



# **DSD Business Systems**

**Sage 100 Enhancements**

**CMAF**

**Cash Management and Forecasting**

**Version 7.00**



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Cash Management and Forecasting User's Manual  
Version 7.00

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## Section A: Introduction

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This manual contains a description and instructions for this DSD product. Operating instructions are included for the features added by this product to Sage 100. For instructions on using Sage 100, refer to the appropriate Sage 100 manual, or call your Sage 100 reseller. DSD Business Systems offers excellent Sage 100 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*

CMAF Cash Management and Forecasting:

<http://www.dsdinc.com/enh/pages/CMAF.htm>

The product web page contains:

- Product Description*
- Web Links*
- Current Product Version Table*
- Product Installation File Download*
- Product Manual in .pdf Format*
- Revision History*
- FAQ*

### Support

DSD provides product support through Sage 100 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 remotely or by some other to duplicate the system.

### ***Cash Management and Forecasting Features***

Cash Management and Forecasting is ideal for Cash Flow analysis, modeling and reporting. Sage 100 users will now have the ability to define how the performance measurements are taken. Complete payment performance reviews for all customers and vendors, while also developing more precise cash predictions based on actual payment history, rather than payment terms.

- Integrates with Sage 100 Accounts Receivable, Accounts Payable, Inventory Management, Sales Order Processing, Purchase Order Processing and Payroll Processing.
- Perform payment performance reviews for all customers and vendors, and develop more precise cash predictions based on actual payment history, not on payment terms.
- Create expense and revenue projections by using historic seasonal fluctuations in product lines, products sold and recurring expenses such as utilities.

Build cash flow models that may be “exploded” to create projected cash flow analyses on demand.

## Section B: Getting Started



- **If you reinstall or upgrade one of the Sage 100 modules listed in the following table, you must also reinstall this Enhancement.**
- Enhancements from different Sage 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.**

### Required Levels

| Sage 100 Module | Module Required | Required Level |
|-----------------|-----------------|----------------|
| A/R             | Y               | 7.00           |

### Installation

1. **Back-up:** Exit all Sage 100 sessions. Back-up existing Sage 100 data.
2. **Check Levels:** Sage 100 module levels **must match** those listed above.
3. **Run Enhancement Setup Program:** Save the executable installation program (sent to you or downloaded from our website) in a convenient location on the Sage 100 server. Launch the program from Windows Explorer or by selecting Start/Run, and then browse for the file in the location you saved it. Follow on-screen instructions.
4. **Send your Sage Serial Number to your DSD Representative:** Send your Sage Serial Number to your DSD representative in order for us to send you back the encrypted keys to unlock your system. This serial number can be found in Library Master\Setup\System Configuration, Tab 3. Registration as Serial Number.
5. **Re-Start Sage 100:** Sage 100 will be updated.
6. **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 File, Web, Demo and Manual Entry.

**File Unlock:** After receiving your encrypted serial number key file from DSD, and placing that file in the MAS90/SOA directory, selecting this option will unlock all products keys contained in the file. This means you can unlock all enhancements at once using this option.

**Web Unlock:** If the system that is running the DSD Enhancement *has web access* and you *have sent DSD your Sage Serial number*, you can unlock the Enhancement without assistance using Web Unlock. When this option is selected, the program will attempt to download encrypted serial number key file from DSD and then proceed to unlock all enhancements contained in the file.

- The Sage 100 system that is being used must have web access for this option to be effective.
- You can send your Sage Serial Number to 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 or email access. Later, you can unlock the product fully, during business hours.

**Manual Entry Unlock:** If you want to unlock a single enhancement using a single encrypted key, you can select this option and enter the 64 character key you receive from DSD by copy and paste.

**Note:** You can also unlock a DSD Enhancement through the [DSD Enhancement Control Panel](#) found on the Library Master Utilities Menu. 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.

- Convert Data:** After unlocking, the DSD Conversion Wizard 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 3.61, all DSD Enhancement products include DSD's Enhancement Control Panel. The **DSD Enhancement Control Panel is accessed from the Library Master Utilities menu.**

The DSD Enhancement Control Panel is a simple to use yet powerful system to help maintain DSD Enhancements installed on a Sage 100 system. To use it, select an Enhancement product from the list on the window and then click the button 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 Sage 100 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 an FTP web connection on the Sage 100 system.*

| Enhancement Product         | Ver  | Code | Ext | Status   | Build Date | MP Expire Date |
|-----------------------------|------|------|-----|----------|------------|----------------|
| APMC A/P Multi-Currency     | 5.40 | APMC | MAP | Unlocked | 11/08/2016 | 11/08/2017     |
| ARMC A/R Multi-Currency     | 5.40 | ARMC | MAR | Unlocked | 11/08/2016 | 11/08/2017     |
| POMC P/O Multi-Currency     | 5.40 | POMC | MPO | Unlocked | 11/08/2016 | 11/08/2017     |
| SOMC S/O Multi-Currency     | 5.40 | SOMC | MSO | Unlocked | 11/08/2016 | 11/08/2017     |
| BRMC B/R Multi-Currency     | 5.40 | BRMC | MBR | Unlocked | 11/08/2016 | 11/08/2017     |
| CUMC C/X Multi-Currency     | 5.40 | CUMC | MCU | Unlocked | 01/22/2017 | 11/08/2017     |
| FXMC Currency Rate Download | 5.40 | FXMC | MTX | Unlocked | 11/10/2016 | 11/10/2017     |
| GLMC G/L Multi-Currency     | 5.40 | GLMC | MGL | Unlocked | 11/08/2016 | 11/08/2017     |
| IMMC I/M Multi-Currency     | 5.40 | IMMC | MIM | Unlocked | 11/08/2016 | 12/28/2017     |
| RAMC RMA Multi-Currency     | 5.40 | RAMC | MRA | Unlocked | 11/28/2016 | 01/30/2018     |

**License Agreement**

YOU MUST READ THIS AGREEMENT COMPLETELY AND AGREE BEFORE PROCEEDING. SCROLL THROUGH THIS AGREEMENT USING THE SLIDER CONTROL.

IMPORTANT: THIS SOFTWARE IS LICENSED BY DSD BUSINESS SYSTEMS, INC. TO CUSTOMERS FOR THEIR USE ONLY IN ACCORDANCE WITH THE TERMS SET FORTH IN THIS CUSTOMER LICENSE AGREEMENT. OPENING OR USING THIS PACKAGE CONSTITUTES ACCEPTANCE OF THESE TERMS. IF THE TERMS OF THIS LICENSE ARE NOT ACCEPTABLE, THE CUSTOMER MAY OBTAIN A FULL REFUND OF ANY MONEY PAID IF THIS UNUSED, UNOPENED PACKAGE IS RETURNED WITHIN TEN (10) DAYS TO THE DEALER FROM WHICH IT WAS ACQUIRED.

- 1 Agree to License Agreement**  
☐ Agree ☒ Disagree
- 2 Select Unlocking Type**  
☐ Web ☐ File ☐ Demo ☒ Manual Entry
- 3 Call DSD at 858-550-5900**  
 Have this information ready: End User Name:   
 Serial Number:
- 4 Enter the following from DSD**  
 Activation Key:   
 Click to Unlock:

**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.*

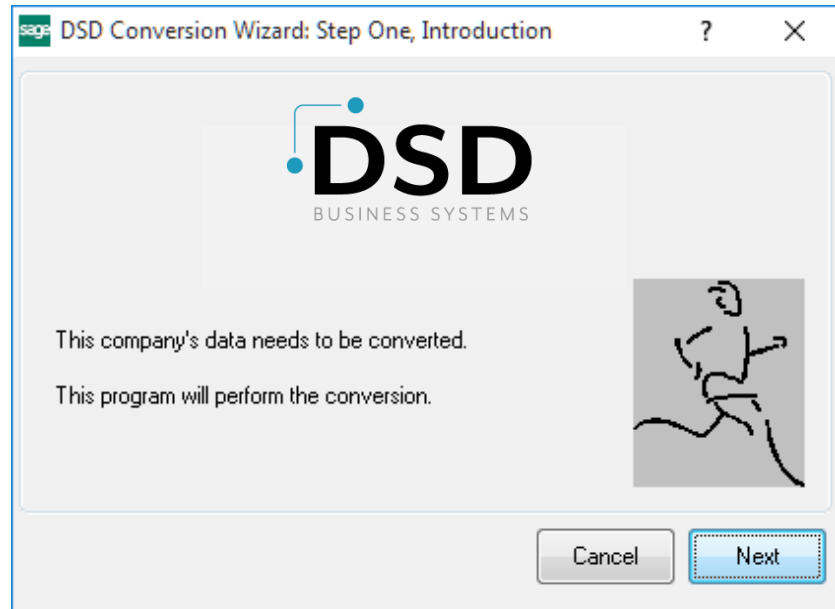
**Unlock All Products:** This will cause the DSD Enhancement All License Agreement and Activation window to appear. This window is similar to the one described on the previous page, but has only web and file as options to unlock. *This button is never disabled.*

**Convert Data:** After unlocking, if Conversion has not been done, the Convert Data button can be pushed and the Enhancement data conversion program will run. Data conversion is *non-destructive*, and may be triggered any number of times.

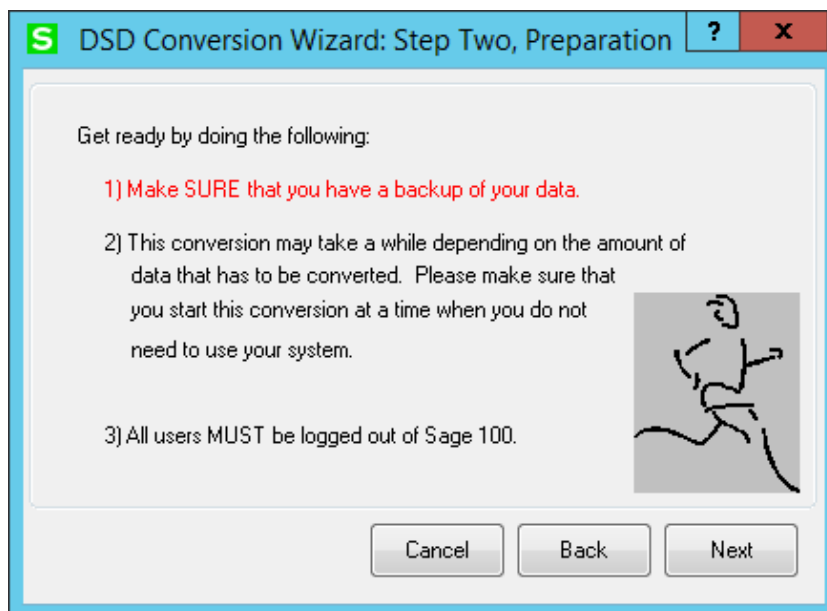
**However, this must be completed before any Multi-Currency processing is allowed the respective module.**

*Sometimes this is required to fix data records imported or updated from a non-enhancement installation.* This

conversion can also be triggered by launching a task in any Multi-Currency module that has not been previously converted. Conversions for more than one company at a time can be done using Multi-Convert Data below.



in



**Multi-Convert Data:** Multiple Companies can be converted at the same time for a given Enhancement. If a Base Currency Code has not been assigned, it must be entered here before the Conversion is allowed. *(If you have a large number of Companies to convert, please do in batches of 20 or fewer due to memory limitations.)*

|   | Company | Company Name                            | Activated                           | Converted                           | Base Currency | Convert                  |
|---|---------|-----------------------------------------|-------------------------------------|-------------------------------------|---------------|--------------------------|
| 1 | AB1     | ABC Multi-Currency CAD 5.20P3           | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | CAD           | <input type="checkbox"/> |
| 2 | AB2     | ABC Multi-Currency Consolidation 5.20P3 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | USD           | <input type="checkbox"/> |
| 3 | ABC     | ABC Multi-Currency USD 5.20P3           | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | USD           | <input type="checkbox"/> |
| 4 | ABX     | American Business Expressions           | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | USD           | <input type="checkbox"/> |
| 5 | EEC     | Edwardson Electric Company              | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |               | <input type="checkbox"/> |
| 6 | MFG     | MFG Computer Systems, Inc               | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |               | <input type="checkbox"/> |
| 7 | XYZ     | XYZ Manufacturing Company               | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |               | <input type="checkbox"/> |

Proceed Cancel

**Help:** The Help button, located at the bottom right of the window, opens an HTML help file .

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

**Uninstall Enhancement** If this option is available, then selecting this button will start the un-install process, removing the enhancement from the system. (for more information [see Uninstall DSD Enhancements](#))

There is also a link to the DSD website.

