



DSD
BUSINESS SYSTEMS

DSD Business Systems

MAS 90/200 Enhancements

G060

Daily Amortization Utility for Service Contracts

GL-1060

Version 5.20



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Daily Amortization Utility for Service Contracts User's Manual
Version 5.20

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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 90/200. For instructions on using MAS 90/200, refer to the appropriate MAS 90/200 manual, or call your MAS 90/200 reseller. DSD Business Systems offers excellent MAS 90/200 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*

G060 Daily Amortization Utility for Service Contracts:

<http://www.dsdinc.com/enh/pages/G060.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 MAS 90/200 resellers. Support is provided for the current version. Older versions are supported at an hourly rate. DSD's telephone number is **858-550-5900**. Fax: **858-550-4900**.

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

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

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

Other pertinent information.

If leaving a message or faxing, please include:

Your name.

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

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

Daily Amortization Utility for Service Contracts Features

This DSD Extended Solution provides an amortization utility which uses a daily rate for the purpose of recognizing revenue on service contracts (Sales Order Invoices). These service contracts can have varying terms: 6 months, 12 months, 18 months, for example. The start and stop date of each contract is defined in the Invoice header, stored in Custom Office User Defined fields.

It is expected that the utility will be run once a month. As part of the utility's function, journal postings would then be created for each service contract for the monthly accrual amount calculated at a daily rate from the deferred revenue account to the revenue account.

An Amortization Schedule Report has been added to allow you to view expected revenue postings for future months.

The Custom Office module and the Sales Order module are required in order for this Extended Solution to function.

If the report is run for a period that has already been amortized, you will get undesirable results.

Section B: Getting Started

CAUTION

- If you reinstall or upgrade one of the MAS 90/200 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.
- Do not install this Enhancement on MAS SQL Systems.

Required Levels

MAS 90/200 Module	Module Required	Required Level
G/L	Y	5.20
S/O	Y	5.20

Installation

1. **Back-up:** Exit all MAS 90/200 sessions. Back-up existing MAS 90/200 data.
2. **Check Levels:** MAS 90/200 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 MAS 90/200 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 MAS 90/200:** MAS 90/200 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 MAS 90/ 200 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.*

DSD Enhancement License Agreement and Activation

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:

ABC 4/28/2010

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.

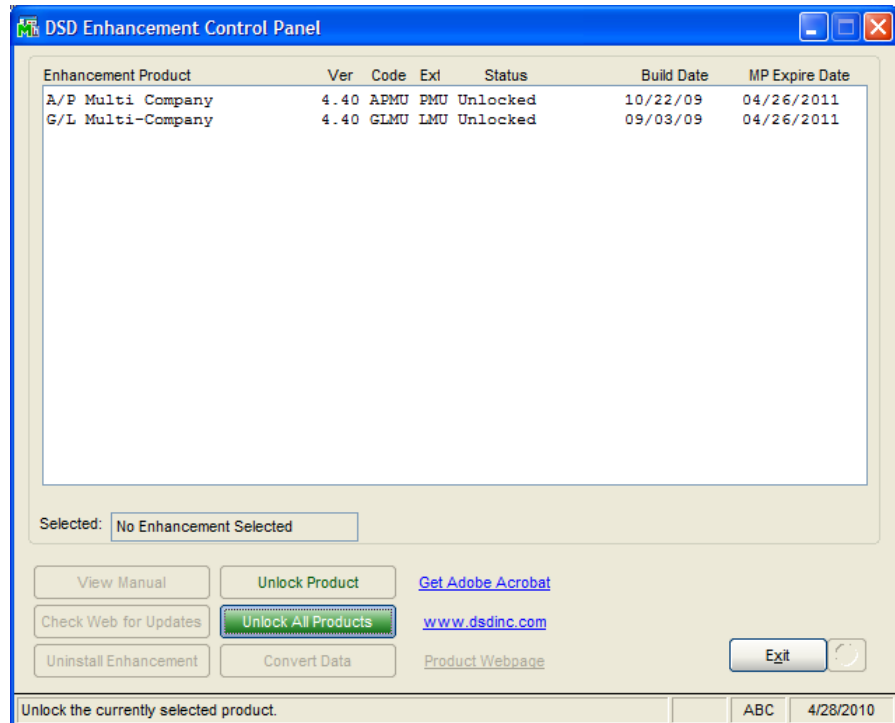
Note: You can also unlock a DSD Enhancement through the **DSD Enhancement Control Panel** found on the Library Master Utilities Menu. Then, select the Enhancement with your mouse from the list of Enhancements and click the **Unlock Product** button on the right side of the window.

