# DSD Business Systems

MAS 90 Enhancements

## GLAC

## General Ledger Account Copy by Company

Version 4.10

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G/L Account Copy by Company 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*

GLAC G/L Account Copy by Company: http://www.dsdinc.com/enh/pages/GLAC.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.*


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*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.

## *G/L Account Copy by Company Features*

GLAC allows the General Ledger user to add new GL Accounts in Account Maintenance, and to automatically copy those new accounts to other company's G/L Account file.

A new Company Consolidation Maintenance menu item has been added to the Library Master Setup Menu that allows selection of Company Codes for automatic copy of G/L Account additions. There is a checkbox option to allow G/L Account changes to also update other companies.

There is also a checkbox option to have a user prompted when an account is added or changed, and the user may change the companies to be updated, and save the selections by company.

NOTE: This enhancement requires that ALL companies have the same Account Structure / Mask.

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# SECTION B: Getting Started

- 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 |
|---|---|---|
| G/L | 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**.


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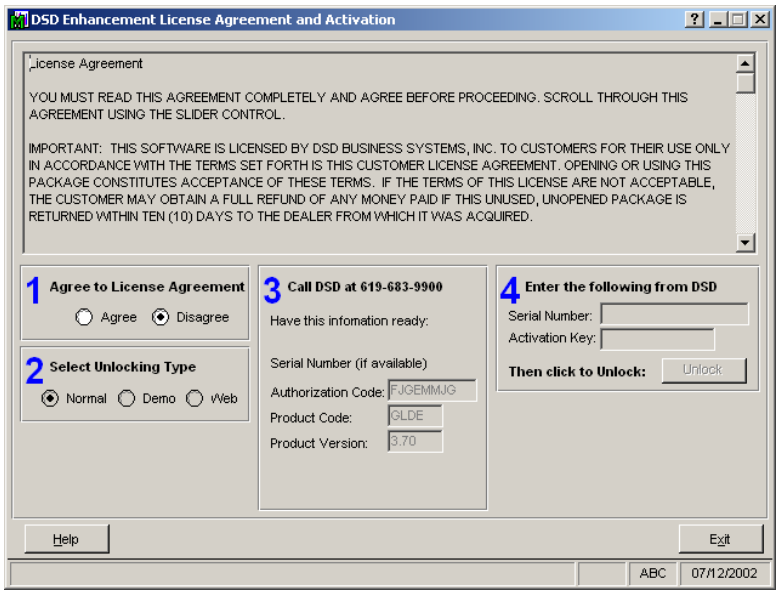
**Web Unlock:** If the system that is running the DSD Enhancement *has web access* and you *have a DSD WebUnlock code*, can unlock the Enhancement without assistance using WebUnlock. When this option is selected, the window will change to show the WebUnlock entry section. Enter the WebUnlock code and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

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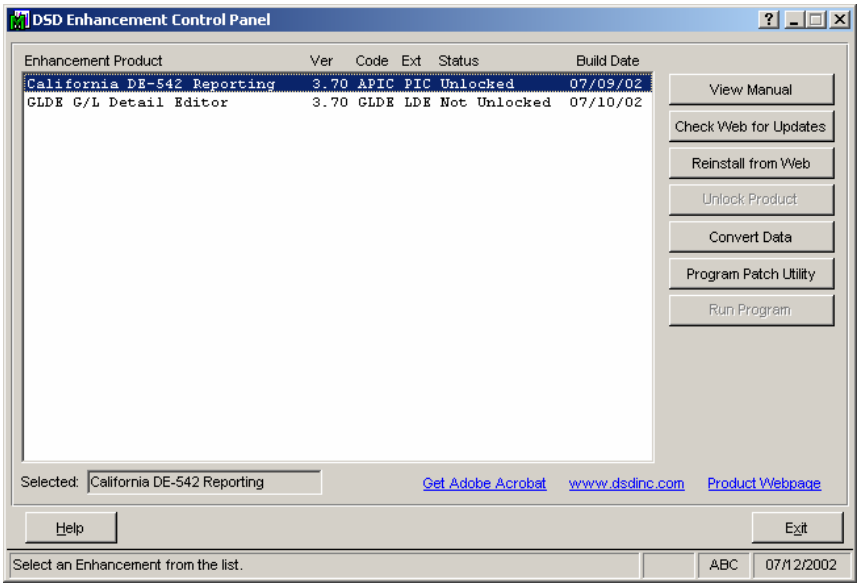
from the list on the window and then click the button, on the right side of the window, which corresponds with the desired task.




**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.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# SECTION C: Setup

## *Setup for the Account Copy by Company Program*

This enhancement allows the user to add new GL Accounts to Account Maintenance and automatically copy the new accounts to other company codes. Account changes can also be set to auto-copy.