### Cash Management and Forecasting Activation

Before beginning the Cash Management and Forecasting setup process, the module must be activated. The module can be activated by accessing Library Master Company Maintenance. Choose the company code in which you will be using Cash Management and select 'Activate'.

The screenshot shows the 'Company Maintenance (ABC) 9/23/2015' window. The 'Company Code' is 'ABX' and the 'Company Name' is 'American Business Expressions'. The 'Activate...' button is visible. An 'Activate Module' dialog is open, showing a list of modules for 'American Business Expressions (ABX)'. The 'Cash Management and Forecasting' module (15) is selected and checked for activation.

|    | Module                           | Activate                            |
|----|----------------------------------|-------------------------------------|
| 9  | Purchase Order                   | ACTIVATED                           |
| 10 | Return Merchandise Authorization | ACTIVATED                           |
| 11 | Job Cost                         | <input type="checkbox"/>            |
| 12 | Bill of Materials                | ACTIVATED                           |
| 13 | Work Order                       | <input type="checkbox"/>            |
| 14 | Bank Reconciliation              | ACTIVATED                           |
| 15 | Cash Management and Forecasting  | <input checked="" type="checkbox"/> |
| 16 | Bar Code                         | <input type="checkbox"/>            |
| 17 | TimeCard                         | <input type="checkbox"/>            |

Buttons: Proceed, Cancel, ?

At the bottom of the main window: ☐ Use as Default Company for Server Settings, Accept, Cancel, Delete, Print, ?

## Section C: Setup

### CMF Options

This program is used to tailor the way in which the Cash Management and Forecasting module functions and interacts with other modules.

The screenshot shows the 'Cash Management and Forecasting Options (ABX) 9/23/2015' window. It has four tabs: '1. Main', '2. A/R', '3. A/P', and '4. Additional'. The '1. Main' tab is active. The settings are as follows:

- Minimum Acceptable Cash Balance:** 2,000.00
- Default Modeling Interval:** Weekly (dropdown menu)
- Default Starting Date for Modeling:** Today (dropdown menu)
- Default Number of Intervals:** 10 (spin box)
- Below Minimum Acceptable Cash Balance Color:**
  - Enable Company-Specific Cash Balance Color:** ☐
  - RGB Value:** 255, 0, 255
  - Select Color...** button
  - Sample Text** button (magenta)

**Minimum Acceptable Cash Balance:** Enter an amount for a minimum acceptable cash balance. Cash balance amounts below this amount will appear in magenta unless otherwise specified by the 'Enable Company-Specific Cash Balance Color' option below.

**Default Modeling Interval:** Select the default modeling interval to be used in Cash Stream Maintenance and Cash Flow Model Maintenance. The choices are Daily, Every 2<sup>nd</sup> Day, Every 3<sup>rd</sup> Day, Every 4<sup>th</sup> Day, Weekly, Bi-weekly, Monthly, Semi-monthly and Yearly. The modeling interval can be manually overridden in Cash Stream Maintenance or Cash Flow Model Maintenance.

**Default Starting Date for Modeling:** Select the default start date to be used in Cash Flow Model Maintenance. Select from Today, Tomorrow, Beginning of Next Week or Beginning of Next Month. Start Date can be overridden in Cash Flow Model Maintenance.

**Default Number of Intervals:** Enter a value between 1 and 50 to set the default number of intervals to be used in Cash Stream Maintenance and Cash Flow Model Maintenance. This value may be manually overridden in the Cash Stream Maintenance and Cash Flow Model Maintenance screens.

**Enable Company-Specific Cash Balance Color:** Select the check box to enable a company specific cash balance color. Enter RGB value or select the 'Select Color...' button to choose a custom color.

**1. Main** | **2. A/R** | 3. A/P | 4. Additional

**Integrate with Accounts Receivable:** ☒

**Repetitive Invoices**

Integrate with Accounts Receivable Repetitive Invoices: ☒

Default Modeling Detail Level for Repetitive Invoices: Customer

Exclude On Hold Customers: ☒

**Customer Receipt Performance Reviews**

Limit Receipts Performance Review by: Number of Invoices

Number of Most Recent Paid or Past Due Invoices to Review: 100

Selection Criteria for the Most Recent Review: Number of Invoices

Date of Last Performance Review: 9/23/2015

Retain Customer Performance Review History: ☒

**Integrate with Accounts Receivable:** Select this option to integrate Cash Management with the Accounts Receivable module.

**Integrate with Accounts Receivable Repetitive Invoices:** Select this option to enable forecasting of A/R Repetitive Invoices.

**Default Modeling Detail Level for Repetitive Invoices:** Select the default modeling detail level for repetitive invoices. Options include 'Summary', 'Customer' or 'Invoice'. This field is only enabled if integration with A/R Repetitive Invoices is enabled.

**Exclude On Hold Customers:** Enable this option to exclude on hold customers from modeling of repetitive invoices.

**Limit Receipts Performance Review by:** Select the option to exclude invoices by a specific criteria. Performance reviews can be set to be performed by default for a specific Terms Code, Date, Number of Invoices, or All.

**Number of Most Recent Paid or Past Due Invoices to Review:** Enter the number of most recent paid or past due invoices to include in the performance review. This field is available if 'Number of Invoices' is selected as the 'Limit Receipts Performance Review by' option.

**Cutoff Date:** Enter the oldest date of paid or past due invoices to include in the performance review. This field is available if 'Date' is selected as the 'Limit Receipts Performance Review by' option.

**Customer Terms Code:** Select a customer terms code to include the performance review. This field is available if 'Terms Code' is selected as the 'Limit Receipts Performance Review by' option.

**Selection Criteria for the Most Recent Review:** This field is read only and displays the selection criteria that was used in the most recent performance review for all customers.

**Date of Last Performance Review:** This field is read only and displays the date of the last performance review for all customers.

**Retain Customer Performance Review History:** Enable this check box to retain customer performance review history.

**Integrate with Accounts Payable:** Select this option to integrate Cash Management with the Accounts Payable module.

**Exclude On Hold Payments:** Enable this option to exclude on hold payments from modeling.

**Integrate with Accounts Payable Repetitive Invoices:** Select this option to enable forecasting of A/P Repetitive Invoices.

**Default Modeling Detail Level for Repetitive Invoices:** Select the default modeling detail level for repetitive invoices. Options include 'Summary', 'Vendor' or 'Invoice'. This field is only enabled if integration with A/P Repetitive Invoices is enabled.

**Limit Receipts Performance Review by:** Select the option to exclude information by a specific criteria. Performance reviews can be set to be performed by default for a specific Terms Code, Date, Number of Invoices, or All.

**Number of Most Recent Paid or Past Due Invoices to Review:** Enter the number of most recent paid or past due invoices to include in the performance review.

**Cutoff Date:** Enter the oldest date of paid or past due invoices to include in the performance review. This field is available if 'Date' is selected as the 'Limit Receipts Performance Review by' option.

**Vendor Terms Code:** Select a vendor terms code to include the performance review. This field is available if 'Terms' is selected as the 'Limit Receipts Performance Review by' option.

**Selection Criteria for the Most Recent Review:** This field is read only and displays the selection criteria that was used in the most recent performance review for all customers.

**Date of Last Performance Review:** This field is read only and displays the date of the last performance review for all customers.

**Retain Vendor Performance Review History:** Enable this check box to retain vendor performance review history.

**Additional Tab:** The additional tab allows you to integrate Bank Rec, General Ledger, Sales Order and Purchase Order data with the Cash Management module.

sage \* Cash Management and Forecasting Options (ABX) 10/7/2015

1. Main | 2. A/R | 3. A/P | 4. Additional

**B/R**

- Integrate with Bank Reconciliation ☒
- Track Bank Reconciliation Transaction History ☒
- Allow Restoring Transaction Records from History ☒

**G/L**

- Integrate with General Ledger ☒

**S/O**

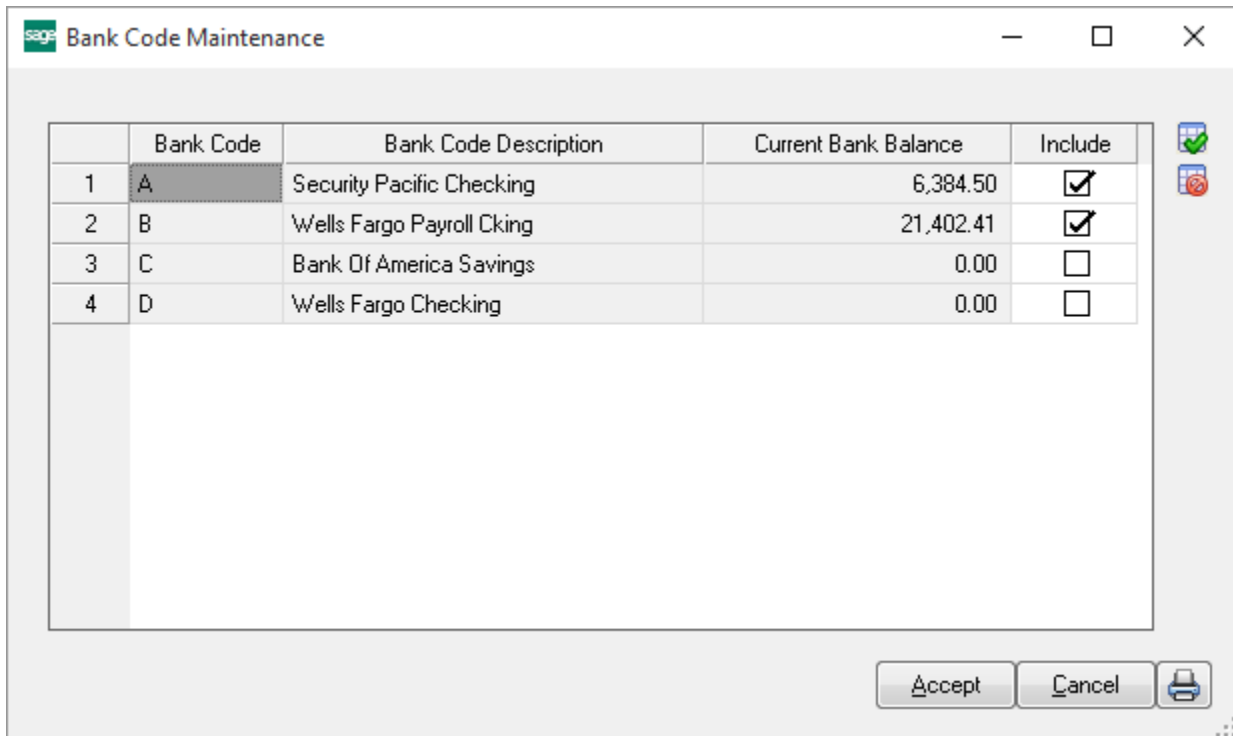
- Integrate with Sales Order ☒
- Exclude On Hold Sales Orders ☒
- Exclude Expired Repeating Sales Orders ☒

**P/O**

- Integrate with Purchase Order ☒
- Exclude On Hold Purchase Orders ☒
- Exclude Expired Repeating Purchase Orders ☒

**CMF Bank Code Maintenance**

The 'CMF Bank Code Maintenance' program allows you to select which Bank Codes to include in Cash Stream explosions. At least one bank code must be selected in this screen. This data will be used with 'Beginning Balance' type cash streams. For more information on streams see ['Cash Stream Maintenance'](#).