- Convert Data:** After 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 3.61, 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 MAS 90/200 system. To use it, select an Enhancement product from the list on the window and then click the button, on the right side of the window, which corresponds with the desired task.

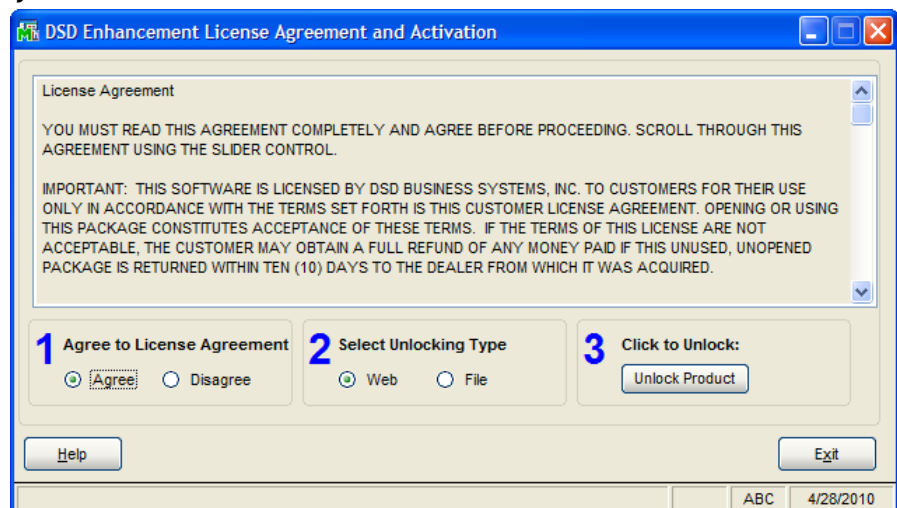


View Manual: This button will display the product manual for the selected Enhancement using Adobe Acrobat. For this to be possible, the PDF file for the corresponding manual must be in the "MAS90/PDF" folder in the MAS 90/200 system. If the file is not present, and the system has web access, the correct 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 MAS 90/ 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.*

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 verification, the selected Enhancements data conversion program will run. Data conversion is non-destructive, and may be triggered any number of times. Sometimes this is required to fix data records imported or updated from a non-enhancement installation.

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.

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

Section C: Setup

Upon completion of software installation, you will need to access the DSD Extended Solutions Setup from the General Ledger Setup menu. Select this part number and the Setup screen for this Extended Solution will appear. Check the 'Enable DSD Extended Solution' box to activate this Extended Solution.

GL-1060 Setup Options

GL-1060 Service Contract Amort

Enable DSD Extended Solution ☒ Level 5.20

A/R Invoice History Hdr UDF for Contract Start Date START_DATE Start Date

A/R Invoice History Hdr UDF for Contract Stop Date END_DATE End Date

G/L Account for Deferred Revenue 400-01-00 Distribution sales (history)

G/L Revenue Account 400-01-01 Distribution sales - East

Amortization Source Journal SO

Exclude Sales Tax ☒

Amortize by Invoice Line ☒

Accept Cancel

DSD ABC 10/8/2015

Answer the following prompts:

A/R Invoice History Header UDF for Contract Start Date: Select the date type UDF which holds the Service Contract's Start Date. You will need to set up an S/O Invoice Header UDF and have it flow through to an A/R Invoice History Header UDF.

A/R Invoice History Header UDF for Contract Stop Date: Select the date type UDF which holds the Service Contract's Stop Date. You will need to set up an S/O Invoice Header UDF and have it flow through to an A/R Invoice History Header UDF.

G/L Account for Deferred Revenue: Specify the G/L account which will be used for deferred revenue posting.

G/L Revenue Account: Specify the G/L account which will be used for the revenue posting.

Amortization Source Journal: Specify the Source Journal to be used by the utility when moving funds from the deferred revenue account to the revenue account.