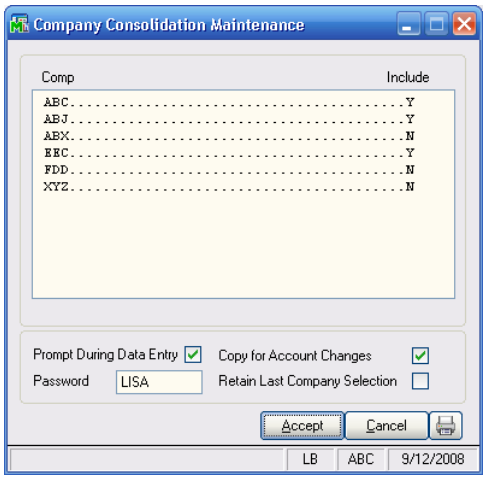
To set up the auto-copy companies, access the menu entry for **Company Consolidation Maintenance** added to the bottom of the **Setup** menu in **Library Master.**

This new menu option need only be accessed from one of the companies.

**Note: You may only copy to companies that have the same GL Account Structure (i.e. G/L Account Mask). For example, if you have set up an Account Structure of 12345-67-890, then the auto-copy companies must have this same account mask.**

## *Company Consolidation Maintenance Panel*

When the user selects this menu option, all company codes will be displayed in the list box, and the user will be able to toggle the "Include" selection for those companies to be included in the auto-copy.




When selected, the program will display a large list box with the following columns:

1. Company Code
2. "Include" Y/N

Click on a line to toggle the "Include" selection between the Y/N setting.

Below the List Box, there will be a field called "**Prompt During Data Entry**". Check this box to allow users to override the selections in G/L Account Maintenance.

To the right of the "Prompt During Data Entry" will be a field called "**Copy for Account Changes**". Check this box to allow the Account changes (such as Account Description, Type, etc.) to existing G/L Accounts to be copied to the other companies.

An entry in the "**Password**" field will require the user to enter a password to override the company settings in G/L Account Maintenance.

To the right of the "Password" will be a field called "**Retain Last Company Selection**". Check this box to retain the last "Included" selections by company instead of using one selection globally.

Select the **Accept** button to save the company entries, **Cancel** to void changes, and the **Printer** button to print a listing of the companies and associated "Include" setting.

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# SECTION D: Operations

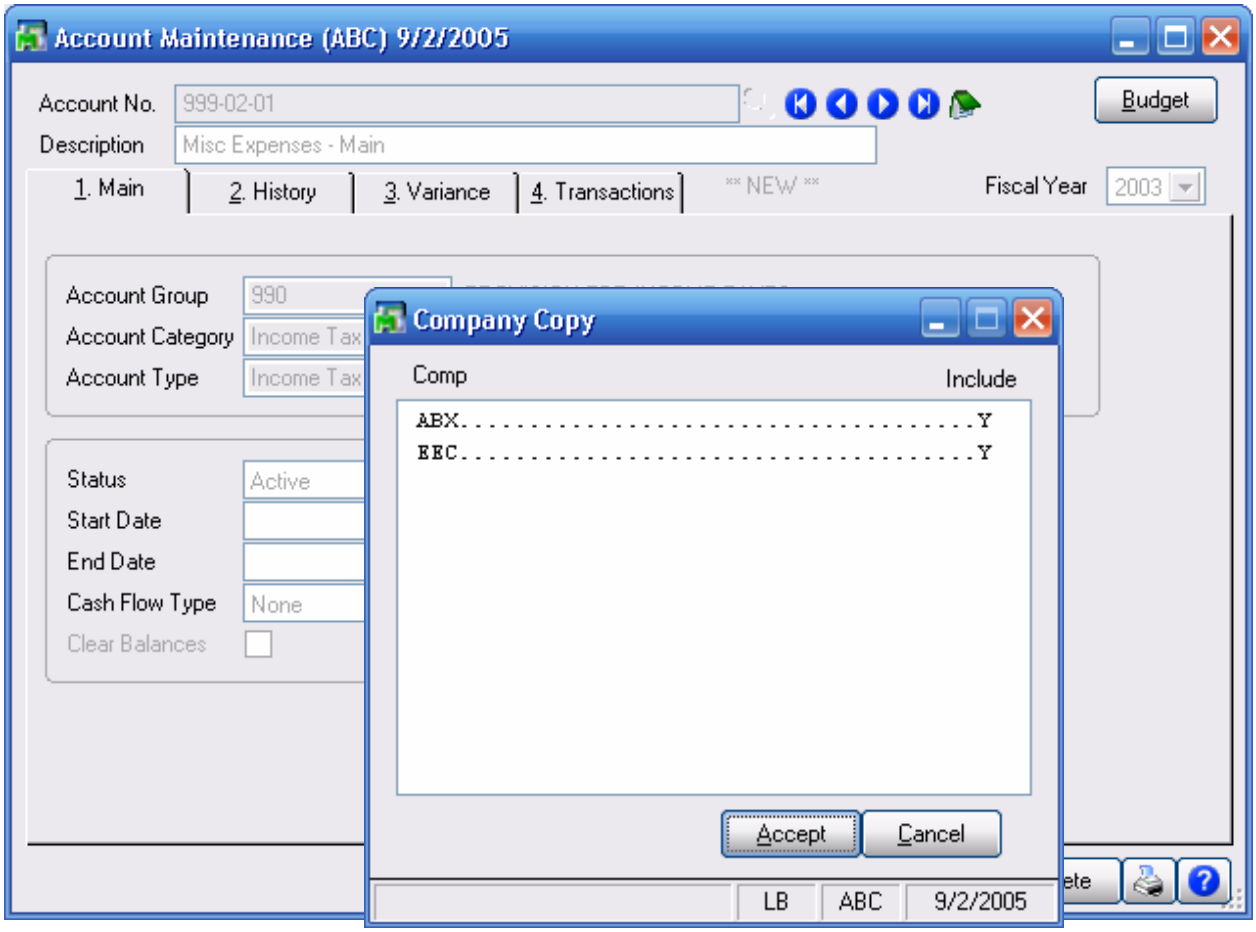
## *Using the G/L Account Copy by Company Program*