The screenshot shows a window titled "Bank Code Maintenance" with a table containing four rows of bank codes. The first two rows are selected, and their 'Include' checkboxes are checked. The last two rows are not selected, and their 'Include' checkboxes are unchecked. The table has columns for 'Bank Code', 'Bank Code Description', 'Current Bank Balance', and 'Include'. There are also 'Accept', 'Cancel', and a printer icon at the bottom right.

|   | Bank Code | Bank Code Description     | Current Bank Balance | Include                             |
|---|-----------|---------------------------|----------------------|-------------------------------------|
| 1 | A         | Security Pacific Checking | 6,384.50             | <input checked="" type="checkbox"/> |
| 2 | B         | Wells Fargo Payroll Cking | 21,402.41            | <input checked="" type="checkbox"/> |
| 3 | C         | Bank Of America Savings   | 0.00                 | <input type="checkbox"/>            |
| 4 | D         | Wells Fargo Checking      | 0.00                 | <input type="checkbox"/>            |

Accept Cancel 

### AP Repetitive Invoice Schedule Maintenance

This program will allow you to schedule various AP Repetitive Invoices based on the cycle code assigned to the invoices for Cash Management and Forecasting. For example if you have one AP Repetitive Invoice for \$500 and a cycle code of 'M', the \$500 will appear in the Cash Flow Analysis on each of the dates defined in 'AP Repetitive Invoice Schedule Maintenance'. This data will be used with 'AP Repetitive Invoices' type cash streams. For more information on streams see ['Cash Stream Maintenance'](#).

AP Repetitive Invoice Schedule Maintenance (CSH) 10/13/2015

AP Repetitive Invoice Schedule: RENT

Description: Monthly Rent Payments

|   | Date     | Cycle Code |
|---|----------|------------|
| 1 | 1/1/2015 | M          |
| 2 | 2/1/2015 | M          |
| 3 | 3/1/2015 | M          |
| 4 | 4/1/2015 | M          |
| 5 | 5/1/2015 | M          |
| 6 | 6/1/2015 | M          |
| 7 | 7/1/2015 | M          |
| 8 | 8/1/2015 | M          |

Buttons: Accept, Cancel, Delete, Print, Help

### AR Repetitive Invoice Schedule Maintenance

This program functions in the same manner as AP Repetitive Invoice Maintenance. It will allow you to schedule various AR Repetitive Invoices based on the cycle code assigned to the invoices for Cash Management and Forecasting. For example if you have one AR Repetitive Invoice for \$500 and a cycle code of 'M', the \$500 will appear in the Cash Flow Analysis on each of the dates defined in 'AR Repetitive Invoice Schedule Maintenance'. This data will be used with 'AR Repetitive Invoices' type cash streams. For more information on streams see ['Cash Stream Maintenance'](#).

AR Repetitive Invoice Schedule Maintenance (CSH) 11/2/2015

AR Repetitive Invoice Schedule: MONTHLY RECEIVABLES

Description: Monthly Receivables

|   | Date     | Cycle Code |
|---|----------|------------|
| 1 | 1/1/2016 | M          |
| 2 | 2/1/2016 | M          |
| 3 | 3/1/2016 | M          |
| 4 | 4/1/2016 | M          |
| 5 | 5/1/2016 | M          |
| 6 | 6/1/2016 | M          |
| 7 | 7/1/2016 | M          |
| 8 | 8/1/2016 | M          |

Accept Cancel Delete

### Repeating SO Schedule Maintenance

Use the 'Repeating SO Schedule Maintenance' program to create a schedule for repeating orders from the sales order module. The date entered in the date column will be used in the Cash Flow Analysis as the estimated invoice date. Cash Management will then use this date along with the customer's average days to pay to then calculate the estimated pay date for this cycle. For example, if the date in 'Repeating SO Schedule Maintenance' is 6/1/2010, and the average day to pay is 30 for the customer that is on the repeating order with this cycle, the repeating order amount will appear on 7/1/2010, not on 6/1/2010. For more information on streams see ['Cash Stream Maintenance'](#).

Repeating SO Schedule Maintenance (CSH) 11/2/2015

Repeating SO Schedule: REPEATING SALES ORDERS

Description: Repeating Sales Orders

|   | Date      | Cycle Code |
|---|-----------|------------|
| 1 | 1/15/2016 | A          |
| 2 | 1/30/2016 | B          |
| 3 | 2/15/2016 | A          |
| 4 | 2/28/2016 | B          |
| 5 | 3/15/2016 | A          |
| 6 | 3/31/2016 | B          |
| 7 | 4/15/2016 | A          |
| 8 | 4/30/2016 | B          |

Accept Cancel Delete

### Repeating PO Schedule Maintenance

Use the 'Repeating PO Schedule Maintenance' program to create a schedule for repeating orders from the purchase order module. Each repeating purchase order defined in this screen will appear in cash streams when using 'Repeating Purchase Orders' type streams. The date entered in the date column will be used to calculate the estimated pay date for that particular purchase order. For more information on streams see ['Cash Stream Maintenance'](#).

**Repeating PO Schedule Maintenance (CSH) 11/2/2015**

Repeating PO Schedule: REPEATING POS

Description: Repeating Purchase Orders

|   | Date      | Purchase Order No |
|---|-----------|-------------------|
| 1 | 1/1/2016  | 0010001           |
| 2 | 4/1/2016  | 0010001           |
| 3 | 7/1/2016  | 0010001           |
| 4 | 11/1/2016 | 0010001           |
| 5 |           |                   |

Accept Cancel Delete

### Cash Inflow Schedule Maintenance

The 'Cash Inflow Schedule Maintenance' program is used to create schedules for various other cash being received which is not previously defined elsewhere in the system. Each amount defined in this screen will appear on the dates entered when using 'Cash Inflow' type streams. For more information on streams see ['Cash Stream Maintenance'](#).

**Cash Inflow Schedule Maintenance (CSH) 11/2/2015**

Cash Inflow Schedule: 2015 RENTAL INCOME

Description: Rental Income 2015

|   | Date      | Amount   | Comment |
|---|-----------|----------|---------|
| 1 | 8/1/2015  | 3,000.00 |         |
| 2 | 9/1/2015  | 3,000.00 |         |
| 3 | 10/1/2015 | 3,000.00 |         |
| 4 |           | .00      |         |

Accept Cancel Delete

### Cash Outflow Schedule Maintenance

The 'Cash Outflow Schedule Maintenance' program is used to create schedules for various other cash being disbursed out which is not previously defined elsewhere in the system. Each amount defined in this screen will appear on the dates entered when using 'Cash Outflow' type streams. For more information on streams see ['Cash Stream Maintenance'](#).

 Cash Outflow Schedule Maintenance (CSH) 11/2/2015

Cash Outflow Schedule: 2015 PAYROLL

Description: Payroll 2015

|   | Date      | Amount    | Comment |
|---|-----------|-----------|---------|
| 1 | 8/1/2015  | 22,000.00 |         |
| 2 | 8/15/2015 | 24,000.00 |         |
| 3 | 8/28/2015 | 50,000.00 |         |
| 4 |           | .00       |         |

Accept Cancel Delete  

## Section D: System Operations

### Customer Performance Review

This program is designed to allow you to perform individual performance reviews for customers, set specific performance review settings for a customer, and view the last performance review results.

**Review Date:** This date will automatically populate with the module date. To perform a new review as of this date, select the 'Review' button.

**A/R Payment Terms:** This field is read-only and is defined in Customer Maintenance.

**Average Days to Pay:** This field displays the number of average days to pay from Customer Maintenance and can only be viewed.

**Last Payment Date:** This field is read-only and displays the last payment date from Customer Maintenance.

**Skip this Customer when Performing a System Performance Review:** Enable this option to skip this customer when performing 'A/R Customer Receipt Performance Review' from the Utilities menu.

**Skip this Customer when Performing Cash Flow Analysis:** Enable this option to exclude this customer from explosions in Cash Flow Analysis.

**Custom Performance Review Settings for this Customer:** Select this option to create custom settings for this customer's performance review. With this option enabled the system will use the settings selected here instead of the settings selected in 'CMF Options'. For more information on these settings, see the [CMF Options](#) section.

**Performance Review Results:** These fields display the data collected and calculated during the last performance review for this customer. To update data in these fields, enter the date of the performance review in the 'Review Date' field and select 'Review' or run the 'A/R Customer Receipt Performance Review' from the Utilities menu. For more information see the [Utilities](#) section.

### Vendor Performance Review

This program is designed to allow you to perform individual performance reviews for vendors, set specific performance review settings for a vendor, and view the last performance review results.

Sage A/P Vendor Performance Review (CSH) 11/2/2015

Vendor No. 01-AIRWAY Name Airway Property Review Date 11/2/2015 Review

**A/P Settings**

A/P Payment Terms 03 NET END OF MONTH

Average Days to Pay 4

Last Payment Date 5/31/2015

**Performance Review Settings**

Skip this Vendor when Performing a System Performance Review ☐

Skip this Vendor when Performing Cash Flow Analysis ☐

Custom Performance Review Settings for this Vendor ☒

Limit Payment Performance Review by Date

Cutoff Date 5/6/2015

**Performance Review Results**

Selection Criteria for the Most Recent Review All

Date of Last Performance Review 7/29/2015

Number of Paid Invoices Counted in the Most Recent Performance Review 7

Earliest Paid Invoice Counted in the Most Recent Performance Review 0001033190

Number of Late Payments Counted in the Performance Review 8

Average Lateness for the Payments Counted in the Performance Review 39

Percentage of Late Payments to Total Number of Paid or Past Due Invoices 73%

Vendor Average Days to Pay Based on the Most Recent Performance Review 32

Accept Cancel

**Review Date:** This date will automatically populate with the module date. To perform a new review as of this date, select the 'Review' button.

**A/P Payment Terms:** This field is read-only and is defined in Vendor Maintenance.

**Average Days to Pay:** This field displays the number of average days to pay from Vendor Maintenance and can only be viewed.

**Last Payment Date:** This field is read-only and displays the last payment date from Vendor Maintenance.

**Skip this Vendor when Performing a System Performance Review:** Enable this option to skip this customer when performing 'A/P Vendor Payment Performance Review' from the Utilities menu.

**Skip this Vendor when Performing Cash Flow Analysis:** Enable this option to exclude this vendor from explosions in Cash Flow Analysis.

**Custom Performance Review Settings for this Vendor:** Select this option to create custom settings for this vendor's performance review. With this option enabled the system will use the settings selected here instead of the settings selected in 'CMF Options'. For more information on these settings, see the [CMF Options](#) section.