Exclude Sales Tax: If you check this box, the Sales Tax amount will be excluded from the amortization calculation:

TaxableSalesAmt + NonTaxableSalesAmt + FreightAmt + SalesTaxAmt - DiscountAmt - DepositAmt - CreditCardPaymentBalanceAmt

The 'Amortization Utility' will be added to the General Ledger Main Menu as an Update/Period task. The 'Amortization Purge Utility' will be added to the General Ledger Period End Menu as an Update/Period task. The 'Amortization Report' will be added to the General Ledger Reports menu as a Report/Form task. Please review your security setup in Role Maintenance and make appropriate changes.

Amortize by Invoice Line: Select this checkbox to only select Invoice Lines that have a Sales Account that matches the "G/L Account for Deferred Revenue" Account.

You should visit this Setup screen after each upgrade or reinstallation of this Extended Solution.

Section D: System Operations

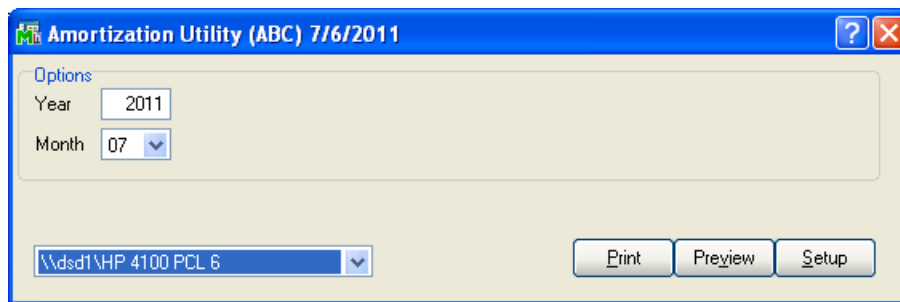
Sales Journal Update

Sales Order Sales Journal Update will be modified to look for any Invoices which have non blank values in the Start date and Stop Date UDFs; when encountered it will then write data to the Service Contract header file. This data consists of the Invoice Number, the Salesperson, the Customer Number, the Start Date, the Stop Date and the Invoice Total. If 'Excludes Sales Tax' is checked, the amount written to Invoice Total will not include the Sales Tax amount.

If the "Amortize by Invoice Line" checkbox in GL-1060 Options is checked, then only applicable lines will post to this file. To accomplish this, all Invoice Lines will be read for their line extensions and added together, but only those lines that have a Revenue Account that matches the GL-1060 Deferred Revenue Account will be selected.

Amortization Utility

This option can be found on the main menu. When accessed, you will be prompted for a Year and Month.



When you click 'Print' the Amortization Utility will sift through the Service Contract header file looking for Invoices where the month and year defined on the selection screen falls into the Start and Stop Date range of the Invoice. As Invoices are located, it will then look to the Service Contract Detail file to see if there is a record that an Amortization has been made for this month and year. If there is not an amortization record for this date the Invoice will be selected.

Next, a daily amortization rate will be determined for the Invoice by dividing the Invoice Total by the total number of days in the term. This daily amortization rate is accurate to six decimal places. Then the number of days which match the selected month/year will be multiplied by this daily amortization rate and rounded to the nearest cent.

For example: Invoice 125877, \$600

UDF Term From: 11/15/05 UDF Term To: 05/15/06

182 days in the term would come up with a daily amortization rate of \$3.296703 a day.

Utility is run for: January, 2006

Therefore 31 days are processed for this Invoice

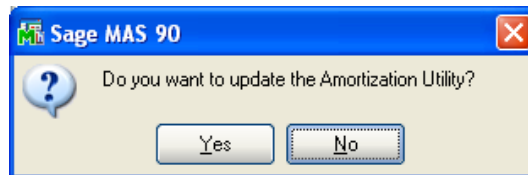
\$3.296703 a day x 31 days = \$102.197793, which we round to \$102.20 for the monthly amortization.

In special cases where the selected month contains the last day of the term of the Invoice, the monthly amortization will be the remainder of the Invoice Total after subtracting the monthly amortizations from previous months. This ensures that the Invoice Total will always equal the sum of the monthly amortizations at the end of the term.

When the selection is complete, a report will print listing all the selected Invoices and the calculated Amortized Amounts.