When a new G/L account is entered, and the "Accept" button is pushed, a new "Company Copy" List box will be displayed if the "**Prompt During Data Entry**" check box in Company Consolidation Maintenance is checked.

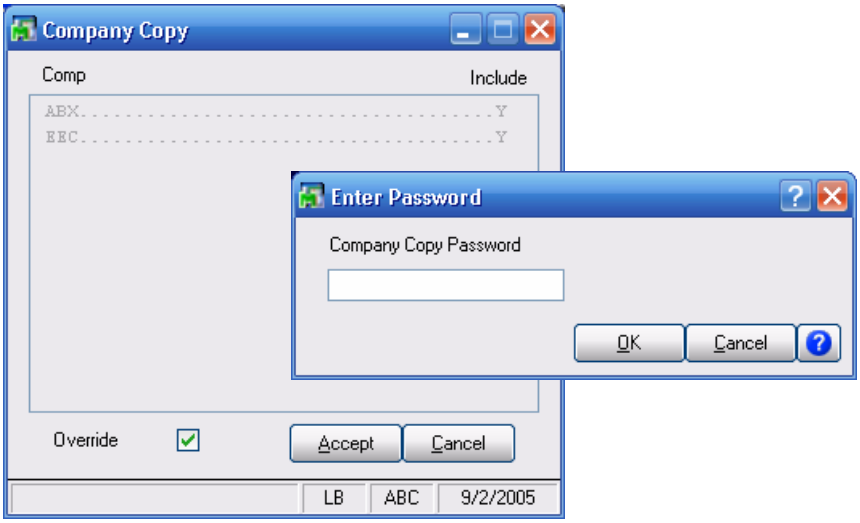
If the field is **not** checked, then the user will **not** be prompted with the "Company Copy" List box. The program will just copy the account to the other companies without user interface.

The list box will only show companies that have the "Include" field marked "Y" in **Company Consolidation Maintenance**, and the "Include" field will be to the right of each company code, defaulted to "Y".

If there is no Password entered in maintenance, the user will be allowed to toggle the "Include" field to "N".



If a password has been entered in maintenance, the “Company Copy” List Box will be displayed with the company selections disabled.




When the correct password is entered, the company selections will be enabled and the user will be able to toggle any of the selections by clicking on the line.

Once the user selects Accept to the Company Copy panel, the new GL Account will be updated to the other company’s GL Account file.

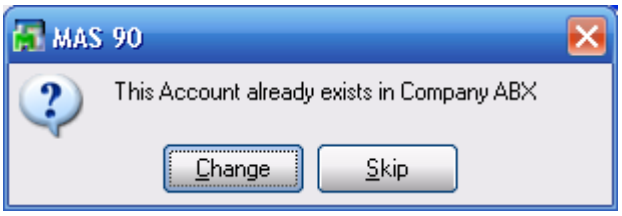
The Main Account will also be copied over, if it doesn’t exist.

As noted previously, if the “Prompt During Data Entry“ check box in Company Consolidation Maintenance is NOT checked, then the user will not be prompted with the “Company Copy” List box. The program will just copy the account to the other companies without user interface.

If the Account already exists in the other company, the user will be prompted “This Account already exists in Company XXX” (where XXX is the company that the account is copied to).

There will be two buttons that the user can select:

**Change** – if the user selects this, then the account will be copied over anyways.
**Skip** – if the user selects this, then that company copy will be skipped.




This same prompt may occur multiple times if the account already exists in multiple companies.

If the “Copy for Account Changes “ check box in Company Consolidation Maintenance is checked, then the same copy functionality will occur when a user changes a field for an existing G/L account, such as the Account Description.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# SECTION E: New Features

## *Version 4.05*

This enhancement is in its first release as of Version 4.05.

## *Version 4.10*

A new feature to "**Retain the Last Selection**" of "Included" companies, by company, has been added to this enhancement.

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| From: | Name: | | Phone: | |
| | Company: | | Fax: | |
| Date: | / / | # Pgs Including this Page: | | |
| Subject: | Check One: | ☐Product Problem | ☐Suggestions | |
| Product: | *GLAC G/L Account Copy by Company* | | Version: | *4.10* |

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