**Performance Review Results:** These fields display the data collected and calculated during the last performance review for this vendor. To update data in these fields, enter the date of the performance review in the 'Review Date' field and select 'Review' or run the 'A/P Vendor Performance Review' from the Utilities menu. For more information see the [Utilities](#) section.

### Cash Stream Maintenance

The 'Cash Stream Maintenance' program is used to define your various cash streams that will be used in your Cash Flow Model. There are 22 stream types available, each containing different options for your cash flow analysis.

The screenshot shows the 'Cash Stream Maintenance (CSH) 11/2/2015' window. It features a title bar with a close button. Below the title bar, there are two text input fields: 'Stream ID' with the value 'A/P OPEN INVOICES ALL' and 'Stream Name' with the value 'A/P Open Invoices All Divisions'. To the right of these fields are navigation buttons (back, forward, etc.). Below these fields is a section for 'Stream Type' with a dropdown menu set to 'AP Open Invoices', and two buttons: 'Additional' and 'Test Explosion'. Further down are fields for 'Start Date' (7/1/2015), 'End Date', 'Default Interval' (Weekly), and 'Number of Intervals' (8). At the bottom of this section is a 'Comment' text area. The bottom of the window contains a row of buttons: 'Accept', 'Cancel', 'Delete', a printer icon, and a help icon.

**Stream ID:** This ID will define your stream and be used in the Cash Flow Model Maintenance.

**Stream Name:** Enter a name or description for this cash stream.

**Stream Type:** Select the stream type for this cash stream. For more information on stream types see [Stream Types](#).

**Additional:** Select this button to view additional fields and options for this cash stream. For more information see the [Additional Fields](#) section.

**Test Explosion:** Select this button to run a test explosion for this stream based on your Cash Stream Maintenance selections. For more information see [Test Explosion](#).

**Start Date:** Enter the starting date for this cash stream. This field is required.

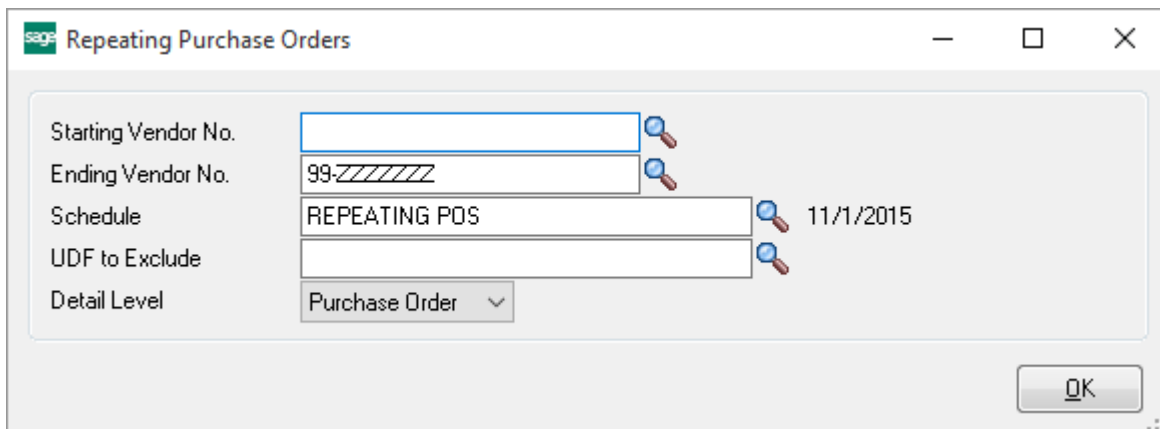
**End Date:** Enter the ending date for this cash stream. This field is not required. The end date may be left blank and all dates after the start date will be read.

**Default Interval:** Select the default modeling interval to be used in this stream. The choices are Daily, Every 2<sup>nd</sup> Day, Every 3<sup>rd</sup> Day, Every 4<sup>th</sup> Day, Weekly, Bi-weekly, Monthly, Semi-monthly and Yearly. The interval can be manually overridden in Cash Flow Model Maintenance.

**Number of Intervals:** Enter a value between 1 and 50 to set the number of intervals to be used in this stream.

### ***Additional Fields***

Many of the various stream types will have additional options available. Select the Additional button in Cash Stream Maintenance to access these fields. For specific information on which options are available for each stream type see [Stream Types](#).



**Starting Vendor/Customer No:** Select a starting customer or vendor number for the stream. This option is particularly useful if you wish to break out streams by specific divisions or ranges. This option is available on Accounts Receivable, Accounts Payable, Purchase Order, and Sales Order type streams.

**Ending Vendor/Customer No:** Select an ending customer or vendor number for the stream. This option is available on Accounts Receivable, Accounts Payable, Purchase Order, and Sales Order type streams.

**Schedule:** Select the appropriate schedule for this stream. The schedule is required for AP Repetitive Invoices, AR Repetitive Invoices, Repeating POs, Repeating SOs, Cash Inflow and Cash Outflow type streams.

**UDF to Exclude:** If you have the Custom Office module activated, you will be allowed to specify a checkbox type header UDF to allow documents to be excluded from Cash Management Analysis.

**Detail Level:** Select the desired detail level for this stream. The detail level chosen will designate the drill down capabilities of your cash flow analysis. Example: Selecting Summary will not allow for drill down, selecting customer will allow drill down to the customer level, selecting invoice will allow drill down to the invoice level.

### ***Stream Types***

For more information on how individual stream types are calculated, see [Appendix](#).

**Beginning Balance:** Select All Bank Codes or an individual bank code, choose from Bank or Summary level detail. This is used to calculate the beginning balance of Cash in your Cash Flow Model and is generally the first line in Cash Flow Model Maintenance.

**AR Open Invoices:** Select a range of customers, choose from Summary, Customer, or Invoice level detail

**AP Open Invoices:** Select a range of vendors, choose from Summary, Vendor, or Invoice level detail

**AR Repetitive Invoices:** select range of customers, a checkbox type UDF to exclude, choose from Summary, Customer or invoice detail level

**AP Repetitive Invoices:** Select range of vendors, choose the schedule, a checkbox type UDF to exclude, choose from Summary, Vendor or invoice detail level

**AR Invoice Data Entry:** select range of customers, a checkbox type UDF to exclude, choose from Summary, Customer or invoice detail level

**AP Invoice Data Entry:** select range of vendors, a checkbox type UDF to exclude, choose from Summary, Vendor or invoice detail level

**SO Invoice Data Entry:** select range of customers, a checkbox type UDF to exclude, choose from Summary, Customer or invoice detail level

**PO Receipt of Invoice Entry:** select range of vendors, a checkbox type UDF to exclude, choose from Summary, Vendor or invoice detail level

**PO Return of Goods Entry:** select range of vendors, a checkbox type UDF to exclude, choose from Summary, Vendor or Return No detail level

**Sales Orders:** select range of customers, a checkbox type UDF to exclude, choose from Summary, Vendor or Sales order detail level

**Purchase Orders:** select range of vendors, a checkbox type UDF to exclude, choose from Summary, Vendor or Purchase Order detail level

**Repeating Sales Orders:** select range of customers, a checkbox type UDF to exclude, choose from Summary, Customer or Sales order detail level

**Repeating Purchase Orders:** select range of vendors, a checkbox type UDF to exclude, choose from Summary, Vendor or Purchase Order detail level

**Cash Inflow:** choose the cash inflow schedule, choose Summary or Date detail level

**Cash Outflow:** choose the cash outflow schedule, choose Summary or Date detail level

**AP Check Entry:** select range of vendors, a checkbox type UDF to exclude, choose from Summary, Vendor or Check detail level

**AP Manual Check Entry:** select range of vendors, a checkbox type UDF to exclude, choose from Summary, Vendor or Check detail level

**AR Cash Receipts Entry:** select range of check, a checkbox type UDF to exclude, choose from Summary, Vendor or Check detail level

**Subtotal:** Create a subtotal cash stream to add various subtotals within your cash flow model. There are no additional options for subtotal type streams. These will automatically calculate based on where they are placed in the Cash Flow Model.

**Total:** Create a total cash stream to add a total line in your cash flow model. There are no additional options for total type streams. These will automatically calculate the total of all cash streams. This is generally placed at the end of a model before a Cash Balance stream.

**Cash Balance:** A Cash Balance stream is used to show the overall cash balance. There are no additional options for this stream type. The Cash Balance is calculated by taking the Cash Beginning Balance – all cash streams. This cash stream is generally placed at the end of a Cash Flow Model.

**Test Explosion**

Select the Test Explosion button in Cash Stream maintenance to review a sample of the data returned by the cash stream created. Columns are determined by the start date, interval and number of intervals. Selecting the drill down button on the right will display the explosion detail screen. The data in the explosion detail screen is available based on Detail Level selected in Cash Stream Maintenance.

sage

Explosion Summary (CSH) 11/2/2015

— □ ×

A/P OPEN INVOICE DIV 01 AP Open Invoices

|                                            | 07/01/2015 - 07/07/2015                                                                        | 07/08/2015 - 07/14/2015 | 07/15/2015 - 07/21/2015 | 07/22/2015 - 07/28/2015 | 07/29/2015 - 08/04/2015 |  |
|--------------------------------------------|------------------------------------------------------------------------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|---------------------------------------------------------------------------------------|
| 1                                          | 96,861.30-  | 898.00-                 | 48,959.00-              | 980.89-                 |                         |                                                                                       |
| <div><div></div><div>&lt; &gt;</div></div> |                                                                                                |                         |                         |                         |                         |                                                                                       |

OK

**Explosion Detail**

**A/P OPEN INVOICE DIV 01 AP Open Invoices 07/01/2015 - 07/07/2015**

|   | Vendor     | Invoice No | Invoice Date | Average Days To Pay | Orig Estimated Pay Date | Estimate |
|---|------------|------------|--------------|---------------------|-------------------------|----------|
| 1 | 01-AIRWAY  | 0001053190 | 5/31/2015    | 32                  | 7/2/2015                | 7/2/2015 |
| 2 | 01-AIRWAY  | JUNE-4913  | 5/31/2015    | 32                  | 7/2/2015                | 7/2/2015 |
| 3 | 01-ALLCLIM | 0001053190 | 5/31/2015    | 34                  | 7/4/2015                | 7/4/2015 |
| 4 | 01-ALLCLIM | 1053190    | 5/31/2015    | 34                  | 7/4/2015                | 7/4/2015 |
| 5 | 01-CONT    | 0001053190 | 5/31/2015    | 34                  | 7/4/2015                | 7/4/2015 |
| 6 | 01-IBM     | 0001053190 | 5/31/2015    | 31                  | 7/1/2015                | 7/1/2015 |
| 7 | 01-IBM     | 10-2345    | 5/31/2015    | 31                  | 7/1/2015                | 7/1/2015 |
| 8 | 01-SOCALGA | 0001053190 | 5/31/2015    | 35                  | 7/5/2015                | 7/5/2015 |

**Total: 96,861.30-**

OK

### Cash Flow Model Maintenance

Cash Flow Model Maintenance is used to create a Cash Flow Model and define which Cash Flow Streams that model will contain.

**Model ID:** Create a unique ID for the cash model.

**Copy From:** Select this button to copy the cash model being created from an existing model.

**Model Name:** Type a name for the cash model.

**Default Modeling Interval:** Select the default modeling interval to be used in this Cash Model. The choices are Daily, Every 2<sup>nd</sup> Day, Every 3<sup>rd</sup> Day, Every 4<sup>th</sup> Day, Weekly, Bi-weekly, Monthly, Semi-monthly and Yearly. The interval can be manually overridden in Cash Flow Analysis.