Amortization Utility							
ABC Distribution and Service Corp. (ABC)							
Invoice #	Salesperson	Customer #	UDF Start Date	UDF End Date	Invoice Total	Amortize Amount	Number of Days
0100103	02 - 0400	ALLENAP	1/15/2005	5/15/2005	1,802.53	253.25	17
0100104	02 - 0400	AMERCON	11/15/2004	4/15/2005	429.30	87.55	31
0100106	01 - 0100	ABF	1/1/2005	12/31/2005	106.00	9.00	31
0100107	02 - 0400	CAPRI	1/1/2005	12/31/2008	10,600.00	224.91	31
0100109	02 - 0300	BAYPYRO	1/1/2005	5/31/2005	1,065.00	218.64	31

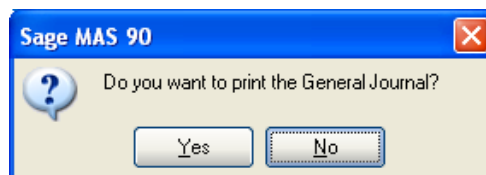
You will be prompted to update the amortizations to the General Journal files after the report is printed.



Saying 'Yes' will create a General Journal Entry

- for the Source Journal specified in Setup
- using the ending date of the month selected + the year as the posting date
- there will be one transaction for each Invoice
- the Journal header & detail comment will be : Amortize IN-#####

You will then be prompted to print the General Journal. Once the journal entry is made, a record will be made in the Service Contract Detail file for the amortization recording the Journal number, the date and the amount.



Failure to update the General Journal when prompted could produce undesirable results.

Amortization Schedule Report

This option has been added to the Reports menu. The report will detail what is sitting in the Service Contract files by Invoice Number. When accessed, you will be prompted for the Sort Option, either 'Invoice Number' or 'Salesperson/Invoice Number' as well as the Year and the Month.

The report will then list for each Invoice, its Salesperson, the total amount which has already been amortized as well as the number of days recognized. Next are four 'aging' columns. These columns will be labeled with end-of-month dates beginning with the 'Month' and 'Year' you specified on the Selection screen and project the amortization for each month. The 'Balance' column contains the remaining Invoice balance that would be collected *after the fourth aging column*. Under each column will be the expected number of days in each 'aging' month as well as the balance of days that would remain to be amortized after the fourth aging column.

There will be monetary totals on all numeric columns. If you Sort by 'Salesperson/Invoice' then there will be subtotals by Salesperson.

If you select the 'Invoice' sort and fill in 'January' and '2006', in the middle of January of 2006 for the above item then the following will print:

Amortization Schedule Report									
ABC Distribution and Service Corp. (ABC)									
Invoice #	Salesperson	Invoice Amount	Amortized Amount	1/31/2005	2/28/2005	3/31/2005	4/30/2005	Balance	
Start Date	End Date	TTL Days in Term	Days Amortized	# Days	# Days	# Days	# Days	# Days	# Days
0100103	02 - 0400	1,802.53	417.11	253.25	417.11	461.81	446.91	223.45	
1/15/2005	5/15/2005	121	45	17	28	31	30	15	
0100104	02 - 0400	429.30	79.08	87.55	79.08	87.55	42.38	0.00	
11/15/2004	4/15/2005	152	106	31	28	31	15	0	
0100105	02 - 0400	405.45	405.45	0.00	405.45	0.00	0.00	0.00	
2/5/2005	2/14/2005	10	24	0	10	0	0	0	
0100106	01 - 0100	106.00	0.00	9.00	8.13	9.00	8.71	71.16	
1/1/2005	12/31/2005	365	0	31	28	31	30	245	
0100107	02 - 0400	10,600.00	0.00	224.91	203.15	224.91	217.66	9,729.37	
1/1/2005	12/31/2008	1461	0	31	28	31	30	1341	
0100108	01 - 0200	106.00	0.00	0.00	0.00	0.00	106.00	0.00	
4/1/2005	4/30/2005	30	0	0	0	0	30	0	
0100109	02 - 0300	1,065.00	0.00	218.64	197.48	218.64	211.59	218.65	
1/1/2005	5/31/2005	151	0	31	28	31	30	31	
Report Totals:		14,514.28	901.64	793.35	1,310.40	1,001.91	1,033.25	10,242.63	

Below is an example of the same criteria, only with the Salesperson/Invoice sort.

