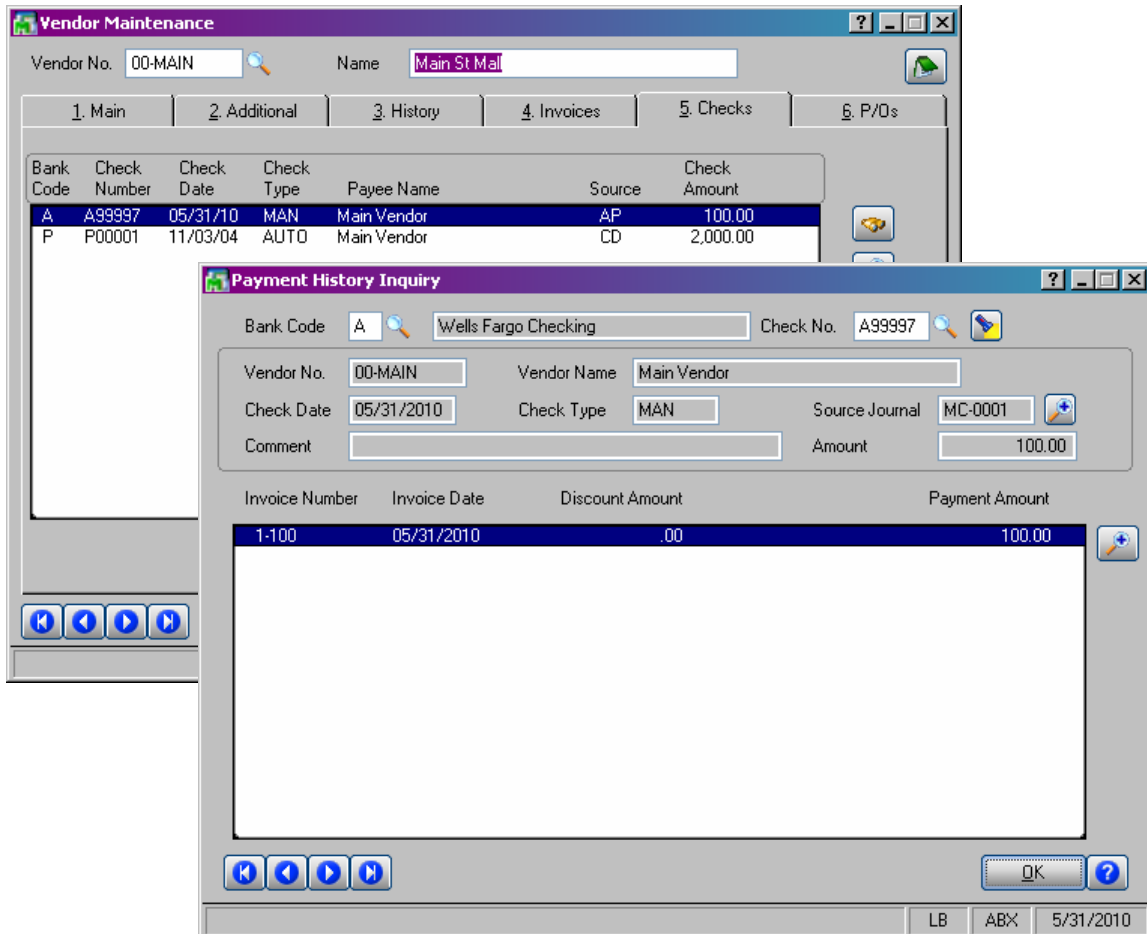
\\dtd1\Lexmark Optra S 1650 [Print] [Preview] [Printer Setup...]