**Start Date:** Enter the starting date for this model. This field is required.

**Default Number of Intervals:** Enter a value between 1 and 50 to set the number of intervals to be used in this model.

**Perform Customer/Vendor Performance Review:** Enable this option to automatically perform customer and vendor performance reviews during the cash flow analysis.

**Model Description:** Type an additional description for this cash flow model.

The lines tab of Cash Flow Model Maintenance screen is used to define which cash streams will appear in your analysis and in which order.

Cash Flow Model Maintenance (CSH) 11/2/2015

Model ID: WEEKLY CFM  
Model Name: CF Model - Weekly

1. Header | 2. Lines

Quick Row: 17

|    | Stream ID               | Stream Type      | Detail Level   |
|----|-------------------------|------------------|----------------|
| 6  | A/R OPEN INVOICE DIV 02 | AR Open Invoices | Invoice        |
| 7  | DIV 02 SUBTOTAL         | Subtotal         |                |
| 8  | SALES ORDERS ALL DIV    | Sales Orders     | Sales Order    |
| 9  | PURCHASE ORDERS ALL DIV | Purchase Orders  | Purchase Order |
| 10 | ORDER SUBTOTAL          | Subtotal         |                |
| 11 | 2010 INVESTMENTS        | Cash Outflow     | Date           |
| 12 | PAYROLL                 | Cash Outflow     | Date           |
| 13 | RENTAL                  | Cash Inflow      | Date           |
| 14 | OPERATING SUBTOTAL      | Subtotal         |                |
| 15 | TOTAL CASH FLOW         | Total            |                |
| 16 | CASH BALANCE            | Cash Balance     |                |
| 17 |                         |                  |                |

Comment:

Accept Cancel Delete

**Stream ID:** Select each cash stream to be used in this Cash Flow Model. Each stream will appear in the Cash Flow Analysis in the order that they are entered in the Cash Flow Model Maintenance screen.

**Stream Type:** The stream type for the stream is displayed. This field is read only.

**Detail Level:** Select the detail level for the stream. The detail level by default will be the detail level selected in Cash Stream Maintenance, however it can be changed here in Cash Flow Model Maintenance if desired.

**Comment:** Enter a comment for the cash stream.

**Quick Row:** This field displays the number of the selected row in the primary grid. Enter a row number to view or edit information for a different row, or click the Find Row button to search for a row in the Search Grid window.

**Grid Button Bar:** The buttons located above the grid allow you to insert new rows, delete rows, or move the location of a row up or down within the grid.

### Cash Flow Analysis

The Cash Flow Analysis program is used to compile all of the data created by your cash streams and cash model. It will display the cash balances over a specified period of time and will allow you to forecast your cash flow.

**Analysis ID:** Create a unique ID for the cash analysis.

**Analysis Name:** Type a name for the cash analysis.

**Model ID:** Select a Cash Flow Model to be used in this analysis.

**Default Modeling Interval:** Select the modeling interval to be used in this analysis. The choices are Daily, Every 2<sup>nd</sup> Day, Every 3<sup>rd</sup> Day, Every 4<sup>th</sup> Day, Weekly, Bi-weekly, Monthly, Semi-monthly and Yearly.

**Start Date:** Enter the starting date for this analysis. This field is required.

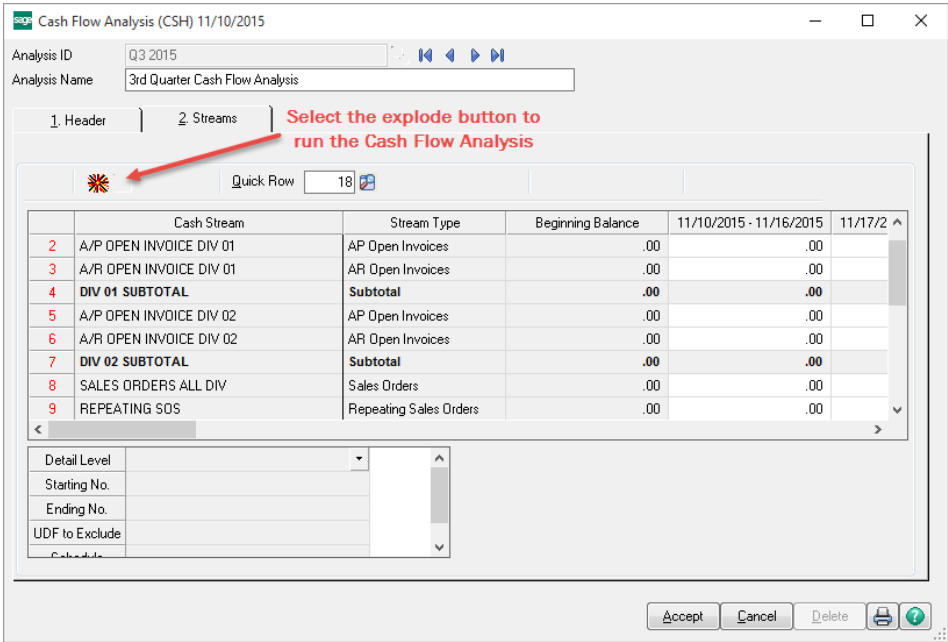
**End Date:** Enter an optional ending date for the analysis.

**Default Number of Intervals:** Enter a value between 1 and 50 to set the number of intervals to be used in this model.

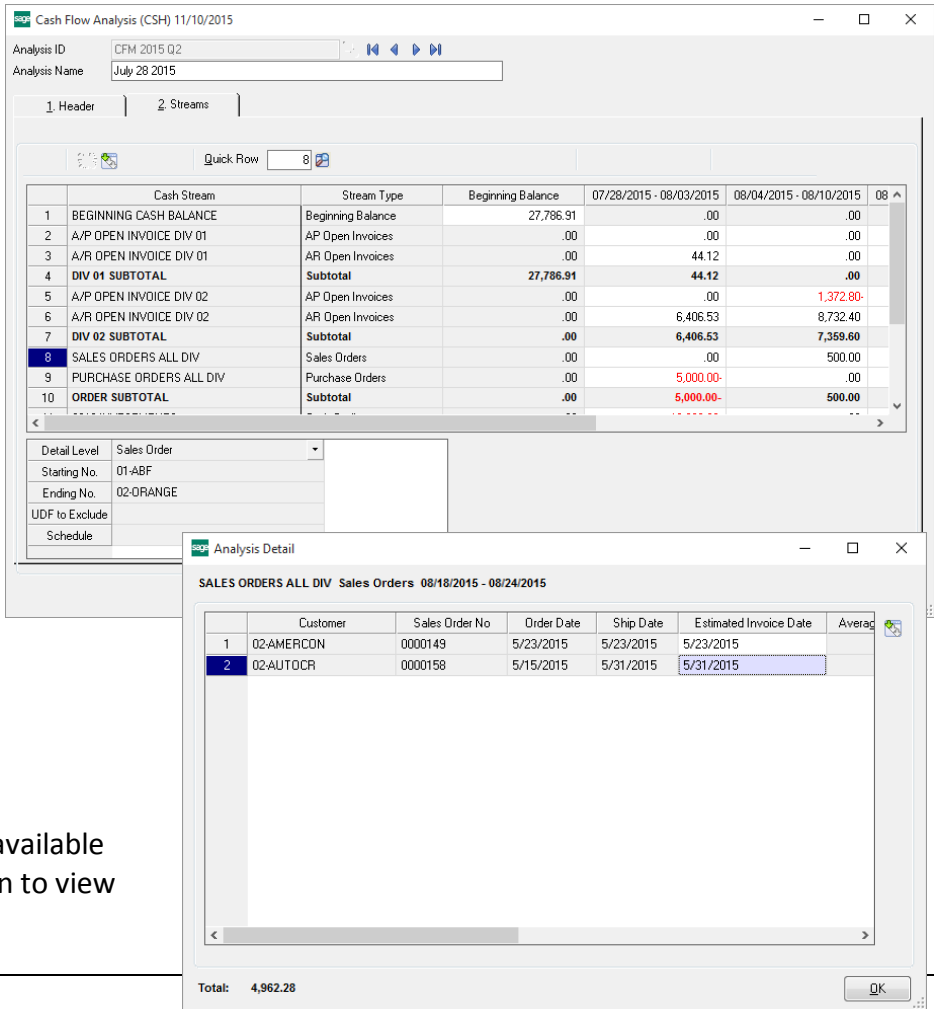
**Perform Customer/Vendor Performance Review:** Enable this option to automatically perform customer and vendor performance reviews during the cash flow analysis.

**Analysis Description:** Type an additional description for this cash flow analysis.

The Cash Flow Analysis Streams tab displays each of the streams previously defined in Cash Flow Model Maintenance. Select the 'Explode' button to run the cash flow analysis. If you previously enabled the option to 'Perform Customer/Vendor Performance Reviews' those will be performed at this time as well.



Once the analysis has completed, cells will then be populated with data. Amounts can be edited in each cell in this screen if the detail level on the stream was set to Summary. If the detail level was set to another option, you are able to drill down in to the stream detail and edit the amounts and dates in the stream detail screen.



Additional drill downs are also available within the Analysis Detail screen to view

that particular document (purchase order, sales order, invoice etc.)

### ***Inquiries Menu***

The Inquiries menu contains several existing Sage 100 inquiry programs as well as several new inquiries added with the Cash Management and Forecasting module.

#### ***A/R Cash Receipts History Inquiry***

Select the Bank Code and Deposit Number of the Cash Receipts History you wish to view. The screen will display each Check No/CC Entry No. received on that particular deposit. Selecting a check will display the invoices paid by that entry.

| Customer No. | Customer Name             | Check No. / CC Entry No. | Check / CC Amount |
|--------------|---------------------------|--------------------------|-------------------|
| 01-ABF       | American Business Futures | 123456                   | 135.97            |
| 01-HILLSB    | Hillsboro Service Center  | 22356                    | 1,000.00          |
| 02-ATQZ      | A To Z Carpet Supply      | 556897                   | 250.00            |
| 02-GREALAR   | Greater Alarm Company     | 6698634                  | 614.03            |

| Invoice No. | Invoice Type | Discount Amt | Payment Amt |
|-------------|--------------|--------------|-------------|
| 0100046-IN  | Invoice      | .00          | 614.03      |

#### ***B/R Transaction History Inquiry***

Select a Bank Code to view transactions that have been cleared from Bank Rec. This option is only available if the 'Integrate with Bank Reconciliation' and 'Track Bank Reconciliation Transaction History' options are enabled in CMF Options.

Select the 'Restore' button to move the selected transaction record back into the BR\_Transaction file. This option is only available if the 'Allow Restoring Transaction Records from

| Check No. | Entry ... | Check Date | Reference | Payee Name            | Amount   | Cleared Date | Exported | Wire Tran |
|-----------|-----------|------------|-----------|-----------------------|----------|--------------|----------|-----------|
| 001729    | 000000    | 05/05/2015 | 01ANDERS  | Anders Auto Repair    | 3,540.50 | 11/02/2015   | N        | N         |
| 001730    | 000000    | 05/05/2015 | 02ARROW   | Arrowsmith Drinkin... | 75.00    | 11/02/2015   | N        | N         |
| SVCCHG    | 000000    | 05/31/2015 |           | Service Charges       | 65.00    | 01/01/1804   | N        | N         |

History' option is enabled in CMF Options.