Amortization Schedule Report									
ABC Distribution and Service Corp. (ABC)									
Invoice #	Salesperson	Invoice Amount	Amortized Amount	1/31/2005	2/28/2005	3/31/2005	4/30/2005	Balance	
Start Date	End Date	TTL Days in Term	Days Amortized	# Days	# Days	# Days	# Days	# Days	
0100106	01 - 0100	106.00	0.00	9.00	8.13	9.00	8.71	71.16	
	1/1/2005 12/31/2005	365	0	31	28	31	30	245	
Totals for	01 - 0100	106.00	0.00	9.00	8.13	9.00	8.71	71.16	
0100108	01 - 0200	106.00	0.00	0.00	0.00	0.00	106.00	0.00	
	4/1/2005 4/30/2005	30	0	0	0	0	30	0	
Totals for	01 - 0200	106.00	0.00	0.00	0.00	0.00	106.00	0.00	
0100109	02 - 0300	1,065.00	0.00	218.64	197.48	218.64	211.59	218.65	
	1/1/2005 5/31/2005	151	0	31	28	31	30	31	
Totals for	02 - 0300	1,065.00	0.00	218.64	197.48	218.64	211.59	218.65	
0100103	02 - 0400	1,802.53	417.11	253.25	417.11	461.81	446.91	223.45	
	1/15/2005 5/15/2005	121	45	17	28	31	30	15	
0100104	02 - 0400	429.30	79.08	87.55	79.08	87.55	42.38	0.00	
	11/15/2004 4/15/2005	152	106	31	28	31	15	0	
0100105	02 - 0400	405.45	405.45	0.00	405.45	0.00	0.00	0.00	
	2/5/2005 2/14/2005	10	24	0	10	0	0	0	
0100107	02 - 0400	10,600.00	0.00	224.91	203.15	224.91	217.66	9,729.37	
	1/1/2005 12/31/2008	1461	0	31	28	31	30	1341	
Totals for	02 - 0400	13,237.28	901.64	565.71	1,104.79	774.27	706.95	9,952.82	
Report Totals:		14,514.28	901.64	793.35	1,310.40	1,001.91	1,033.25	10,242.63	

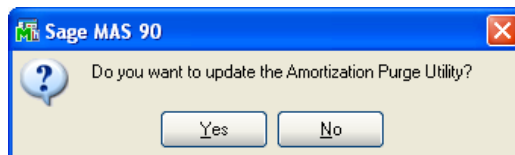
Amortization Purge Utility

This option has been added to the Period End menu. When accessed, it will prompt you for a year and month. After you click 'Print' the program will scan the Service Contract files looking for Invoice records where all revenue has been recognized by comparing the sum of Amortization Amounts to the Invoice Amount.

A report will print listing what Invoices have been selected for purging.

Amortization Purge Utility							
ABC Distribution and Service Corp. (ABC)							
Invoice #	Salesperson	Customer #	UDF Start Date	UDF End Date	Invoice Total	Amortize Amount	Number of Days
0100105	02 - 0400	CAPRI	2/5/2005	2/14/2005	405.45	405.45	10

You will then be prompted to purge.