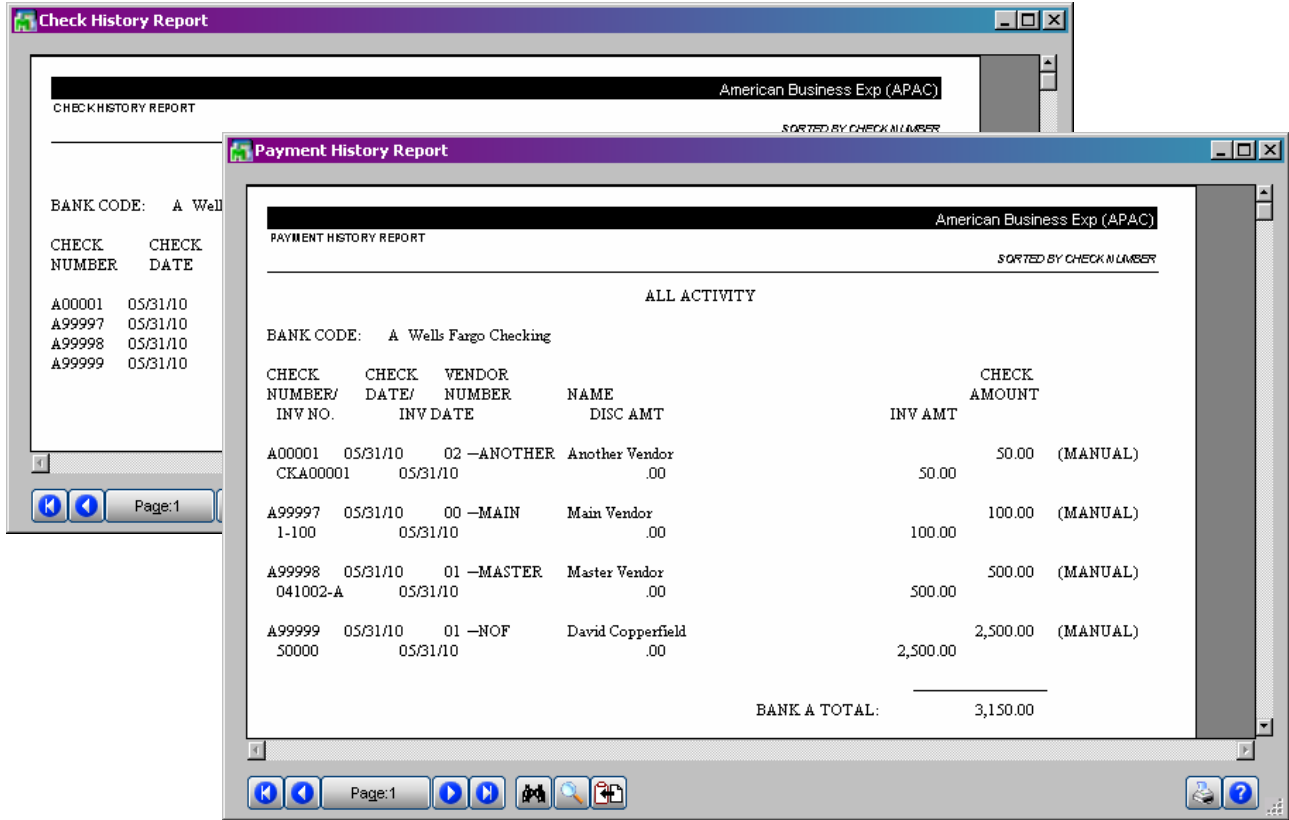
Enter Bank Code: [] LB ABX 11/4/2004

The Check Register has been modified to print A/N check numbers:



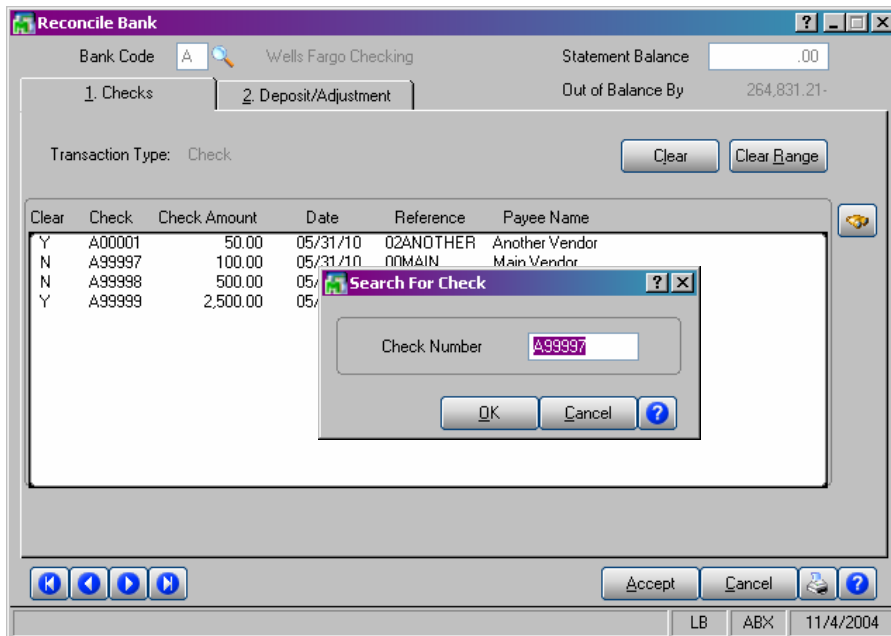
Updated A/N checks will display/print in all inquiries and reports as in examples below.