### Check Inquiry

The Check Inquiry program allows you to view and search for checks from any bank code and any module. Select column headings to sort data by that column. Use the search button to search for a particular check. Use the drill down buttons to view the Source Journal Drill Down or the History Inquiry screens for that transaction.

| Check No. / CC Ent... | Deposit Date | Bank | Customer No. | Customer Name             | Source Jou... | Check Am |
|-----------------------|--------------|------|--------------|---------------------------|---------------|----------|
| 100297                | 05/15/2015   | A    | 01-ABF       | American Business Futures |               | 2.23     |
| 100297                | 05/15/2015   | A    | 01-ABF       | American Business Futures |               | 2.41     |
| 10104                 | 05/31/2015   | A    | 01-HILLSB    | Hillsboro Service Center  |               | 2.51     |
| 10254                 | 05/21/2015   | A    | 01-SHEPARD   | Shepard Motorworks        |               | 25.00    |
| 10311                 | 05/31/2015   | A    | 01-SHEPARD   | Shepard Motorworks        |               | 5.00     |
| 1096                  | 05/21/2015   | A    | 02-AMERCON   | American Concrete Service |               | 94       |
| 123456                | 11/02/2015   | D    | 01-ABF       | American Business Futures | CR-000002     | 13       |
| 223481                | 05/31/2015   | A    | 01-ABF       | American Business Futures | CR-000002     | 86       |
| 22356                 | 11/02/2015   | D    | 01-HILLSB    | Hillsboro Service Center  | CR-000002     | 1.00     |
| 2265                  | 05/15/2015   | A    | 01-BRESLIN   | Breslin Parts Supply      | CR-000002     | 2.00     |
| 22805                 | 05/21/2015   | A    | 01-AVNET     | Avnet Processing Corp     | CR-000002     | 39       |
| 2309                  | 05/31/2015   | A    | 02-BAYPYRO   | Bay Pyrotechnics Corp.    | CR-000002     | 1.38     |
| 40119                 | 05/15/2015   | A    | 01-RSSUPPL   | R & S Supply Corp.        | CR-000002     | 1.31     |
| 40119                 | 05/15/2015   | A    | 01-RSSUPPL   | R & S Supply Corp.        | CR-000002     | 1.31     |
| 4346                  | 05/31/2015   | A    | 02-CAPRI     | Capri Sailing Ships       | CR-000002     | 11.93    |
| 556897                | 11/02/2015   | D    | 02-ATOZ      | A To Z Carpet Supply      | CR-000002     | 25       |
| 0388634               | 11/02/2015   | D    | 02-GRAPALAR  | Greater Alarm Company     | CR-000002     | 61       |
| 683245                | 05/31/2015   | A    | 01-AVNET     | Avnet Processing Corp     | CR-000002     | 1.00     |
| 9105                  | 05/21/2015   | A    | 02-ATOZ      | A To Z Carpet Supply      | CR-000002     | 3.46     |
| 9105                  | 05/21/2015   | A    | 02-ATOZ      | A To Z Carpet Supply      | CR-000002     | 1.60     |

### Customer Review History Inquiry

Select the Customer Number and Review Date to view past customer performance review results. This menu option is only available if the 'Retain Customer Performance Review History' option is enabled in CMF Options.

**A/R Customer Performance Review History Inquiry (CSH) 11/2/2015**

Customer No.  American Business Futures

Review Date

**Performance Review Settings**

Custom Performance Review Settings for this Customer ☐

Limit Receipts Performance Review by

**Performance Review Results**

|                                                                          |            |
|--------------------------------------------------------------------------|------------|
| Number of Paid Invoices Counted in the Most Recent Performance Review    | 8          |
| Earliest Paid Invoice Counted in the Most Recent Performance Review      | 0000101-IN |
| Number of Late Payments Counted in the Performance Review                | 10         |
| Average Lateness for the Payments Counted in the Performance Review      | 1526       |
| Percentage of Late Payments to Total Number of Paid or Past Due Invoices | 59%        |
| Customer Average Days to Pay Based on the Most Recent Performance Review | 228        |

### Vendor Review History Inquiry

Select the Vendor Number and Review Date to view historical vendor performance review results. This menu option is only available if the 'Retain Vendor Performance Review History' option is enabled in CMF Options.

**A/P Vendor Performance Review History Inquiry (CSH) 11/2/2015**

Vendor No.  Roger W. Learner

Review Date

**Performance Review Settings**

Custom Performance Review Settings for this Vendor ☐

Limit Payment Performance Review by

**Performance Review Results**

|                                                                          |            |
|--------------------------------------------------------------------------|------------|
| Number of Paid Invoices Counted in the Most Recent Performance Review    | 2          |
| Earliest Paid Invoice Counted in the Most Recent Performance Review      | 0001033190 |
| Number of Late Payments Counted in the Performance Review                | 4          |
| Average Lateness for the Payments Counted in the Performance Review      | 997        |
| Percentage of Late Payments to Total Number of Paid or Past Due Invoices | 100%       |
| Vendor Average Days to Pay Based on the Most Recent Performance Review   | 55         |

## Reports Menu

### Customer Performance Report

The A/R Customer Performance Report lists all customers with performance review history. Enable the **Print Review Detail** option to print all performance review history. This report can be run for a range of customers or by review date by using the selection options in the bottom grid.

**A/R Customer Performance Review Report (CSH) 11/19/2015**

Report Setting: STANDARD [Search Icon] Save

Description: Customer Performance Review Report

Setting Options

|                |                                     |                       |                          |                  |                                     |
|----------------|-------------------------------------|-----------------------|--------------------------|------------------|-------------------------------------|
| Type           | Public                              | Print Report Settings | <input type="checkbox"/> | Number of Copies | 1                                   |
| Default Report | <input checked="" type="checkbox"/> | Three Hole Punch      | <input type="checkbox"/> | Collated         | <input checked="" type="checkbox"/> |

Options

**Print Review Detail** ☒

Selections

| Select Field    | Operand | Value |
|-----------------|---------|-------|
| Customer Number | All     |       |
| Review Date     | All     |       |

Keep Window Open After

Microsoft XPS Document Writer Print ☐ Preview ☐ Print Preview Setup

### Vendor Performance Report

The A/R Customer Performance Report lists all customers with performance review history. Enable the **Print Review Detail** option to print all performance review history. This report can be run for a range of customers or by review date by using the selection options in the bottom grid.

**Vendor Performance Review Report (CSH) 11/19/2015**

Report Setting: STANDARD [Search Icon] Save

Description: Vendor Performance Review Report

Setting Options

|                |                                     |                       |                          |                  |                                     |
|----------------|-------------------------------------|-----------------------|--------------------------|------------------|-------------------------------------|
| Type           | Public                              | Print Report Settings | <input type="checkbox"/> | Number of Copies | 1                                   |
| Default Report | <input checked="" type="checkbox"/> | Three Hole Punch      | <input type="checkbox"/> | Collated         | <input checked="" type="checkbox"/> |

Options

**Print Review Detail** ☒

Selections

| Select Field  | Operand | Value |
|---------------|---------|-------|
| Vendor Number | All     |       |
| Review Date   | All     |       |

Keep Window Open After

Microsoft XPS Document Writer Print ☐ Preview ☐ Print Preview Setup

### ***BR Transaction History Report***

The BR Transaction History Report displays all transactions retained in the Bank Reconciliation History file. This report can be run by Bank Code, Document Date or Cleared Date.

The screenshot shows the 'Bank Reconciliation History Report (CSH) 11/19/2015' dialog box. It includes the following sections:

- Report Setting:** STANDARD (with a search icon) and a Save button.
- Description:** Bank Reconciliation History Report.
- Setting Options:**
  - Type: Public (dropdown)
  - Print Report Settings: ☐
  - Three Hole Punch: ☐
  - Number of Copies: 1 (spinner)
  - Collated: ☒
- Document Types to Print:** All Types (dropdown)
- Print Comments:** Partial (dropdown)
- Summarize Activity:** ☐
- Selections:** A table with columns 'Select Field', 'Operand', and 'Value'.
 

| Select Field  | Operand        | Value |
|---------------|----------------|-------|
| Bank Code     | All (dropdown) |       |
| Document Date | All (dropdown) |       |
| Cleared Date  | All (dropdown) |       |
- Microsoft XPS Document Writer** (dropdown)
- Keep Window Open After:** Print ☐ Preview ☐
- Buttons:** Print, Preview, Setup, and a help icon.

### ***BR Reconcile by Date Report***

The BR Reconcile by Date Report can be run in order to reprint a Bank Reconciliation Report using the Bank Reconciliation history files. This report may only be run if the option to retain Bank Rec history is enabled in CMF Options. The 'Bank Statement Balance', 'Calculated Book Balance' and 'As Of Date' are required.

The screenshot shows the 'Bank Reconciliation By Date Report (CSH) 11/19/2015' dialog box. It includes the following sections:

- Report Setting:** STANDARD (with a search icon) and a Save button.
- Description:** Bank Reconciliation by Date Report.
- Setting Options:**
  - Type: Public (dropdown)
  - Print Report Settings: ☐
  - Three Hole Punch: ☐
  - Number of Copies: 1 (spinner)
  - Collated: ☒
- Document Types to Print:** All Types (dropdown)
- Print Comments:** Partial (dropdown)
- Summarize Activity:** ☐
- As Of Date:** 11/26/2015 (calendar icon)
- Bank Statment Balance:** 10,000.00
- Calculated Book Balance:** 10,000.00
- Selections:** A table with columns 'Select Field', 'Operand', and 'Value'.
 

| Select Field | Operand        | Value |
|--------------|----------------|-------|
| Bank Code    | All (dropdown) |       |
- Microsoft XPS Document Writer** (dropdown)
- Keep Window Open After:** Print ☐ Preview ☐
- Buttons:** Print, Preview, Setup, and a help icon.

### ***Cash Flow Analysis Report***

The Cash Flow Analysis Report prints the data that is displayed in the Cash Flow Analysis. Selection criteria includes 'Analysis ID' or 'Period'. This report is available from the Cash Flow Analysis screen or from the Reports menu. An additional option is available to print the Action Report automatically after running the Cash Flow Analysis Report.

Cash Flow Analysis Report (CSH) 11/19/2015

Report Setting: STANDARD [Search Icon] Save

Description: Cash Flow Analysis Report

Setting Options

Type: Public [Dropdown] Print Report Settings [Link] [Unchecked] Number of Copies: 1 [Up/Down]

Default Report: [Checked] Three Hole Punch [Unchecked] Collated: [Checked]

Options

Print in Landscape Format [Unchecked] Print Action Report [Unchecked]

Selections

| Select Field | Operand        | Value |
|--------------|----------------|-------|
| Analysis ID  | All [Dropdown] |       |
| Period       | All [Dropdown] |       |

Keep Window Open After

Microsoft XPS Document Writer [Dropdown] Print [Unchecked] Preview [Unchecked] Print Preview Setup [Help Icon]

### ***Cash Flow Stream Report***

The Cash Flow Stream Report prints all stream detail data for a particular Analysis ID or for all Analysis IDs. This report will only print data for a cash streams that have a Detail Level other than 'Summary'.