ODBC Dictionary

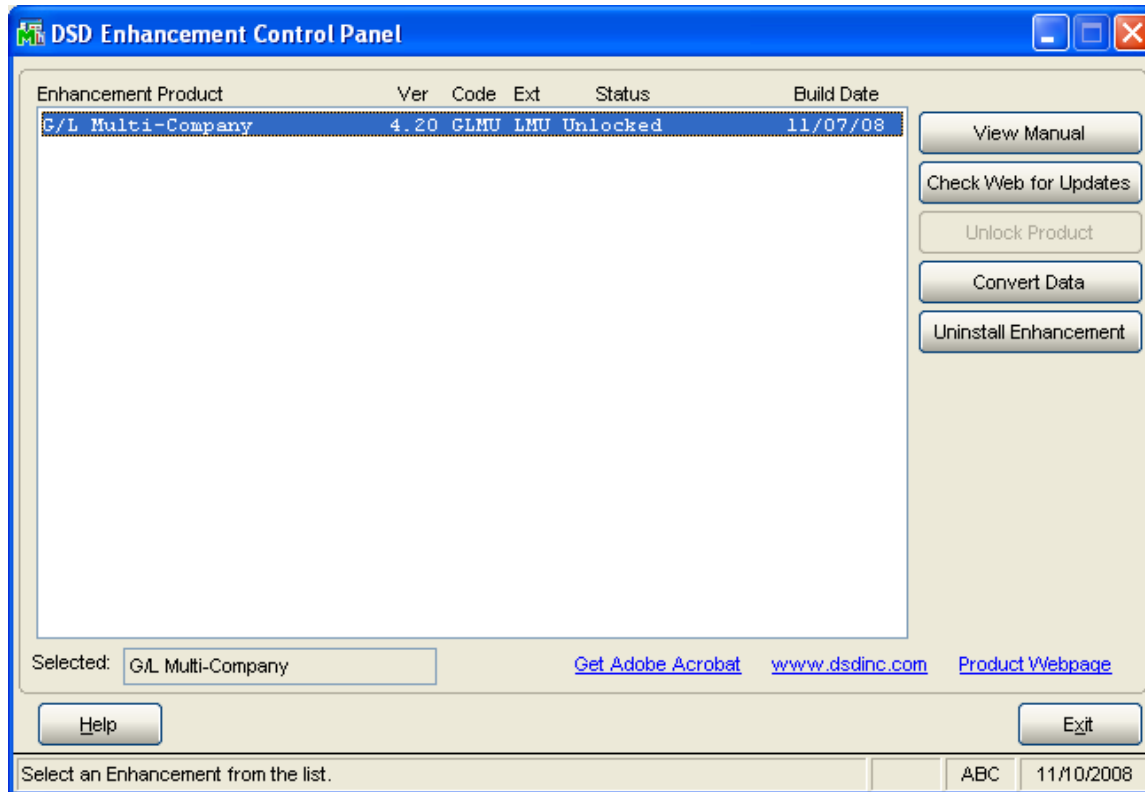
The files listed below have been added, or changed, in the ODBC Dictionaries by this Extended Solution for Crystal Reports purposes.

<i>File:</i>	<i>Fields:</i>
GL_ServiceContractHeader_001	All Fields
GL_ServiceContractDetail_001	All Fields
GL_ServiceContractDetailRpt_001	All Fields
GL_ServiceContractDetailWrk_001	All Fields

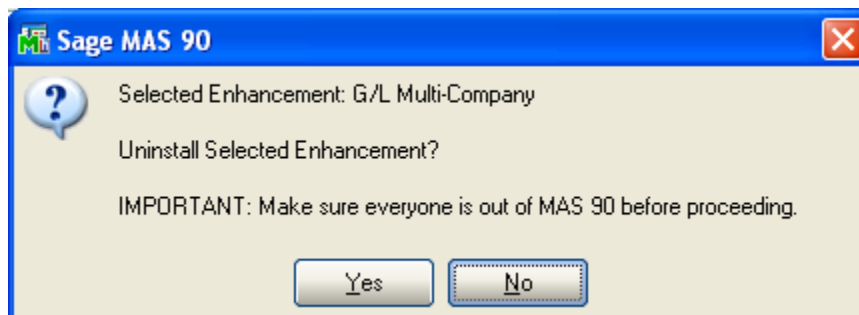
Be aware that the ODBC Dictionaries may contain other files and data fields that will be unavailable without their corresponding Extended Solutions installed.

Section E: Uninstall DSD Enhancements

A DSD Enhancements Uninstall Utility has been provided for the purposes of removing DSD Enhancements from your MAS 90/200 System. This utility may be accessed from the **DSD Enhancement Control Panel** menu option on the **Library Master / Utilities** menu.

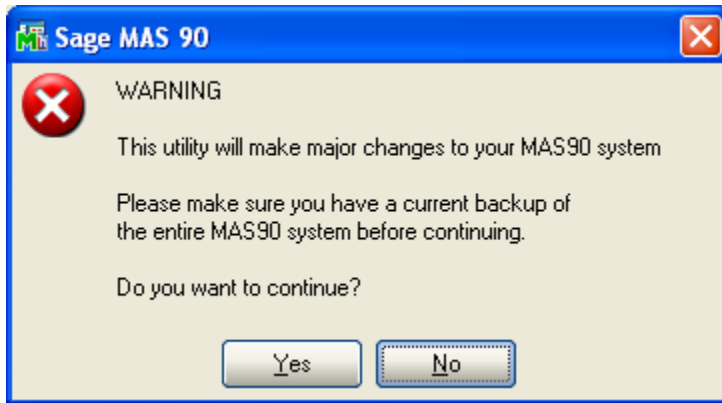


When accessing the **DSD Utility Suite**, select the enhancement that you wish to Uninstall, and then select the **Uninstall Enhancement** button. The following message box will appear:



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 MAS90 system should be completed prior to uninstalling a DSD product.