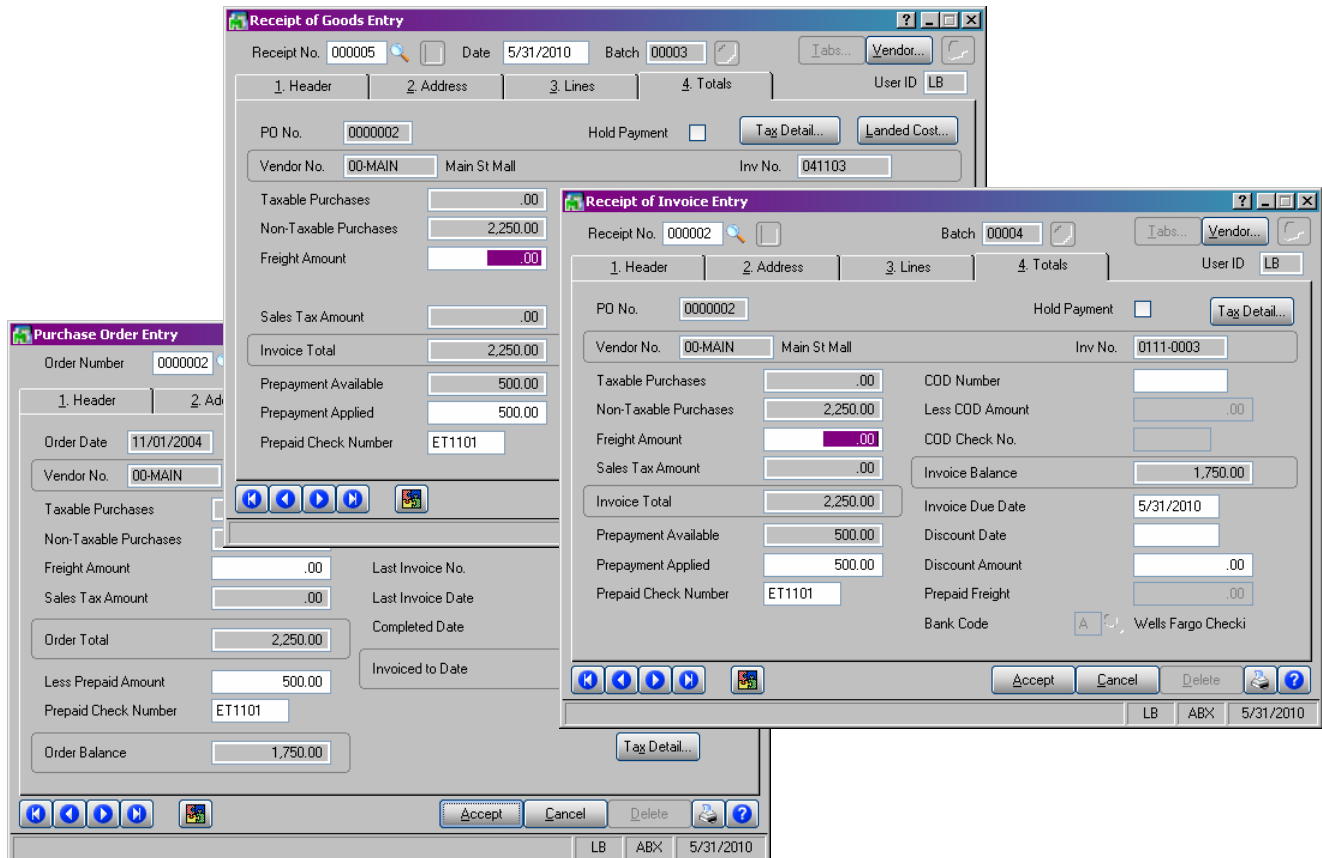
B/R Reconcile Bank

The Check search in the Reconcile Bank screen has been modified to accept an A/N Check Number.



Purchase Orders

The Prepaid Check Number field in Purchase Order Entry, Receipt of Goods and Receipt of Invoice has been modified to accept an A/N Check Number.



Section E: What's New?

Version 3.71

This enhancement is in its first release as of Version 3.71 therefore has no prior versions.

Appendix A: MAS 90 / MAS 200 Program and File Changes

The following M*A*S 90/200 Programs are modified or added by A/P Alphanumeric Check Number:

APWDBA	APWDBB	APWFJA	APWFJA.LIB	APWFJB
APWFOA	APWFOB	APWJBA	APWJDA	APWRJA
APWRJA.LIB	APWRJB	APWROA	APWROB	APWSCA
APWSCA.LIB	APWUDA			
POWDAA	POWDAA.LIB	POWDBA	POWDBA.LIB	POWDCA
POWDCA.LIB				

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Fax Transmittal Form

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From:	Name:		Phone:	
	Company:		Fax:	
Date:	/ /	# Pgs Including this Page:		
Subject:	Check One: <input type="checkbox"/> Product Problem <input type="checkbox"/> Suggestions			
Product:	<i>APAC A/P Alphanumeric Check Number</i>		Version:	<i>4.10</i>

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