Cash Flow Stream Report (CSH) 11/19/2015

Report Setting: STANDARD [Search Icon] Save

Description: Cash Flow Stream Report

Setting Options

Type: Public [Dropdown] Print Report Settings [Link] [Unchecked] Number of Copies: 1 [Up/Down]

Default Report: [Checked] Three Hole Punch [Unchecked] Collated: [Checked]

Selections

| Select Field | Operand        | Value |
|--------------|----------------|-------|
| Analysis ID  | All [Dropdown] |       |

Keep Window Open After

Microsoft XPS Document Writer [Dropdown] Print [Unchecked] Preview [Unchecked] Print Preview Setup [Help Icon]

### ***Cash Flow Action Report***

The Cash Flow Action Report will print any stream detail data which has been modified. The original amount as well as the current amount will be displayed. This report may be printed by Analysis ID or optionally after the Cash Flow Analysis Report has been run.

**Cash Flow Action Report (CSH) 11/19/2015**

Report Setting: STANDARD [Save]

Description: Cash Flow Action Report

Setting Options:

Type: Public [Print Report Settings] [ ] Number of Copies: 1 [ ]

Default Report: [ ] Three Hole Punch: [ ] Collated: [x]

Selections:

| Select Field | Operand | Value |
|--------------|---------|-------|
| Analysis ID  | All     |       |

Microsoft XPS Document Writer [Keep Window Open After] [ ] [Print] [Preview] [Setup] [?]

## Utilities Menu

### A/R Customer Receipt Performance Review

Use this utility to perform A/R Customer Performance Reviews for all customers or a range of customers. The performance reviews will use the settings defined in this screen unless the customer has custom performance review settings defined in Customer Performance Review from the Main menu.

**A/R Customer Receipt Performance Review (CSH) 11/2/2015**

Review Date: 11/2/2015 [Calendar Icon]

Limit Receipts Performance Review by: All [v]

Selection Criteria for the Most Recent Review: All

Date of Last Performance Review: 7/29/2015

| Select Field    | Operand | Value |
|-----------------|---------|-------|
| Customer Number | All     |       |

[Proceed] [Cancel] [?]

### A/P Vendor Payment Performance Review

Use this utility to perform A/P Vendor Payment Performance Reviews for all vendors or a range of vendors. The performance reviews will use the settings defined in this screen unless the vendor has custom performance review settings defined in Vendor Performance Review from the Main menu.

A/P Vendor Payment Performance Review (CSH) 11/2/2015

Review Date: 11/2/2015

Limit Receipts Performance Review by: All

Selection Criteria for the Most Recent Review: All

Date of Last Performance Review: 7/29/2015

| Select Field  | Operand | Value |
|---------------|---------|-------|
| Vendor Number | All     |       |

Proceed Cancel ?

## Section E: Appendix

### Stream Type Calculations

#### Average Days to Pay

**AverageDaysToPay for A/R and S/O is taken from the AR\_Customer file:**

AR234\_CMF\_AverageDaysToPay – if performance review has been run for this customer

AvgDaysPaymentInvoice – if performance has not been run for this customer

**AverageDaysToPay for A/P and P/O is taken from the AP\_Vendor file:**

AP234\_CMF\_AverageDaysToPay – if performance review has been run for this vendor

AverageDaysToPay – if performance has not been run for this vendor

#### A/R Open Invoices

**File:** AR\_OpenInvoice

**Amounts:** TaxableAmt  
NonTaxableAmt  
FreightAmt  
SalesTaxAmt  
CommissionAmt  
DiscountAmt  
PaymentsToday  
Balance  
RetentionAmt

**InvoiceTotal:** Balance – PaymentsToday

**EstimatedPayDate:** InvoiceDate + AverageDaysToPay

**Skipped:** Invoices with types PP and PY (PP=PrePayment, PY=PaYment)

***A/R Invoice Data Entry***

**File:** AR\_InvoiceHeader  
**Amounts:** NonTaxable  
SalesAmt  
FreightAmt  
SalesTaxAmt  
CommissionAmt  
RetentionAmt  
**InvoiceTotal:** TaxableSalesAmt + NonTaxableSalesAmt + FreightAmt + SalesTaxAmt  
**Skipped:** All invoices with Invoice Type XD (deleted)  
**EstimatedPayDate:** InvoiceDate + AverageDaysToPay

***A/R Repetitive Invoices***

**File:** AR\_RepetitiveInvoiceHeader  
**Amounts:** TaxableSalesAmt  
NonTaxableSalesAmt  
FreightAmt  
SalesTaxAmt  
CommissionAmt  
**InvoiceTotal:** TaxableSalesAmt + NonTaxableSalesAmt + FreightAmt + SalesTaxAmt  
**Skipped:** Invoice Cycle Code <> Schedule Cycle Code  
Invoices with Inactive Customer (Customer Status "I" – inactive)  
If Invoice StartBillingDate exists, and StartBillingDate > Schedule Date  
If Invoice StopBillingDate exists, and StopBillingDate < Schedule Date  
If Invoice LastBilledDate exists, and LastBilledDate > Schedule Date  
**Excluded:** If Customer is on hold and CF option "Exclude On Hold Customer" is YES.  
**EstimatedPayDate:** Schedule Date + AverageDaysToPay  
**Estimated Invoice Date:** Schedule Date

***A/R Cash Receipts Entry***

**File:** AR\_CashReceiptsHeader  
**CheckTotal:** PostingAmt  
**EstimatedPayDate:** Deposit Date

***A/P Open Invoices***

**File:** AP\_OpenInvoice

**Amounts:** InvoiceAmt  
DiscountAmt  
Balance  
TaxableAmt  
NonTaxableAmt  
FreightAmt  
TaxAmt  
NonRecoverableAmt

**InvoiceTotal:** Balance – CHECK.PaymentAmt - CHECK.DiscountAmt  
(CHECK.PaymentAmt and CHECK.DiscountAmt are taken from the AP\_CheckHeader/  
AP\_ManualCheckHeader file)

**Exclude:** If Hold Payment is Yes and CF Option “Exclude On Hold payments” is Yes

**EstimatedPayDate:** InvoiceDate + AverageDaysToPay

### ***A/P Invoice Data Entry***

**File:** AP\_InvoiceHeader

**Amounts:** InvoiceAmt  
NetInvoiceAmt  
DiscountAmt  
RetentionAmt  
PrepaymentAmt  
TaxableAmt  
NonTaxableAmt  
FreightAmt  
TaxAmt  
NonRecoverableAmt

**InvoiceTotal:** InvoiceAmt – PrepaymentAmt

IF InvoiceDiscountDate >= EstimatedPayDate then InvoiceTotal = InvoiceTotal - DiscountAmt

**Exclude:** If Hold Payment is Yes and CF Option “Exclude On Hold payments” is Yes

**EstimatedPayDate:** InvoiceDate + AverageDaysToPay

### ***A/P Repetitive Invoices***

**File:** AP\_RepetitiveInvoiceHeader

**Amounts:** InvoiceAmt  
NetInvoiceAmt  
DiscountAmt  
TaxableAmt

NonTaxableAmt  
FreightAmt  
TaxAmt  
NonRecoverableAmt

**InvoiceTotal:** InvoiceAmt

IF InvoiceDiscountDate >= EstimatedPayDay then

InvoiceTotal=InvoiceTotal – DiscountAmt (InvoiceDiscountDate is calculated using Vendor Terms Code)

**Skipped:** If NumberOfPaymentsToMake > 0 AND NumberOfPaymentsMade >=

NumberOfPaymentsToMake

If OriginalBalance >0 AND OriginalBalance <= BilledToDateAmt

If Schedule Cycle Code <> Invoice Select Cycle Code

If Invoice StartBillingDate exists, and StartBillingDate > Schedule Date

If Invoice LastBilledDate exists, and LastBilledDate > Schedule Date

If invoice number exists in AP Open invoice, Invoice Entry Header or Invoice History Header.

**EstimatedPayDate:** InvoiceDate + AverageDaysToPay

### ***A/P Check Entry***

**File:** AP\_CheckHeader

**Amounts:** CheckAmt

DiscountAmt

ACHElectronicPaymentAmt

**CheckTotal:** CheckAmt + ACHElectronicPaymentAmt

**EstimatedPayDate:** Check Date

### ***A/P Manual Check Entry***

**File:** AP\_ManualCheckHeader

**CheckTotal:** CheckAmt

**EstimatedPayDay:** Check Date

### ***Beginning Balance***

**File:** GL\_Bank

**BeginningBalance:** Sum of the CurrentBankBalance fields (selected banks)

**Sales Orders****File:** SO\_SalesOrderHeader

**Amounts:** DiscountAmt  
 TaxableAmt  
 NonTaxableAmt  
 SalesTaxAmt  
 FreightAmt  
 DepositAmt

**OrderTotal:** TaxableAmt + NontaxableAmt + SalesTaxAmt + FreightAmt – DiscountAmt –  
 DepositAmt – InvoiceTotal

**Invoice Total:** (SO\_InvoiceHeader/SO\_InvoiceDetail)

If all invoice lines are sales order lines

InvoiceTotal=InvoiceHeader.TaxableAmt + InvoiceHeader.NonTaxableAmt +  
 InvoiceHeader.SalesTaxAmt + InvoiceHeader.FreightAmt - InvoiceHeader.DiscountAmt -  
 InvoiceHeader.DepositAmt

If invoice has some additional lines that do not belong to the sales order

InvoiceTotal =sum of all sales order lines extension amounts. (InvoiceDetail.ExtensionAmt)

**Skipped:** Sales Order Type <> ("S" or "B")**Exclude:** If Sales Order is on Hold if CF option "Exclude on Hold Sales Orders" is set to Yes**EstimatedPayDate:** ShipExpireDate + AverageDaysToPay**EstimatedInvoiceDate:** ShipExpireDate**Repeating Sales Orders****File:** SO\_SalesOrderHeader

**Amounts:** DiscountAmt  
 TaxableAmt  
 NonTaxableAmt  
 SalesTaxAmt  
 FreightAmt  
 DepositAmt

**OrderTotal:** TaxableAmt + NontaxableAmt + SalesTaxAmt + FreightAmt – DiscountAmt - DepositAmt

**Skipped:** Sales Order Type <> "R"  
 Schedule Cycle Code <> Order Cycle Code

**Exclude:** If Sales Order is on Hold if CF option "Exclude on Hold Sales Orders" is set to Yes  
 ShipExpireDate\$ < Schedule Date and CF Option "Exclude Expired Repeating SO"  
 is Yes

**EstimatedPayDate:** Schedule Date + AverageDaysToPay**EstimatedInvoiceDate:** Schedule Date

***S/O Invoice Data Entry*****File:** SO\_InvoiceHeader**Amounts:** TaxableAmt  
NonTaxableAmt  
SalesTaxAmt  
DiscountAmt  
RetentionAmt  
CommissionAmt  
FreightAmt  
DepositAmt**InvoiceTotal:** TaxableAmt + NonTaxableAmt + FreightAmt + SalesTaxAmt - DiscountAmt - DepositAmt**Shipped:** All invoices with Invoice Type "XD" (deleted)**EstimatedPayDate:** InvoiceDate + AverageDaysToPay***Purchase Orders*****File:** PO\_PurchaseOrderHeader**Amounts:** PrepaidAmt  
TaxableAmt  
NonTaxableAmt  
SalesTaxAmt  
FreightAmt  
PrepaidFreightAmt  
InvoicedAmt  
ReceivedAmt  
FreightSales  
TaxInvAmt  
BackOrderLostAmt**OrderTotal:** TaxableAmt + NonTaxableAmt + SalesTaxAmt + FreightAmt – PrepaidAmt –  
PrepaidFreightAmt – InvoicedAmt - InvoiceTotal**Invoice Total:** (PO\_ReceiptHeader/PO\_ReceiptDetail)