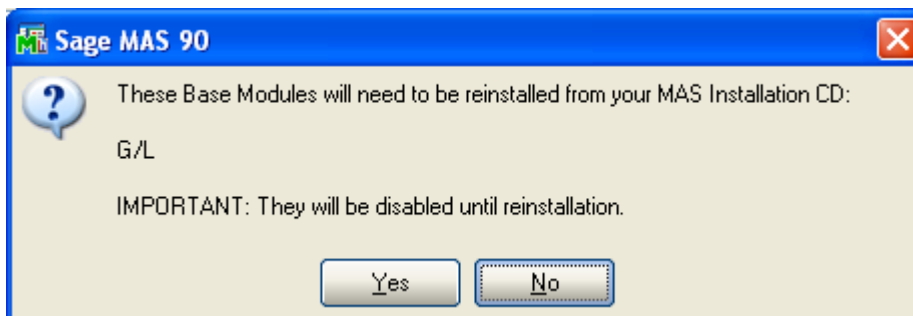


Select **No** to exit the Uninstall Process.

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

After the Uninstall of the DSD Enhancement, you **MUST** reinstall certain standard MAS 90/200 modules, followed by reinstallation of MAS Service Packs / Updates, if applicable.

The following message box will appear, and will display which of those specific MAS 90/200 modules you must reinstall afterwards.



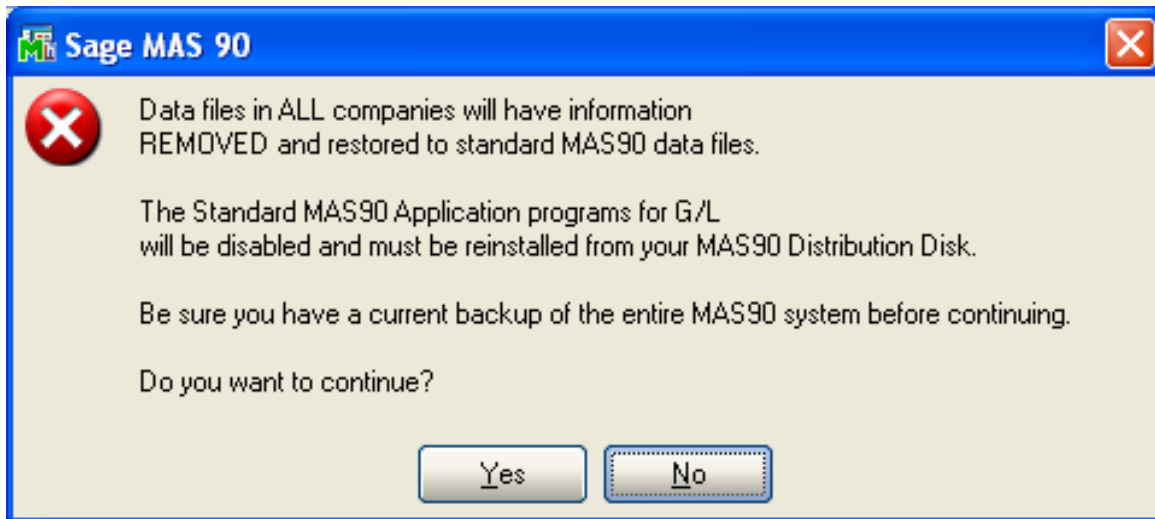
Select **No** to exit the Uninstall Process.

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

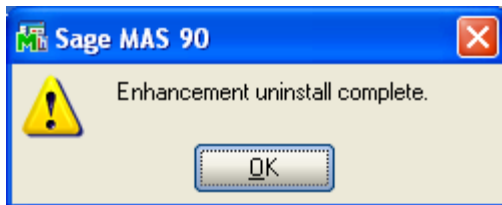
The following message box will appear, displaying the final warning message.

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 MAS 90/200 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 MAS 90/200 modules
- Reinstall the latest MAS 90/200 Service Pack/Updates, if applicable.
- Reinstall any other DSD Enhancements or Developer products that are affected from the reinstallation of the standard MAS 90/200 module(s).

License Agreement

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