If all invoice lines are purchase order lines

$$\text{InvoiceTotal} = \text{InvoiceHeader.TaxableAmt} + \text{InvoiceHeader.NonTaxableAmt} +$$
$$\text{InvoiceHeader.SalesTaxAmt} + \text{InvoiceHeader.FreightAmt} - \text{InvoiceHeader.PrepaidFreightAmt} -$$
$$\text{InvoiceHeader.PrePaidAmt}$$

If InvoiceHeader.DiscountDueDate >= EstimatedPayDate then

InvoiceTotal = InvoiceTotal - InvoiceHeader.DiscountAmt

If invoice has some additional lines that do not belong to the purchase order

InvoiceTotal =sum of all purchase order line extension amounts. (InvoiceDetail.ExtensionAmt)

**Skipped:** Sales Order Type <> "S"

**Exclude:** If PO is on Hold and CF option "Exclude on Hold POs" is set to YES

**EstimatedPayDate:** RequiredExpireDate + AverageDaysToPay

**Estimated Invoice Date:** RequiredExpireDate

### ***Repeating Purchase Orders***

**File:** PO\_PurchaseOrderHeader

**Amounts:** PrepaidAmt  
TaxableAmt  
NonTaxableAmt  
SalesTaxAmt  
FreightAmt  
PrepaidFreightAmt  
InvoicedAmt  
ReceivedAmt  
FreightSales  
TaxInvAmt  
BackOrderLostAmt

**OrderTotal:** TaxableAmt + NonTaxableAmt + SalesTaxAmt + FreightAmt

**Skipped:** Purchase Order with Type <> "R"

If schedule PurchaseOrderNo <> PurchaseOrderNo

**Exclude:** If PO is on Hold and CF option "Exclude on Hold POs" is set to YES

If ShipExpireDate < Schedule Date

**EstimatedPayDate:** Schedule Date + AverageDaysToPay

**Estimated Invoice Date:** Schedule Date

### ***P/O Receipt of Invoice Entry***

**File:** PO\_ReceiptHeader

**Amounts:** PrepaidAmt  
TaxableAmt  
NontaxableAmt  
SalesTaxAmt  
FreightAmt  
PrepaidFreightAmt  
DiscountAmt  
TotalMiscChargeAmt  
CODAmt

**InvoiceTotal:** TaxableAmt + NonTaxableAmt + SalesTaxAmt + FreightAmt – PrepaidFreightAmt  
- PrePaidAmt

IF DiscountDueDate >= EstimatedPayDate then

**InvoiceTotal** = InvoiceTotal – DiscountAmt

**Skipped:** Receipts without invoice numbers

**EstimatedPayDate:** InvoiceDate + AverageDaysToPay

### ***P/O Return of Goods Entry***

**File:** PO\_ReturnHeader

**Amounts:** ReturnedDepositAmt

TaxableAmt

NontaxableAmt

SalesTaxAmt

FreightAmt

PrepaidFreightAmt

DiscountAmt

TotalMiscChargeAmt

**InvoiceTotal:** TaxableAmt + NonTaxableAmt + SalesTaxAmt + FreightAmt - PrepaidFreightAmt

IF DiscountDueDate >= EstimatedPayDate then

**InvoiceTotal** = InvoiceTotal - DiscountAmt

**EstimatedPayDate:** InvoiceDate + AverageDaysToPay

### ***Cash Outflow***

**File:** CF\_InvestmentScheduleDetail

**Amount:** Cash Outflow Amount

**Date:** Cash Outflow Date

### ***Cash Inflow***

**File:** CF\_MiscCashFlowDetail

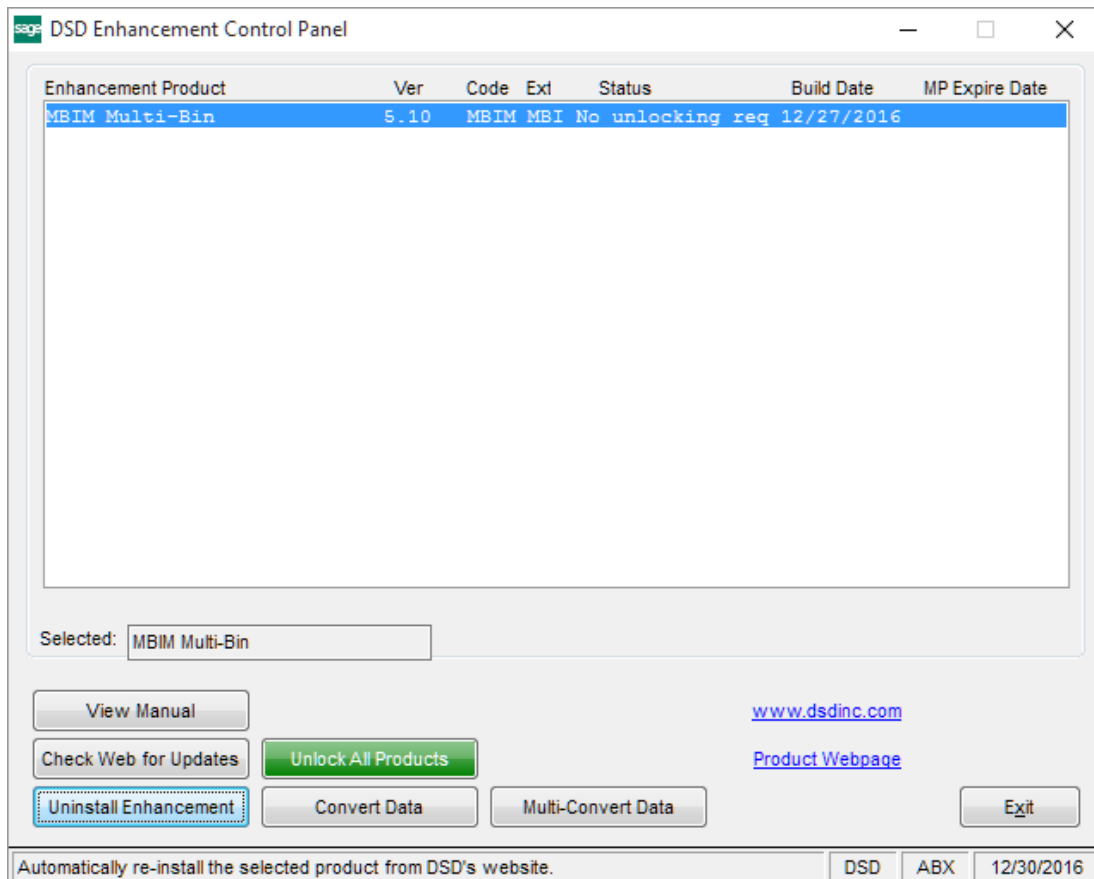
**Amount:** Cash Inflow Amount

**Date:** Cash Inflow Date

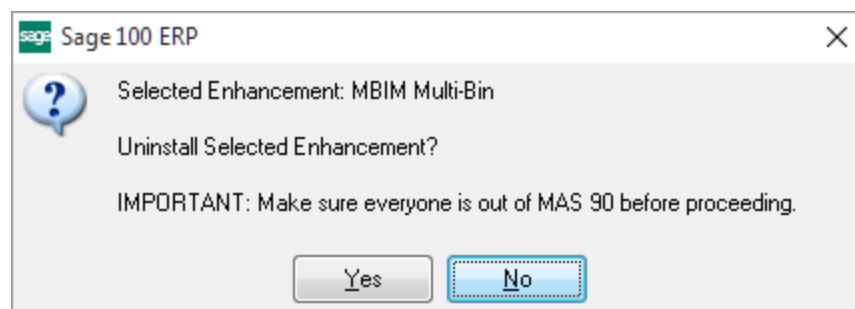


## Section F: Uninstall DSD Enhancements

A DSD Enhancements Uninstall Utility has been provided for the purposes of removing DSD Enhancements from your Sage 100 System. This utility may be accessed from the **DSD Enhancement Control Panel** menu option on the **Library Master / Utilities** menu.

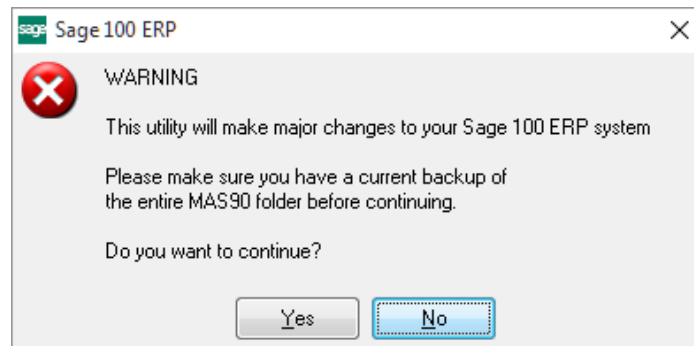


When accessing the **DSD Enhancement Control**, select the enhancement that you wish to Uninstall, and then select the **Uninstall Enhancement** button. The following message box will appear:



Select **No** to exit the Uninstall Process.  
 Select **Yes** to continue with the Uninstall Process.

The following message box will appear, to remind you that a complete backup of your entire Sage 100 system should be completed prior to uninstalling a DSD product.



Select **No** to exit the Uninstall Process.

Select **Yes** to continue with the Uninstall Process.

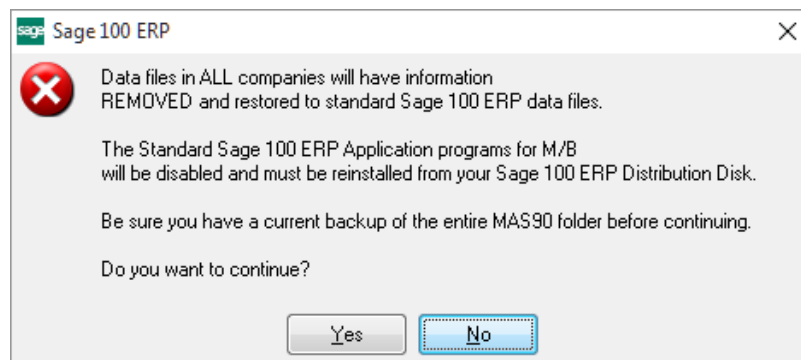
**After the Uninstall of the DSD Enhancement, you MUST reinstall certain standard Sage 100 modules, followed by reinstallation of Product Updates and Hot Fixes, if applicable.**

A message box will appear, and will display which of those specific Sage 100 modules you must reinstall afterwards.

Select **No** to exit the Uninstall Process.

Select **Yes** to continue with the Uninstall Process.

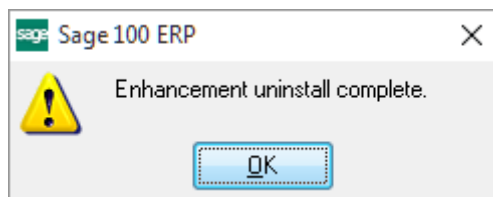
The following message box will appear, displaying the final warning message.



Select **No** to exit the Uninstall Process.

Select **Yes** to continue with the Uninstall Process. At this point, the DSD Enhancement will be removed from the Sage 100 system.

After completion of the Uninstall, the following message box will appear. Select OK to continue.



Now that the Uninstall process is completed, you must:

- Reinstall the applicable standard Sage 100 modules
- Reinstall the latest Sage 100 Service Pack/Updates, if applicable.
- Reinstall any other DSD Enhancements or Developer products that are affected from the reinstallation of the standard Sage 100 module(s).